



Twin Falls City Council Agenda

Tuesday, May 27, 2025, 5:00 PM

Council Chambers
203 Main Avenue East, Twin Falls, Idaho

Members: Mayor Ruth Pierce, Vice Mayor Jason Brown, Council Members Craig Hawkins, Spencer Cutler, Christopher Reid, Grayson Stone, Cherie Vollmer

- 1) Call Meeting to Order/Confirmation of Quorum
- 2) Pledge of Allegiance
- 3) Consent Calendar
 - a) **ACTION ITEM:** Request to approve City Council 2025 May 19, Minutes.
By: Rachael Long, Administrative Assistant
 - b) **ACTION ITEM:** Request to approve Accounts Payable for May 15-21, 2025.
By: Amy Luna, Deputy City Clerk
 - c) **ACTION ITEM:** Request to approve May 21, 2025, Travel Requests.
By: Amy Luna, Deputy City Clerk
 - d) **ACTION ITEM:** Request City Council to approve the Special Event Permit for the organizers of the Pride Parade.
By: Wendy Davis, Parks and Recreation Director
 - e) **ACTION ITEM:** Request City Council approve the Special Event Permit for the organizers of the Market on Main.
By: Wendy Davis, Parks and Recreation Director
 - f) **ACTION ITEM:** Request City Council approve the Special Event Permit for the organizers of the Twin Falls Public Library Summer Reading Kickoff.
By: Wendy Davis, Parks and Recreation Director
 - g) **ACTION ITEM:** Request City Council approve the Special Event Permit for the organizers of the Summer Classic Swim Meet.
By: Wendy Davis, Parks and Recreation Director
 - h) **ACTION ITEM:** Request City Council approve the Special Event Permit for the organizers of the Twin Falls Transit Day.
By: Wendy Davis, Parks and Recreation Director
 - i) **ACTION ITEM:** Request City Council to approve the Special Event Permit for the organizers of the 13th Annual Vietnam Veterans Welcome Home Motorcycle Ride and BBQ.
By: Wendy Davis, Parks and Recreation Director
 - j) **ACTION ITEM:** Request City Council approve the Special Event Permit for the organizers of the Taproot Church Summer Bash.
By: Wendy Davis, Parks and Recreation Director
 - k) **ACTION ITEM:** Request City Council approve the Special Event Permit for the organizers of the Community Harvest Festival.
By: Wendy Davis, Parks and Recreation Director
 - l) **ACTION ITEM:** Request to approve Findings of Facts and Conclusions of Law for the following items:
PZ25-0024 - Annexation and Zoning District Change PZ25-0014 - Comprehensive Plan Amendment
PZ25-0016 - PUD Amendment
By: William Klaver, Senior City Planner
 - m) **ACTION ITEM:** Request for approval of a Final Plat for Golden Eagle Subdivision No. 7 consisting of 42 lots on 9.5 (+/-) acres on property located at approximately 1652 Harrison St. S. (PZ25-0060).
By: William Klaver, Senior City Planner
 - n) **ACTION ITEM:** Request for approval of a Final Plat for Shady Creek Phase 1 at the Preserve consisting of 29 lots on 17 (+/-) acres on property located at the corner of Candleridge Drive and Cheney Drive East c/o Jennifer Zung on behalf of Mark Kelly. (PZ25-0058).
By: William Klaver, Senior City Planner
- 4) Items of Consideration
 - a) **ACTION ITEM:** Request to enter into negotiations with CORE Construction for CM/GC services associated with the Vista Bonita Park Expansion project.
By: Wendy Davis, Parks and Recreation Director
 - b) **ACTION ITEM:** Request to use \$136,200.00 of water reserves and authorize the scope of work with ABCO Engineering to complete the design for a slope remediation project.
By: Erin Steel, Assistant Public Works Director

- c) **PRESENTATION:** Request to present the Twin Falls Police Department's 2024 Annual Report to the City Council and to discuss ongoing projects.

By: Matthew Hicks, Chief of Police

5) General Public Input

6) Advisory Board Report/Announcements

7) Executive Session

- a) **ACTION ITEM:** Request to adjourn to Executive Session pursuant to Idaho Code § 74-206(1)(f) To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. The mere presence of legal counsel at an executive session does not satisfy this requirement.

By: Travis Rothweiler, City Manager

8) Adjournment

Any person(s) needing special accommodation to participate in the above-noticed meeting could contact Josh Palmer (208) 735-7312 at least two working days before the meeting. Si Desae Esta information in Español, Por favor llama a Josh Palmer al telephone (208) 735-7312.

Public Input Procedures

1. Individuals wishing to provide public input regarding matters relevant to the City of Twin falls shall:
 - a. Wait to be recognized by the Mayor or Chairman.
 - b. Approach the microphone/podium.
 - c. State their name, and whether they are a resident or property owner of the City of Twin Falls and proceed with their input.
2. All public input will be limited to two (2) minutes. Individuals are not permitted to give their time to otherspeakers.
3. All presenters shall remain respectful.

Public input will not be about any of the items that were on this agenda, personnel, or a personnel-related issue. All issues involving City personnel should be directly communicated with the mayor and/or the City Manager.

Anyone failing to follow these rules will be provided with one (1) warning. Should the speaker continue to disregard these rules after the warning, they will have the microphone muted and they will be asked to return to their seats.

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 should 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 is the request 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 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.
 - The written comments, including e-mail, received by 12:00 p.m. on the date of the hearing shall be either read onto 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 PublicTestimony.
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, applicants 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 19, 2025, 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 Jason Brown, Council Members Craig Hawkins, Christopher Reid, Cherie Vollmer & Grayson Stone.

Absent: Spencer Cutler

Staff Present: City Manager Travis Rothweiler, City Attorney Bruce Castleton, Deputy City Clerk Amy Luna, Administrative Assistant Rachael Long, Public Information Coordinator Joshua Palmer, Planning & Zoning Director Jonathan Spendlove, Senior Planner Will Klaver, Network Administrator Adam Day, Police Chief Matt Hicks

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) Consent Calendar

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

- a) Request to approve City Council 2025 May 12, Minutes.
- b) Request to approve Accounts Payable for May 08-14, 2025.
- c) Request City Council to approve the Special Event Permit for the organizers of the Laperrona Festival.
- d) Request City Council approve the Special Event Permit for the organizers of the Twin Falls Tonight event(s).
- e) Request to approve the Findings of Facts and Conclusions of Law for the following:
PZ25-0051 Blackhawk Subdivision No. 2 Final Plat
- f) Request City Council to approve the Special Event Permit for the organizers of the Annual St. Edward's Kermes event.

4) General Public Input

NONE

5) Advisory Board Report/Announcements

Vice Mayor Brown spoke about the MPO meeting was not able to meet and the conversation about the third bridge study should start soon. The public meeting will be held by the end of June.

Travis Rothweiler noted that City Hall will be closed for Memorial Day, Council will be on Tuesday night.

6) Public Hearings

- a) Request for a Zoning Title Amendment to repeal and replace Title 10. Items to include are regulations pertaining to "subdivisions". c/o City of Twin Falls (PZ24-0121).
P&Z Director Spendlove presented a request for a Zoning title Amendment to repeal and replace Title 10.

Discussion ensued as follows:

Vice Mayor Brown asked for clarification on the short plat section.

Mayor Pierce asked for clarification on what the timing is for the letters right now.

Stone is in favor of the sign change and thanked P & Z for the hard work.

Hawkins thanked the team for working hard on this change.

Reid is in favor. This allows for cleaning up of old documents. Spoke about that some citizens will not follow change.

Vice Mayor Brown asked which kind of plat they get the most letters for, preliminary plat or final plat.

Rothweiler spoke to the council giving clarification about these changes and what P & Z is trying to accomplish here.

Public Hearing Opened: 5:29 pm Public
Hearing Closed: 5:30 pm

MOTION: Council Member Reid moved to approve the request for a Zoning title Amendment to repeal and replace Title10. **Council Member Vollmer** seconded the motion. The roll call vote showed all members present voted in favor of the motion, 6 to 0.

7) Executive Session

- a) Request to adjourn to Executive Session pursuant to Idaho Code § 74-206(1)(b) To consider the evaluation, dismissal or discipline of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public-school student. **MOTION: Council Member Reid** moved to adjourn to Executive Session 74206(1)(b) to consider the evaluation, dismissal, or discipline of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public-school student. **Vice Mayor Brown** seconded the motion. The roll call vote showed all members present voted in favor of the motion, 6 to 0.

8) Adjournment

The meeting convened to an executive session at 05:49 PM. The meeting adjourned at 06:40 PM.

Rachael Long, 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



Council Agenda Information

Review

Streets



Streets Recommends *

- ☐ Permit this application as is.
- ☐ Permit this application with the following conditions/comments.
- ☐ Reject this application for the following reasons.

Comments, requests and requirements from Streets *

Engineering



Engineering Recommends *

- ☐ Permit this application as is.
- ☒ Permit this application with the following conditions/comments.
- ☐ Reject this application for the following reasons.

Comments, requests and requirements from Engineering *

Please submit a detailed Traffic Control Plan and a public Service Announcement 5 business days prior to the event.

Planning and Zoning



Planning and Zoning Recommends *

- ☒ Permit this application as is.
- ☐ Permit this application with the following conditions/comments.
- ☐ Reject this application for the following reasons.

Comments, requests and requirements from Planning and Zoning *

Electrical



Electrical Recommends *

- ☒ Permit this application as is.
- ☐ Permit this application with the following conditions/comments.
- ☐ Reject this application for the following reasons.

Comments, requests and requirements from Electrical *

Police



Police Recommends *

- ☐ Permit this application as is.
- ☒ Permit this application with the following conditions/comments.
- ☐ Reject this application for the following reasons.

Comments, requests and requirements from Police *

Event organizer will need to provide additional insurance per city code. Current policy for Damages to Premises Rented is \$100,000 needs to be \$500,000.

Event organizer will need to provide volunteers to set up and take down barricades for the parade.

Fire



Fire Recommends *

- ☐ Permit this application as is.
- ☒ Permit this application with the following conditions/comments.
- ☐ Reject this application for the following reasons.

Comments, requests and requirements from Fire *

Any tents or temporary structures larger than 400SF shall be permitted through TFFD. Any food vendor shall have their current 2025, yellow, fire permit decal displayed for the public to view.

Parks



Parks Recommends *

- ☐ Permit this application as is.
- ☐ Permit this application with the following conditions/comments.
- ☐ Reject this application for the following reasons.

Comments, requests and requirements from Parks *

Event Coordinator

Charges/Fees

Row	Description	Cost	Quantity
1	Application Fee	\$25.00	1
2	additional fees will be assessed by the parks department	\$0.00	

Total Due *

\$25.00

Special Event Departments *

Which departments should be asked to review this application?

- | | | |
|--|---|---|
| ☒ Streets | ☒ Engineering | ☒ Planning and Zoning |
| ☒ Electrical | ☒ Police | ☒ Fire |

Reviewer Name *

Wendy Davis

Initial Questions

Will you be using a Park Facility (City Pool and Ballfields included), City Trail, or Downtown Commons/Main Street? *

☒ Yes ☐ No

Type of Event *

Please select all that apply

- | | | |
|---|--|---|
| ☐ Car Show | ☐ Carnival/Fair | ☐ Dance |
| ☒ Concert/Performance | ☐ Exhibits/Miscellaneous | ☐ Festival |
| ☒ Parade | ☐ Picnic/Family Gathering | ☐ Pool Reservation |
| ☐ Run/Walk/Race | ☐ Special Attraction | ☐ Street Fair |
| ☐ Tournament (Sport Field/Court) | ☐ Other | |

Estimated Number of Attendees *

200

50+ requires permission
250+ requires waste plan
500+ is a special event

Will there be amplified or unusual sound at your event? *

☒ Yes ☐ No

Will your event impact or require any street closure? *

☒ Yes ☐ No

Will alcohol be sold or served publicly at your event? *

☐ Yes ☒ No

Will there be tents, canopies, or other temporary structures? (includes inflatables) *

☒ Yes ☐ No

Provide a description of tents or structures.

No water features allowed. Tent stakes must be less than 12". Fire inspection may be required.

- 1 10x10 tent on stage for the DJ
- 1 10x10 tent on the west side of stage for Southern Idaho Pride
- 1 10x10 tent near the back for info/medical/lost&found

Will there be vendors selling goods or services at this event (including lessons or paid activities)? *

☒ Yes ☐ No

Will you be driving vehicles into the park or parking on the grass or in the park? *

☐ Yes ☒ No

Will your event require access to or use of the park after hours? (before 6am or after 11pm) *

☐ Yes ☒ No

Will you be camping overnight in any park facility? *

☐ Yes ☒ No

Will you be operating any type of motorized vehicle on any of the trail system? *

☐ Yes ☒ No

Will you be riding bicycles on any area of the park other than a paved road or trail designated for that purpose? *

☐ Yes ☒ No

Will bicycles or vehicles operate at a rate of speed exceeding fifteen (15) miles per hour? *

☐ Yes ☒ No

Will you have horses or other animals at the event? (other than dogs) *

☐ Yes ☒ No

Will there be hot air balloon(s)? *

☐ Yes ☒ No

Do you plan to scuba dive in designated swim area at Dierkes Lake? *

☐ Yes ☒ No

Will you need to park any vehicles or equipment 1 ½ ton capacity or more in any park parking lots? *

☐ Yes ☒ No

Will you require power? (There may an additional fee for power) *

☒ Yes ☐ No

Contact Information

Event Organizer

First Name *

Brandon

Last Name *

Connolly

Onsite Contact

First Name *

Last Name *

Event Information

Event Name *

Twin Falls Pride Parade

Event Location (Park or Facility Requested)

Twin Falls Main Street and City Park

Is this event indoors or outdoors? *

- ☐ Indoors
- ☒ Outdoors

Event Reoccurrence

- ☐ One Time Event
- ☐ Recurring over several weeks/months

Event Description *

Our Pride Parade will include the following:

- 10-20 floats and marching groups
- 3-5 food Vendors in City Park
- General music by DJ, live bands, and dance performances
- Booths located near bandshell in city park

We will need Main Street closed from 6th Street W down to Commercial Avenue for the parade. The parade will consist of our sponsors and supportive organizations from around the state to walk in the parade with their floats or signs. We are also working on having our volunteers carry a large pride flag down the street to close up the parade portion of our event.

Once the last car has crossed over Shoshone Street we would like to move the street blockades to the east side of Shoshone Street and the east side of Hansen Street until 7:30 attendees migrate to City Park for the block party from 7:30-9pm. The block party will start with a guest speaker (our parade marshal) to kick off the party, performances and a concert of local artists and bands will fill the evening. We will also have food vendors for anyone wanting to eat during the event. Attendees will be asked to provide their own seating.

Canyon Rim City Park Downtown Commons Sunway Soccer Park
Shoshone Falls Dierkes Harmon Park Thomsen Park Oregon Trail

Download this provided template and add your layout. Upload your completed layout below.

Event Map *

TF Pride Parade Maps.pdf	23.36MB
Pride in the Park 2023_20241231_194629_0000.pdf	2.87MB

Set-up Time Start *

06/06/2025 03:30:00 PM

Set-up Time End *

06/06/2025 07:00:00 PM

Event Time Start*

06/06/2025 07:00:00 PM

Event Time End*

06/06/2025 09:00:00 PM

Take Down Time Start*

06/06/2025 09:00:00 PM

Take Down Time End*

06/06/2025 10:00:00 PM

Important, PLEASE READ: Full payment of all fees, map of event layout and liability insurance (if applicable) must accompany this completed application in order to request a reservation. Complete reservation requests are processed in the order in which they are received with annual events (3 years or more) given first consideration.

Parade



This is the standard parade route in Twin Falls. Will you be using this route? *

☒ Yes ☐ No, I want to use a custom route.

Parade Traffic Control Plan*

We will have volunteers spaced down the route to keep the street clear, move attendees forward, and clean up after the parade.

We'll set up our floats in the parking lot at Magic Valley High School. Southern Idaho Pride's float will lead the way.

We would also like to request the help of the City of Twin Falls and Twin Falls Police Department to set up blockades for the street and move them according to our plan.

Road Closure

Will you be requesting road closures not included in the standard parade route? *

☐ Yes ☒ No

Pedestrian Barricades

The city can provide up to 700 pedestrian barricades and a driver. You will need to set up and take down the barricades. Your event insurance will also need to cover anyone setting up or taking down these barricades. You will need to allow yourself adequate time to set up and take down the barricades.

How many barricades will you need? *

20

Permits, Licenses and Agreements

Will goods, services, food, or beverages be sold? *

☒ Yes ☐ No

*Food Concession and Commercial Activity Permit will be required
Handwashing stations may be required by Health Department
Agreement and fees may be required*

Will you have keg beer at your event? *

☐ Yes ☒ No

Will your event utilize signs, banners, flags, etc.? *

☒ Yes ☐ No

Definitions

*A "banner sign" is a temporary sign having characters, letters, or illustrations applied to plastic, cloth, canvas, or other similar material, with the only purpose of such nonrigid material being for background.

*A "sandwich board sign" is a temporary sign that is generally constructed in such a manner as to form an "A" like shape or is constructed with a base and single upward sign face, forming an upside down "T" but not permanently attached to the ground.

- Sandwich board signs are allowed within multi-tenant developments. Only 1 allowed per business.
- Sandwich board signs shall be located not more than ten feet (10') from the door of the business.

*A Community Event Sign announces a campaign, drive activity or celebration of a civic, political, public, philanthropic, religious or educational organization for noncommercial purposes. Community Event signs are allowed off premise but permission from the owner of the property where the sign will be located is required prior to issuance of a permit. Please provide a list of the locations of where any off premise signs will be located.

*May not be larger than 64 sq. ft. in size with a maximum height not to exceed 10 ft.

*An "inflatable sign" is a temporary ground mounted sign that is manufactured of plastic, cloth, canvas, or other light fabric, inflated with air and held upright, typically by mechanical means.

*The minimum setback from the road right of way shall be one and one-half (1-1/2) times the height of the sign.

A sign permit may be required from the Planning and Zoning Department.

Will your event generate any type of waste? *

☒ Yes ☐ No

Is this an ongoing or seasonal request? *

☒ Yes ☐ No

Agreement, insurance, and fees may apply

Will your event include pyrotechnics or fireworks? *

☐ Yes ☒ No

Notification

Event organizers are required to notify any nearby property owners who may be impacted by the holding of their special event. This notification must be made in writing and be given to said property owners no less than fourteen (14) days prior to the planned event. The special event permit will not be issued unless this requirement has been met. The written notice must include the following information:

- Date and time of special event
- Location of the event
- Additional areas affected by the event
- Type of event
- Planned road or parking lot closures
- Noise considerations (loud music, etc.)
- Estimated number of attendees

Notification Acknowledgement *

☒ I have read and understand this requirement

Insurance

It is the responsibility of the special event organizer(s) to secure and provide a **COMMERCIAL GENERAL LIABILITY** insurance policy that covers the planned special event. This policy must provide coverage of no less than \$500,000 combined single limit per occurrence. This insurance policy must include a rider for alcohol if it is to be sold, provided or consumed. Insurance requirements may be increased upon demand of the Twin Falls City Attorney, Twin Falls City Risk Manager and/or other local government entities with jurisdiction.

Each policy shall be written as a primary policy, not contributing to, or in excess of, any coverage which the City may carry. A certificate of Insurance naming the City of Twin Falls as additionally insured and as the certificate holder must be provided with this application. Failure to provide insurance coverage will immediately terminate special event application or approval.

Insurance Documents

NBP1572053_DecPage.pdf

50.96KB

Security

As an event organizer, you are required to provide a safe and secure environment for your event. This is accomplished through pre-planning and anticipation of problems or concerns related to event activities.

Most major events require the services of approved security (either paid professional security or a law enforcement agency). The Special Events Coordinator/Sergeant will evaluate each event application and determine the necessity of and type of security. Police Officers may be required depending on the scope of event.

The organizer may also be required to provide additional services (lost child booth, trained medical personnel, etc.) at the discretion of the Special Events Coordinator.

Restrictions and Signature

Please be aware of the following restrictions:

- Fires are allowed in fireplaces or grills only.
- Dogs must be on leash in parks, with the exception of Baxter Dog Park.
- Dogs are prohibited in the grassy park area of Dierkes Lake Park.
- Alcohol is prohibited at Dierkes Lake Park, Sunway Soccer Fields, First Federal Park & St Luke's Shelter, Oregon Trail Youth Complex, and Sawtooth Softball Fields. Water slides, inflatable water features and dunk tanks are prohibited.
- Hours for amplified music are Mon—Fri 11am-9pm, Sat 8am-9:30pm, Sunday 12:15pm-8pm.

The following are prohibited in parks and on trails:

- Glass containers
- Soliciting
- Loitering and Boisterousness
- Discharging of fireworks and explosives
- Possessing intoxicating beverages where prohibited or be under the influence in any public space
- Throwing objects other than in designated areas
- Climbing trees
- Damaging, cutting, removing, or attaching anything to any trees or plants
- Digging or disturbing grass or natural landscape
- Walking or standing on monuments, fountains, railings, fences, or other features not designed for such use
- Disfiguring or removing any buildings or park amenities
- Endangering the safety of others
- Preventing any person from using any park or its facilities
- Violating park curfew of 11pm
- Hunting, trapping, or pursuing wildlife
- Polluting waters of any kind in parks
- Dumping or depositing trash other than in proper receptacles

1. The prior named Applicant/Organization, in consideration of its use of Twin Falls Parks and Recreation facilities, agrees to release, indemnify and defend the City of Twin Falls, and its agents, employees and representative, from any and all claims, demands or lawsuits arising out of the Applicant's/Organization's use of said facilities.
2. Groups, individuals and applicants further agree that they have received the City's policies, rules and regulations governing use of said facility and agree to be bound by the same.
3. Effect Of A Permit: A Twin Falls park permittee shall be bound by all park rules and regulations and all applicable ordinances as fully as though the same were inserted in said permit. The person or persons to whom a permit is issued shall be liable for any loss, damage or injuries sustained by any person or property by reason of the negligence of the person or persons to whom such permit shall have been issued. The director, or a duly authorized representative, shall have the authority to revoke a permit upon finding of violation of any rule or ordinance, or upon good cause. (Ord. 2735, 9-16-2002)

****Based on the details of your event, a parks use permit might be issued. By signing below, I agree that this permit may be revoked for reasons outlined above. I further agree that this permit will be revoked if it conflicts with any lawful order issued by a Federal, State, or local government agency, including orders issued in response to the COVID-19 pandemic.**

By signing this application, I certify that the information contained in the foregoing application is true and correct to the best of my knowledge. I understand that this application is made subject to the rules and regulations established by the Twin Falls City Council. I further agree to abide by these rules, and further certify that I, on behalf of the Host Organization, am authorized to commit that organization, and therefore agree to be financially responsible for any costs and fees that may be uncured by, or on behalf of, the Special Event to the City of Twin Falls.

Signature*

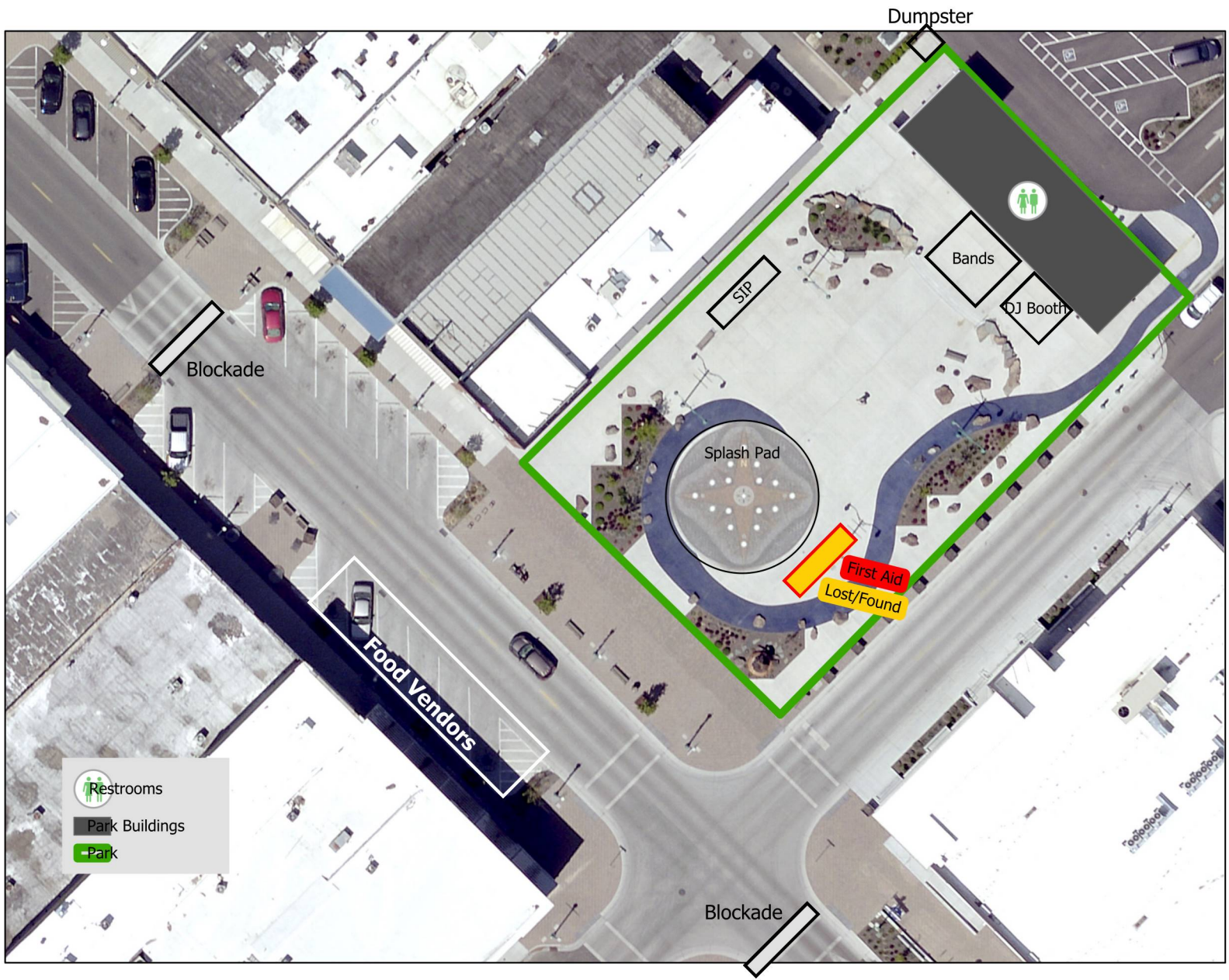
Brandon Connolly

Name*

Brandon Connolly

Date*

01/01/2025



Dumpster

Blockade

SIP

Bands

DJ Booth

Splash Pad

First Aid

Lost/Found

Food Vendors

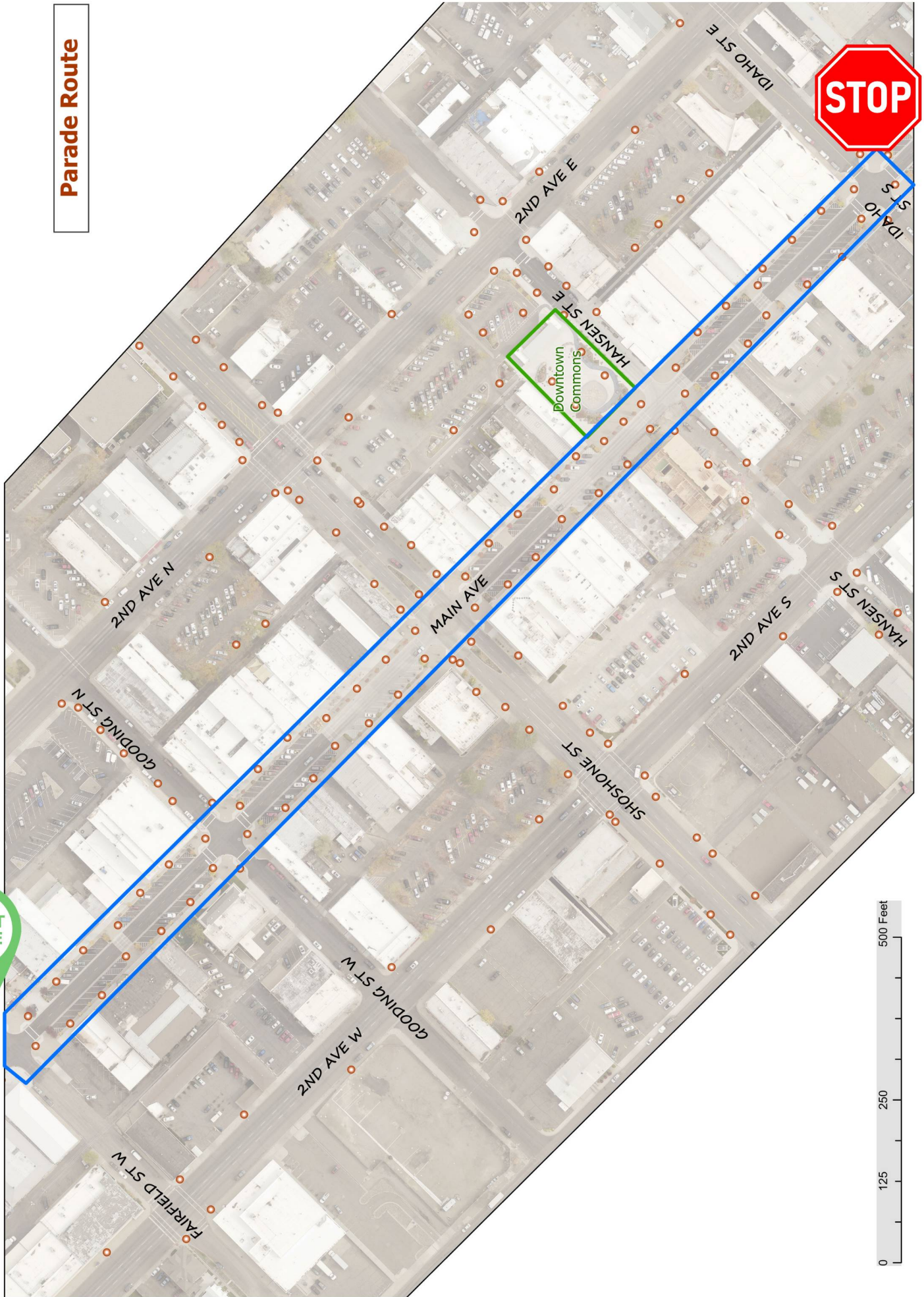
Blockade

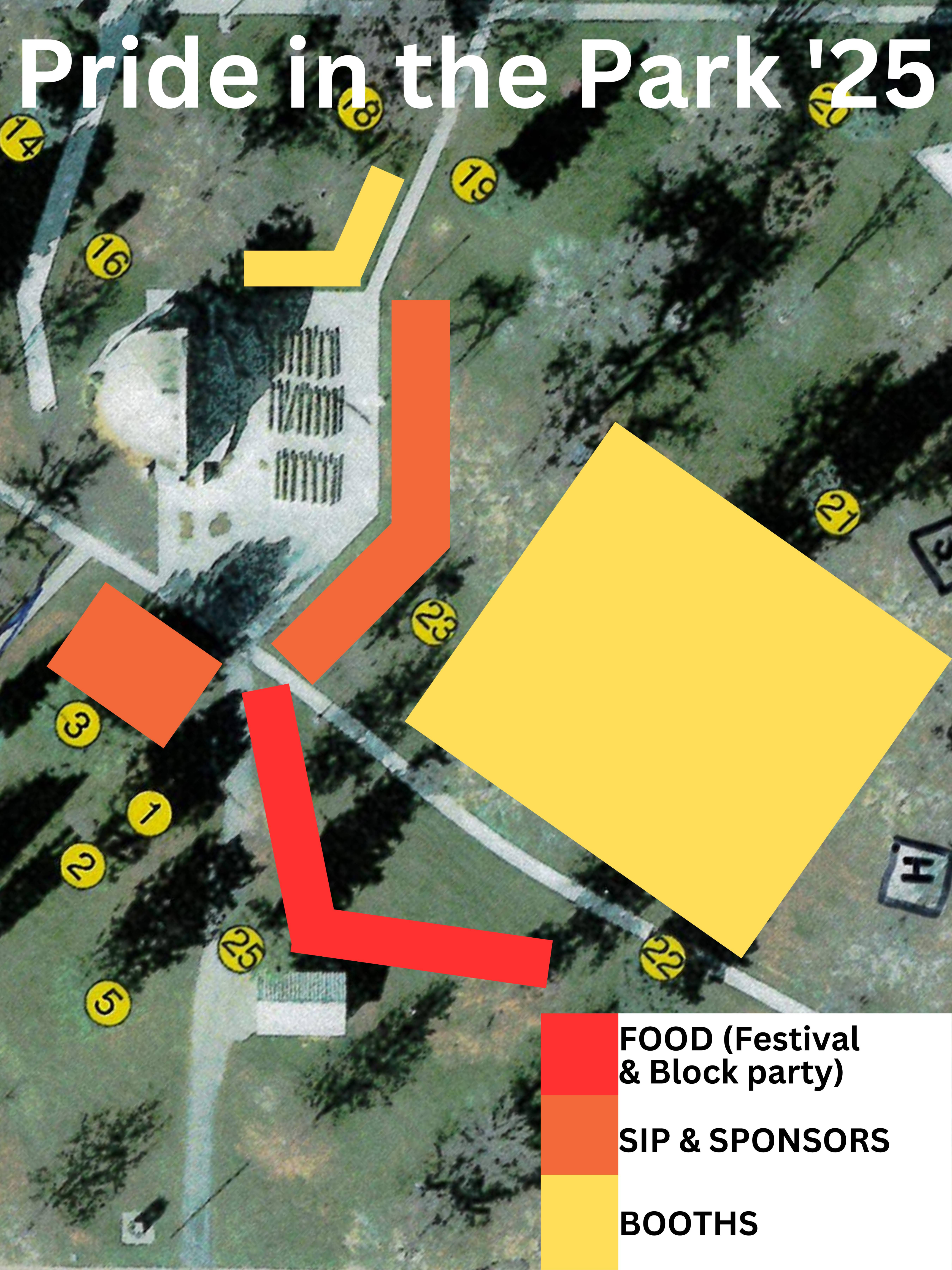
Restrooms

Park Buildings

Park

Parade Route





Pride in the Park '25

- FOOD (Festival & Block party)
- SIP & SPONSORS
- BOOTHS

No. NBP1572053

NAMED INSURED AND ADDRESS:

SOUTHERN IDAHO PRIDE
PO BOX S
TWIN FALLS, ID 83303

POLICY PERIOD: (MO. DAY YR.) From: 10/17/2024 To: 10/17/2025

12:01 A.M. STANDARD TIME AT YOUR
MAILING ADDRESS SHOWN ABOVE

FORM OF BUSINESS: Non Profit Organization

BUSINESS DESCRIPTION: Non-Profit Management Liability

IN RETURN FOR THE PAYMENT OF THE PREMIUM, AND SUBJECT TO ALL THE TERMS OF THIS POLICY, WE AGREE
WITH YOU TO PROVIDE THE INSURANCE AS STATED IN THIS POLICY.

THIS POLICY CONSISTS OF THE FOLLOWING COVERAGE PARTS FOR WHICH A PREMIUM IS INDICATED.
THIS PREMIUM MAY BE SUBJECT TO ADJUSTMENT.

	PREMIUM
Businessowners Liability Coverage Part	\$345.00
Businessowners Property Coverage Part	\$50.00
Management Liability Coverage Part	\$1,067.00

Wholesaler Broker Fee	\$110.00
TOTAL:	\$1,572.00

Coverage Form(s) and Endorsement(s) made a part of this policy at time of issue

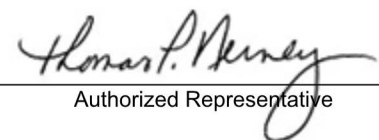
See Endorsement EOD (1/95)

Agent: TAPCO- KL (5576) (5576)
PO Box 286
Burlington, NC 27216

Issued: 10/22/2024 12:20 PM

Broker: Ashley Caldwell

By:


Authorized Representative

EXTENSION OF DECLARATIONS

Policy No. NBP1572053

Effective Date: 10/17/2024

12:01 AM STANDARD TIME AT YOUR MAILING ADDRESS

FORMS AND ENDORSEMENTS

The following forms apply to multiple coverage parts

<i>Endt#</i>	<i>Revised</i>	<i>Description of Endorsements</i>
BP-102	01/15	Exclusion Of War, Military Action And Terrorism
BP-11	05/04	Exclusion - Fiduciary Liability And Financial Services
BP-115	07/08	Protective Devices Or Services Provisions
BP-145 NPP	06/10	Blanket Additional Insured Endorsement
BP-15	07/04	Business Income And Extra Expense Limit
BP-152	01/13	Separation of Insureds Clarification Endorsement
BP-165	05/18	Exclusion - Specific Activities, Events or Conditions or Over 2,500 People
BP-168	11/11	Exclusion - Injury To Performers Or Entertainers
BP-179 NBP	12/17	Amendment of Liquor Liability Exclusion
BP-193	08/14	Limits Of Insurance Under Multiple Coverage Parts
BP-40	03/11	Molestation Or Abuse Exclusion
BP-48	05/16	Exclusion Asbestos, Lead Contamination, Absolute Pollution, Mold, Fungus, Bacteria, Virus And Organic Pathogen
BP-49	01/13	Absolute Exclusion For Pollution, Organic Pathogen, Silica, Asbestos And Lead
BP-58	05/07	Animal Exclusion
BP-59	02/13	Exclusion - Athletic Activity Or Sport Participants
BP-60	05/07	Exclusion For Bleacher Collapse
BP-65	05/07	Exclusion For Mechanical Rides
BP-88	04/06	Expanded Definition Of Bodily Injury
BP-90	11/10	Amended Definition
BP-95	05/07	Exclusion For Climbing, Rebounding And Interactive Games And Devices
BP-96	05/07	Exclusion For Firearms, Fireworks And Other Pyrotechnic Devices
BP-97	05/07	Exclusion For Event Vendor/Exhibitor & Contractor
BP0003	01/10	Businessowners Coverage Form
BP0183	11/06	Idaho Changes
BP0417	01/10	Employment-Related Practices Exclusion
BP1505	05/14	Exclusion - Access Or Disclosure Of Confidential Or Personal Information And Data -Related Liability - Limited Bodily Injury Exception Not Included
BP1560	02/21	Cyber Incident Exclusion
BP1591	12/23	Exclusion - Perfluoroalkyl and Polyfluoralkyl Substances (PFAS)
DO-100	05/17	Directors and Officers Coverage Part
DO-101	05/17	Employment Practices Coverage Part
DO-207	05/17	Failure to Maintain Insurance Exclusion
DO-209	05/17	Absolute Professional Liability Exclusion
DO-219	05/17	Limited Personal Injury Exclusion
DO-224A	05/17	Sexual Abuse Exclusion

EXTENSION OF DECLARATIONS

Policy No. NBP1572053

Effective Date: **10/17/2024**

12:01 AM STANDARD TIME AT YOUR MAILING ADDRESS

FORMS AND ENDORSEMENTS

DO-283	05/17	Data and Security Plus Endorsement
DO-290	05/17	Fair Labor Standards Act Endorsement - Defense Costs and Indemnity Coverage
DO-314	03/21	Biometric Information Exclusion
DO-GTC	05/17	General Terms and Conditions
DO-ID	10/17	Idaho State Amendatory Endorsement
Jacket	07/19	Policy Jacket
Notice-CyberIncidentExcl-BP	01/21	Cyber Incident Exclusion Endorsement - Advisory Notice to Policyholder
PL 1 PFAS	03/23	Exclusion - Perfluoroalkyl And Polyfluoroalkyl Substances (Pfas)
SNPP	04/08	Specialty Non Profit Package Application
TRIADN	12/20	Disclosure Notice of Terrorism Insurance Coverage

BUSINESSOWNERS PROPERTY COVERAGE PART DECLARATIONS**Policy No. NBP1572053**

Effective Date: 10/17/2024

12:01 STANDARD TIME

DESCRIPTION OF PREMISES

<i>Prem</i>	<i>Bldg</i>	<i>Location, Construction, Occupancy and Other Information</i>	<i>Territory</i>	<i>Fire Code</i>
1	1	2045 Rivercrest Dr #305, Twin Falls, ID 83301	001	0757
Description: NONPROFIT				
Covered Causes of Loss: Special			Protection Class	1
Construction: Frame			Square Footage:	500
Special Deductible: None		Special Deductible Type:		

COVERAGES PROVIDED - INSURANCE AT THE DESCRIBED PREMISES APPLIES ONLY FOR COVERAGES FOR WHICH A LIMIT OF INSURANCE IS SHOWN

<i>Prem</i>	<i>Bldg</i>	<i>Coverage</i>	<i>Limits of Insurance</i>	<i>Deductible</i>	<i>Coinsurance % or Monthly Indemnity</i>	<i>+ Valuation</i>	<i>Premium</i>
1	1	Business Income and Extra Expense	\$5,000	\$0			Included
1	1	Business Personal Property	\$5,000	\$1,000		RC	Included
MINIMUM PREMIUM FOR PROPERTY COVERAGE PART:							\$50
TOTAL PREMIUM FOR PROPERTY COVERAGE PART:							\$50 MP
MP - minimum premium							
+ Valuation: ACV - Actual Cash Value; RC - Replacement Cost; RC/ACV - Replacement Cost/ACV Roof FBV - Functional Building Value; AA - Agreed Amount; ALS - Actual Loss Sustained							

LOSS PAYABLE(S): NONE

Coverage Form(s)/Part(s) and Endorsement(s) made a part of this policy at time of issue:

See Endorsement EOD (01/95)**THESE DECLARATIONS ARE PART OF THE POLICY DECLARATIONS CONTAINING THE NAME OF THE INSURED AND THE POLICY PERIOD.**

BUSINESSOWNERS GENERAL LIABILITY COVERAGE PART DECLARATIONS**Policy No. NBP1572053**Effective Date: 10/17/2024
12:01 STANDARD TIME**LIMITS OF INSURANCE**

Liability and Medical Expenses	\$1,000,000
Medical Expense (per person)	\$5,000
Damages To Premises Rented To You (Any One Premises)	\$100,000

An Aggregate Limit of Liability applies to this Coverage as defined in SECTION II - LIABILITY, paragraph D.4. of the Businessowners Coverage Form.

LIABILITY DEDUCTIBLE **\$0****LOCATIONS OF ALL PREMISES YOU OWN, RENT OR OCCUPY**

<i>Location</i>	<i>Address</i>	<i>Territory</i>
1	2045 Rivercrest Dr #305, Twin Falls, ID 83301	001

PREMIUM COMPUTATION

<i>Loc</i>	<i>Classification</i>	<i>Code No.</i>	<i>Premium Basis</i>	<i>Pr/Co</i>	<i>Rate</i>		<i>Advance Premium</i>	
					<i>All Other</i>	<i>Pr/Co</i>	<i>All Other</i>	
1	Blanket Special Events Liability - Non-Profit Organizations	00041	Flat	0.000	100.000	\$0		\$100
1	Blanket Additional Insured - Non-Profit Package	49950	1 Flat	0.000	100.000	\$0		\$100
1	Membership Organization (Charity) - no premises owned or leased - Not-for-Profit only	41670	4 Per Members	0.000	1.622	\$0		\$6

MINIMUM PREMIUM FOR GENERAL LIABILITY COVERAGE PART: \$345**TOTAL PREMIUM FOR GENERAL LIABILITY COVERAGE PART: \$345 MP**(This Premium may be subject to adjustment.) **MP - minimum premium**

Coverage Form(s)/Part(s) and Endorsement(s) made a part of this policy at time of issue:

See Form EOD (01/95)**THESE DECLARATIONS ARE PART OF THE POLICY DECLARATIONS CONTAINING THE NAME OF THE INSURED AND THE POLICY PERIOD.**

NON PROFIT MANAGEMENT LIABILITY COVERAGE PART DECLARATIONS

PLEASE READ YOUR POLICY CAREFULLY.

THIS IS A CLAIMS MADE POLICY COVERAGE FORM AND UNLESS OTHERWISE PROVIDED HEREIN, THE COVERAGE OF THIS FORM IS LIMITED TO LIABILITY FOR CLAIMS FIRST MADE DURING THE POLICY PERIOD, OR THE EXTENSION PERIOD, IF APPLICABLE. DEFENSE COSTS SHALL BE APPLIED AGAINST THE RETENTION.

No. NBP1572053

Effective Date: **10/17/2024**

12:01 AM STANDARD TIME

ITEM I. PARENT ORGANIZATION AND PRINCIPAL ADDRESS

**SOUTHERN IDAHO PRIDE
PO BOX S
TWIN FALLS, ID 83303**

ITEM II. POLICY PERIOD: (MM/DD/YYYY) From: 10/17/2024 To: 10/17/2025

Non Profit Directors and Officers Liability Coverage Part

ITEM III. LIMITS OF LIABILITY

a. Non Profit Directors & Officers	\$1,000,000	EACH CLAIM
b. Non Profit Directors & Officers	\$1,000,000	IN THE AGGREGATE

ITEM IV. RETENTION: \$0 EACH CLAIM

ITEM V. PREMIUM: \$880

RETROACTIVE DATE: Full Prior Acts

PRIOR OR PENDING LITIGATION 10/17/2024

Employment Practices Liability Coverage Part

ITEM III. LIMITS OF LIABILITY

a. Employment Practices	\$1,000,000	EACH CLAIM
b. Employment Practices	\$1,000,000	IN THE AGGREGATE

ITEM IV. RETENTION: \$0 EACH CLAIM

ITEM V. PREMIUM: \$187

RETROACTIVE DATE: Full Prior Acts

PRIOR OR PENDING LITIGATION 10/17/2024

THESE DECLARATIONS ARE PART OF THE POLICY DECLARATIONS CONTAINING THE NAME OF THE INSURED AND THE POLICY PERIOD.

NON PROFIT MANAGEMENT LIABILITY COVERAGE PART DECLARATIONS

PLEASE READ YOUR POLICY CAREFULLY.

THIS IS A CLAIMS MADE POLICY COVERAGE FORM AND UNLESS OTHERWISE PROVIDED HEREIN, THE COVERAGE OF THIS FORM IS LIMITED TO LIABILITY FOR CLAIMS FIRST MADE DURING THE POLICY PERIOD, OR THE EXTENSION PERIOD, IF APPLICABLE. DEFENSE COSTS SHALL BE APPLIED AGAINST THE RETENTION.

No. NBP1572053

Effective Date: **10/17/2024**

12:01 AM STANDARD TIME

Fiduciary Liability Coverage Part

ITEM III. LIMITS OF LIABILITY

a. Fiduciary Liability NOT COVERED

ITEM IV. RETENTION: NOT COVERED

ITEM V. PREMIUM: NOT COVERED

ITEM VI. Coverage Form(s)/Part(s) and Endorsement(s) made a part of this policy at time of issue:

See Endorsement EOD (01/95)

THESE DECLARATIONS ARE PART OF THE POLICY DECLARATIONS CONTAINING THE NAME OF THE INSURED AND THE POLICY PERIOD.

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Council Agenda Information

Review

Approval Process:

Consent of the City Council. This event does meet the requirements for a Special Event Permit as outlined in City Code 3-6-2

- (A) Is expected to draw five hundred (500) or more persons at any session as participants or spectators and is proposed to be held at a park;
- (B) Impacts city streets, sidewalks, parks and common areas, or city resources;
- (C) Unless otherwise permitted to do so, propose to sell or serve alcohol publicly; or
- (D) Intends to broadcast amplified sound or generate unusual noise.

Streets

Streets Recommends *

- ☐ Permit this application as is.
- ☒ Permit this application with the following conditions/comments.
- ☐ Reject this application for the following reasons.

Comments, requests and requirements from Streets *

This event usually provides their own traffic control. If that changes, they would need to make arrangements with a traffic control company to provide traffic control.

Engineering

Engineering Recommends *

- ☐ Permit this application as is.
- ☒ Permit this application with the following conditions/comments.
- ☐ Reject this application for the following reasons.

Comments, requests and requirements from Engineering *

Provide access to emergency vehicles during the event. And submit a detour plan to the engineering department 5 days prior to the event.

Planning and Zoning

Planning and Zoning Recommends *

- ☒ Permit this application as is.
- ☐ Permit this application with the following conditions/comments.
- ☐ Reject this application for the following reasons.

Comments, requests and requirements from Planning and Zoning *

Electrical



Electrical Recommends *

- ☒ Permit this application as is.
- ☐ Permit this application with the following conditions/comments.
- ☐ Reject this application for the following reasons.

Comments, requests and requirements from Electrical *

Police



Police Recommends *

- ☐ Permit this application as is.
- ☒ Permit this application with the following conditions/comments.
- ☐ Reject this application for the following reasons.

Comments, requests and requirements from Police *

Insurance amount for damage to rented premises should be \$500,000 instead of \$300,000

Fire



Fire Recommends *

- ☒ Permit this application as is.
- ☐ Permit this application with the following conditions/comments.
- ☐ Reject this application for the following reasons.

Comments, requests and requirements from Fire *

Parks



Parks Recommends *

- ☐ Permit this application as is.
- ☒ Permit this application with the following conditions/comments.
- ☐ Reject this application for the following reasons.

Comments, requests and requirements from Parks *

Trash Plan

use approved paint and make sure to wash off the concrete/asphalt.

Event Coordinator

Charges/Fees

Row	Description	Cost	Quantity
1	Application Fee	\$25.00	1
2	Additional Fees required from Parks Dept. Event organizer will be notified.	\$0.00	0

Total Due*

\$25.00

Special Event Departments*

Which departments should be asked to review this application?

- ☒ Streets
- ☒ Engineering
- ☒ Planning and Zoning
- ☒ Electrical
- ☒ Police
- ☒ Fire

Reviewer Name*

Wendy Davis

Initial Questions

Will you be using a Park Facility (City Pool and Ballfields included), City Trail, or Downtown Commons/Main Street? *

☒ Yes ☐ No

Type of Event*

Please select all that apply

- ☐ Car Show
- ☐ Carnival/Fair
- ☐ Dance
- ☐ Concert/Performance
- ☐ Exhibits/Miscellaneous
- ☐ Festival
- ☐ Parade
- ☐ Picnic/Family Gathering
- ☐ Pool Reservation
- ☐ Run/Walk/Race
- ☐ Special Attraction
- ☐ Street Fair
- ☐ Tournament (Sport Field/Court)
- ☒ Other
- Vendor/Farmers Market

Estimated Number of Attendees*

100

50+ requires permission
250+ requires waste plan
500+ is a special event

Will there be amplified or unusual sound at your event? *

☒ Yes ☐ No

Will your event impact or require any street closure? *

☒ Yes ☐ No

Will alcohol be sold or served publicly at your event? *

Will there be tents, canopies, or other temporary structures? (includes inflatables)? *

☒ Yes ☐ No

Provide a description of tents or structures.

No water features allowed. Tent stakes must be less than 12". Fire inspection may be required.

10x10 pop up tents with weights

Will there be vendors selling goods or services at this event (including lessons or paid activities)? *

☒ Yes ☐ No

Will you be driving vehicles into the park or parking on the grass or in the park? *

☐ Yes ☒ No

Will your event require access to or use of the park after hours? (before 6am or after 11pm) *

☐ Yes ☒ No

Will you be camping overnight in any park facility? *

☐ Yes ☒ No

Will you be operating any type of motorized vehicle on any of the trail system? *

☐ Yes ☒ No

Will you be riding bicycles on any area of the park other than a paved road or trail designated for that purpose? *

☐ Yes ☒ No

Will bicycles or vehicles operate at a rate of speed exceeding fifteen (15) miles per hour? *

☐ Yes ☒ No

Will you have horses or other animals at the event? (other than dogs) *

☐ Yes ☒ No

Will there be hot air balloon(s)? *

☐ Yes ☒ No

Do you plan to scuba dive in designated swim area at Dierkes Lake? *

☐ Yes ☒ No

Will you need to park any vehicles or equipment 1 ½ ton capacity or more in any park parking lots? *

☐ Yes ☒ No

Will you require power? (There may an additional fee for power) *

☒ Yes ☐ No

Contact Information

Event Organizer

First Name *

Khristin

Last Name *

Quigley

Onsite Contact

First Name *

Khristin

Last Name *

Quigley

Event Information

Event Name *

Market on Main

Event Location (Park or Facility Requested)

100 Block of Main Ave N

Is this event indoors or outdoors? *

☐ Indoors

☒ Outdoors

Event Reoccurrence

☐ One Time Event

☐ Recurring over several weeks/months

Event Description *

A farmers market style event with vendors selling foods, crafts, handmade goods, baked goods, soaps, food trucks and more. Live music each week.

[Canyon Rim](#) [City Park](#) [Downtown Commons](#) [Sunway Soccer Park](#)
[Shoshone Falls](#) [Dierkes](#) [Harmon Park](#) [Thomsen Park](#) [Oregon Trail](#)

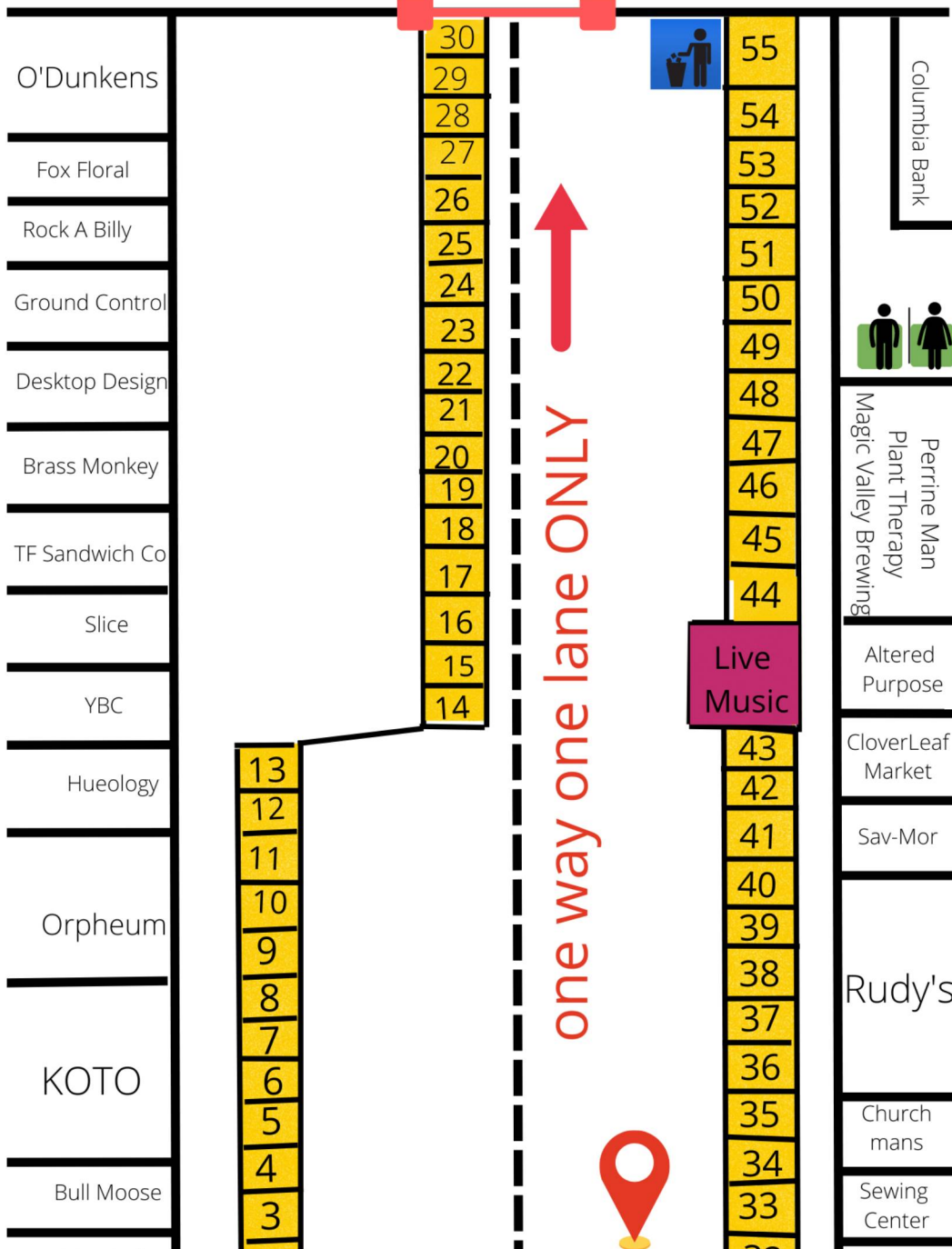
Download this provided template and add your layout. Upload your completed layout below.

Event Map *

Add a heading (1) (1).png

848.6KB

Shoshone St.



Set-up Time Start*

06/07/2025 07:00:00 AM

Event Time Start*

06/07/2025 09:00:00 AM

Take Down Time Start*

06/07/2025 02:00:00 PM

Set-up Time End*

06/07/2025 09:00:00 AM

Event Time End*

06/07/2025 02:00:00 PM

Take Down Time End*

06/07/2025 03:00:00 PM

Important, PLEASE READ: Full payment of all fees, map of event layout and liability insurance (if applicable) must accompany this completed application in order to request a reservation. Complete reservation requests are processed in the order in which they are received with annual events (3 years or more) given first consideration.

Permits, Licenses and Agreements

Will goods, services, food, or beverages be sold? *

☒ Yes ☐ No

*Food Concession and Commercial Activity Permit will be required
Handwashing stations may be required by Health Department
Agreement and fees may be required*

Will you have keg beer at your event? *

☐ Yes ☒ No

Will your event utilize signs, banners, flags, etc.? *

☒ Yes ☐ No

Definitions

*A "banner sign" is a temporary sign having characters, letters, or illustrations applied to plastic, cloth, canvas, or other similar material, with the only purpose of such nonrigid material being for background.

*A "sandwich board sign" is a temporary sign that is generally constructed in such a manner as to form an "A" like shape or is constructed with a base and single upward sign face, forming an upside down "T" but not permanently attached to the ground.

- Sandwich board signs are allowed within multi-tenant developments. Only 1 allowed per business.
- Sandwich board signs shall be located not more than ten feet (10') from the door of the business.

*A Community Event Sign announces a campaign, drive activity or celebration of a civic, political, public, philanthropic, religious or educational organization for noncommercial purposes. Community Event signs are allowed off premise but permission from the owner of the property where the sign will be located is required prior to issuance of a permit. Please provide a list of the locations of where any off premise signs will be located.

*May not be larger than 64 sq. ft. in size with a maximum height not to exceed 10 ft.

*An "inflatable sign" is a temporary ground mounted sign that is manufactured of plastic, cloth, canvas, or other light fabric, inflated with air and held upright, typically by mechanical means.

*The minimum setback from the road right of way shall be one and one-half (1-1/2) times the height of the sign.

A sign permit may be required from the Planning and Zoning Department.

Will your event generate any type of waste? *

☒ Yes ☐ No

Is this an ongoing or seasonal request? *

☒ Yes ☐ No

Agreement, insurance, and fees may apply

Will your event include pyrotechnics or fireworks? *

☐ Yes ☒ No

Notification

Event organizers are required to notify any nearby property owners who may be impacted by the holding of their special event. This notification must be made in writing and be given to said property owners no less than fourteen (14) days prior to the planned event. The special event permit will not be issued unless this requirement has been met. The written notice must include the following information:

- Date and time of special event
- Location of the event
- Additional areas affected by the event
- Type of event
- Planned road or parking lot closures
- Noise considerations (loud music, etc.)
- Estimated number of attendees

Notification Acknowledgement *

☒ I have read and understand this requirement

Insurance

It is the responsibility of the special event organizer(s) to secure and provide a **COMMERCIAL GENERAL LIABILITY** insurance policy that covers the planned special event. This policy must provide coverage of no less than \$500,000 combined single limit per occurrence. This insurance policy must include a rider for alcohol if it is to be sold, provided or consumed. Insurance requirements may be increased upon demand of the Twin Falls City Attorney, Twin Falls City Risk Manager and/or other local government entities with jurisdiction.

Each policy shall be written as a primary policy, not contributing to, or in excess of, any coverage which the City may carry. A certificate of Insurance naming the City of Twin Falls as additionally insured and as the certificate holder must be provided with this application. Failure to provide insurance coverage will immediately terminate special event application or approval.

Insurance Documents

Market on Main - ACORD 2024-2025.pdf

259.92KB

Security

As an event organizer, you are required to provide a safe and secure environment for your event. This is accomplished through pre-planning and anticipation of problems or concerns related to event activities.

Most major events require the services of approved security (either paid professional security or a law enforcement agency). The Special Events Coordinator/Sergeant will evaluate each event application and determine the necessity of and type of security. Police Officers may be required depending on the scope of event.

The organizer may also be required to provide additional services (lost child booth, trained medical personnel, etc.) at the discretion of the Special Events Coordinator.

Restrictions and Signature

Please be aware of the following restrictions:

- Fires are allowed in fireplaces or grills only.
- Dogs must be on leash in parks, with the exception of Baxter Dog Park.
- Dogs are prohibited in the grassy park area of Dierkes Lake Park.
- Alcohol is prohibited at Dierkes Lake Park, Sunway Soccer Fields, First Federal Park & St Luke's Shelter, Oregon Trail Youth Complex, and Sawtooth Softball Fields. Water slides, inflatable water features and dunk tanks are prohibited.
- Hours for amplified music are Mon—Fri 11 am-9pm, Sat 8am-9:30pm, Sunday 12:15pm-8pm.

The following are prohibited in parks and on trails:

- Glass containers
- Soliciting
- Loitering and Boisterousness
- Discharging of fireworks and explosives
- Possessing intoxicating beverages where prohibited or be under the influence in any public space
- Throwing objects other than in designated areas
- Climbing trees
- Damaging, cutting, removing, or attaching anything to any trees or plants
- Digging or disturbing grass or natural landscape
- Walking or standing on monuments, fountains, railings, fences, or other features not designed for such use
- Disfiguring or removing any buildings or park amenities
- Endangering the safety of others
- Preventing any person from using any park or its facilities
- Violating park curfew of 11pm
- Hunting, trapping, or pursuing wildlife
- Polluting waters of any kind in parks
- Dumping or depositing trash other than in proper receptacles

1. The prior named Applicant/Organization, in consideration of its use of Twin Falls Parks and Recreation facilities, agrees to release, indemnify and defend the City of Twin Falls, and its agents, employees and representative, from any and all claims, demands or lawsuits arising out of the Applicant's/Organization's use of said facilities.
2. Groups, individuals and applicants further agree that they have received the City's policies, rules and regulations governing use of said facility and agree to be bound by the same.
3. Effect Of A Permit: A Twin Falls park permittee shall be bound by all park rules and regulations and all applicable ordinances as fully as though the same were inserted in said permit. The person or persons to whom a permit is issued shall be liable for any loss, damage or injuries sustained by any person or property by reason of the negligence of the person or persons to whom such permit shall have been issued. The director, or a duly authorized representative, shall have the authority to revoke a permit upon finding of violation of any rule or ordinance, or upon good cause. (Ord. 2735, 9-16-2002)

****Based on the details of your event, a parks use permit might be issued. By signing below, I agree that this permit may be revoked for reasons outlined above. I further agree that this permit will be revoked if it conflicts with any lawful order issued by a Federal, State, or local government agency, including orders issued in response to the COVID-19 pandemic.**

By signing this application, I certify that the information contained in the foregoing application is true and correct to the best of my knowledge. I understand that this application is made subject to the rules and regulations established by the Twin Falls City Council. I further agree to abide by these rules, and further certify that I, on behalf of the Host Organization, am authorized to commit that

organization, and therefore agree to be financially responsible for any costs and fees that may be uncured by, or on behalf of, the Special Event to the City of Twin Falls.

Signature*

A handwritten signature in cursive script, reading "Khristin Quigley", is displayed within a light gray rectangular box.

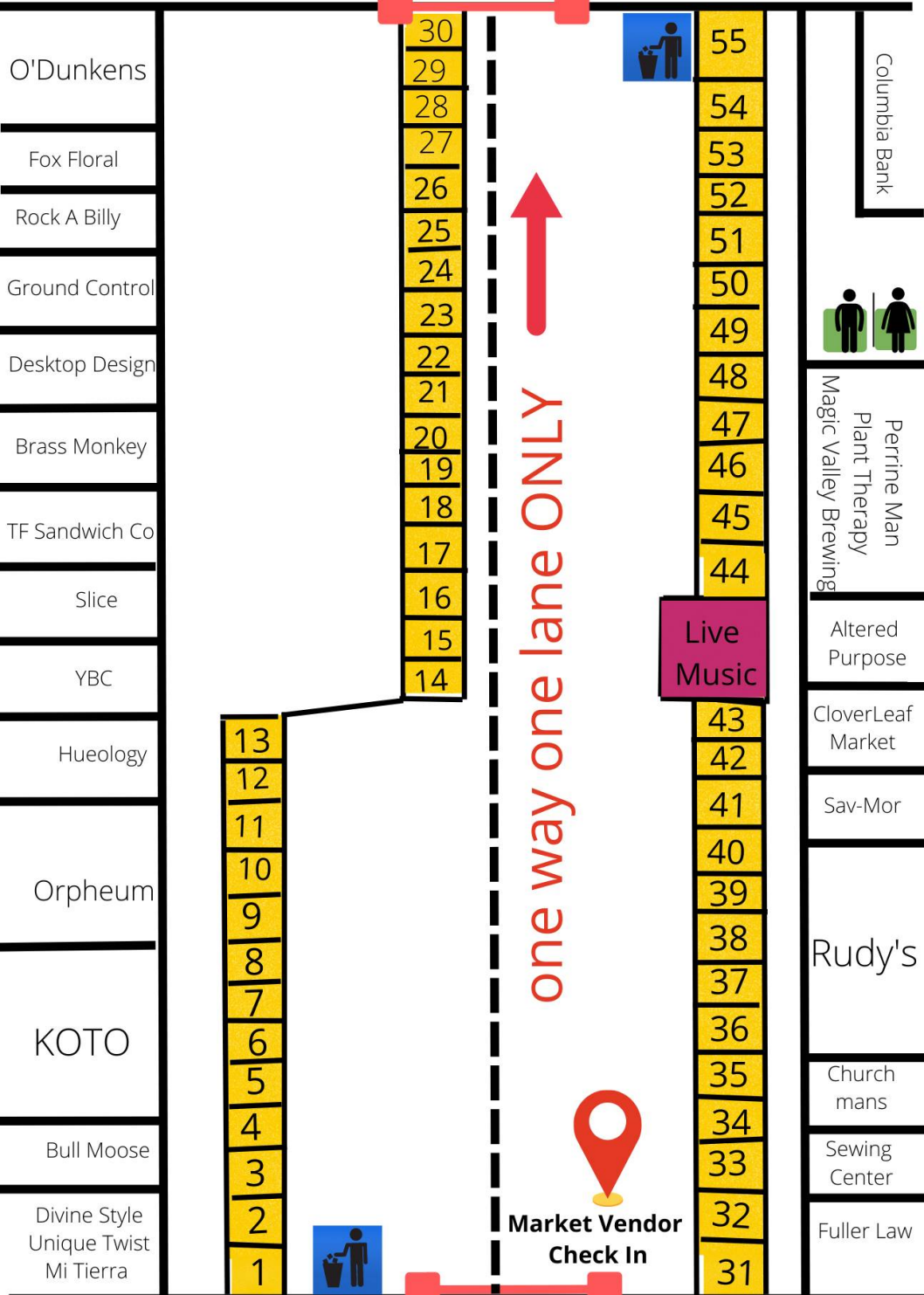
Name*

Khristin Quigley

Date*

12/31/2024

Shoshone St.



Gooding St.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER  Doug Stokes 760 Blue Lakes Blvd N Suite 1 Twin Falls ID 83301	CONTACT NAME: Doug Stokes PHONE (A/C, No, Ext): 208-734-7765 E-MAIL ADDRESS: doug.stokes.qdn8@statefarm.com FAX (A/C, No): 208-733-2625
INSURER(S) AFFORDING COVERAGE	
INSURER A: State Farm Fire and Casualty Company	
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	
INSURER F:	

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADD INSD	SUB WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC ☐ OTHER:	N	N	93-AJ-2457-3	06/12/2024	06/12/2025	EACH OCCURRENCE \$ 1,000,000
	DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000						
	MED EXP (Any one person) \$ 5,000						
	PERSONAL & ADV INJURY \$ 1,000,000						
	GENERAL AGGREGATE \$ 2,000,000						
							PRODUCTS - COMP/OP AGG \$ 2,000,000
							\$
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$
							BODILY INJURY (Per person) \$
							BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
							\$
	UMBRELLA LIAB ☐ EXCESS LIAB ☐ DED ☐ RETENTION \$						EACH OCCURRENCE \$
							AGGREGATE \$
							\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☐ Y / N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N / A					PER STATUTE ☐ OTH-ER ☐ \$
	E.L. EACH ACCIDENT \$						
	E.L. DISEASE - EA EMPLOYEE \$						
	E.L. DISEASE - POLICY LIMIT \$						

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER**CANCELLATION**

City of Twin Falls 136 Maxwell Ave Twin Falls ID 83301	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Completed by an authorized State Farm representative. If signature is required, please contact a State Farm agent.
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Council Agenda Information

Review

Approval Process:

Consent of the City Council. This event does meet the requirements for a Special Event Permit as outlined in City Code 3-6-2

- (A) Is expected to draw five hundred (500) or more persons at any session as participants or spectators and is proposed to be held at a park;
- (B) Impacts city streets, sidewalks, parks and common areas, or city resources;
- (C) Unless otherwise permitted to do so, propose to sell or serve alcohol publicly; or
- (D) Intends to broadcast amplified sound or generate unusual noise.

Streets

Streets Recommends *

- ☒ Permit this application as is.
- ☐ Permit this application with the following conditions/comments.
- ☐ Reject this application for the following reasons.

Comments, requests and requirements from Streets *

Engineering

Engineering Recommends *

- ☒ Permit this application as is.
- ☐ Permit this application with the following conditions/comments.
- ☐ Reject this application for the following reasons.

Comments, requests and requirements from Engineering *

Planning and Zoning

Planning and Zoning Recommends *

- ☒ Permit this application as is.
- ☐ Permit this application with the following conditions/comments.
- ☐ Reject this application for the following reasons.

Comments, requests and requirements from Planning and Zoning *

Electrical



Electrical Recommends *

- ☒ Permit this application as is.
- ☐ Permit this application with the following conditions/comments.
- ☐ Reject this application for the following reasons.

Comments, requests and requirements from Electrical *

Police



Police Recommends *

- ☒ Permit this application as is.
- ☐ Permit this application with the following conditions/comments.
- ☐ Reject this application for the following reasons.

Comments, requests and requirements from Police *

Fire



Fire Recommends *

- ☒ Permit this application as is.
- ☐ Permit this application with the following conditions/comments.
- ☐ Reject this application for the following reasons.

Comments, requests and requirements from Fire *

Parks



Parks Recommends *

- ☐ Permit this application as is.
- ☐ Permit this application with the following conditions/comments.
- ☐ Reject this application for the following reasons.

Comments, requests and requirements from Parks *

Event Coordinator

Charges/Fees

Row	Description	Cost	Quantity
-----	-------------	------	----------

1	Application Fee - City Event N/A	\$0.00	0
2	Event Fee - City Event N/A	\$0.00	0

Total Due*

\$0.00

Special Event Departments*

Which departments should be asked to review this application?

- ☒ Streets
 ☒ Engineering
 ☒ Planning and Zoning
- ☒ Electrical
 ☒ Police
 ☒ Fire

Reviewer Name*

Stacy McClintock

Initial Questions

Will you be using a Park Facility (City Pool and Ballfields included), City Trail, or Downtown Commons/Main Street?*

☒ Yes ☐ No

Type of Event*

Please select all that apply

- ☐ Car Show
 ☒ Carnival/Fair
 ☐ Dance
- ☐ Concert/Performance
 ☐ Exhibits/Miscellaneous
 ☐ Festival
- ☐ Parade
 ☐ Picnic/Family Gathering
 ☐ Pool Reservation
- ☐ Run/Walk/Race
 ☐ Special Attraction
 ☐ Street Fair
- ☐ Tournament (Sport Field/Court)
 ☐ Other

Estimated Number of Attendees*

350

50+ requires permission
250+ requires waste plan
500+ is a special event

Will there be amplified or unusual sound at your event?*

☒ Yes ☐ No

Will your event impact or require any street closure?*

☒ Yes ☐ No

Will alcohol be sold or served publicly at your event?*

☐ Yes ☒ No

Will there be tents, canopies, or other temporary structures? (includes inflatables)*

☒ Yes ☐ No

Provide a description of tents or structures.

No water features allowed. Tent stakes must be less than 12". Fire inspection may be required.

The shade canopies will be basic, pop up canopies with stakes no longer than 6 inches - this event does not typically generate an excess of traffic, but the library parking lot is open for use during the event and we typically use the parking alongside City Park for any overflow (typically very little). This event attracts a decent crowd, but nowhere near the scale of something like Western Days, and typically draws families with kids so we usually only see about 1/4 of vehicles as there is attendance.

No fee for special event permit or park permit as it is a City event: In Daysmart with Invoice 217554 SLM 2/19/25

Will there be vendors selling goods or services at this event (including lessons or paid activities)? *

☐ Yes ☒ No

Will you be driving vehicles into the park or parking on the grass or in the park? *

☐ Yes ☒ No

Will your event require access to or use of the park after hours? (before 6am or after 11pm) *

☐ Yes ☒ No

Will you be camping overnight in any park facility? *

☐ Yes ☒ No

Will you be operating any type of motorized vehicle on any of the trail system? *

☐ Yes ☒ No

Will you be riding bicycles on any area of the park other than a paved road or trail designated for that purpose? *

☐ Yes ☒ No

Will bicycles or vehicles operate at a rate of speed exceeding fifteen (15) miles per hour? *

☐ Yes ☒ No

Will you have horses or other animals at the event? (other than dogs) *

☐ Yes ☒ No

Will there be hot air balloon(s)? *

☐ Yes ☒ No

Do you plan to scuba dive in designated swim area at Dierkes Lake? *

☐ Yes ☒ No

Will you need to park any vehicles or equipment 1 ½ ton capacity or more in any park parking lots? *

☐ Yes ☒ No

Will you require power? (There may an additional fee for power) *

☒ Yes ☐ No

Contact Information

Event Organizer

First Name *

CJ

Last Name *

Rasmusson

Onsite Contact

First Name *

CJ

Last Name *

Rasmusson

Event Information

Event Name *

Twin Falls Public Library Summer Reading Kickoff

Event Location (Park or Facility Requested)

City Park

Is this event indoors or outdoors? *

☐ Indoors

☒ Outdoors

Event Reoccurrence

☐ One Time Event

☐ Recurring over several weeks/months

Event Description *

This event will kick off our 2025 Summer Reading Program - we aim to bring in members of the community to partipate in a "How-To Fair" - essentially we'll have multiple stations where people will learn a different skill. We'll have some snacks and refreshments available, and will likely be in the park, on Hansen St. and in the Library itself. The shade canopies will be basic, pop up canopies with stakes no longer than 6 inches - this event does not typically generate an excess of traffic, but the library parking lot is open for use during the event and we typically use the parking alongside City Park for any overflow (typically very little). This event attracts a decent crowd, but nowhere near the scale of something like Western Days, and typically draws families with kids so we usually only see about 1/4 of vehicles as there is attendance.

Canyon Rim City Park Downtown Commons Sunway Soccer Park
Shoshone Falls Dierkes Harmon Park Thomsen Park Oregon Trail

Download this provided template and add your layout. Upload your completed layout below.

Event Map *

Street Plan.png

511.78KB



Set-up Time Start*

06/06/2025 03:00:00 PM

Set-up Time End*

06/06/2025 05:00:00 PM

Event Time Start*

06/06/2025 05:00:00 PM

Event Time End*

06/06/2025 07:00:00 PM

Take Down Time Start*

06/06/2025 07:00:00 PM

Take Down Time End*

06/06/2025 08:30:00 PM

Important, PLEASE READ: Full payment of all fees, map of event layout and liability insurance (if applicable) must accompany this completed application in order to request a reservation. Complete reservation requests are processed in the order in which they are received with annual events (3 years or more) given first consideration.

Parking Plan

Parking Plan*

This event does not typically generate an excess of traffic, but the library parking lot is open for use during the event and we typically use the parking alongside City Park for any overflow (typically very little). This event attracts a decent crowd, but nowhere near the scale of something like Western Days, and typically draws families with kids so we usually only see about 1/4 of vehicles as there is attendance.

Parking Plan Map

Street Plan.png

511.78KB



Permits, Licenses and Agreements

Will goods, services, food, or beverages be sold? *

☐ Yes ☒ No

Will you have keg beer at your event? *

☐ Yes ☒ No

Will your event utilize signs, banners, flags, etc.? *

☐ Yes ☒ No

Definitions



*A "banner sign" is a temporary sign having characters, letters, or illustrations applied to plastic, cloth, canvas, or other similar material, with the only purpose of such nonrigid material being for background.

*A "sandwich board sign" is a temporary sign that is generally constructed in such a manner as to form an "A" like shape or is constructed with a base and single upward sign face, forming an upside down "T" but not permanently attached to the ground.

- Sandwich board signs are allowed within multi-tenant developments. Only 1 allowed per business.
- Sandwich board signs shall be located not more than ten feet (10') from the door of the business.

*A Community Event Sign announces a campaign, drive activity or celebration of a civic, political, public, philanthropic, religious or educational organization for noncommercial purposes. Community Event signs are allowed off premise but permission from the owner of the property where the sign will be located is required prior to issuance of a permit. Please provide a list of the locations of where any off premise signs will be located.

*May not be larger than 64 sq. ft. in size with a maximum height not to exceed 10 ft.

*An "inflatable sign" is a temporary ground mounted sign that is manufactured of plastic, cloth, canvas, or other light fabric, inflated with air and held upright, typically by mechanical means.

*The minimum setback from the road right of way shall be one and one-half (1-1/2) times the height of the sign.

Will your event generate any type of waste? *

☒ Yes ☐ No

Is this an ongoing or seasonal request? *

☐ Yes ☒ No

Will your event include pyrotechnics or fireworks? *

☐ Yes ☒ No

Notification

Event organizers are required to notify any nearby property owners who may be impacted by the holding of their special event. This notification must be made in writing and be given to said property owners no less than fourteen (14) days prior to the planned event. The special event permit will not be issued unless this requirement has been met. The written notice must include the following information:

- Date and time of special event
- Location of the event
- Additional areas affected by the event

- Type of event
- Planned road or parking lot closures
- Noise considerations (loud music, etc.)
- Estimated number of attendees

Notification Acknowledgement *

☒ I have read and understand this requirement

Insurance

It is the responsibility of the special event organizer(s) to secure and provide a **COMMERCIAL GENERAL LIABILITY** insurance policy that covers the planned special event. This policy must provide coverage of no less than \$500,000 combined single limit per occurrence. This insurance policy must include a rider for alcohol if it is to be sold, provided or consumed. Insurance requirements may be increased upon demand of the Twin Falls City Attorney, Twin Falls City Risk Manager and/or other local government entities with jurisdiction.

Each policy shall be written as a primary policy, not contributing to, or in excess of, any coverage which the City may carry. A certificate of Insurance naming the City of Twin Falls as additionally insured and as the certificate holder must be provided with this application. Failure to provide insurance coverage will immediately terminate special event application or approval.

Insurance Documents

Security

As an event organizer, you are required to provide a safe and secure environment for your event. This is accomplished through pre-planning and anticipation of problems or concerns related to event activities.

Most major events require the services of approved security (either paid professional security or a law enforcement agency). The Special Events Coordinator/Sergeant will evaluate each event application and determine the necessity of and type of security. Police Officers may be required depending on the scope of event.

The organizer may also be required to provide additional services (lost child booth, trained medical personnel, etc.) at the discretion of the Special Events Coordinator.

Waste Plan

As an event organizer, you are responsible for the waste generated by your participants, spectators and vendors, as well as the costs associated with proper disposal.

Discarded Materials *

List what materials from your event will be discarded by vendors and attendees (i.e. cardboard, plastic bags, food waste, Styrofoam, plastic bottles, aluminum cans etc.):

Food wrappers, plastic bottles.

Have you arranged for portable toilets? *

☐ Yes ☒ No

Have you contracted for additional trash receptacles and/or dumpsters? *

☐ Yes ☒ No

Contact person in charge of waste. *

CJ Rasmusson

Phone number of contact

2087332964

Number of staff assisting in removal.

5

Any cleanup required by City Personnel following an event will be at the expense of the event organizers.

Restrictions and Signature

Please be aware of the following restrictions:

- Fires are allowed in fireplaces or grills only.
- Dogs must be on leash in parks, with the exception of Baxter Dog Park.
- Dogs are prohibited in the grassy park area of Dierkes Lake Park.
- Alcohol is prohibited at Dierkes Lake Park, Sunway Soccer Fields, First Federal Park & St Luke's Shelter, Oregon Trail Youth Complex, and Sawtooth Softball Fields. Water slides, inflatable water features and dunk tanks are prohibited.
- Hours for amplified music are Mon—Fri 11am-9pm, Sat 8am-9:30pm, Sunday 12:15pm-8pm.

The following are prohibited in parks and on trails:

- Glass containers
- Soliciting
- Loitering and Boisterousness
- Discharging of fireworks and explosives
- Possessing intoxicating beverages where prohibited or be under the influence in any public space
- Throwing objects other than in designated areas
- Climbing trees
- Damaging, cutting, removing, or attaching anything to any trees or plants
- Digging or disturbing grass or natural landscape
- Walking or standing on monuments, fountains, railings, fences, or other features not designed for such use
- Disfiguring or removing any buildings or park amenities
- Endangering the safety of others
- Preventing any person from using any park or its facilities
- Violating park curfew of 11pm
- Hunting, trapping, or pursuing wildlife
- Polluting waters of any kind in parks
- Dumping or depositing trash other than in proper receptacles

1. The prior named Applicant/Organization, in consideration of its use of Twin Falls Parks and Recreation facilities, agrees to release, indemnify and defend the City of Twin Falls, and its agents, employees and representative, from any and all claims, demands or lawsuits arising out of the Applicant's/Organization's use of said facilities.
2. Groups, individuals and applicants further agree that they have received the City's policies, rules and regulations governing use of said facility and agree to be bound by the same.
3. Effect Of A Permit: A Twin Falls park permittee shall be bound by all park rules and regulations and all applicable ordinances as fully as though the same were inserted in said permit. The person or persons to whom a permit is issued shall be liable for any loss, damage or injuries sustained by any person or property by reason of the negligence of the person or persons to whom such permit shall have been issued. The director, or a duly authorized representative, shall have the authority to revoke a permit upon finding of violation of any rule or ordinance, or upon good cause. (Ord. 2735, 9-16-2002)

****Based on the details of your event, a parks use permit might be issued. By signing below, I agree that this permit may be revoked for reasons outlined above. I further agree that this permit will be revoked if it conflicts with any lawful order issued by a Federal, State, or local government agency, including orders issued in response to the COVID-19 pandemic.**

By signing this application, I certify that the information contained in the foregoing application is true and correct to the best of my knowledge. I understand that this application is made subject to the rules and regulations established by the Twin Falls City Council. I further agree to abide by these rules, and further certify that I, on behalf of the Host Organization, am authorized to commit that organization, and therefore agree to be financially responsible for any costs and fees that may be uncured by, or on behalf of, the Special Event to the City of Twin Falls.

Signature *

A handwritten signature in black ink that reads "CJ RASMUSSON". The signature is written in a stylized, slightly cursive font. The letters are dark and clear against the light gray background.

Name *

CJ Rasmusson

Date *

02/19/2025







Council Agenda Information

Review

Approval Process:

Consent of the City Council. This event does meet the requirements for a Special Event Permit as outlined in City Code 3-6-2

- (A) Is expected to draw five hundred (500) or more persons at any session as participants or spectators and is proposed to be held at a park;
- (B) Impacts city streets, sidewalks, parks and common areas, or city resources;
- (C) Unless otherwise permitted to do so, propose to sell or serve alcohol publicly; or
- (D) Intends to broadcast amplified sound or generate unusual noise.

Streets



Streets Recommends *

- ☒ Permit this application as is.
- ☐ Permit this application with the following conditions/comments.
- ☐ Reject this application for the following reasons.

Comments, requests and requirements from Streets *

Engineering



Engineering Recommends *

- ☒ Permit this application as is.
- ☐ Permit this application with the following conditions/comments.
- ☐ Reject this application for the following reasons.

Comments, requests and requirements from Engineering *

Planning and Zoning



Planning and Zoning Recommends *

- ☒ Permit this application as is.
- ☐ Permit this application with the following conditions/comments.
- ☐ Reject this application for the following reasons.

Comments, requests and requirements from Planning and Zoning *

Electrical



Electrical Recommends *

- ☒ Permit this application as is.
- ☐ Permit this application with the following conditions/comments.
- ☐ Reject this application for the following reasons.

Comments, requests and requirements from Electrical *

Police



Police Recommends *

- ☒ Permit this application as is.
- ☐ Permit this application with the following conditions/comments.
- ☐ Reject this application for the following reasons.

Comments, requests and requirements from Police *

Fire



Fire Recommends *

- ☐ Permit this application as is.
- ☒ Permit this application with the following conditions/comments.
- ☐ Reject this application for the following reasons.

Comments, requests and requirements from Fire *

Any food vendor shall have a current, yellow, 2025 fireinspection decal conspicuously displayed. Any tents or temporary structures larger than 400SF shall obtain a Tent Permitfrom the TFFD.

Parks



Parks Recommends *

- ☐ Permit this application as is.
- ☐ Permit this application with the following conditions/comments.
- ☐ Reject this application for the following reasons.

Comments, requests and requirements from Parks *

Event Coordinator

Charges/Fees

Row	Description	Cost	Quantity
1	Application Fee - Summer Classic Swim Meet	\$25.00	1
2	Park Fees will be assessed.	\$0.00	0

Total Due *

\$25.00

Special Event Departments *

Which departments should be asked to review this application?

- ☒ Streets
 ☒ Engineering
 ☒ Planning and Zoning
- ☒ Electrical
 ☒ Police
 ☒ Fire

Reviewer Name *

Mable Shurtleff

Initial Questions

Will you be using a Park Facility (City Pool and Ballfields included), City Trail, or Downtown Commons/Main Street? *

- ☒ Yes
 ☐ No

Type of Event *

Please select all that apply

- ☐ Car Show
 ☐ Carnival/Fair
 ☐ Dance
- ☐ Concert/Performance
 ☐ Exhibits/Miscellaneous
 ☐ Festival
- ☐ Parade
 ☐ Picnic/Family Gathering
 ☒ Pool Reservation
- ☐ Run/Walk/Race
 ☐ Special Attraction
 ☐ Street Fair
- ☐ Tournament (Sport Field/Court)
 ☐ Other

Estimated Number of Attendees *

300

50+ requires permission
250+ requires waste plan
500+ is a special event

Will there be amplified or unusual sound at your event? *

- ☒ Yes
 ☐ No

Will your event impact or require any street closure? *

- ☐ Yes
 ☒ No

Will alcohol be sold or served publicly at your event? *

- ☐ Yes
 ☒ No

Will there be tents, canopies, or other temporary structures? (includes inflatables) *

- ☒ Yes
 ☐ No

Provide a description of tents or structures.

No water features allowed. Tent stakes must be less than 12". Fire inspection may be required.

We will have canopies on the deck over the coaches tables, the timers and the admin table. These canopies will be ziptied to buckets and nothing will be staked in the ground. These canopies will be lowered and shades taken off over night.

Spectators will be setting up canopies on the grass for shade. These canopies will be lowered over night with the shades taken off.

Will there be vendors selling goods or services at this event (including lessons or paid activities)? *

☒ Yes ☐ No

Will you be driving vehicles into the park or parking on the grass or in the park? *

☐ Yes ☒ No

Will your event require access to or use of the park after hours? (before 6am or after 11pm) *

☐ Yes ☒ No

Will you be camping overnight in any park facility? *

☐ Yes ☒ No

Will you be operating any type of motorized vehicle on any of the trail system? *

☐ Yes ☒ No

Will you be riding bicycles on any area of the park other than a paved road or trail designated for that purpose? *

☐ Yes ☒ No

Will bicycles or vehicles operate at a rate of speed exceeding fifteen (15) miles per hour? *

☐ Yes ☒ No

Will you have horses or other animals at the event? (other than dogs) *

☐ Yes ☒ No

Will there be hot air balloon(s)? *

☐ Yes ☒ No

Do you plan to scuba dive in designated swim area at Dierkes Lake? *

☐ Yes ☒ No

Will you need to park any vehicles or equipment 1 ½ ton capacity or more in any park parking lots? *

☐ Yes ☒ No

Will you require power? (There may an additional fee for power) *

☒ Yes ☐ No

Contact Information

Event Organizer

First Name *

Jennifer

Last Name *

Cluff

Onsite Contact

First Name *

Jennifer

Last Name *

Cluff

Event Information

Event Name *

Summer Classic Swim Meet

Event Location (Park or Facility Requested)

Twin Falls City Pool

Is this event indoors or outdoors? *

☐ Indoors

☒ Outdoors

Event Reoccurrence

☐ One Time Event

☐ Recurring over several weeks/months

Event Description *

This event is a USA Sanctioned Swim Meet. We will have teams from Idaho, Nevada, Utah and Montana attending this meet. The meet will be a two day meet with each day running for around 6 hours including warm ups and swimming events.

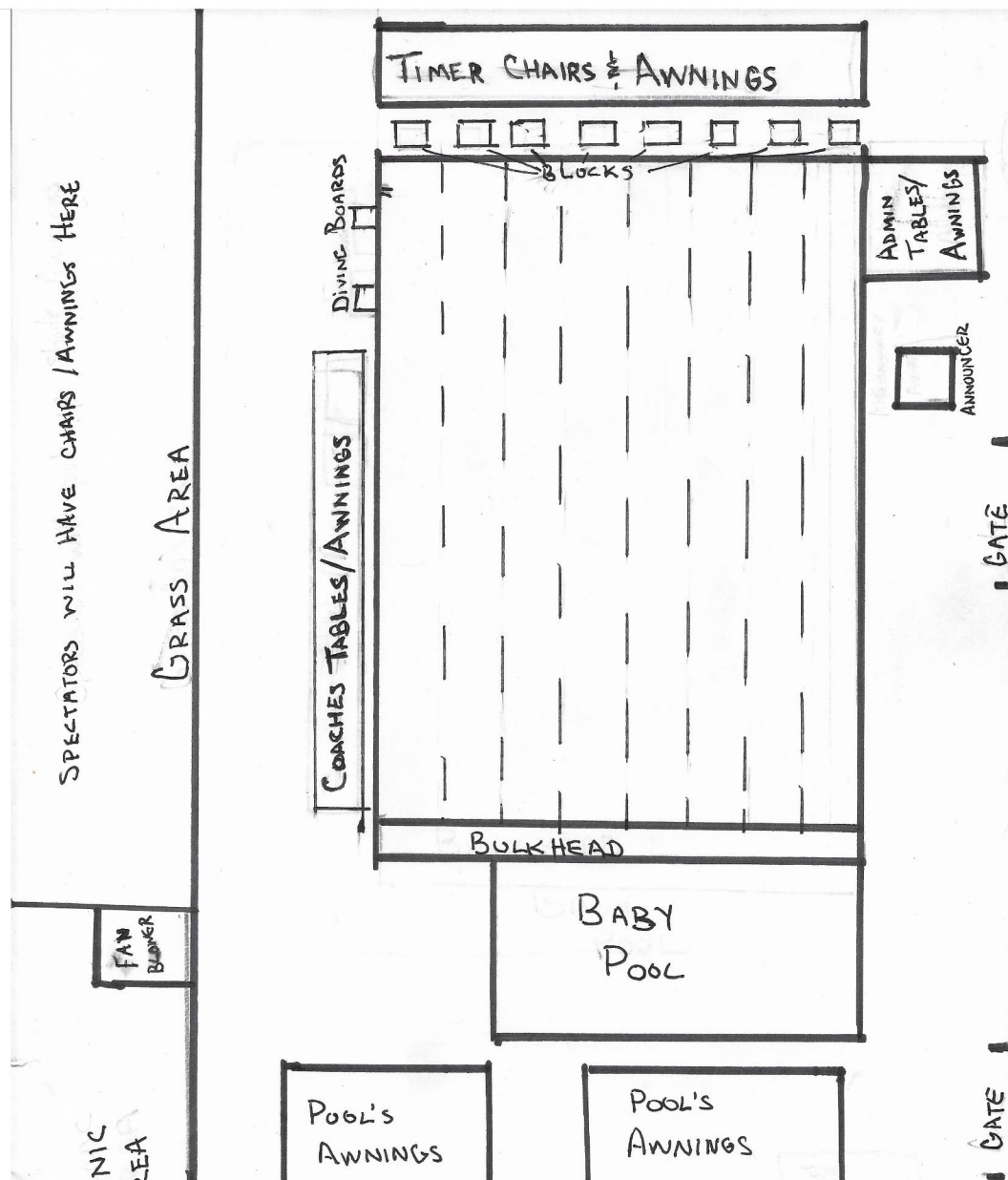
[Canyon Rim](#) [City Park](#) [Downtown Commons](#) [Sunway Soccer Park](#)
[Shoshone Falls](#) [Dierkes](#) [Harmon Park](#) [Thomsen Park](#) [Oregon Trail](#)

Download this provided template and add your layout. Upload your completed layout below.

Event Map *

Pool map.jpeg

987.66KB



Set-up Time Start*

06/06/2025 06:00:00 PM

Set-up Time End*

06/06/2025 08:00:00 PM

Event Time Start*

06/07/2025 09:00:00 AM

Event Time End*

06/08/2025 05:00:00 PM

Take Down Time Start*

06/08/2025 05:00:00 PM

Take Down Time End*

06/08/2025 06:30:00 PM

Important, PLEASE READ: Full payment of all fees, map of event layout and liability insurance (if applicable) must accompany this completed application in order to request a reservation. Complete reservation requests are processed in the order in which they are received with annual events (3 years or more) given first consideration.

Parking Plan

Parking Plan*

We plan to use the Swimming pool parking lot. Spectators will use the parking lot across from the high school tennis courts and some may use the parking areas around Sawtooth school.

Parking Plan Map

Permits, Licenses and Agreements

Will goods, services, food, or beverages be sold? *

☒ Yes ☐ No

*Food Concession and Commercial Activity Permit will be required
Handwashing stations may be required by Health Department
Agreement and fees may be required*

Will you have keg beer at your event? *

☐ Yes ☒ No

Will your event utilize signs, banners, flags, etc.? *

☐ Yes ☒ No

Definitions

*A "banner sign" is a temporary sign having characters, letters, or illustrations applied to plastic, cloth, canvas, or other similar material, with the only purpose of such nonrigid material being for background.

*A "sandwich board sign" is a temporary sign that is generally constructed in such a manner as to form an "A" like shape or is constructed with a base and single upward sign face, forming an upside down "T" but not permanently attached to the ground.

- Sandwich board signs are allowed within multi-tenant developments. Only 1 allowed per business.
- Sandwich board signs shall be located not more than ten feet (10') from the door of the business.

*A Community Event Sign announces a campaign, drive activity or celebration of a civic, political, public, philanthropic, religious or educational organization for noncommercial purposes. Community Event signs are allowed off premise but permission from the owner of the property where the sign will be located is required prior to issuance of a permit. Please provide a list of the locations of where any off premise signs will be located.

*May not be larger than 64 sq. ft. in size with a maximum height not to exceed 10 ft.

*An "inflatable sign" is a temporary ground mounted sign that is manufactured of plastic, cloth, canvas, or other light fabric, inflated with air and held upright, typically by mechanical means.

*The minimum setback from the road right of way shall be one and one-half (1-1/2) times the height of the sign.

Will your event generate any type of waste? *

☒ Yes ☐ No

Is this an ongoing or seasonal request? *

Agreement, insurance, and fees may apply

Will your event include pyrotechnics or fireworks? *

☐ Yes ☒ No

Notification

Event organizers are required to notify any nearby property owners who may be impacted by the holding of their special event. This notification must be made in writing and be given to said property owners no less than fourteen (14) days prior to the planned event. The special event permit will not be issued unless this requirement has been met. The written notice must include the following information:

- Date and time of special event
- Location of the event
- Additional areas affected by the event
- Type of event
- Planned road or parking lot closures
- Noise considerations (loud music, etc.)
- Estimated number of attendees

Notification Acknowledgement *

☒ I have read and understand this requirement

Insurance

It is the responsibility of the special event organizer(s) to secure and provide a **COMMERCIAL GENERAL LIABILITY** insurance policy that covers the planned special event. This policy must provide coverage of no less than \$500,000 combined single limit per occurrence. This insurance policy must include a rider for alcohol if it is to be sold, provided or consumed. Insurance requirements may be increased upon demand of the Twin Falls City Attorney, Twin Falls City Risk Manager and/or other local government entities with jurisdiction.

Each policy shall be written as a primary policy, not contributing to, or in excess of, any coverage which the City may carry. A certificate of Insurance naming the City of Twin Falls as additionally insured and as the certificate holder must be provided with this application. Failure to provide insurance coverage will immediately terminate special event application or approval.

Insurance Documents

29256096.pdf

79.78KB

Security

As an event organizer, you are required to provide a safe and secure environment for your event. This is accomplished through pre-planning and anticipation of problems or concerns related to event activities.

Most major events require the services of approved security (either paid professional security or a law enforcement agency). The Special Events Coordinator/Sergeant will evaluate each event application and determine the necessity of and type of security. Police Officers may be required depending on the scope of event.

The organizer may also be required to provide additional services (lost child booth, trained medical personnel, etc.) at the discretion of the Special Events Coordinator.

Waste Plan

As an event organizer, you are responsible for the waste generated by your participants, spectators and vendors, as well as the costs associated with proper disposal.

Discarded Materials *

List what materials from your event will be discarded by vendors and attendees (i.e. cardboard, plastic bags, food waste, Styrofoam, plastic bottles, aluminum cans etc.):

We will have waste food waste, plastic bottles and general trash

Have you arranged for portable toilets? *

☐ Yes ☒ No

Have you contracted for additional trash receptacles and/or dumpsters? *

☒ Yes ☐ No

Name of Contracted Company *

PSI

Number of Trash Receptacles *

1

Size of Trash Receptacles

dumpster

Contact person in charge of waste. *

Amie Taylor

Phone number of contact

2082518042

Number of staff assisting in removal.

3

Any cleanup required by City Personnel following an event will be at the expense of the event organizers.

Restrictions and Signature

Please be aware of the following restrictions:

- Fires are allowed in fireplaces or grills only.
- Dogs must be on leash in parks, with the exception of Baxter Dog Park.
- Dogs are prohibited in the grassy park area of Dierkes Lake Park.
- Alcohol is prohibited at Dierkes Lake Park, Sunway Soccer Fields, First Federal Park & St Luke's Shelter, Oregon Trail Youth Complex, and Sawtooth Softball Fields Water slides, inflatable water features and dunk tanks are prohibited.
- Hours for amplified music are Mon—Fri 11am-9pm, Sat 8am-9:30pm, Sunday 12:15pm-8pm.

The following are prohibited in parks and on trails:

- Glass containers
- Soliciting
- Loitering and Boisterousness
- Discharging of fireworks and explosives
- Possessing intoxicating beverages where prohibited or be under the influence in any public space
- Throwing objects other than in designated areas
- Climbing trees
- Damaging, cutting, removing, or attaching anything to any trees or plants

- Digging or disturbing grass or natural landscape
- Walking or standing on monuments, fountains, railings, fences, or other features not designed for such use
- Disfiguring or removing any buildings or park amenities
- Endangering the safety of others
- Preventing any person from using any park or its facilities
- Violating park curfew of 11pm
- Hunting, trapping, or pursuing wildlife
- Polluting waters of any kind in parks
- Dumping or depositing trash other than in proper receptacles

1. The prior named Applicant/Organization, in consideration of its use of Twin Falls Parks and Recreation facilities, agrees to release, indemnify and defend the City of Twin Falls, and its agents, employees and representative, from any and all claims, demands or lawsuits arising out of the Applicant's/Organization's use of said facilities.
2. Groups, individuals and applicants further agree that they have received the City's policies, rules and regulations governing use of said facility and agree to be bound by the same.
3. Effect Of A Permit: A Twin Falls park permittee shall be bound by all park rules and regulations and all applicable ordinances as fully as though the same were inserted in said permit. The person or persons to whom a permit is issued shall be liable for any loss, damage or injuries sustained by any person or property by reason of the negligence of the person or persons to whom such permit shall have been issued. The director, or a duly authorized representative, shall have the authority to revoke a permit upon finding of violation of any rule or ordinance, or upon good cause. (Ord. 2735, 9-16-2002)

****Based on the details of your event, a parks use permit might be issued. By signing below, I agree that this permit may be revoked for reasons outlined above. I further agree that this permit will be revoked if it conflicts with any lawful order issued by a Federal, State, or local government agency, including orders issued in response to the COVID-19 pandemic.**

By signing this application, I certify that the information contained in the foregoing application is true and correct to the best of my knowledge. I understand that this application is made subject to the rules and regulations established by the Twin Falls City Council. I further agree to abide by these rules, and further certify that I, on behalf of the Host Organization, am authorized to commit that organization, and therefore agree to be financially responsible for any costs and fees that may be uncured by, or on behalf of, the Special Event to the City of Twin Falls.

Signature *



Name *

Jennifer Cluff

Date *

04/22/2025

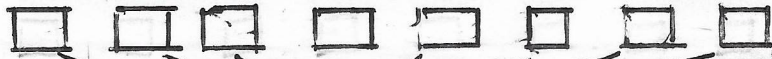
SPECTATORS WILL HAVE CHAIRS /AWNINGS HERE

GRASS AREA

COACHES TABLES/AWNINGS

DIVING BOARDS

TIMER CHAIRS & AWNINGS



BLOCKS

ADMIN
TABLES/
AWNINGS



ANNOUNCER

GATE

GATE

BULK HEAD

BABY
POOL

POOL'S
AWNINGS

POOL'S
AWNINGS

GUARD
ROOM

OFFICE / RESTROOMS

PICNIC
AREA

FAN
BLOWER



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

4/23/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION** IS **WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Insurance Office of America 1855 W State Road 434 Longwood FL 32750	CONTACT NAME: PHONE (A/C, No. Ext): E-MAIL: usascoi@ioausa.com ADDRESS: INSURER(S) AFFORDING COVERAGE INSURER A: Accredited Surety and Casualty Company, Inc. INSURER B: United States Fire Insurance Company INSURER C: INSURER D: INSURER E: INSURER F:	FAX (A/C, No): NAIC # 26379 21113
INSURED USA Swimming, Inc.; USA Swimming Foundation, and USA Swimming Local Swimming Committees & Member Clubs 1 Olympic Plaza Colorado Springs CO 80909-5780	USASWIM-01	

COVERAGES**CERTIFICATE NUMBER:** 407948738**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR ☒ Participant LL GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC ☒ OTHER: Event			1-RSL-CO-17-01538639-00	1/1/2025	1/1/2026	EACH OCCURRENCE \$2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$2,000,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$2,000,000 GENERAL AGGREGATE \$4,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 Abuse/Molestation \$2,000,000
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	☐ UMBRELLA LIAB ☒ OCCUR ☒ EXCESS LIAB ☐ CLAIMS-MADE DED RETENTION \$			1-RSL-CO-17-01538640-00	1/1/2025	1/1/2026	EACH OCCURRENCE \$3,000,000 AGGREGATE \$3,000,000 \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y / N ☐	N / A				PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
B	Participant Accident			US1929937	1/1/2025	1/1/2026	Excess Medical 50,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Verification of General Liability and Excess Liability coverage for COVERED ACTIVITIES: Abuse and Molestation Aggregate on the General Liability policy is \$4,000,000. Medical Expense Coverage applies to Office Premises and Event Spectators only. General Liability policy includes a 30 Day Notice of Cancellation per policy provisions.

Other Insureds includes the following: Individual Members of USA Swimming, Inc., while acting in that capacity; Group Members, including Member Clubs, of USA Swimming, Inc. while acting in that capacity but solely as respects to "bodily injury" and "property damage" arising from "covered activities" for which a group member has received approval from USA Swimming, Inc. or its authorized representative.

See Attached...

CERTIFICATE HOLDER**CANCELLATION**

City of Twin Falls 756 Locust Street North Twin Falls ID 83301	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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ADDITIONAL REMARKS SCHEDULE

Page 1 of 1

AGENCY Insurance Office of America		NAMED INSURED USA Swimming, Inc.; USA Swimming Foundation, and USA Swimming Local Swimming Committees & Member Clubs 1 Olympic Plaza Colorado Springs CO 80909-5780	
POLICY NUMBER		EFFECTIVE DATE:	
CARRIER	NAIC CODE		

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,

FORM NUMBER: 25 **FORM TITLE:** CERTIFICATE OF LIABILITY INSURANCE

Covered Activities (For Commercial General Liability Coverage)

With respect to USA Swimming, Inc. Member Clubs, Group Members, Member Coaches, and Member Officials (all if in good standing); volunteers and additional insured owner/lessors of premises, sponsors and co-promoters, coverage hereunder for these entities applies only to:

1) Swimming meets that have been issued a written Sanction (pursuant to USA Swimming Rule 202.4 and Rule 202.5) or Approval (pursuant to USA Swimming Rule 202.6). Approved meets means a competition where an Approval is issued by USA Swimming, Inc., or one of the USA Swimming, Inc. Local Swimming Committees for swimming meets conducted in conformance with USA Swimming, Inc. technical rules in which members and non-members may compete, including foreign meets under the USA Swimming, Inc. open border policy. USA Swimming, Inc. member clubs that either host or participate in a swimming meet that has been issued a Sanction or Approval or participate in an open border competition will be considered an insured provided that all of its athletes competing and coaches on deck are members of USA Swimming, Inc. in good standing.

2) Swimming practices, dry land training activities, camps, and learn to swim programs where all swimmers are members of USA Swimming, Inc. or U.S. Masters Swimming, Inc. and are conducted under direct and active supervision of a USA Swimming, Inc. member coach in good standing. Dry land training activities mean weight training, running, calisthenics, and exercise machine training, and any other training activities for which an insured has received approval from USA Swimming, Inc. or its authorized representative.

3) USA Swimming, Inc. Swim-A Thons sponsored by or registered with USA Swimming, Inc.

4) Social events and fund-raising activities that are events or activities for which an insured has received approval from USA Swimming, Inc. or its authorized representative.

5) Swimming tryouts. Swimming Tryouts mean swimming practices where a swimmer(s) who is not and who has never been a member of USA Swimming, Inc. participates in swimming activities with a USA Swimming, Inc. member club for a period not to exceed thirty days from the first day of practice to determine the swimmer's interest in becoming a member of USA Swimming, Inc. Tryout swimmers may not participate in more than one tryout period within the same twelve month span.

6) Safety Training for Swim Coaches, CPR, and Lifeguard Certifications of USA Swimming, Inc. member coaches and/or USA Swimming, Inc. members completing requirements to become member coaches, conducted by USA Swimming, Inc. member coaches that are member representatives of one of the approved agencies listed on the USA Swimming, Inc. Swim Training for Swim Coaches In-Water Skills Checklist.

7) USA Swimming official members in good standing attending an Observed Swim Meet (pursuant to USA Swimming Rule 202.8). An Observed Swim Meet is defined as a swim meet observed by an assigned USA Swimming, Inc. official(s) for conformance with USA Swimming, Inc. technical rules in a meet conducted under rules other than USA Swimming rules.

8) "Organized practices" that have been reported and a premium has been paid for. Organized practices are defined as recreation league meets hosted by USA Swimming member club with community teams that are not USA Swimming member teams.

Member Club: Magic Valley Marlins

RE: practices/meets

General Liability COI Request

Date of Cert Request:	04/22/2025
Swim Club Name:*Please add your club's name as registered with USA Swimming*	Magic Valley Swim Team
Swim Club Street Address:	PO box 2523
Swim Club City:	Twin Falls
Swim Club State:	ID
Swim Club Zip:	83301
Swim Club Contact (That Completed the Request Form) - Name	Jennifer Cluff
Swim Club Contact - Phone:	2084041693
Swim Club Contact Email (Certificate will be emailed to this address):	tfmarlinswimad@gmail.com
Certificate Holder Name: (the entity that you need to send the certificate to)	City of Twin Falls
Certificate Holder Mailing Address:	756 Locust street North
Certificate Holder City:	Twin Falls
Certificate Holder State:	Idaho
Certificate Holder ZIP:	83301
Certificate Holder Email Address:	citypool@tfid.org
Event Description (for example - swim practice or Sanctioned competition): **See Note below**	Sanctioned Competition and swim practice
Type of Certificate Requested:	Class-1 (Proof of coverage only)
Add a second Certificate Holder to request a second Certificate?	No



Council Agenda Information

Review

Approval Process:

Consent of the City Council. This event does meet the requirements for a Special Event Permit as outlined in City Code 3-6-2

- (A) Is expected to draw five hundred (500) or more persons at any session as participants or spectators and is proposed to be held at a park;
- (B) Impacts city streets, sidewalks, parks and common areas, or city resources;
- (C) Unless otherwise permitted to do so, propose to sell or serve alcohol publicly; or
- (D) Intends to broadcast amplified sound or generate unusual noise.

Streets



Streets Recommends *

- ☒ Permit this application as is.
- ☐ Permit this application with the following conditions/comments.
- ☐ Reject this application for the following reasons.

Comments, requests and requirements from Streets *

Engineering



Engineering Recommends *

- ☒ Permit this application as is.
- ☐ Permit this application with the following conditions/comments.
- ☐ Reject this application for the following reasons.

Comments, requests and requirements from Engineering *

Planning and Zoning



Planning and Zoning Recommends *

- ☒ Permit this application as is.
- ☐ Permit this application with the following conditions/comments.
- ☐ Reject this application for the following reasons.

Comments, requests and requirements from Planning and Zoning *

Electrical



Electrical Recommends *

- ☒ Permit this application as is.
- ☐ Permit this application with the following conditions/comments.
- ☐ Reject this application for the following reasons.

Comments, requests and requirements from Electrical *

Police



Police Recommends *

- ☒ Permit this application as is.
- ☐ Permit this application with the following conditions/comments.
- ☐ Reject this application for the following reasons.

Comments, requests and requirements from Police *

Fire



Fire Recommends *

- ☒ Permit this application as is.
- ☐ Permit this application with the following conditions/comments.
- ☐ Reject this application for the following reasons.

Comments, requests and requirements from Fire *

Parks



Parks Recommends *

- ☐ Permit this application as is.
- ☐ Permit this application with the following conditions/comments.
- ☐ Reject this application for the following reasons.

Comments, requests and requirements from Parks *

Event Coordinator

Charges/Fees

Row	Description	Cost	Quantity
-----	-------------	------	----------

1	N/A	\$0.00	0
2	Mable Shurtleff	\$0.00	0

Total Due*

\$0.00

Special Event Departments*

Which departments should be asked to review this application?

- ☒ Streets
 ☒ Engineering
 ☒ Planning and Zoning
- ☒ Electrical
 ☒ Police
 ☒ Fire

Reviewer Name*

Mable Shurtleff

Initial Questions

Will you be using a Park Facility (City Pool and Ballfields included), City Trail, or Downtown Commons/Main Street?*

☒ Yes ☐ No

Type of Event*

Please select all that apply

- ☐ Car Show
 ☐ Carnival/Fair
 ☐ Dance
- ☐ Concert/Performance
 ☒ Exhibits/Miscellaneous
 ☐ Festival
- ☐ Parade
 ☐ Picnic/Family Gathering
 ☐ Pool Reservation
- ☐ Run/Walk/Race
 ☐ Special Attraction
 ☐ Street Fair
- ☐ Tournament (Sport Field/Court)
 ☐ Other

Estimated Number of Attendees*

50

50+ requires permission
250+ requires waste plan
500+ is a special event

Will there be amplified or unusual sound at your event?*

☒ Yes ☐ No

Will your event impact or require any street closure?*

☐ Yes ☒ No

Will alcohol be sold or served publicly at your event?*

☐ Yes ☒ No

Will there be tents, canopies, or other temporary structures? (includes inflatables)*

☐ Yes ☒ No

Will there be vendors selling goods or services at this event (including lessons or paid activities)?*

☒ Yes ☐ No

Will you be driving vehicles into the park or parking on the grass or in the park? *

☐ Yes ☒ No

Will your event require access to or use of the park after hours? (before 6am or after 11pm) *

☐ Yes ☒ No

Will you be camping overnight in any park facility? *

☐ Yes ☒ No

Will you be operating any type of motorized vehicle on any of the trail system? *

☐ Yes ☒ No

Will you be riding bicycles on any area of the park other than a paved road or trail designated for that purpose? *

☐ Yes ☒ No

Will bicycles or vehicles operate at a rate of speed exceeding fifteen (15) miles per hour? *

☐ Yes ☒ No

Will you have horses or other animals at the event? (other than dogs) *

☐ Yes ☒ No

Will there be hot air balloon(s)? *

☐ Yes ☒ No

Do you plan to scuba dive in designated swim area at Dierkes Lake? *

☐ Yes ☒ No

Will you need to park any vehicles or equipment 1 ½ ton capacity or more in any park parking lots? *

☒ Yes ☐ No

Will you require power? (There may an additional fee for power) *

☒ Yes ☐ No

Contact Information

Event Organizer

First Name *

Maxine

Last Name *

Durand

Onsite Contact

Event Information

Event Name*

Twin Falls Transit Day

Event Location (Park or Facility Requested)

Downtown Commons

Is this event indoors or outdoors? *

- ☐ Indoors
- ☒ Outdoors

Event Reoccurrence

- ☒ One Time Event
- ☐ Recurring over several weeks/months

Event Description *

Celebration of Twin Falls Transit Day and the anniversary of Ride TFT at the Downtown Commons, alongside the Chamber of Commerce Ambassadors. The event would be approximately two hours from 5 to 7 PM and include a couple of guest speakers, an award ceremony for the Ride TFT drivers, and food trucks, with everything packed out and cleaned by 7:30.

Canyon Rim City Park Downtown Commons Sunway Soccer Park
Shoshone Falls Dierkes Harmon Park Thomsen Park Oregon Trail

Download this provided template and add your layout. Upload your completed layout below.

Event Map *

Twin Falls Transit Day Event Map.pdf

1.01MB

Set-up Time Start *

07/01/2025 04:00:00 PM

Set-up Time End *

07/01/2025 05:00:00 PM

Event Time Start *

07/01/2025 05:00:00 PM

Event Time End *

07/01/2025 07:00:00 PM

Take Down Time Start *

07/01/2025 07:00:00 PM

Take Down Time End *

07/01/2025 07:30:00 PM

Important, PLEASE READ: Full payment of all fees, map of event layout and liability insurance (if applicable) must accompany this completed application in order to request a reservation. Complete reservation requests are processed in the order in which they are received with annual events (3 years or more) given first consideration.

Permits, Licenses and Agreements

Will goods, services, food, or beverages be sold? *

☒ Yes ☐ No

*Food Concession and Commercial Activity Permit will be required
Handwashing stations may be required by Health Department
Agreement and fees may be required*

Will you have keg beer at your event? *

☐ Yes ☒ No

Will your event utilize signs, banners, flags, etc.? *

☐ Yes ☒ No

Definitions



*A "banner sign" is a temporary sign having characters, letters, or illustrations applied to plastic, cloth, canvas, or other similar material, with the only purpose of such nonrigid material being for background.

*A "sandwich board sign" is a temporary sign that is generally constructed in such a manner as to form an "A" like shape or is constructed with a base and single upward sign face, forming an upside down "T" but not permanently attached to the ground.

- Sandwich board signs are allowed within multi-tenant developments. Only 1 allowed per business.
- Sandwich board signs shall be located not more than ten feet (10') from the door of the business.

*A Community Event Sign announces a campaign, drive activity or celebration of a civic, political, public, philanthropic, religious or educational organization for noncommercial purposes. Community Event signs are allowed off premise but permission from the owner of the property where the sign will be located is required prior to issuance of a permit. Please provide a list of the locations of where any off premise signs will be located.

*May not be larger than 64 sq. ft. in size with a maximum height not to exceed 10 ft.

*An "inflatable sign" is a temporary ground mounted sign that is manufactured of plastic, cloth, canvas, or other light fabric, inflated with air and held upright, typically by mechanical means.

*The minimum setback from the road right of way shall be one and one-half (1-1/2) times the height of the sign.

Will your event generate any type of waste? *

☒ Yes ☐ No

Is this an ongoing or seasonal request? *

☐ Yes ☒ No

Will your event include pyrotechnics or fireworks? *

☐ Yes ☒ No

Notification

Event organizers are required to notify any nearby property owners who may be impacted by the holding of their special event. This notification must be made in writing and be given to said property owners no less than fourteen (14) days prior to the planned event. The special event permit will not be issued unless this requirement has been met. The written notice must include the following information:

- Date and time of special event

- Location of the event
- Additional areas affected by the event
- Type of event
- Planned road or parking lot closures
- Noise considerations (loud music, etc.)
- Estimated number of attendees

Notification Acknowledgement *

☒ I have read and understand this requirement

Insurance

It is the responsibility of the special event organizer(s) to secure and provide a **COMMERCIAL GENERAL LIABILITY** insurance policy that covers the planned special event. This policy must provide coverage of no less than \$500,000 combined single limit per occurrence. This insurance policy must include a rider for alcohol if it is to be sold, provided or consumed. Insurance requirements may be increased upon demand of the Twin Falls City Attorney, Twin Falls City Risk Manager and/or other local government entities with jurisdiction.

Each policy shall be written as a primary policy, not contributing to, or in excess of, any coverage which the City may carry. A certificate of Insurance naming the City of Twin Falls as additionally insured and as the certificate holder must be provided with this application. Failure to provide insurance coverage will immediately terminate special event application or approval.

Insurance Documents

Security

As an event organizer, you are required to provide a safe and secure environment for your event. This is accomplished through pre-planning and anticipation of problems or concerns related to event activities.

Most major events require the services of approved security (either paid professional security or a law enforcement agency). The Special Events Coordinator/Sergeant will evaluate each event application and determine the necessity of and type of security. Police Officers may be required depending on the scope of event.

The organizer may also be required to provide additional services (lost child booth, trained medical personnel, etc.) at the discretion of the Special Events Coordinator.

Restrictions and Signature

Please be aware of the following restrictions:

- Fires are allowed in fireplaces or grills only.
- Dogs must be on leash in parks, with the exception of Baxter Dog Park.
- Dogs are prohibited in the grassy park area of Dierkes Lake Park.
- Alcohol is prohibited at Dierkes Lake Park, Sunway Soccer Fields, First Federal Park & St Luke's Shelter, Oregon Trail Youth Complex, and Sawtooth Softball Fields Water slides, inflatable water features and dunk tanks are prohibited.

The following are prohibited in parks and on trails:

- Glass containers
- Soliciting
- Loitering and Boisterousness
- Discharging of fireworks and explosives
- Possessing intoxicating beverages where prohibited or be under the influence in any public space
- Throwing objects other than in designated areas
- Climbing trees
- Damaging, cutting, removing, or attaching anything to any trees or plants
- Digging or disturbing grass or natural landscape
- Walking or standing on monuments, fountains, railings, fences, or other features not designed for such use
- Disfiguring or removing any buildings or park amenities
- Endangering the safety of others
- Preventing any person from using any park or its facilities
- Violating park curfew of 11pm
- Hunting, trapping, or pursuing wildlife
- Polluting waters of any kind in parks
- Dumping or depositing trash other than in proper receptacles

1. The prior named Applicant/Organization, in consideration of its use of Twin Falls Parks and Recreation facilities, agrees to release, indemnify and defend the City of Twin Falls, and its agents, employees and representative, from any and all claims, demands or lawsuits arising out of the Applicant's/Organization's use of said facilities.
2. Groups, individuals and applicants further agree that they have received the City's policies, rules and regulations governing use of said facility and agree to be bound by the same.
3. Effect Of A Permit: A Twin Falls park permittee shall be bound by all park rules and regulations and all applicable ordinances as fully as though the same were inserted in said permit. The person or persons to whom a permit is issued shall be liable for any loss, damage or injuries sustained by any person or property by reason of the negligence of the person or persons to whom such permit shall have been issued. The director, or a duly authorized representative, shall have the authority to revoke a permit upon finding of violation of any rule or ordinance, or upon good cause. (Ord. 2735, 9-16-2002)

****Based on the details of your event, a parks use permit might be issued. By signing below, I agree that this permit may be revoked for reasons outlined above. I further agree that this permit will be revoked if it conflicts with any lawful order issued by a Federal, State, or local government agency, including orders issued in response to the COVID-19 pandemic.**

By signing this application, I certify that the information contained in the foregoing application is true and correct to the best of my knowledge. I understand that this application is made subject to the rules and regulations established by the Twin Falls City Council. I further agree to abide by these rules, and further certify that I, on behalf of the Host Organization, am authorized to commit that organization, and therefore agree to be financially responsible for any costs and fees that may be uncured by, or on behalf of, the Special Event to the City of Twin Falls.

Signature *

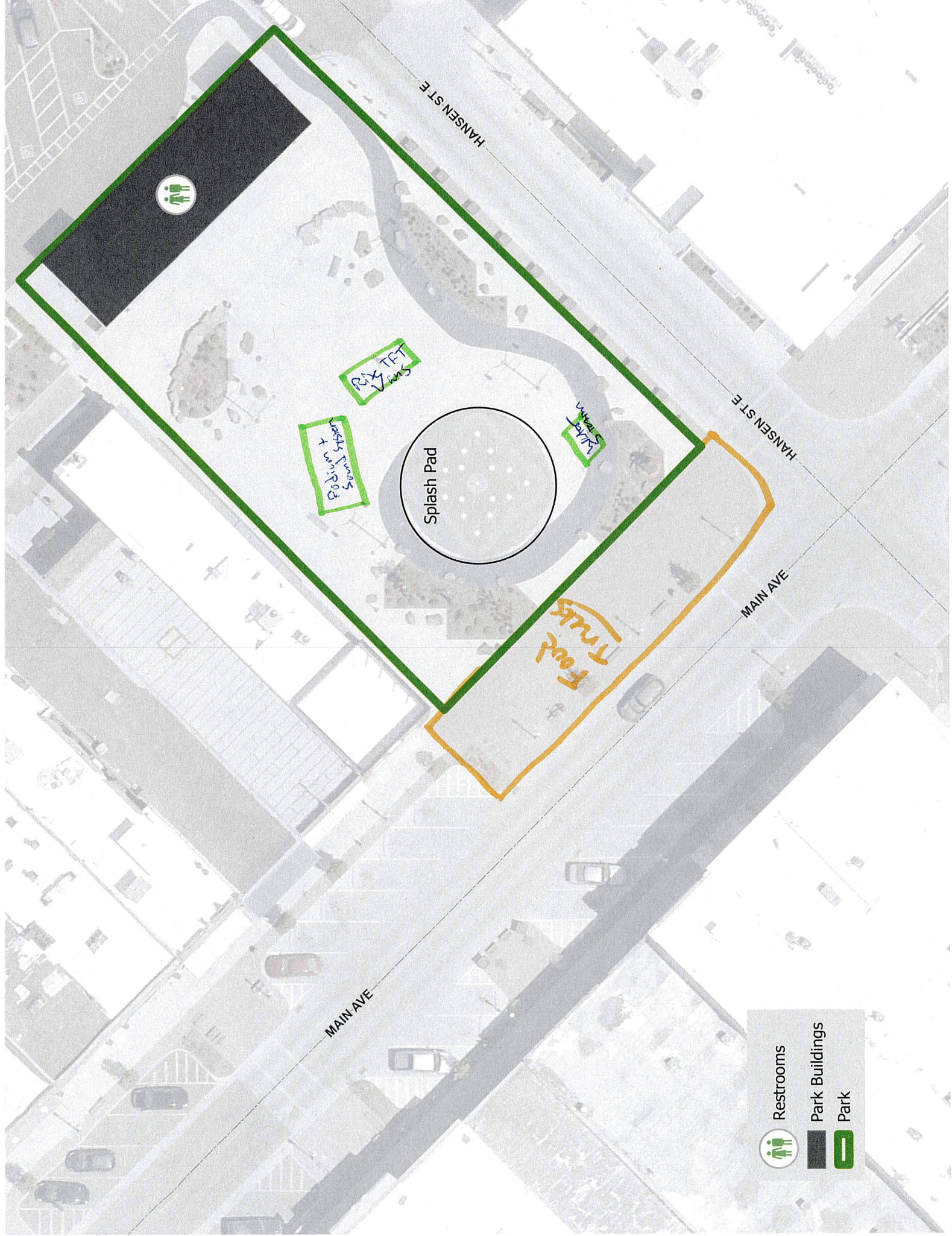
Maxine Durand

Name *

Maxine Durand

Date *

04/30/2025



Restrooms



Park Buildings



Park



Council Agenda Information

Review

Approval Process:

Consent of the City Council. This event does meet the requirements for a Special Event Permit as outlined in City Code 3-6-2

- (A) Is expected to draw five hundred (500) or more persons at any session as participants or spectators and is proposed to be held at a park;
- (B) Impacts city streets, sidewalks, parks and common areas, or city resources;
- (C) Unless otherwise permitted to do so, propose to sell or serve alcohol publicly; or
- (D) Intends to broadcast amplified sound or generate unusual noise.

Streets



Streets Recommends *

- ☒ Permit this application as is.
- ☐ Permit this application with the following conditions/comments.
- ☐ Reject this application for the following reasons.

Comments, requests and requirements from Streets *

Engineering



Engineering Recommends *

- ☒ Permit this application as is.
- ☐ Permit this application with the following conditions/comments.
- ☐ Reject this application for the following reasons.

Comments, requests and requirements from Engineering *

Planning and Zoning



Planning and Zoning Recommends *

- ☒ Permit this application as is.
- ☐ Permit this application with the following conditions/comments.
- ☐ Reject this application for the following reasons.

Comments, requests and requirements from Planning and Zoning *

Electrical



Electrical Recommends *

- ☒ Permit this application as is.
- ☐ Permit this application with the following conditions/comments.
- ☐ Reject this application for the following reasons.

Comments, requests and requirements from Electrical *

Police



Police Recommends *

- ☒ Permit this application as is.
- ☐ Permit this application with the following conditions/comments.
- ☐ Reject this application for the following reasons.

Comments, requests and requirements from Police *

Fire



Fire Recommends *

- ☒ Permit this application as is.
- ☐ Permit this application with the following conditions/comments.
- ☐ Reject this application for the following reasons.

Comments, requests and requirements from Fire *

Parks



Parks Recommends *

- ☐ Permit this application as is.
- ☒ Permit this application with the following conditions/comments.
- ☐ Reject this application for the following reasons.

Comments, requests and requirements from Parks *

It is the event organizer's responsibility to pick up and remove trash generated by the event and/or participants.

Please be advised that the restrooms will be under construction this summer.

Event Coordinator

Charges/Fees

Row	Description	Cost	Quantity
1	Application Fee	\$25.00	1
2			1

Total Due *

\$25.00

Special Event Departments *

Which departments should be asked to review this application?

- ☒ Streets
- ☒ Engineering
- ☒ Planning and Zoning
- ☒ Electrical
- ☒ Police
- ☒ Fire

Reviewer Name *

Stacy McClintock

Initial Questions

Will you be using a Park Facility (City Pool and Ballfields included), City Trail, or Downtown Commons/Main Street? *

☒ Yes ☐ No

Type of Event *

Please select all that apply

- ☐ Car Show
- ☐ Carnival/Fair
- ☐ Dance
- ☐ Concert/Performance
- ☐ Exhibits/Miscellaneous
- ☐ Festival
- ☐ Parade
- ☐ Picnic/Family Gathering
- ☐ Pool Reservation
- ☐ Run/Walk/Race
- ☐ Special Attraction
- ☐ Street Fair
- ☐ Tournament (Sport Field/Court)
- ☒ Other
- Veterans Event with BBQ

Estimated Number of Attendees *

250

50+ requires permission
250+ requires waste plan
500+ is a special event

Will there be amplified or unusual sound at your event? *

☒ Yes ☐ No

Will your event impact or require any street closure? *

☐ Yes ☒ No

Will alcohol be sold or served publicly at your event? *

☐ Yes ☒ No

Will there be tents, canopies, or other temporary structures? (includes inflatables) *

☐ Yes ☒ No

Will there be vendors selling goods or services at this event (including lessons or paid activities)? *

☐ Yes ☒ No

Will you be driving vehicles into the park or parking on the grass or in the park? *

☒ Yes ☐ No

Will your event require access to or use of the park after hours? (before 6am or after 11pm) *

☐ Yes ☒ No

Will you be camping overnight in any park facility? *

☐ Yes ☒ No

Will you be operating any type of motorized vehicle on any of the trail system? *

☐ Yes ☒ No

Will you be riding bicycles on any area of the park other than a paved road or trail designated for that purpose? *

☐ Yes ☒ No

Will bicycles or vehicles operate at a rate of speed exceeding fifteen (15) miles per hour? *

☐ Yes ☒ No

Will you have horses or other animals at the event? (other than dogs) *

☐ Yes ☒ No

Will there be hot air balloon(s)? *

☐ Yes ☒ No

Do you plan to scuba dive in designated swim area at Dierkes Lake? *

☐ Yes ☒ No

Will you need to park any vehicles or equipment 1 ½ ton capacity or more in any park parking lots? *

☐ Yes ☒ No

Will you require power? (There may an additional fee for power) *

☒ Yes ☐ No

Contact Information

Event Organizer

First Name *

Last Name *

Onsite Contact

First Name *

Nora

Last Name *

Wells

Event Information

Event Name *

13th Annual Vietnam Veterans Welcome Home Motorcycle Ride and BBQ

Event Location (Park or Facility Requested)

Twin Falls City Band Shell Park

Is this event indoors or outdoors? *

- ☐ Indoors
- ☒ Outdoors

Event Reoccurrence

- ☐ One Time Event
- ☐ Recurring over several weeks/months

Event Description *

This will be our 11th Annual Vietnam Veteran Commemorative Welcome Home Event in the city of Twin Falls. This event is intended for the citizens of the Magic Valley to participate along side of the veterans that will take part in a motorcycle ride through Twin Falls, Kimberly, Hansen, Jerome and Buhl (ride map attached). The riders will stop at local cemeteries and veteran memorials to pay their respects to their fallen brothers and sisters. Upon returning to the Twin Falls City Park (Parks and Recreation Application submitted), Hospice Visions, LLC will provide a free bbq lunch for the veterans and community members while they properly welcome home our Vietnam Veterans. This event free and open to the community and veterans of all branches, wars and conflicts. Local veteran services, in addition to the Mobile Veterans Services from Boise will be present in the park to assist our veterans and their families with benefits they might be eligible for. There will be a notable military speaker from the Vietnam era to educate all in attendance on the Vietnam war and the importance of welcoming home these very deserving veterans. We will use our portable PA system for music and our speakers. Our motorcyclists have in the past been escorted by the TFPD or the TF Sheriff's Department. We are hoping for this participation again in 2025 for the safety of all.

[Canyon Rim](#) [City Park](#) [Downtown Commons](#) [Sunway Soccer Park](#)
[Shoshone Falls](#) [Dierkes](#) [Harmon Park](#) [Thomsen Park](#) [Oregon Trail](#)

Download this provided template and add your layout. Upload your completed layout below.

Event Map *

Park map use 2025 Vietnam Event.pdf

163.8KB

Set-up Time Start *

07/12/2025 07:00:00 AM

Set-up Time End *

07/12/2025 08:00:00 AM

Event Time Start*

07/12/2025 08:00:00 AM

Event Time End*

07/12/2025 02:00:00 PM

Take Down Time Start*

07/12/2025 02:00:00 PM

Take Down Time End*

07/12/2025 03:00:00 PM

Important, PLEASE READ: Full payment of all fees, map of event layout and liability insurance (if applicable) must accompany this completed application in order to request a reservation. Complete reservation requests are processed in the order in which they are received with annual events (3 years or more) given first consideration.

Parking Plan

Parking Plan*

Most of the participants will be on motorcycles and will park them in the park away from sprinklers and valve boxes. Cars will park on the perimeter of the park and a few SUV's will park next to the band shell on the cement, and a few pickup trucks with bbq grill and supplies will park on the grass away from sprinklers and valve boxes. This has been the same since we started 11 years ago. Our participants are used to parking in the same spots and avoiding the places where they should not drive or park.

Parking Plan Map

Permits, Licenses and Agreements

Will goods, services, food, or beverages be sold?*☐ Yes ☒ No**Will you have keg beer at your event?***☐ Yes ☒ No**Will your event utilize signs, banners, flags, etc.?***☒ Yes ☐ No

Definitions



*A "banner sign" is a temporary sign having characters, letters, or illustrations applied to plastic, cloth, canvas, or other similar material, with the only purpose of such nonrigid material being for background.

*A "sandwich board sign" is a temporary sign that is generally constructed in such a manner as to form an "A" like shape or is constructed with a base and single upward sign face, forming an upside down "T" but not permanently attached to the ground.

- Sandwich board signs are allowed within multi-tenant developments. Only 1 allowed per business.
- Sandwich board signs shall be located not more than ten feet (10') from the door of the business.

*A Community Event Sign announces a campaign, drive activity or celebration of a civic, political, public, philanthropic, religious or educational organization for noncommercial purposes. Community Event signs are allowed off premise but permission from the owner of

the property where the sign will be located is required prior to issuance of a permit. Please provide a list of the locations of where any off premise signs will be located.

*May not be larger than 64 sq. ft. in size with a maximum height not to exceed 10 ft.

*An "inflatable sign" is a temporary ground mounted sign that is manufactured of plastic, cloth, canvas, or other light fabric, inflated with air and held upright, typically by mechanical means.

A sign permit may be required from the Planning and Zoning Department.

Will your event generate any type of waste? *

☒ Yes ☐ No

Is this an ongoing or seasonal request? *

☒ Yes ☐ No

Agreement, insurance, and fees may apply

Will your event include pyrotechnics or fireworks? *

☐ Yes ☒ No

Notification

Event organizers are required to notify any nearby property owners who may be impacted by the holding of their special event. This notification must be made in writing and be given to said property owners no less than fourteen (14) days prior to the planned event. The special event permit will not be issued unless this requirement has been met. The written notice must include the following information:

- Date and time of special event
- Location of the event
- Additional areas affected by the event
- Type of event
- Planned road or parking lot closures
- Noise considerations (loud music, etc.)
- Estimated number of attendees

Notification Acknowledgement *

☒ I have read and understand this requirement

Insurance

It is the responsibility of the special event organizer(s) to secure and provide a **COMMERCIAL GENERAL LIABILITY** insurance policy that covers the planned special event. This policy must provide coverage of no less than \$500,000 combined single limit per occurrence. This insurance policy must include a rider for alcohol if it is to be sold, provided or consumed. Insurance requirements may be increased upon demand of the Twin Falls City Attorney, Twin Falls City Risk Manager and/or other local government entities with jurisdiction.

Each policy shall be written as a primary policy, not contributing to, or in excess of, any coverage which the City may carry. A certificate of Insurance naming the City of Twin Falls as additionally insured and as the certificate holder must be provided with this application. Failure to provide insurance coverage will immediately terminate special event application or approval.

Insurance Documents

Security

As an event organizer, you are required to provide a safe and secure environment for your event. This is accomplished through pre-planning and anticipation of problems or concerns related to event activities.

Most major events require the services of approved security (either paid professional security or a law enforcement agency). The Special Events Coordinator/Sergeant will evaluate each event application and determine the necessity of and type of security. Police Officers may be required depending on the scope of event.

The organizer may also be required to provide additional services (lost child booth, trained medical personnel, etc.) at the discretion of the Special Events Coordinator.

Waste Plan

As an event organizer, you are responsible for the waste generated by your participants, spectators and vendors, as well as the costs associated with proper disposal.

Discarded Materials *

List what materials from your event will be discarded by vendors and attendees (i.e. cardboard, plastic bags, food waste, Styrofoam, plastic bottles, aluminum cans etc.):

Plastic water bottles, soda cans, paper plates and bowls, plastic utensils, plastic food packaging and bags

Have you arranged for portable toilets? *

☐ Yes ☒ No

Have you contracted for additional trash receptacles and/or dumpsters? *

☒ Yes ☐ No

Name of Contracted Company *

Western Waste

Number of Trash Receptacles *

1

Size of Trash Receptacles

Dumpster same size as in the park

Contact person in charge of waste. *

Nora Wells

Phone number of contact

208-735-0121

Number of staff assisting in removal.

10

Any cleanup required by City Personnel following an event will be at the expense of the event organizers.

Restrictions and Signature

Please be aware of the following restrictions:

- Fires are allowed in fireplaces or grills only.
- Dogs must be on leash in parks, with the exception of Baxter Dog Park.
- Dogs are prohibited in the grassy park area of Dierkes Lake Park.

- Alcohol is prohibited at Dierkes Lake Park, Sunway Soccer Fields, First Federal Park & St Luke's Shelter, Oregon Trail Youth Complex, and Sawtooth Softball Fields Water slides, inflatable water features and dunk tanks are prohibited.
- Hours for amplified music are Mon—Fri 11am-9pm, Sat 8am-9:30pm, Sunday 12:15pm-8pm.

The following are prohibited in parks and on trails:

- Glass containers
- Soliciting
- Loitering and Boisterousness
- Discharging of fireworks and explosives
- Possessing intoxicating beverages where prohibited or be under the influence in any public space
- Throwing objects other than in designated areas
- Climbing trees
- Damaging, cutting, removing, or attaching anything to any trees or plants
- Digging or disturbing grass or natural landscape
- Walking or standing on monuments, fountains, railings, fences, or other features not designed for such use
- Disfiguring or removing any buildings or park amenities
- Endangering the safety of others
- Preventing any person from using any park or its facilities
- Violating park curfew of 11pm
- Hunting, trapping, or pursuing wildlife
- Polluting waters of any kind in parks
- Dumping or depositing trash other than in proper receptacles

1. The prior named Applicant/Organization, in consideration of its use of Twin Falls Parks and Recreation facilities, agrees to release, indemnify and defend the City of Twin Falls, and its agents, employees and representative, from any and all claims, demands or lawsuits arising out of the Applicant's/Organization's use of said facilities.
2. Groups, individuals and applicants further agree that they have received the City's policies, rules and regulations governing use of said facility and agree to be bound by the same.
3. Effect Of A Permit: A Twin Falls park permittee shall be bound by all park rules and regulations and all applicable ordinances as fully as though the same were inserted in said permit. The person or persons to whom a permit is issued shall be liable for any loss, damage or injuries sustained by any person or property by reason of the negligence of the person or persons to whom such permit shall have been issued. The director, or a duly authorized representative, shall have the authority to revoke a permit upon finding of violation of any rule or ordinance, or upon good cause. (Ord. 2735, 9-16-2002)

****Based on the details of your event, a parks use permit might be issued. By signing below, I agree that this permit may be revoked for reasons outlined above. I further agree that this permit will be revoked if it conflicts with any lawful order issued by a Federal, State, or local government agency, including orders issued in response to the COVID-19 pandemic.**

By signing this application, I certify that the information contained in the foregoing application is true and correct to the best of my knowledge. I understand that this application is made subject to the rules and regulations established by the Twin Falls City Council. I further agree to abide by these rules, and further certify that I, on behalf of the Host Organization, am authorized to commit that organization, and therefore agree to be financially responsible for any costs and fees that may be uncured by, or on behalf of, the Special Event to the City of Twin Falls.

Signature *

Nora S. Wells

Name *

Nora S. Wells

Date *

01/10/2025

- Restrooms/Visitor Center
- Playground
- Park
- Electrical Outlets

Motor cycle line up and return to the Park

Honor Guard

Trash

Electrical Panel

Info.

Motorcycles

Info

Lunch Program

BBQ Info

Flags at memorial

Hospice Visions

July 12th 2025

11th Annual Vietnam Veterans Welcome Home



C86473-

OP ID: TW

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

03/12/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Glatfelter Healthcare Practice 183 Leader Heights Road York, PA 17405	800-233-1957	CONTACT NAME: Tracie Wigginton PHONE (A/C, No, Ext): 800-233-1957 E-MAIL ADDRESS: twigginton@glatfelters.com FAX (A/C, No): 800-729-8347
INSURED Hospice Visions, LLC 455 Park View Loop Twin Falls, ID 83301		INSURER(S) AFFORDING COVERAGE INSURER A : Nat'l Union Fire Ins Co of PA INSURER B : INSURER C : INSURER D : INSURER E : INSURER F :

COVERAGES		CERTIFICATE NUMBER:		REVISION NUMBER:	
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.					
INSR LTR	TYPE OF INSURANCE	ADDL INSP	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY) / POLICY EXP (MM/DD/YYYY) / LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☒ CLAIMS-MADE ☐ OCCUR ☒ incl Professional Healthcare Liab GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC OTHER:			VHNU-HG-0031119	10/06/2023 / 10/06/2024 EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 50,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 3,000,000
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY				COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED ☐ RETENTION \$				EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) ☐ Y/N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A		PER STATUTE ☐ OTH-ER ☐ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Proof of insurance with regard to Vietnam Veterans Commemoration Event being held on July 13, 2024.

CERTIFICATE HOLDER City of Twin Falls 203 Main Avenue East Twin Falls, ID 83301	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Tracie Wigginton</i>
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Council Agenda Information

Review

Approval Process:

Consent of the City Council. This event does meet the requirements for a Special Event Permit as outlined in City Code 3-6-2

- (A) Is expected to draw five hundred (500) or more persons at any session as participants or spectators and is proposed to be held at a park;
- (B) Impacts city streets, sidewalks, parks and common areas, or city resources;
- (C) Unless otherwise permitted to do so, propose to sell or serve alcohol publicly; or
- (D) Intends to broadcast amplified sound or generate unusual noise.

Streets



Streets Recommends *

- ☐ Permit this application as is.
- ☐ Permit this application with the following conditions/comments.
- ☐ Reject this application for the following reasons.

Comments, requests and requirements from Streets *

Engineering



Engineering Recommends *

- ☒ Permit this application as is.
- ☐ Permit this application with the following conditions/comments.
- ☐ Reject this application for the following reasons.

Comments, requests and requirements from Engineering *

Planning and Zoning



Planning and Zoning Recommends *

- ☒ Permit this application as is.
- ☐ Permit this application with the following conditions/comments.
- ☐ Reject this application for the following reasons.

Comments, requests and requirements from Planning and Zoning *

Electrical



Electrical Recommends *

- ☒ Permit this application as is.
- ☐ Permit this application with the following conditions/comments.
- ☐ Reject this application for the following reasons.

Comments, requests and requirements from Electrical *

Police



Police Recommends *

- ☐ Permit this application as is.
- ☐ Permit this application with the following conditions/comments.
- ☐ Reject this application for the following reasons.

Comments, requests and requirements from Police *

Fire



Fire Recommends *

- ☐ Permit this application as is.
- ☒ Permit this application with the following conditions/comments.
- ☐ Reject this application for the following reasons.

Comments, requests and requirements from Fire *

Any food vendors shall have their 2025 fire inspection permit decal. Any tents larger than 400 SF shall have a tent permit from TFFD.

Parks



Parks Recommends *

- ☐ Permit this application as is.
- ☐ Permit this application with the following conditions/comments.
- ☐ Reject this application for the following reasons.

Comments, requests and requirements from Parks *

Event Coordinator

Charges/Fees

Row	Description	Cost	Quantity
1	Application Fee	\$25.00	1
2	Additional park fees will be assessed by the Parks Dept	\$0.00	0

Total Due*

\$0.00

Special Event Departments*

Which departments should be asked to review this application?

- ☒ Streets
 ☒ Engineering
 ☒ Planning and Zoning
- ☒ Electrical
 ☒ Police
 ☒ Fire

Reviewer Name*

Stacy McClintock

Initial Questions

Will you be using a Park Facility (City Pool and Ballfields included), City Trail, or Downtown Commons/Main Street?*

- ☒ Yes
 ☐ No

Type of Event*

Please select all that apply

- ☐ Car Show
 ☐ Carnival/Fair
 ☐ Dance
- ☒ Concert/Performance
 ☐ Exhibits/Miscellaneous
 ☐ Festival
- ☐ Parade
 ☒ Picnic/Family Gathering
 ☐ Pool Reservation
- ☐ Run/Walk/Race
 ☐ Special Attraction
 ☐ Street Fair
- ☐ Tournament (Sport Field/Court)
 ☐ Other

Estimated Number of Attendees*

75

50+ requires permission
250+ requires waste plan
500+ is a special event

Will there be amplified or unusual sound at your event?*

- ☒ Yes
 ☐ No

Will your event impact or require any street closure?*

- ☐ Yes
 ☒ No

Will alcohol be sold or served publicly at your event?*

- ☒ Yes
 ☐ No

Will there be tents, canopies, or other temporary structures? (includes inflatables)*

- ☐ Yes
 ☒ No

Will there be vendors selling goods or services at this event (including lessons or paid activities)?*

☐ Yes ☒ No

Will you be driving vehicles into the park or parking on the grass or in the park? *

☐ Yes ☒ No

Will your event require access to or use of the park after hours? (before 6am or after 11pm) *

☐ Yes ☒ No

Will you be camping overnight in any park facility? *

☐ Yes ☒ No

Will you be operating any type of motorized vehicle on any of the trail system? *

☐ Yes ☒ No

Will you be riding bicycles on any area of the park other than a paved road or trail designated for that purpose? *

☐ Yes ☒ No

Will bicycles or vehicles operate at a rate of speed exceeding fifteen (15) miles per hour? *

☐ Yes ☒ No

Will you have horses or other animals at the event? (other than dogs) *

☐ Yes ☒ No

Will there be hot air balloon(s)? *

☐ Yes ☒ No

Do you plan to scuba dive in designated swim area at Dierkes Lake? *

☐ Yes ☒ No

Will you need to park any vehicles or equipment 1 ½ ton capacity or more in any park parking lots? *

☐ Yes ☒ No

Will you require power? (There may an additional fee for power) *

☒ Yes ☐ No

Contact Information

Event Organizer

First Name *

William

Last Name *

Christmas

Onsite Contact

First Name *

Last Name *

Event Information

Event Name *

Taproot Church Summer Bash

Event Location (Park or Facility Requested)

Twin Falls City Park

Is this event indoors or outdoors? *

- ☐ Indoors
- ☒ Outdoors

Event Reoccurrence

- ☒ One Time Event
- ☐ Recurring over several weeks/months

Event Description *

Taproot Church Twin Falls is hoping to use the Downtown Twin Falls City Park on August 9th from 4pm (setup) - 9pm (tear down) for a Summer BBQ and Concert. There will be 70-80 people present. We are planning on using the Bandshell as our local team will put on a concert. We are also hoping to grill out tacos so grilling equipment will be present. There may be a couple of small tents/shade covering put up for the cooks, but would mostly just be lawn chairs and blankets. If we can use the bandshell and northern grass section near it that would be fantastic.

Canyon Rim City Park Downtown Commons Sunway Soccer Park
Shoshone Falls Dierkes Harmon Park Thomsen Park Oregon Trail

Download this provided template and add your layout. Upload your completed layout below.

Event Map *

CityPark.pdf

2.24MB

Set-up Time Start *

08/09/2025 04:00:00 PM

Set-up Time End *

08/09/2025 05:00:00 PM

Event Time Start *

08/09/2025 05:00:00 PM

Event Time End *

08/09/2025 08:00:00 AM

Take Down Time Start *

08/09/2025 08:00:00 PM

Take Down Time End *

08/09/2025 09:00:00 PM

Important, PLEASE READ: Full payment of all fees, map of event layout and liability insurance (if applicable) must accompany this completed application in order to request a reservation. Complete reservation requests are processed in the order in which they are received with annual events (3 years or more) given first consideration.

Permits, Licenses and Agreements

Will goods, services, food, or beverages be sold? *

☐ Yes ☒ No

Will you have keg beer at your event? *

☐ Yes ☒ No

Will your event utilize signs, banners, flags, etc.? *

☐ Yes ☒ No

Definitions



*A "banner sign" is a temporary sign having characters, letters, or illustrations applied to plastic, cloth, canvas, or other similar material, with the only purpose of such nonrigid material being for background.

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- Sandwich board signs shall be located not more than ten feet (10') from the door of the business.

*A Community Event Sign announces a campaign, drive activity or celebration of a civic, political, public, philanthropic, religious or educational organization for noncommercial purposes. Community Event signs are allowed off premise but permission from the owner of the property where the sign will be located is required prior to issuance of a permit. Please provide a list of the locations of where any off premise signs will be located.

*May not be larger than 64 sq. ft. in size with a maximum height not to exceed 10 ft.

*An "inflatable sign" is a temporary ground mounted sign that is manufactured of plastic, cloth, canvas, or other light fabric, inflated with air and held upright, typically by mechanical means.

*The minimum setback from the road right of way shall be one and one-half (1-1/2) times the height of the sign.

Will your event generate any type of waste? *

☒ Yes ☐ No

Is this an ongoing or seasonal request? *

☐ Yes ☒ No

Will your event include pyrotechnics or fireworks? *

☐ Yes ☒ No

Notification

Event organizers are required to notify any nearby property owners who may be impacted by the holding of their special event. This notification must be made in writing and be given to said property owners no less than fourteen (14) days prior to the planned event. The special event permit will not be issued unless this requirement has been met. The written notice must include the following information:

- Date and time of special event
- Location of the event
- Additional areas affected by the event

- Type of event
- Planned road or parking lot closures
- Noise considerations (loud music, etc.)
- Estimated number of attendees

Notification Acknowledgement*

☒ I have read and understand this requirement

Insurance

It is the responsibility of the special event organizer(s) to secure and provide a **COMMERCIAL GENERAL LIABILITY** insurance policy that covers the planned special event. This policy must provide coverage of no less than \$500,000 combined single limit per occurrence. This insurance policy must include a rider for alcohol if it is to be sold, provided or consumed. Insurance requirements may be increased upon demand of the Twin Falls City Attorney, Twin Falls City Risk Manager and/or other local government entities with jurisdiction.

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Insurance Documents

Security

As an event organizer, you are required to provide a safe and secure environment for your event. This is accomplished through pre-planning and anticipation of problems or concerns related to event activities.

Most major events require the services of approved security (either paid professional security or a law enforcement agency). The Special Events Coordinator/Sergeant will evaluate each event application and determine the necessity of and type of security. Police Officers may be required depending on the scope of event.

The organizer may also be required to provide additional services (lost child booth, trained medical personnel, etc.) at the discretion of the Special Events Coordinator.

Alcohol

Alcohol sold or dispensed at special events must be done so by an established business with a current Alcohol License issued by the State of Idaho. Additionally, said business will be required to secure a City of Twin Falls Catering Permit from the Twin Falls City Clerk's Office. The catering permit must be properly issued and a copy be given to the Special Events Coordinator no less than two (2) weeks prior to the start of the event. The licensing fee for a City of Twin Falls catering permit is \$20.00 per day and is separate from any other application fees.

Alcohol/Beer Gardens:

All events serving alcohol within City owned property will be required to establish a beer garden for consumption. The beer garden shall be fenced, allowing for a single entry/exit point which is to be manned by employees at all times. All patrons consuming alcohol are required to present photo identification to verify age before admittance into the garden. Additionally, all patrons will be issued a

wristband to be worn on the right wrist for easy verification. Carrying alcoholic beverages in or out of the beer garden is prohibited. Consuming alcoholic beverages will not be permitted in any other locations of the event.

Twin Falls City Code 8-3-7(F) prohibits the possession or use of glass beverage containers inside any city park. Therefore, glass containers are prohibited for use during special events.

The provisions and standards provided in this section may be modified depending on size, scope, location and time of the event. Modifications must be requested through the Special Events Coordinator and approved by the Special Events Committee.

Restrictions and Signature

Please be aware of the following restrictions:

- Fires are allowed in fireplaces or grills only.
- Dogs must be on leash in parks, with the exception of Baxter Dog Park.
- Dogs are prohibited in the grassy park area of Dierkes Lake Park.
- Alcohol is prohibited at Dierkes Lake Park, Sunway Soccer Fields, First Federal Park & St Luke's Shelter, Oregon Trail Youth Complex, and Sawtooth Softball Fields. Water slides, inflatable water features and dunk tanks are prohibited.
- Hours for amplified music are Mon—Fri 11am-9pm, Sat 8am-9:30pm, Sunday 12:15pm-8pm.

The following are prohibited in parks and on trails:

- Glass containers
- Soliciting
- Loitering and Boisterousness
- Discharging of fireworks and explosives
- Possessing intoxicating beverages where prohibited or be under the influence in any public space
- Throwing objects other than in designated areas
- Climbing trees
- Damaging, cutting, removing, or attaching anything to any trees or plants
- Digging or disturbing grass or natural landscape
- Walking or standing on monuments, fountains, railings, fences, or other features not designed for such use
- Disfiguring or removing any buildings or park amenities
- Endangering the safety of others
- Preventing any person from using any park or its facilities
- Violating park curfew of 11pm
- Hunting, trapping, or pursuing wildlife
- Polluting waters of any kind in parks
- Dumping or depositing trash other than in proper receptacles

1. The prior named Applicant/Organization, in consideration of its use of Twin Falls Parks and Recreation facilities, agrees to release, indemnify and defend the City of Twin Falls, and its agents, employees and representative, from any and all claims, demands or lawsuits arising out of the Applicant's/Organization's use of said facilities.
2. Groups, individuals and applicants further agree that they have received the City's policies, rules and regulations governing use of said facility and agree to be bound by the same.
3. Effect Of A Permit: A Twin Falls park permittee shall be bound by all park rules and regulations and all applicable ordinances as fully as though the same were inserted in said permit. The person or persons to whom a permit is issued shall be liable for any loss, damage or injuries sustained by any person or property by reason of the negligence of the person or persons to whom such permit shall have been issued. The director, or a duly authorized representative, shall have the authority to revoke a permit upon finding of violation of any rule or ordinance, or upon good cause. (Ord. 2735, 9-16-2002)

****Based on the details of your event, a parks use permit might be issued. By signing below, I agree that this permit may be revoked for reasons outlined above. I further agree that this permit will be revoked if it conflicts with any lawful order issued by a Federal, State, or local government agency, including orders issued in response to the COVID-19 pandemic.**

By signing this application, I certify that the information contained in the foregoing application is true and correct to the best of my knowledge. I understand that this application is made subject to the rules and regulations established by the Twin Falls City Council. I further agree to abide by these rules, and further certify that I, on behalf of the Host Organization, am authorized to commit that organization, and therefore agree to be financially responsible for any costs and fees that may be uncured by, or on behalf of, the Special Event to the City of Twin Falls.

Signature *

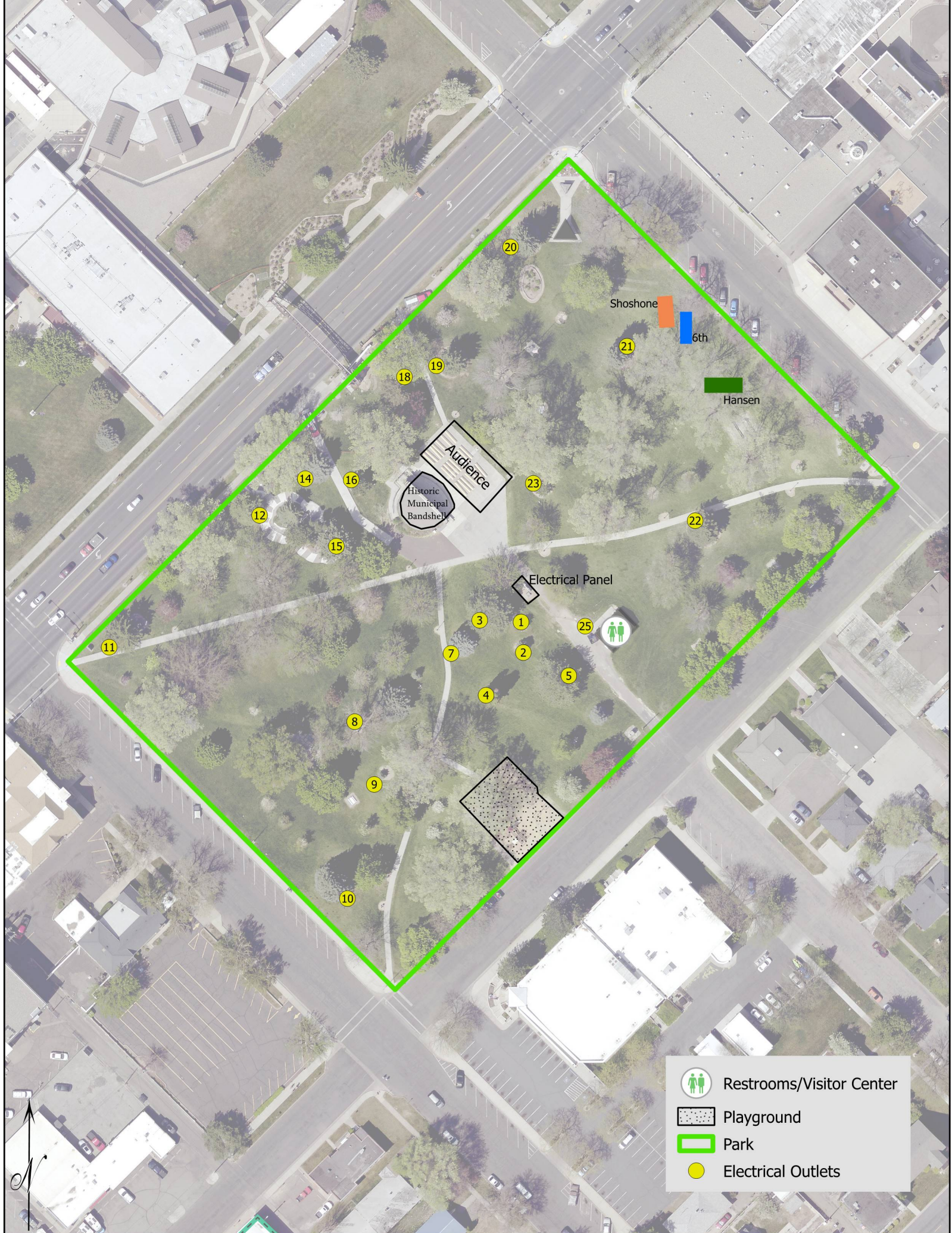
William Christmas

Name *

William Christmas

Date *

04/16/2025



Restrooms/Visitor Center

Playground

Park

Electrical Outlets



Council Agenda Information

Review

Approval Process:

Consent of the City Council. This event does meet the requirements for a Special Event Permit as outlined in City Code 3-6-2

- (A) Is expected to draw five hundred (500) or more persons at any session as participants or spectators and is proposed to be held at a park;
- (B) Impacts city streets, sidewalks, parks and common areas, or city resources;
- (C) Unless otherwise permitted to do so, propose to sell or serve alcohol publicly; or
- (D) Intends to broadcast amplified sound or generate unusual noise.

Streets



Streets Recommends *

- ☒ Permit this application as is.
- ☐ Permit this application with the following conditions/comments.
- ☐ Reject this application for the following reasons.

Comments, requests and requirements from Streets *

Engineering



Engineering Recommends *

- ☒ Permit this application as is.
- ☐ Permit this application with the following conditions/comments.
- ☐ Reject this application for the following reasons.

Comments, requests and requirements from Engineering *

Planning and Zoning



Planning and Zoning Recommends *

- ☒ Permit this application as is.
- ☐ Permit this application with the following conditions/comments.
- ☐ Reject this application for the following reasons.

Comments, requests and requirements from Planning and Zoning *

Electrical



Electrical Recommends *

- ☒ Permit this application as is.
- ☐ Permit this application with the following conditions/comments.
- ☐ Reject this application for the following reasons.

Comments, requests and requirements from Electrical *

Police



Police Recommends *

- ☒ Permit this application as is.
- ☐ Permit this application with the following conditions/comments.
- ☐ Reject this application for the following reasons.

Comments, requests and requirements from Police *

Fire



Fire Recommends *

- ☐ Permit this application as is.
- ☒ Permit this application with the following conditions/comments.
- ☐ Reject this application for the following reasons.

Comments, requests and requirements from Fire *

All food vendors shall have their 2025 fire inspection decal. Any tents bigger than 400 SF shall have a tent permit through TFFD.

Parks



Parks Recommends *

- ☐ Permit this application as is.
- ☐ Permit this application with the following conditions/comments.
- ☐ Reject this application for the following reasons.

Comments, requests and requirements from Parks *

Event Coordinator

Charges/Fees

Row	Description	Cost	Quantity
1	Application Fee	\$25.00	1
2	Additional park fees will be assessed by the Parks Dept	\$0.00	0

Total Due*

\$0.00

Special Event Departments*

Which departments should be asked to review this application?

- ☒ Streets
 ☒ Engineering
 ☒ Planning and Zoning
- ☒ Electrical
 ☒ Police
 ☒ Fire

Reviewer Name*

Stacy McClintock

Initial Questions

Will you be using a Park Facility (City Pool and Ballfields included), City Trail, or Downtown Commons/Main Street? *

- ☒ Yes
 ☐ No

Type of Event*

Please select all that apply

- ☐ Car Show
 ☐ Carnival/Fair
 ☐ Dance
- ☐ Concert/Performance
 ☐ Exhibits/Miscellaneous
 ☐ Festival
- ☐ Parade
 ☐ Picnic/Family Gathering
 ☐ Pool Reservation
- ☐ Run/Walk/Race
 ☐ Special Attraction
 ☐ Street Fair
- ☐ Tournament (Sport Field/Court)
 ☒ Other
- Community Harvest Festival

Estimated Number of Attendees*

1,000

50+ requires permission
250+ requires waste plan
500+ is a special event

Will there be amplified or unusual sound at your event? *

- ☒ Yes
 ☐ No

Will your event impact or require any street closure? *

- ☐ Yes
 ☒ No

Will alcohol be sold or served publicly at your event? *

- ☐ Yes
 ☒ No

Will there be tents, canopies, or other temporary structures? (includes inflatables) *

- ☒ Yes
 ☐ No

Provide a description of tents or structures.

No water features allowed. Tent stakes must be less than 12". Fire inspection may be required.

There will be some pop-up canopies for different "booths."

Will there be vendors selling goods or services at this event (including lessons or paid activities)? *

☒ Yes ☐ No

Will you be driving vehicles into the park or parking on the grass or in the park? *

☒ Yes ☐ No

Will your event require access to or use of the park after hours? (before 6am or after 11pm) *

☐ Yes ☒ No

Will you be camping overnight in any park facility? *

☐ Yes ☒ No

Will you be operating any type of motorized vehicle on any of the trail system? *

☐ Yes ☒ No

Will you be riding bicycles on any area of the park other than a paved road or trail designated for that purpose? *

☐ Yes ☒ No

Will bicycles or vehicles operate at a rate of speed exceeding fifteen (15) miles per hour? *

☐ Yes ☒ No

Will you have horses or other animals at the event? (other than dogs) *

☒ Yes ☐ No

Will there be hot air balloon(s)? *

☐ Yes ☒ No

Do you plan to scuba dive in designated swim area at Dierkes Lake? *

☐ Yes ☒ No

Will you need to park any vehicles or equipment 1 ½ ton capacity or more in any park parking lots? *

☐ Yes ☒ No

Will you require power? (There may an additional fee for power) *

☒ Yes ☐ No

Contact Information

Event Organizer

First Name *

Last Name *

Onsite Contact

First Name *

Tara

Last Name *

Corsini

Event Information

Event Name *

Community Harvest Festival

Event Location (Park or Facility Requested)

City Park/Bandshell

Is this event indoors or outdoors? *☐ Indoors☒ Outdoors**Event Reoccurrence**☐ One Time Event☐ Recurring over several weeks/months**Event Description ***

We did it last year, and it was amazing!

We will be having a couple of food/coffee trucks (3-4 maximum). There will be a small petting zoo with goats and chickens. There will be games and booths and tables set up with pop up canopies. There will be live music on the band shell. The event will run from 6-8:30. Clean up and everything else will be done by 9:00pm.

[Canyon Rim](#) [City Park](#) [Downtown Commons](#) [Sunway Soccer Park](#)
[Shoshone Falls](#) [Dierkes](#) [Harmon Park](#) [Thomsen Park](#) [Oregon Trail](#)

Download this provided template and add your layout. Upload your completed layout below.

Event Map *

Certificate of Insurance FIRSASB-07.pdf

88.54KB

image0 (42).jpeg

3.06MB



Set-up Time Start *

10/31/2025 10:00:00 AM

Set-up Time End *

10/31/2025 03:00:00 PM

Event Time Start *

10/31/2025 06:00:00 PM

Event Time End *

10/31/2025 08:30:00 PM

Take Down Time Start *

10/31/2025 08:30:00 PM

Take Down Time End *

10/31/2025 09:00:00 PM

Important, PLEASE READ: Full payment of all fees, map of event layout and liability insurance (if applicable) must accompany this completed application in order to request a reservation. Complete reservation requests are processed in the order in which they are received with annual events (3 years or more) given first consideration.

Parking Plan

Parking Plan *

Parking plan is to utilize the parking lot and areas around the park. Though we expect over 250 people, the "stay time" is going to only be on average about 20-30 mins, as it's not an hours long event meant for people to stay the whole time.

Permits, Licenses and Agreements

Will goods, services, food, or beverages be sold? *

☒ Yes ☐ No

*Food Concession and Commercial Activity Permit will be required
Handwashing stations may be required by Health Department
Agreement and fees may be required*

Will you have keg beer at your event? *

☐ Yes ☒ No

Will your event utilize signs, banners, flags, etc.? *

☒ Yes ☐ No

Definitions



*A "banner sign" is a temporary sign having characters, letters, or illustrations applied to plastic, cloth, canvas, or other similar material, with the only purpose of such nonrigid material being for background.

*A "sandwich board sign" is a temporary sign that is generally constructed in such a manner as to form an "A" like shape or is constructed with a base and single upward sign face, forming an upside down "T" but not permanently attached to the ground.

- Sandwich board signs are allowed within multi-tenant developments. Only 1 allowed per business.
- Sandwich board signs shall be located not more than ten feet (10') from the door of the business.

*A Community Event Sign announces a campaign, drive activity or celebration of a civic, political, public, philanthropic, religious or educational organization for noncommercial purposes. Community Event signs are allowed off premise but permission from the owner of the property where the sign will be located is required prior to issuance of a permit. Please provide a list of the locations of where any off premise signs will be located.

*May not be larger than 64 sq. ft. in size with a maximum height not to exceed 10 ft.

*An "inflatable sign" is a temporary ground mounted sign that is manufactured of plastic, cloth, canvas, or other light fabric, inflated with air and held upright, typically by mechanical means.

*The minimum setback from the road right of way shall be one and one-half (1-1/2) times the height of the sign.

A sign permit may be required from the Planning and Zoning Department.

Will your event generate any type of waste? *

☐ Yes ☒ No

Is this an ongoing or seasonal request? *

Will your event include pyrotechnics or fireworks? *

☐ Yes ☒ No

Notification

Event organizers are required to notify any nearby property owners who may be impacted by the holding of their special event. This notification must be made in writing and be given to said property owners no less than fourteen (14) days prior to the planned event. The special event permit will not be issued unless this requirement has been met. The written notice must include the following information:

- Date and time of special event
- Location of the event
- Additional areas affected by the event
- Type of event
- Planned road or parking lot closures
- Noise considerations (loud music, etc.)
- Estimated number of attendees

Notification Acknowledgement *

☒ I have read and understand this requirement

Insurance

It is the responsibility of the special event organizer(s) to secure and provide a **COMMERCIAL GENERAL LIABILITY** insurance policy that covers the planned special event. This policy must provide coverage of no less than \$500,000 combined single limit per occurrence. This insurance policy must include a rider for alcohol if it is to be sold, provided or consumed. Insurance requirements may be increased upon demand of the Twin Falls City Attorney, Twin Falls City Risk Manager and/or other local government entities with jurisdiction.

Each policy shall be written as a primary policy, not contributing to, or in excess of, any coverage which the City may carry. A certificate of Insurance naming the City of Twin Falls as additionally insured and as the certificate holder must be provided with this application. Failure to provide insurance coverage will immediately terminate special event application or approval.

Insurance Documents

Certificate of Insurance FIRSASB-07.pdf

88,54KB

Security

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The organizer may also be required to provide additional services (lost child booth, trained medical personnel, etc.) at the discretion of the Special Events Coordinator.

Waste Plan

As an event organizer, you are responsible for the waste generated by your participants, spectators and vendors, as well as the costs associated with proper disposal.

Discarded Materials *

List what materials from your event will be discarded by vendors and attendees (i.e. cardboard, plastic bags, food waste, Styrofoam, plastic bottles, aluminum cans etc.):

Food waste

Have you arranged for portable toilets? *

☐ Yes ☒ No

Have you contracted for additional trash receptacles and/or dumpsters? *

☐ Yes ☒ No

Contact person in charge of waste. *

Tara Corsini

Phone number of contact

8053457633

Number of staff assisting in removal.

10

Any cleanup required by City Personnel following an event will be at the expense of the event organizers.

Restrictions and Signature

Please be aware of the following restrictions:

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- Damaging, cutting, removing, or attaching anything to any trees or plants
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Signature *



Name *

Tara Corsini

Date *

04/16/2025



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

9/24/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION** IS **WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Ministry Pacific Financial Insurance Services, LLC 1201 E Yelm Ave Suite 400 #501 Yelm WA 98597	CONTACT NAME: Service PHONE (A/C, No, Ext): 866-870-2700 E-MAIL ADDRESS: service@ministrypacific.com FAX (A/C, No): 866-855-5030
License#: 0F22416 FIRSASB-07	INSURER(S) AFFORDING COVERAGE INSURER A: National Union Fire Insurance INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:
INSURED First Assembly Of God Of Twin Falls Idaho Inc DBA Full Life Family Church 189 Locust St N Twin Falls ID 83301	NAIC # 19445

COVERAGES

CERTIFICATE NUMBER: 1729191016

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC OTHER:	Y		GRNU-RP-0031443-01	1/1/2024	1/1/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 3,000,000 \$
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y / N ☐	N / A				PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Evidence of Liability Coverage for Twin Cities Harvest Festival on 10/31/2024. Certificate Holder is Additional Insured.

CERTIFICATE HOLDER**CANCELLATION**

Twin Falls City Park
400 Shoshone St E
Twin Falls ID 83301

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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Preferred
ENTRANCE

Food Trucks
(3 Max)

"Table" or Treat

Bounce
House
Games

Audience
BAND
Historic
Municipal
Bandshell

Petting zoo

Yard
Games

Live Music

- 20
- 19
- 18
- 17
- 16
- 15
- 14
- 13
- 12
- 11
- 10
- 9
- 8
- 7
- 6
- 5
- 4
- 3
- 2
- 1

6th

Hansen

Shoshone

Electrical panel



Rest



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

9/24/2024

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	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y / N ☐	N / A				PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Evidence of Liability Coverage for Twin Cities Harvest Festival on 10/31/2024. Certificate Holder is Additional Insured.

CERTIFICATE HOLDER**CANCELLATION**

Twin Falls City Park
400 Shoshone St E
Twin Falls ID 83301

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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BEFORE THE CITY COUNCIL OF THE CITY OF TWIN FALLS

In Re:

Annexation & Zoning District Change, Application

Shannon Troop

c/o EHM Engineering, Inc

Applicant(s)

)
) FINDINGS OF FACT,
)
) CONCLUSIONS OF LAW,
)
) AND DECISION
)

This matter having come before the City Council of the City of Twin Falls, Idaho on May 12, 2025, for public hearing pursuant to public notice as required by law for Annexation with a Zoning District Change and Zoning Map Amendment from R-4 to R-6 on property located 134 Adams St and the City Council having heard testimony from interested parties being fully advised in the matter, now makes the following

FINDINGS OF FACT

1. Applicant has applied for Annexation with a Zoning District Change and Zoning Map Amendment from R-4 to R-6 on property located 134 Adams St.
2. All legal requirements for notice of public hearing have been met with advertisement taking place on the following date: April 24, 2025.
3. The property in question is zoned R-4 pursuant to the Zoning Ordinance of the City of Twin Falls. The property is designated as Neighborhood Commercial in the duly adopted Comprehensive Plan of the City of Twin Falls.
4. The existing neighboring land uses in the immediate area of this property are: to the north, Residential; to the south, Commercial; to the east, Residential; to the west, Adams St.

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

CONCLUSIONS OF LAW

1. The application for Annexation with a Zoning District Change and Zoning Map Amendment from R-4 to R-6 on property located 134 Adams St is consistent with the purpose of the R-6 Zone and is not detrimental to any of the outright permitted uses or existing special uses in the area.

2. The proposed annexation is consistent with the provisions of the Comprehensive Plan and Zoning Ordinance of the City of Twin Falls, and in particular Sections 10-1-4, 10-1-5, 10-15-1(A) & (B) of the Twin Falls City Code.

3. The proposed use is proper use in the R-6 Zone, subject to the conditions, which are attached as "Exhibit No. A", and incorporated by reference as though fully set forth herein.

4. Public services may not be available at the time of development, depending upon the speed of development of this and other subdivisions and the ability of the City to obtain additional water and/or sewer capacity. Annexation of this property is not a guarantee city utilities are available. A will-serve letter will be issued upon review and approval for a final plat and/or a phase of a final plat.

5. The application for Annexation with a Zoning District Change and Zoning Map Amendment from R-4 to R-6 on property located 134 Adams St should be granted, subject to all applicable requirements of the Zoning Ordinance, Adopted Standard Drawings and City code of the City of Twin Falls and to the conditions which are attached as "Exhibit No. A", and incorporated by reference as though fully set forth herein.

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

DECISION

1. The application for Annexation with a Zoning District Change and Zoning Map Amendment R-4 to R-6 on property located 134 Adams St is hereby granted, as presented.

2. The applicant shall comply with all applicable requirements of the Adopted Standard Drawings, the Zoning Ordinance, and the City Code of the City of Twin Falls and to the conditions which are attached as "Exhibit No. A", and incorporated by reference as though fully set forth herein.

Mayor-Twin Falls City Council

Date

"Exhibit No. A"

1. Approval of this zoning request does not preclude the applicant from obtaining the required permits and/or licenses needed to complete the project.

APPLICATION # PZ25-0024



BEFORE THE CITY COUNCIL OF THE CITY OF TWIN FALLS

In Re:	)	
	)	
<u>Comprehensive Plan Amendment</u> , Application,	)	FINDINGS OF FACT,
	)	
	)	CONCLUSIONS OF LAW,
<u>Champ LLC</u>	)	
<u>c/o Gerald Martens</u>	)	
Applicant(s)	)	AND DECISION

This matter having come before the City Council of the City of Twin Falls, Idaho on May 12, 2025, for public hearing pursuant to public notice as required by law for a Comprehensive Plan Amendment to modify the Future Land Use map to expand the Utility Service Boundary and change Future Land Use Categories for properties generally located on the east side of the intersection of Kimberly Rd (Hwy 30) and Champlin Way (3400 East) and the City Council having heard testimony from interested parties being fully advised in the matter, now makes the following

FINDINGS OF FACT

1. Applicant has applied for a Comprehensive Plan Amendment to modify the Future Land Use map to expand the Utility Service Boundary and change Future Land Use Categories for properties generally located on the east side of the intersection of Kimberly Rd (Hwy 30) and Champlin Way (3400 East).
2. All legal requirements for notice of public hearing have been met with advertisement taking place on the following dates: April 24, 2025.
3. The property in question is zoned County Zoning pursuant to the Zoning Ordinance of the City of Twin Falls. The property is designated as Mixed Use/Industrial/Employment in the duly adopted Comprehensive Plan of the City of Twin Falls.
4. The existing neighboring land uses in the immediate area of this property are: to the north, County Zoning; to the south, County Zoning; to the east, Conty Zoning; to the west, M-2

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

CONCLUSIONS OF LAW

1. The application for a Comprehensive Plan Amendment to modify the Future Land Use map to expand the Utility Service Boundary and change Future Land Use Categories for properties generally located on the east side of the intersection of Kimberly Rd (Hwy 30) and Champlin Way (3400 East) is consistent with the provisions of the Comprehensive Plan.

2. The application for a Comprehensive Plan Amendment to modify the Future Land Use map to expand the Utility Service Boundary and change Future Land Use Categories for properties generally located on the east side of the intersection of Kimberly Rd (Hwy 30) and Champlin Way (3400 East) should be granted, subject to all applicable requirements of the Zoning Ordinance, Adopted Standard Drawings and City code of the City of Twin Falls.

Based on the foregoing Conclusions of Law, the Twin Falls City Planning and Zoning Commission hereby enters the following

DECISION

1. The application for a Comprehensive Plan Amendment to modify the Future Land Use map to expand the Utility Service Boundary and change Future Land Use Categories for properties generally located on the east side of the intersection of Kimberly Rd (Hwy 30) and Champlin Way (3400 East).

MAYOR - TWIN FALLS CITY COUNCIL

DATE

APPLICATION # PZ25-0014



BEFORE THE CITY COUNCIL OF THE CITY OF TWIN FALLS

In Re:)
)
PUD Amendment, Application,) FINDINGS OF FACT,
)
) CONCLUSIONS OF LAW,
Gerald Martens)
) AND DECISION
)

Applicant(s)

This matter having come before the City Council of the City of Twin Falls, Idaho on April 14, 2025, for public hearing pursuant to public notice as required by law for a PUD Amendment to allow outside storage and display of products on property generally located on the southeast corner of Pole Line Rd and Washington St N, and the City Council having heard testimony from interested parties being fully advised in the matter, now makes the following

FINDINGS OF FACT

1. Applicant has applied for a PUD Amendment to allow outside storage and display of products on property generally located on the southeast corner of Pole Line Rd and Washington St N.
2. All legal requirements for notice of public hearing have been met with advertisement taking place on the following dates: March 27, 2025.
3. The property in question is zoned C-1 PUD pursuant to the Zoning Ordinance of the City of Twin Falls. The property is designated as Mixed Use in the duly adopted Comprehensive Plan of the City of Twin Falls.
4. The existing neighboring land uses in the immediate area of this property are: to the north, Pole Line Rd; to the south, Cheney Dr; to the east, Retail; to the west, Washington St N/Retail.

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

CONCLUSIONS OF LAW

1. The application for a PUD Amendment to allow outside storage and display of products on property generally located on the southeast corner of Pole Line Rd and Washington St N and is not detrimental to any of the outright permitted uses or existing special uses in the area.

2. The proposed use is consistent with the provisions of the Comprehensive Plan and Zoning Ordinance of the City of Twin Falls, and in particular Sections 10-1-4, 10-1-5, 10-6-1 thru 4 of the Twin Falls City Code and the PUD Agreement.

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

4. The application for a PUD Amendment to allow outside storage and display of products on property generally located on the southeast corner of Pole Line Rd and Washington St N should be granted, subject to all applicable requirements of the Zoning Ordinance, Adopted Standard Drawings and City code of the City of Twin Falls and subject to the conditions, which are attached as "Exhibit No. A", and incorporated by reference as though fully set forth herein.

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

DECISION

1. The application for a PUD Amendment to allow outside storage and display of products on property generally located on the southeast corner of Pole Line Rd and Washington St N is hereby granted, subject to the conditions which are attached as "Exhibit No. A" and incorporated by reference as though full set forth herein.

2. The applicant shall comply with all applicable requirements of the Adopted Standard Drawings, the Zoning Ordinance, and the City Code of the City of Twin Falls and conditions which are attached as "Exhibit No. A" and incorporated by reference as though fully set forth herein.

MAYOR - TWIN FALLS CITY COUNCIL

DATE

"Exhibit No. A"

1. Subject to allowing for outside storage and display per City Code 10-7-714, as presented, and
2. Subject to the amendment being limited to Sunwest Subdivision No. 1 and 2.

APPLICATION # PZ25-0016



Date: Tuesday, May 27, 2025
To: Honorable Mayor and City Council
From: William Klaver, Senior City Planner

ACTION ITEM

Request:

Request for approval of a Final Plat for Golden Eagle Subdivision No. 7 consisting of 42 lots on 9.5 (+/-) acres on property located at approximately 1652 Harrison St. S. (PZ25-0060).

Time Estimate:

Consent Agenda Item

Background:

Robert and Kathi Meyers, represented by Rex Harding of TD&H Engineering, has submitted an application for a Final Plat for "Golden Eagle Subdivision No. 7". This final plat consists of forty-two (42) lots on 9.5 acres (+/-).

Approval Process:

Per City Code 10-12-2-4

After the approval or conditional approval of the preliminary plat, the subdivide may cause the total parcel or any part thereof, to be surveyed and a final plat prepared in accordance with the approved preliminary plat. Upon the determination that the final plat is in compliance with the preliminary plat and all conditional requirements have been met, the administrator shall place the final plat on the council agenda at the next regular meeting.

The council shall approve, approve conditionally, disapprove or table the final plat for additional information. A copy of the approved plat shall be filed with the administrator. Upon granting or denying the final plat the council shall specify: Approval Period: Final plat shall be filed with the county recorded within two years after written approval by the council, otherwise such approval shall become null and void unless prior to said expiration date an extension of time is applied for by the subdivider and granted by the council. Only one extension may be granted by the council for a term of two years.

Budget Impact:

N/A

Regulatory Impact:

After a final plat is approved by the Council and construction plans approved, the final plat may be recorded, and lots sold for development. All general criteria for approval must be met per State Statute 50-Chapter 13 and shall be compatible with the Comprehensive Plan.

History:

N/A

Analysis:

N/A

Conclusion:

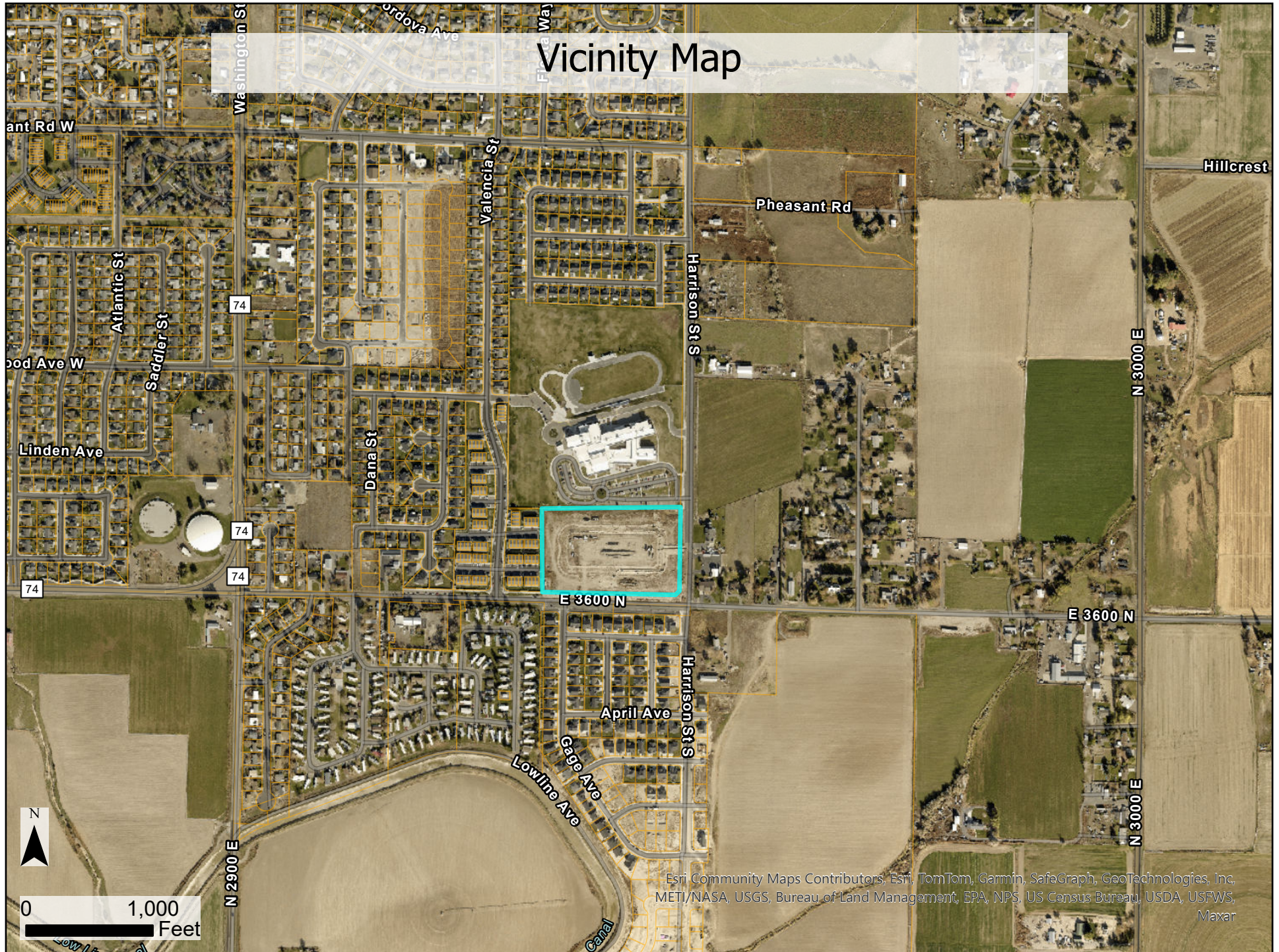
Staff recommends approval of this Plat with the following conditions:

1. Subject to site plan amendments as required by Building, Engineering, Fire and Zoning Officials to comply with applicable City Codes and standards; and
2. Subject to submittal of a final plat, submitted prior to the signing of the final plat, showing compliance with all conditions and comments in Engineering Memorandum dated May 12, 2025.

Attachments:

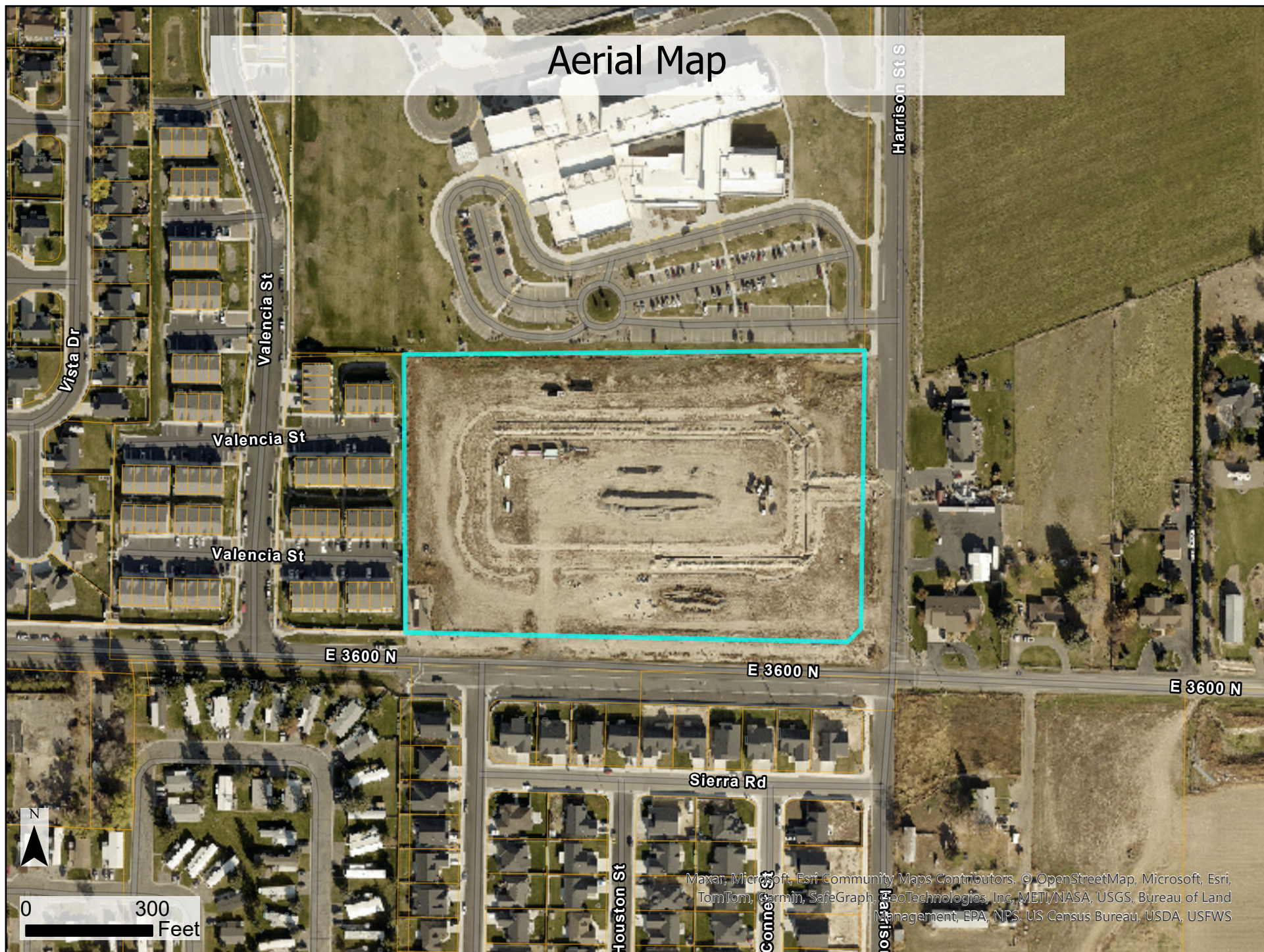
1. PZ25-0060 Vicinity Map
2. PZ25-0060 Aerial Map
3. PZ25-0060 Presentation Map
4. PZ25-0060 Golden Eagle Subdivision No. 7 - Engineering Memo FP 5-12-25-2
5. PZ25-0060 Golden Eagle Subdivision No. 7 - Final Plat - 5.13.25

Vicinity Map



Esri Community Maps Contributors, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, Bureau of Land Management, EPA, NPS, US Census Bureau, USDA, USFWS, Maxar

Aerial Map



Maxar, Microsoft, Esri Community Maps Contributors, © OpenStreetMap, Microsoft, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, Bureau of Land Management, EPA, NPS, US Census Bureau, USDA, USFWS

ZONING MAP



Zoning

Current Zoning: R-4 WPO

Current Land Use: Undeveloped

Proposed Zoning: R-4 WPO

Proposed Land Use: Residential

Surrounding Area

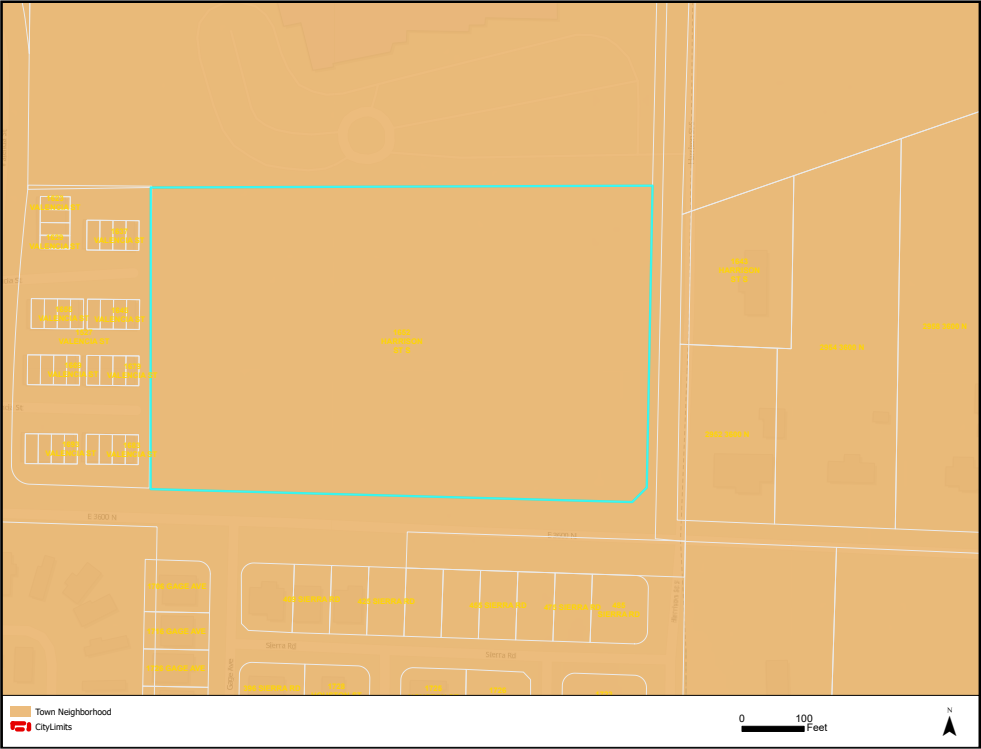
North: Educational (R-4)

South: Residential (R-2 PUD)

East: Residential (County Jurisdiction)

West: Residential (R-4 ZDA)

FUTURE LAND USE MAP



Regulations

Twin Falls Municipal Code Section(s) 10-2-4.

Future Land Use Category

Town Neighborhood: Primarily residential in character with a desired land use mixture of single family, duplex, triplex, parks and recreation facilities, schools, and civic facilities.



P.O. Box 1907

203 Main Avenue East

Twin Falls, Idaho 83303-1907

Fax: (208) 736-2293

ENGINEERING

208-735-7248

ENGINEERING MEMORANDUM

To: William Klaver, Senior Planner

From: Kristi Fehringer, Engineering Development Coordinator

Date: 5/12/2025

Re: Final Plat – **Golden Eagle Subdivision No. 7** – Application # 25-0060

The Engineering Department has reviewed the Final Plat for the Golden Eagle Subdivision No. 7. The following changes shall be addressed prior to the signatures on the Final Plat mylars by the City of Twin Falls. Please submit a revised final plat for review prior to submitting mylars. The City Council Conditional Approval is contingent on compliance with all applicable City Standards.

1. Sheet 1 – Property that will be deeded to the City of Twin Falls (Lot 19, Blk. 2) must be done through an acceptance process with specific deed language. This property deed must go to City Council to be accepted before the property deed can be recorded. Upon recordation of the plat, please contact the Engineering Department for a copy of the template for this property dedication.
2. Sheet 1 – Please replace the word “runoff” with “stormwater”.
3. Sheet 1 – The street name masking did not print properly. Please revise.
4. Sheet 1 – The Legend is missing the linetype for “Existing Easement Line”. Please revise.
5. Sheet 1 & 2 – Please add the words “Public Utility” to Easement Line.
6. Sheet 1 & 2 – Please add this symbol to the legend.
7. Sheet 1 & 2 – This label should say “15’ Public Utility Easement”. Please revise.
8. Sheet 2 – Please label this easement as “15’ Public Utility Easement”.
9. Sheet 2 – This label should say “1.5’ Public Utility & Bike Path Easement”.
10. Sheet 2 – The distance label of 520.63’ does not match the total distance of the lots (520.64’).
11. Sheet 2 – This label should say “13.5’ of Right of Way dedicated to the City of Twin Falls”.
12. Sheet 2 – This point is missing a symbol.
13. Sheet 3 – Rudy Ashenbrenner is a signatory for Titlefact, Inc. Rudy should be designated as a Trustee and the language below his signature should include verbiage indicating he is a Trustee.

14. Sheet 3 – Based on the information from the warranty deed that was submitted, the property was deeded to Titlefact, Inc. as the Trustee. Please explain why there is a signature line for Kathi Meyers. And if it is appropriate to have Kathi Meyers signature, why is there not a signature line for Robert Meyers?
15. Sheet 3 – Please remove “date” and replace with “attest”.
16. Sheet 3 – Please add “Deputy” to City Clerk.
17. Sheet 3 – Please add the surveyor’s name, or a blank line to write in the surveyor’s name.
18. Sheet 3 – Please add a blank line for the notary to write in their name.
19. Sheet 3 – Please leave a larger space for the surveyor’s name and replace “County Surveyor” with “Professional Land Surveyor”.
20. General Comment – Please indicate the Basis of Bearing.

If you have any questions, please contact Kristi Fehringer at 735-7332 or email at kfehringer@tfid.org

Cc: Robert & Kathy Meyers, meyersfarms@hotmail.com
Troy Vitek, PE, City Engineer, tvitek@tfid.org
Jonathan Spendlove, Planning & Zoning Director, jspendlove@tfid.org

GOLDEN EAGLE SUBDIVISION NO. 7

A RE-SUBDIVISION OF LOT 2, BLOCK 1 GOLDEN EAGLE NO. 5

LOCATED IN THE EAST HALF OF THE SOUTHWEST QUARTER OF SECTION 28, TOWNSHIP 10 SOUTH, RANGE 17 EAST, BOISE MERIDIAN, TWIN FALLS COUNTY, IDAHO

LEGEND

RECEIVED

MAY 13 2025

CITY OF TWIN FALLS
ENGINEERING DEPT.

—	SUBDIVISION LOT LINE
—	SUBDIVISION BOUNDARY LINE
---	SECTIONAL LINE
- - - -	PUBLIC UTILITY EASEMENT LINE
- - - -	EXISTING EASEMENT LINE
—	CENTER LINE ROAD
⊙	FOUND ALUMINUM CAP
⊙	FOUND 1/2" REBAR AND CAP LS 1000 OR AS NOTED
⊙	FOUND 5/8" REBAR AND CAP LS 1000 OR AS NOTED
⊙	SET 5/8" REBAR AND CAP PLS 13228
⊙	SET 1/2" REBAR AND CAP PLS 13228
△	CALCULATED POINT, NOT SET
28 33	FOUND 1/4 CORNER AS NOTED
28 33	FOUND SECTION CORNER AS NOTED
①	BLOCK NUMBER

HEALTH CERTIFICATE

SANITARY RESTRICTIONS AS REQUIRED BY IDAHO CODE TITLE 50, CHAPTER 13, HAVE BEEN SATISFIED BASED ON THE STATE OF IDAHO, DEPARTMENT OF ENVIRONMENTAL QUALITY (DEQ) APPROVAL OF THE DESIGN PLANS AND SPECIFICATIONS AND THE CONDITIONS IMPOSED ON THE DEVELOPER FOR CONTINUED SATISFACTION OF THE SANITARY RESTRICTIONS. BUYER IS CAUTIONED THAT AT THE TIME OF THIS APPROVAL, NO DRINKING WATER OR SEWER/SEPTIC FACILITIES WERE CONSTRUCTED. BUILDING CONSTRUCTION CAN BE ALLOWED WITH APPROPRIATE BUILDING PERMITS IF DRINKING WATER OR SEWER FACILITIES HAVE SINCE BEEN CONSTRUCTED OR IF THE DEVELOPER IS SIMULTANEOUSLY CONSTRUCTING THOSE FACILITIES. IF THE DEVELOPER FAILS TO CONSTRUCT FACILITIES OR MEET OTHER CONDITIONS OF DEQ, THEN SANITARY RESTRICTIONS MAY BE REIMPOSED, IN ACCORDANCE WITH SECTION 50-1326, IDAHO CODE BY THE ISSUANCE OF A CERTIFICATE OF DISAPPROVAL, AND NO CONSTRUCTION OF ANY BUILDING OR SHELTER REQUIRING DRINKING WATER OR SEWER / SEPTIC FACILITIES SHALL BE ALLOWED.

DISTRICT HEALTH DEPARTMENT, EHS

DATE

BASIS OF BEARING

THE BASIS OF BEARING FOR THIS SURVEY IS THE SOUTH LINE OF THE SOUTHWEST QUARTER OF SECTION 28, TOWNSHIP 10 SOUTH, RANGE 17 EAST, BOISE MERIDIAN, TWIN FALLS COUNTY, IDAHO, AS SHOWN ON THE PLAT OF GOLDEN EAGLE SUBDIVISION NO. 5, RECORDED IN THE RECORDS OF TWIN FALLS COUNTY, RECORDED AS INSTRUMENT NUMBER 2015-011710, TAKEN AS S89°05'00"E.

SURVEYOR'S NARRATIVE:

TD&H ENGINEERING, INC. WAS CONTRACTED BY ROBERT MEYERS TO COMPLETE A SURVEY OF A PORTION OF THE EAST HALF OF THE SOUTHWEST QUARTER OF SECTION 28, TOWNSHIP 10 SOUTH, RANGE 17 EAST, BOISE MERIDIAN. THIS REQUEST WAS FOR THE PURPOSE OF PLATTING A RESIDENTIAL SUBDIVISION.

THE BOUNDARY LINES SHOWN HEREON ARE THE SAME AS THOSE ESTABLISHED BY THE FINAL PLAT OF GOLDEN EAGLE SUBDIVISION NO. 5 RECORDED AS INSTRUMENT NUMBER 2015-011710 IN THE RECORDS OF TWIN FALLS COUNTY, IDAHO. ALL ELEMENTS OF THE DEED RECORDS, SURVEY RECORDS, PLAT RECORDS AND THE FOUND SURVEY MONUMENTS WERE CONSIDERED CONTROLLING WHEN REESTABLISHING THE BOUNDARY SHOWN HEREON.



T. 10 S. R. 17 E.

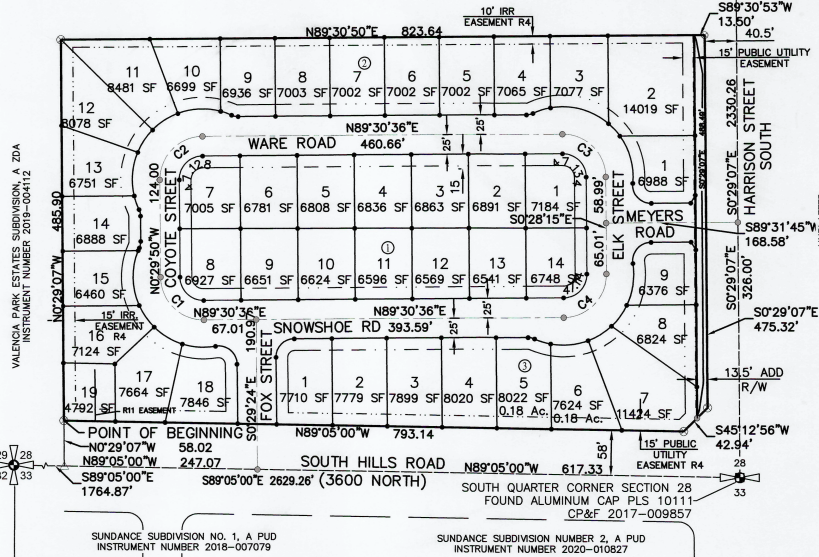


DRAWN BY:	RLH	FP1
DESIGNED BY:	RLH	
QUALITY CHECK:	OW	
DATE:	09/09/2024	
JOB NO.:	TF21-006	
CAD NO.:	TF21-006.PP	

2025

CENTER SECTION 28 FOUND
ALUMINUM CAP PLS 10110
CP&F 2017-009857

LOT 1 BLOCK 1 GOLDEN EAGLE SUBDIVISION NO. 5
INSTRUMENT NUMBER 2015-011710

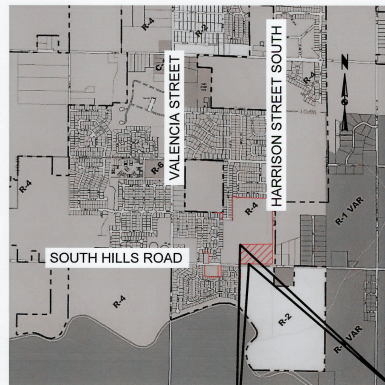


SW CORNER SEC 28 BRASS
CAP PLS 8077
CP&F 2010-006781

THE BASIS OF BEARING FOR THIS SURVEY IS BASED ON THE CENTERLINE OF SOUTH HILLS ROAD (3600 NORTH ROAD), AS SHOWN ON (R4), TAKEN AS N89°05'00"W

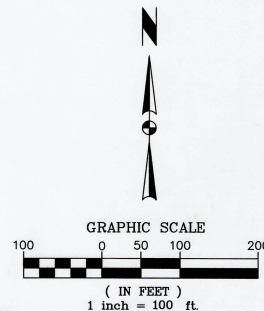
SUNDANCE SUBDIVISION NO. 1, A PUD
INSTRUMENT NUMBER 2018-007079

SUNDANCE SUBDIVISION NO. 2, A PUD
INSTRUMENT NUMBER 2020-010827



VICINITY MAP
SCALE: 1" = 2000'

GOLDEN EAGLE
SUBDIV. NO. 7



CURVE #	DELTA	RADIUS	ARC	CHORD	TANGENT	CHORD BEARING
C1	89°59'35"	55.00'	86.39'	77.78'	54.99'	S45°29'37"E
C2	90°00'25"	55.00'	86.40'	77.79'	55.01'	S44°30'23"W
C3	90°01'09"	55.00'	86.41'	77.79'	55.02'	N45°28'50"W
C4	89°58'51"	55.00'	86.38'	77.77'	54.98'	N44°31'10"E

SUBDIVISION NOTES:

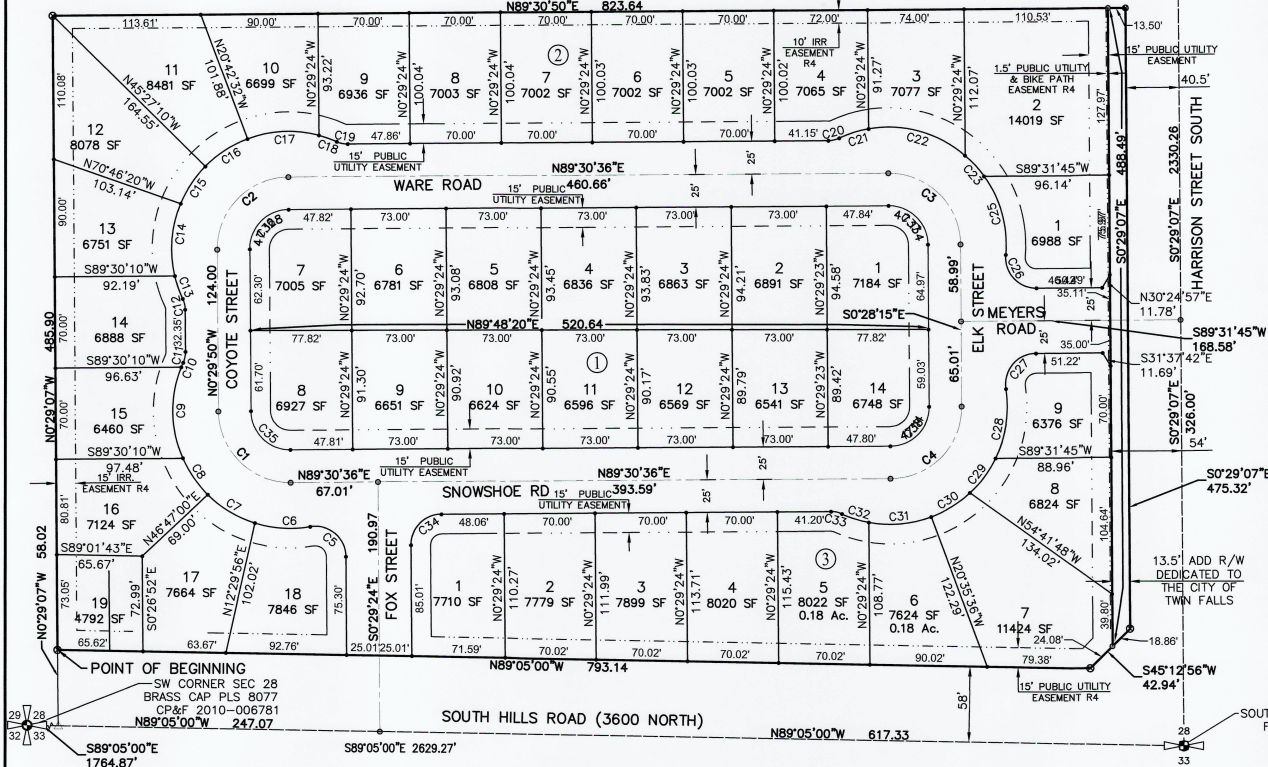
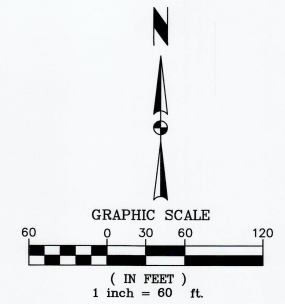
- BUILDING SETBACKS AND DIMENSIONAL STANDARDS IN THIS SUBDIVISION SHALL BE IN COMPLIANCE WITH THE APPLICABLE ZONING REGULATIONS OF THE CITY OF TWIN FALLS.
- ANY RE-SUBDIVISION OF THIS PLAT SHALL COMPLY WITH THE APPLICABLE ZONING REGULATIONS IN EFFECT AT THE TIME OF THE RE-SUBDIVISION.
- ALL LOT LINES COMMON TO PUBLIC RIGHT-OF-WAY WITHIN GOLDEN EAGLE SUBDIVISION NO. 7 AS SHOWN HEREON SHALL HAVE A 15' WIDE PERMANENT UTILITIES, DRAINAGE AND IRRIGATION EASEMENT, UNLESS OTHERWISE DIMENSIONED. HOWEVER, THIS SHALL NOT PRECLUDE THE CONSTRUCTION OF THE PROPER HARD SURFACED DRIVEWAYS FOR ACCESS OF EACH INDIVIDUAL LOT.
- THE DEVELOPER AND/OR OWNER SHALL COMPLY WITH IDAHO CODE, SECTION 31-3805 OR ITS PROVISIONS THAT MAY APPLY TO IRRIGATION RIGHTS.
- THE OWNER OF EACH LOT, ACROSS WHICH PASSES AN IRRIGATION/DRAINAGE DITCH OR PIPE, IS RESPONSIBLE FOR THE MAINTENANCE THEREOF UNLESS SUCH RESPONSIBILITY HAS BEEN ASSUMED BY THE CITY.
- THE SUBDIVISION SHALL BE SERVED BY THE CITY OF TWIN FALLS POTABLE WATER SYSTEM, SEWER COLLECTION SYSTEM AND THE CITY PRESSURE IRRIGATION STATION.
- LOT 19 BLOCK 2 WILL BE DEEDED TO THE CITY OF TWIN FALLS WHEN APPROVED BY THE CITY COUNCIL. THE EASEMENT DESCRIBED IN R11 DOES NOT MATCH THE DIMENSIONS OF THE LOT.
- LOT 2 BLOCK 2 WILL BE OWNED BY THE HOMEOWNER'S ASSOCIATION AND MAINTAINED FOR RUNOFF RETENTION.
- ACCESS TO ALL LOTS SHALL BE FROM THE INTERIOR RESIDENTIAL STREETS. DIRECT ACCESS TO SOUTH HILLS ROAD AND HARRISON STREET SOUTH SHALL BE PROHIBITED EXCEPT FOR LOT 19 BLOCK 2.

REFERENCES

- INSTRUMENT NUMBER 2018020151 A WARRANTY DEED FILED FOR TITLEFACT, INC. ON 12/14/2018.
- INSTRUMENT NUMBER 2018020152 A WARRANTY DEED FILED FOR TITLEFACT, INC. ON 12/14/2018.
- INSTRUMENT NUMBER 2014-012780 A FINAL PLAT OF GOLDEN EAGLE SUBDIVISION NO. 4 FILED FOR EHM ENGINEERS ON 08/01/2014.
- INSTRUMENT NUMBER 2015-011710 A FINAL PLAT OF GOLDEN EAGLE SUBDIVISION NO. 5 FILED FOR EHM ENGINEERS ON 01/17/2015.
- INSTRUMENT NUMBER 2019-004112 A FINAL PLAT OF THE VALENCIA PARK SUBDIVISION, A ZDA FILED FOR ALL POINTS LAND SURVEYING ON 03/27/2019.
- INSTRUMENT NUMBER 2018-007079 A FINAL PLAT OF THE SUNDANCE SUBDIVISION NUMBER 1, A PUD FILED FOR EHM ENGINEERS ON 05/08/2018.
- INSTRUMENT NUMBER 2020-010827 A FINAL PLAT FOR THE SUNDANCE SUBDIVISION NUMBER 2, A PUD FILED ON 06/11/2020.
- INSTRUMENT NUMBER 2010-006781 A CORNER RECORD FILED FOR JUB ENGINEERS ON 04/06/2010.
- INSTRUMENT NUMBER 2017-009857 A CORNER RECORD FILED FOR EHM ENGINEERS ON 06/23/2017.
- INSTRUMENT NUMBER 2021-000841 A CORNER RECORD FILED FOR EHM ENGINEERS ON 1/11/2021.
- INSTRUMENT NUMBER 2016-012957 A PRESSURE IRRIGATION EASEMENT FOR THE CITY OF TWIN FALLS ON 07/28/2016.

GOLDEN EAGLE SUBDIVISION NO. 7
A RESUBDIVISION OF LOT 2, BLOCK 1, GOLDEN EAGLE NO. 5
LOCATED IN THE EAST HALF OF THE SOUTHWEST QUARTER OF SECTION 28,
TOWNSHIP 10 SOUTH, RANGE 17 EAST, BOISE MERIDIAN, TWIN FALLS COUNTY, IDAHO
2025

CENTER SECTION 28 FOUND
 ALUMINUM CAP PLS 10110
 CP&F 2017-009857



LEGEND

- SUBDIVISION LOT LINE
- SUBDIVISION BOUNDARY LINE
- - - SECTIONAL LINE
- - - PUBLIC UTILITY EASEMENT LINE
- - - EXISTING EASEMENT LINE
- - - CENTER LINE ROAD
- FOUND ALUMINUM CAP
- FOUND 1/2" REBAR AND CAP LS 1000 OR AS NOTED
- FOUND 5/8" REBAR AND CAP LS 1000 OR AS NOTED
- SET 5/8" REBAR AND CAP PLS 13228
- SET 1/2" REBAR AND CAP PLS 13228
- △ CALCULATED POINT, NOT SET
- ⊕ FOUND 1/4 CORNER AS NOTED
- ⊕ FOUND SECTION CORNER AS NOTED
- ① BLOCK NUMBER

PARCEL CURVE TABLE					
CURVE #	DELTA	RADIUS	ARC	CHORD	CHORD BEARING
C1	89°59'35"	55.00'	86.39'	77.78'	S45°29'37"E
C2	90°00'25"	55.00'	86.40'	77.79'	S44°30'23"W
C3	90°01'09"	55.00'	86.41'	77.79'	N45°28'50"W
C4	89°58'51"	55.00'	86.38'	77.77'	N44°31'10"E
C5	99°23'09"	23.50'	40.76'	35.84'	N50°10'59"W
C6	27°22'29"	90.00'	43.00'	42.59'	S86°11'19"E
C7	27°00'27"	90.00'	42.42'	42.03'	S58°59'50"E
C8	21°25'31"	90.00'	33.65'	33.46'	S34°46'52"E
C9	45°46'27"	90.00'	71.90'	70.00'	S1°10'53"E
C10	2°25'02"	90.00'	3.80'	3.80'	S22°54'52"W
C11	24°37'12"	20.00'	8.59'	8.53'	N11°48'46"E
C12	24°37'12"	20.00'	8.59'	8.53'	N12°48'26"W
C13	11°47'13"	90.00'	18.51'	18.48'	S19°13'25"E

PARCEL CURVE TABLE					
CURVE #	DELTA	RADIUS	ARC	CHORD	CHORD BEARING
C14	35°51'21"	90.00'	56.32'	55.41'	S43°55'52"W
C15	21°58'51"	90.00'	34.53'	34.32'	S33°30'58"W
C16	24°47'04"	90.00'	38.93'	38.63'	S56°53'55"W
C17	35°28'36"	90.00'	55.73'	54.84'	S87°01'45"W
C18	9°21'44"	90.00'	14.71'	14.69'	N70°33'04"W
C19	24°37'12"	20.00'	8.59'	8.53'	S78°10'48"E
C20	24°37'12"	20.00'	8.59'	8.53'	N77°12'00"E
C21	15°02'36"	90.00'	23.63'	23.56'	S72°24'42"W
C22	50°33'40"	90.00'	79.42'	76.87'	N74°47'10"W
C23	13°40'15"	90.00'	21.47'	21.42'	N42°40'13"W
C25	40°40'02"	90.00'	63.88'	62.55'	N15°30'04"W
C26	95°18'12"	23.50'	39.09'	34.74'	S42°49'09"E
C27	98°21'49"	23.50'	40.34'	35.57'	S40°20'51"W

PARCEL CURVE TABLE					
CURVE #	DELTA	RADIUS	ARC	CHORD	CHORD BEARING
C28	34°44'42"	90.00'	54.58'	53.74'	N8°32'17"E
C29	21°03'10"	90.00'	33.07'	32.88'	N36°26'13"E
C30	22°26'36"	90.00'	35.25'	35.03'	N58°11'06"E
C31	31°00'31"	90.00'	48.71'	48.12'	N84°54'39"E
C32	13°42'53"	90.00'	21.54'	21.49'	S72°43'39"E
C33	24°37'12"	20.00'	8.59'	8.53'	N78°10'48"W
C34	90°00'00"	23.50'	36.91'	33.23'	S44°30'36"W
C35	89°59'35"	30.00'	47.12'	42.42'	S45°29'37"E
C36	90°00'25"	30.00'	47.13'	42.43'	S44°30'23"W
C37	90°01'09"	30.00'	47.13'	42.43'	N45°28'50"W
C38	89°58'51"	30.00'	47.11'	42.42'	N44°31'10"E



T. 10 S., R. 17 E.

TD&H
Engineering

tdhengineering.com

DRAWN BY: RLJ
 DESIGNED BY: RLJ
 QUALITY CHECK: DFW
 DATE: 03/09/2024
 JOB NO.: 1721-008
 CAD NO.: 1721-008-F

FP2

CERTIFICATE OF OWNERS

KNOW ALL MEN BY THESE PRESENTS, THAT TITLEFACT, INC. AN IDAHO CORPORATION, AS TRUSTEE FOR THE BENEFIT OF ROBERT J. MEYERS AND KATHI L. MEYERS, DOES HEREBY CERTIFY THAT THEY ARE THE OWNER OF THE REAL PROPERTY DESCRIBED AS FOLLOWS:

LOT 2 BLOCK 1 OF THE GOLDEN EAGLE SUBDIVISION NO. 5 AS RECORDED AS INSTRUMENT NUMBER 2015-011710 IN THE RECORDS OF TWIN FALLS COUNTY, IDAHO MORE PARTICULARLY DESCRIBED AS FOLLOWS:

SITUATE IN A PORTION OF THE EAST HALF OF THE SOUTHWEST QUARTER OF SECTION 28, TOWNSHIP 10 SOUTH, RANGE 17 EAST, BOISE MERIDIAN, TWIN FALLS COUNTY IDAHO;

COMMENCING AT THE SOUTHWEST CORNER OF SAID SECTION 28, WHICH IS AT THE INTERSECTION OF WASHINGTON STREET SOUTH AND SOUTH HILLS ROAD, AND LIES NORTH 89°05'00" WEST A DISTANCE OF 2629.27 FEET FROM THE SOUTH QUARTER CORNER OF SAID SECTION 28, BEING MARKED BY AN ALUMINUM CAP;
THENCE SOUTH 89°05'00" EAST ALONG THE SOUTHERLY BOUNDARY OF SAID SECTION 28 AND ALSO BEING THE CENTERLINE OF SOUTH HILLS ROAD, A DISTANCE OF 1764.87 FEET;
THENCE LEAVING SAID SOUTHERLY BOUNDARY, NORTH 00°29'07" WEST A DISTANCE OF 58.02 FEET TO THE SOUTHWEST CORNER OF THE GOLDEN EAGLE SUBDIVISION NO. 5 AND THE TRUE POINT OF BEGINNING;
THENCE NORTH 00°29'07" WEST ALONG THE WESTERLY BOUNDARY A DISTANCE OF 485.90 FEET TO THE NORTHWEST CORNER OF LOT 2 OF SAID SUBDIVISION;
THENCE NORTH 89°30'53" EAST ALONG THE NORTHERLY BOUNDARY OF LOT 2, A DISTANCE OF 823.64 FEET TO THE NORTHEAST CORNER OF LOT 2;
THENCE SOUTH 00°29'07" EAST ALONG THE EASTERLY BOUNDARY, A DISTANCE OF 475.32 FEET;
THENCE SOUTH 45°12'56" WEST A DISTANCE OF 42.94 FEET;
THENCE NORTH 89°05'00" WEST A DISTANCE OF 793.14 FEET, TO THE TRUE POINT OF BEGINNING;
THE ABOVE DESCRIBED TRACT CONTAINS 9.367 ACRES, MORE OR LESS.

IT IS THE INTENTION OF THE UNDERSIGNED TO AND THEY DO HEREBY INCLUDE SAID LAND IN THIS PLAT, THAT THE UNDERSIGNED BY THESE PRESENTS DEDICATE TO THE PUBLIC FOR PUBLIC USE FOREVER OF ALL STREETS AS SHOWN ON THIS PLAT. THE EASEMENTS INDICATED ON SAID PLAT ARE RESERVED FOR PUBLIC UTILITIES AND FOR ANY OTHER USE AS DESIGNATED HEREON. NO STRUCTURES OTHER THAN FOR SUCH PURPOSES ARE TO BE ERECTED WITHIN THE LINES OF SAID EASEMENTS.

PURSUANT TO IDAHO CODE 50-1334, WE, THE UNDERSIGNED, AS OWNER, DOES HEREBY STATE THAT THE INDIVIDUAL LOTS ON THIS PLAT WILL BE ELIGIBLE TO RECEIVE DOMESTIC WATER SERVICE FROM THE EXISTING CITY OF TWIN FALLS, IDAHO WATER SYSTEM AND SAID CITY HAS AGREED IN WRITING, TO SERVE SAID LOTS IN THE GOLDEN EAGLE SUBDIVISION NO. 7 AS SHOWN HEREON.

PURSUANT TO IDAHO CODE 31-3805, WE, THE UNDERSIGNED, AS OWNER, DOES HEREBY CERTIFY THAT THE WATER RIGHTS APPURTENANT AND THE ASSESSMENT OBLIGATION OF THE LANDS IN SAID SUBDIVISION WHICH ARE IN THE TWIN FALLS CANAL COMPANY ENTITY HAVE NOT BEEN TRANSFERRED FROM SAID LANDS BY THE OWNERS AND THAT A SATISFACTORY IRRIGATION WATER DELIVERY SYSTEM IS PROVIDED FOR AND HAS BEEN APPROVED BY THE TWIN FALLS CITY COUNCIL. LOTS WITHIN THE SUBDIVISION WILL BE ENTITLED TO WATER RIGHTS AND WILL BE OBLIGATED FOR ASSESSMENTS FROM THE CANAL COMPANY.

MAINTENANCE AND WEED CONTROL PURSUANT TO IDAHO CODE SECTION 22-2407 FOR ALL LOTS SHALL BE THE RESPONSIBILITY OF THE SUBDIVIDER UNTIL THE LOTS ARE SOLD AND THEREAFTER SHALL BE THE RESPONSIBILITY OF THE INDIVIDUAL LOT OWNER(S).

IN WITNESS WHEREOF, I HAVE SET MY HAND THIS ____ DAY OF _____, 2025.

RUDI ASHENBRENNER, TITLEFACT, INC. DATE _____

STATE OF IDAHO) SS
COUNTY OF TWIN FALLS)

ON THIS ____ DAY OF _____, 2025, BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR SAID STATE, PERSONALLY APPEARED RUDI ASHENBRENNER, KNOWN OR IDENTIFIED TO ME TO BE VICE-PRESIDENT OF THE COMPANY, AS TRUSTEE FOR ROBERT J. MEYERS AND KATHI L. MEYERS WHO SUBSCRIBED SAID COMPANY NAME TO THE FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME IN SAID COMPANY NAME.
IN WITNESS WHEREOF, I HAVE HEREUNTO SET MY HAND AND AFFIXED MY OFFICIAL SEAL THE DAY AND YEAR IN THIS CERTIFICATE FIRST ABOVE WRITTEN.

NOTARY PUBLIC FOR _____

MY COMMISSION EXPIRES _____

RESIDING AT _____

KATHI L. MEYERS DATE _____

STATE OF IDAHO) SS
COUNTY OF TWIN FALLS)

ON THIS ____ DAY OF _____, 2025, BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR SAID STATE, PERSONALLY APPEARED KATHI L. MEYERS, KNOWN OR IDENTIFIED TO ME TO BE THE PERSON WHOSE NAME SUBSCRIBED TO THE FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT SHE EXECUTED THE SAME.
IN WITNESS WHEREOF, I HAVE HEREUNTO SET MY HAND AND AFFIXED MY OFFICIAL SEAL THE DAY AND YEAR IN THIS CERTIFICATE FIRST ABOVE WRITTEN.

NOTARY PUBLIC FOR _____

MY COMMISSION EXPIRES _____

RESIDING AT _____

CERTIFICATE OF SURVEYOR

THIS IS TO CERTIFY THAT I, DARRYL F. WITTER, A REGISTERED PROFESSIONAL LAND SURVEYOR IN THE STATE OF IDAHO, MADE THE SURVEY OF THE LAND DESCRIBED IN THE CERTIFICATE OF OWNERS AND DESIGNATED HEREON AS GOLDEN EAGLE SUBDIVISION NO. 7 AND THAT THIS PLAT IS A TRUE AND ACCURATE REPRESENTATION OF SAID SURVEY AS MADE AND STAKED UNDER MY SUPERVISION AND DIRECTION.

DARRYL F. WITTER, PLS 13228 DATE _____



CERTIFICATE OF COUNTY SURVEYOR

I, _____, PROFESSIONAL LAND SURVEYOR IN AND FOR TWIN FALLS COUNTY, IDAHO, DO HEREBY CERTIFY THAT I HAVE CHECKED THIS PLAT AND FIND THAT IT COMPLIES WITH THE STATE OF IDAHO CODE RELATING TO PLATS AND SURVEYS AND WITH THE TWIN FALLS COUNTY ORDINANCE CONCERNING FINAL PLATS.

TWIN FALLS COUNTY SURVEYOR DATE _____

ACKNOWLEDGEMENT

STATE OF IDAHO) SS
COUNTY OF TWIN FALLS)

ON THIS ____ DAY OF _____, 2025 BEFORE ME, _____ A NOTARY PUBLIC IN AND FOR THE STATE OF IDAHO, PERSONALLY APPEARED _____, KNOWN OR IDENTIFIED TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE ABOVE CERTIFICATE AND ACKNOWLEDGED TO ME THAT THEY EXECUTED THE SAME.

IN WITNESS WHEREOF, I HAVE HEREUNTO SET MY HAND AND AFFIXED MY OFFICIAL SEAL THE DAY AND YEAR IN THIS CERTIFICATE FIRST ABOVE WRITTEN.

NOTARY PUBLIC FOR IDAHO _____

MY COMMISSION EXPIRES _____

RESIDING AT _____

APPROVAL OF CITY ENGINEER

I HAVE REVIEWED THE ACCOMPANYING PLAT AND HEREBY CERTIFY THAT THIS PLAT CONFORMS WITH THE APPLICABLE ORDINANCES OF THE CITY OF TWIN FALLS, IDAHO.

CITY ENGINEER ATTEST _____

APPROVAL OF CITY COUNCIL

ACCEPTED BY THE CITY COUNCIL OF TWIN FALLS, IDAHO AT THEIR MEETING ON THE ____ DAY OF _____, 2025.

MAYOR DEPUTY CITY CLERK _____

COUNTY TREASURER'S CERTIFICATE

I, _____, COUNTY TREASURER IN AND FOR THE COUNTY OF TWIN FALLS, IDAHO PER THE REQUIREMENTS OF IDAHO CODE 50-1308, DO HEREBY CERTIFY THAT ANY AND ALL CURRENT AND DELINQUENT COUNTY PROPERTY TAXES FOR THE PROPERTY INCLUDED IN THIS PLAT HAVE BEEN PAID IN FULL. THIS CERTIFICATION IS VALID FOR THE NEXT THIRTY DAYS ONLY.

COUNTY TREASURER DATE _____

COUNTY RECORDER'S CERTIFICATE

STATE OF IDAHO) INSTRUMENT NO. _____
COUNTY OF TWIN FALLS) SS

ON THIS ____ DAY OF _____, 2025, THE FOREGOING PLAT WAS FILED FOR RECORD IN THE OFFICE OF TWIN FALLS COUNTY, IDAHO AND WAS RECORDED IN PLATS BOOK _____ ON PAGE _____

DEPUTY EX-OFFICIO RECORDER _____

T. 10 S., R. 17 E.



DRAWN BY: RLH	FP3
DESIGNED BY: RLH	
QUALITY CHECK: DFW	
DATE: 06/13/2025	
JOB NO. TFS-002	
CAD NO. TFS-006-FP	



Date: Tuesday, May 27, 2025
To: Honorable Mayor and City Council
From: William Klaver, Senior City Planner

ACTION ITEM

Request:

Request for approval of a Final Plat for Shady Creek Phase 1 at the Preserve consisting of 29 lots on 17 (+/-) acres on property located at the corner of Candleridge Drive and Cheney Drive East c/o Jennifer Zung on behalf of Mark Kelly. (PZ25-0058).

Time Estimate:

N/A

Background:

This is a request made by Mark Kelley, represented by Jennifer Zung, of Harmony Design & Engineering, to approve the final plat for "Shady Creek 1 at the Preserve, a PUD". The final plat consists of 29 lots on approximately 17 acres.

Approval Process:

Per City Code 10-12-2-4

After the approval or conditional approval of the preliminary plat, the developer may cause the total parcel or any part thereof, to be surveyed, and a final plat prepared in accordance with the approved preliminary plat. Upon the determination that the final plat is in compliance with the preliminary plat and all conditional requirements have been met, the administrator shall place the final plat on the council agenda at the next regular meeting.

The council shall approve, approve conditionally, disapprove or table the final plat for additional information. A copy of the approved plat shall be filed with the administrator.

Upon granting or denying the final plat the council shall specify: Approval Period: Final plat shall be filed with the county recorded within two years after written approval by the council, otherwise such approval shall become null and void unless prior to said expiration date an extension of time is applied for by the subdivider and granted by the council.

Only one extension may be granted by the council for a term of two years.

Budget Impact:

N/A

Regulatory Impact:

After a final plat is approved by the Council and construction plans approved, the final plat may be recorded, and lots sold for development. All general criteria for approval must be met per State Statute 50-Chapter 13 and shall be compatible with the Comprehensive Plan.

History:

N/A

Analysis:

N/A

Conclusion:

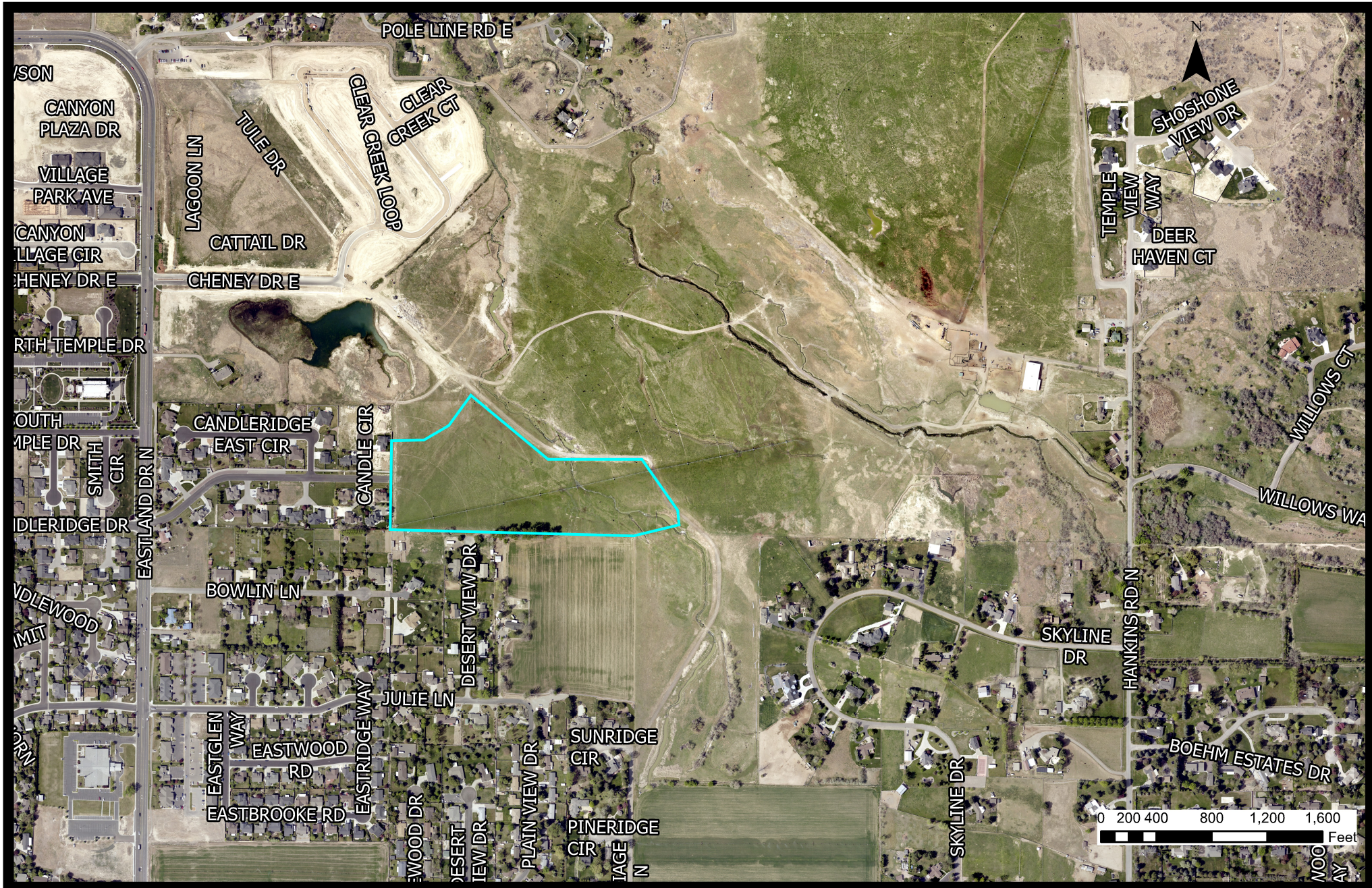
Staff recommends approval of this plat with the following condition:

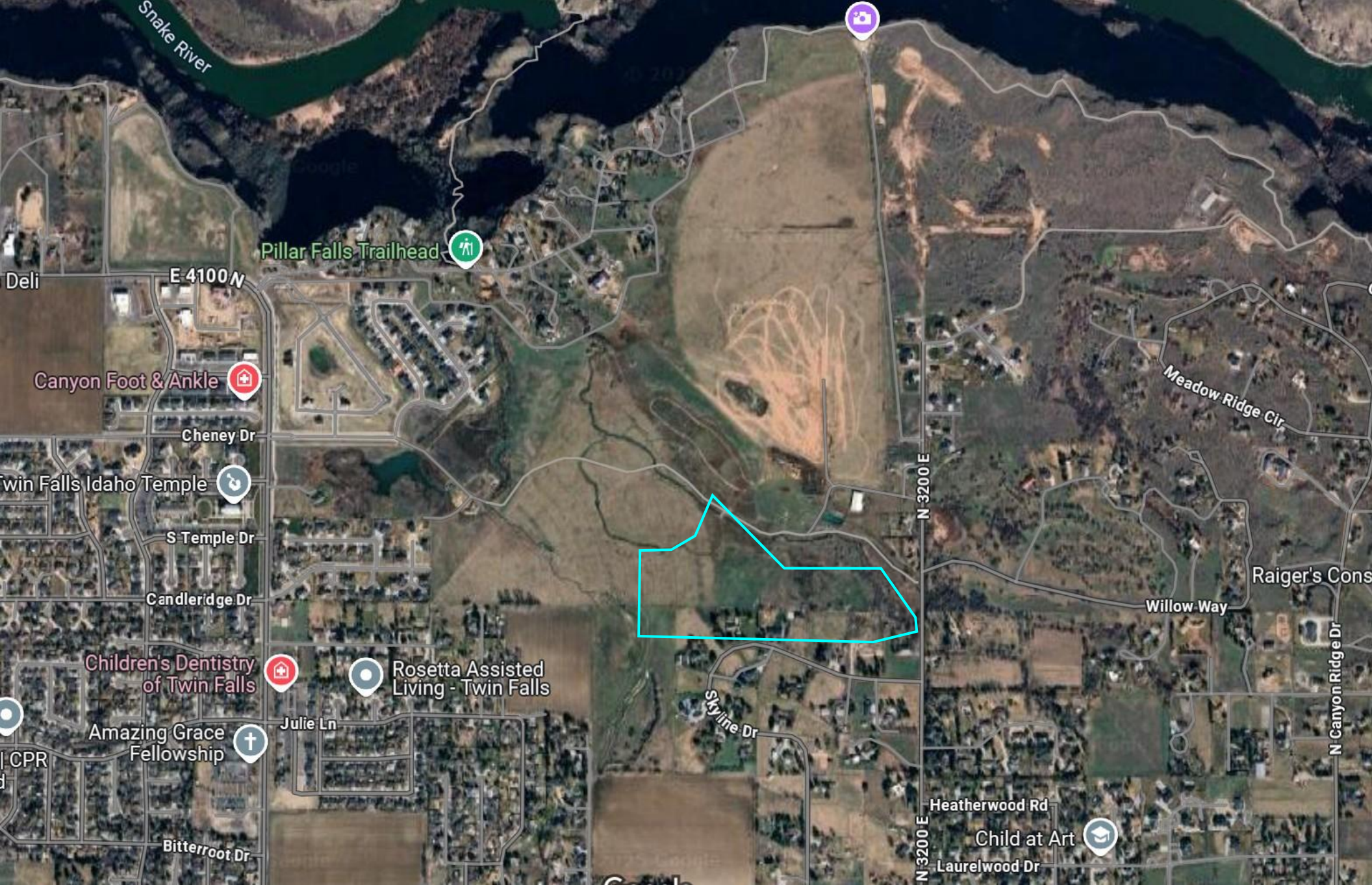
1. Subject to site plan amendments as required by Building, Engineering, Fire and Zoning Officials to comply with applicable City Codes and standards.
2. Subject to submittal of a final plat, submitted prior to the signing of the final plat, showing compliance with all conditions and comments in Engineering Memorandum dated May 7, 2025.
3. Subject to compliance with Idaho State Code 55-1505 through 55-1507 prior to the signing of the final plat.

Attachments:

1. PZ25-0058 Vicinity Map
2. PZ25-0058 Aerial Map
3. PZ25-0058 Zoning Map
4. PZ25-0058 FLU Map
5. PZ25-0058 Shady Creek No. 1 at The Preserve - FP Engineering Memo 5-7-25
6. PZ25-0058 Shady Creek No. 1 at The Preserve - FP Review Exhibit 5-7-25

VICINITY MAP





Snake River

Pillar Falls Trailhead

Deli

E 4100 N

Canyon Foot & Ankle

Cheney Dr

Twin Falls Idaho Temple

S Temple Dr

Candleridge Dr

Children's Dentistry
of Twin Falls

CPR

Amazing Grace
Fellowship

Julie Ln

Rosetta Assisted
Living - Twin Falls

Bitterroot Dr

N 3200 E

Meadow Ridge Cir

Raiger's Cons

Willow Way

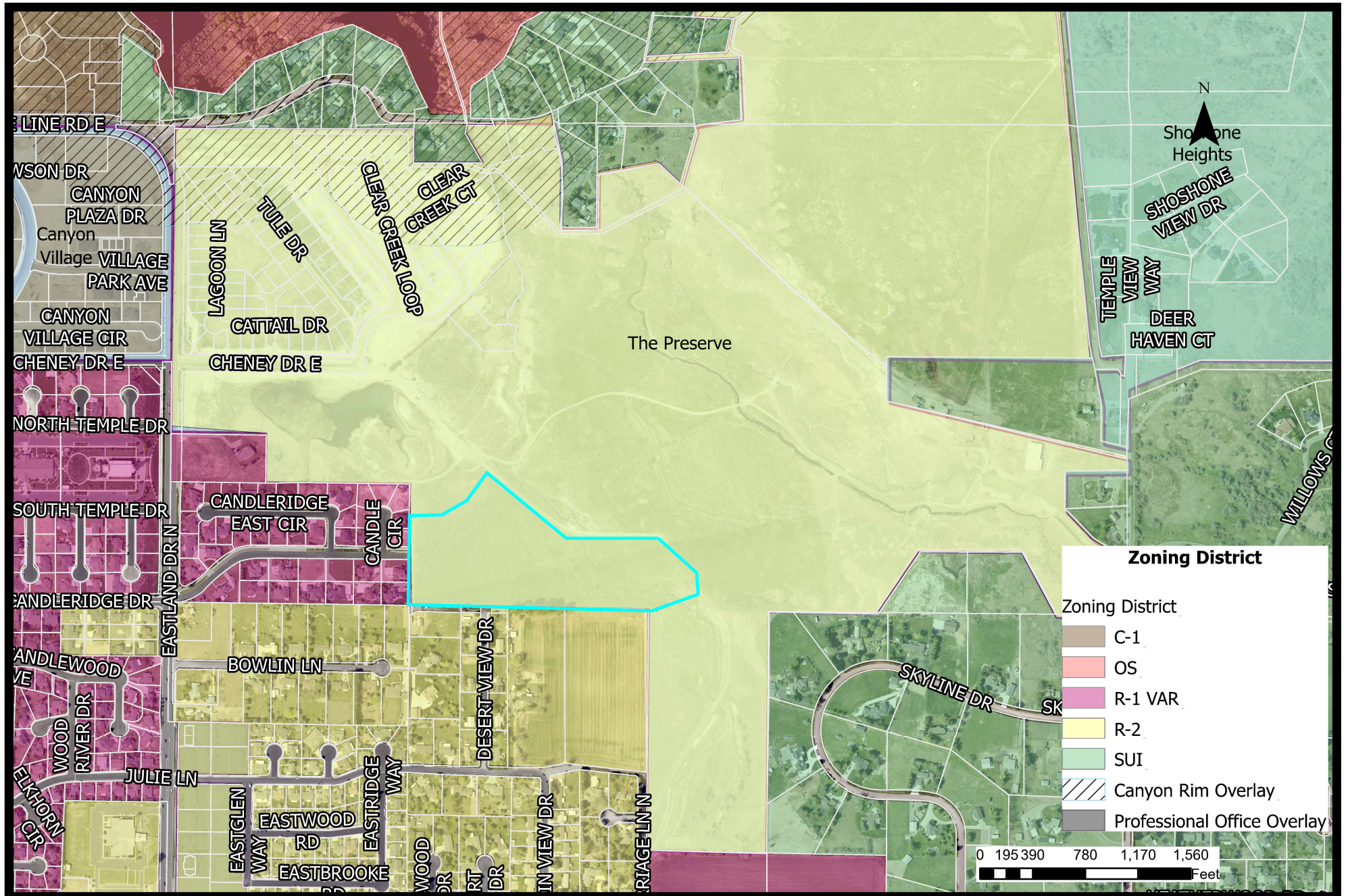
N Canyon Ridge Dr

Skyline Dr

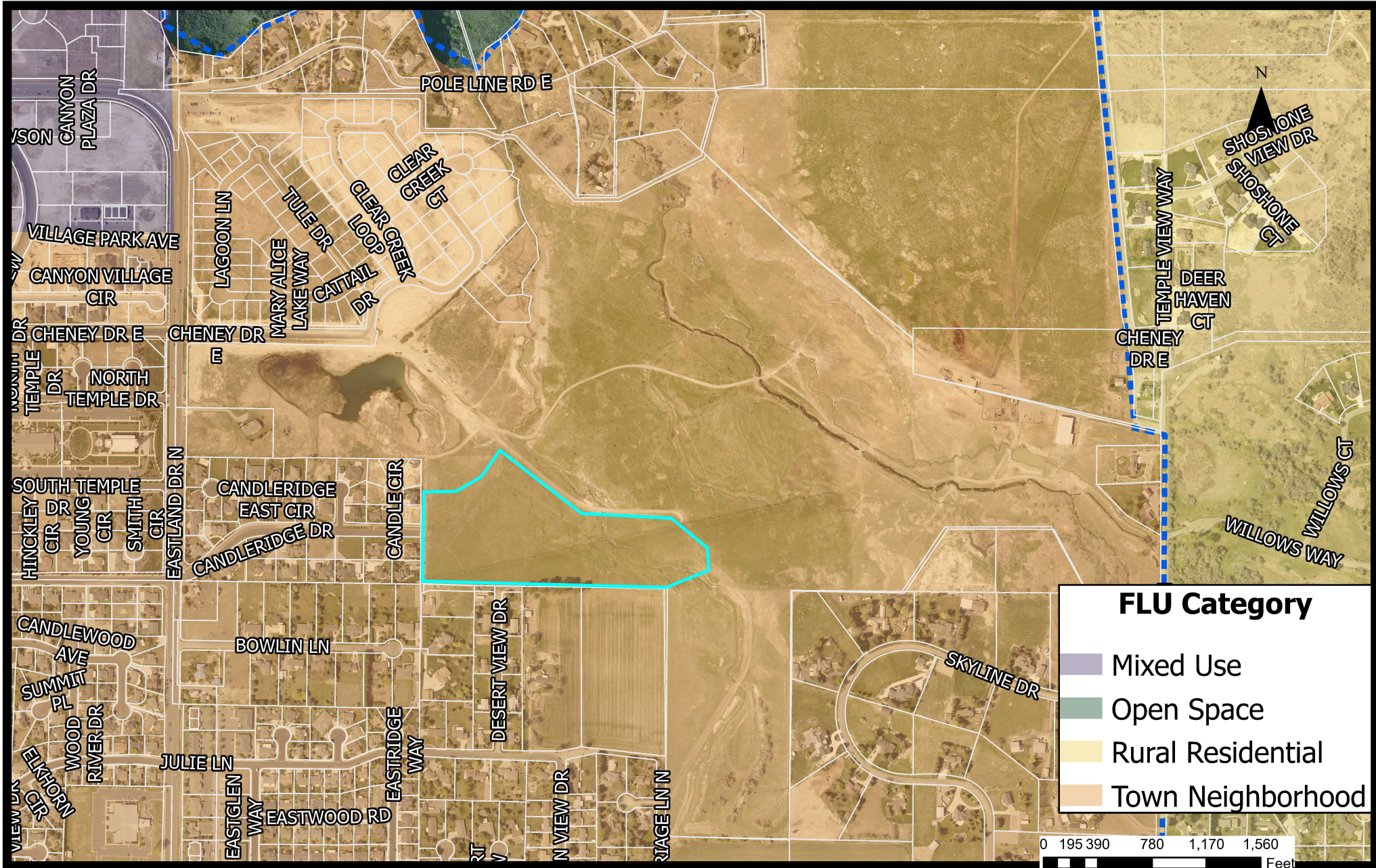
Heatherwood Rd

Child at Art
Laurelwood Dr

Zoning Map



FLU Map





P.O. Box 1907

203 Main Avenue East

Twin Falls, Idaho 83303-1907

Fax: (208) 736-2293

ENGINEERING

208-735-7248

ENGINEERING MEMORANDUM

To: William Klaver, Senior Planner

From: Kristi Fehringer, Engineering Development Coordinator

Date: 5/7/2025

Re: Final Plat – **Shady Creek No. 1 at The Preserve** – Application # 25-

The Engineering Department has reviewed the Final Plat for the Shady Creek No. 1 at The Preserve. The following changes shall be addressed prior to submittal of the Final Plat mylars and signatures by the City of Twin Falls. This Conditional Approval is contingent on compliance with all applicable City Standards and City Code.

1. Please change the name of the subdivision to “Shady Creek No. 1 at The Preserve”.
2. The linework and symbols are unclear in this area. Please provide a detail for these areas.
3. These curves shall be a 30’ radius. Please revise.
4. The existing sewer easement is not shown. Please revise.
5. The symbol is missing. Please revise.
6. The distance label does not match the call-out in the legal description in the Certificate of Owners. Please revise.
7. Please label this easement linework.
8. Please label the type of easement.
9. Please indicate that this is a “private” stormwater easement. This stormwater drainage will not be maintained by the City of Twin Falls.
10. Please change the right-of-way line to match the red line.
11. Please label easement width.
12. Please remove easement line from the right-of-way.
13. This bearing should be designated as NE to match the legal description in the Certificate of Owners on Sheet 2. Please revise.
14. Please change the label to read (50’ Right-of-Way).
15. The total of the individual lot line dimensions does not match the overall line dimension. Please revise.

16. The 20' access label is not necessary, as it is part of Lot 19.
17. Please label Lot 5 and Lot 22 as common area. Please include a plat note stating who will own and maintain all common lots within this subdivision.
18. Clubhouse 12 and Shady Creek plats do not line up.
19. If Clubhouse 12 is to be referenced on this plat, it will need to be recorded prior to the recordation of the Shady Creek No. 1 at The Preserve plat.
20. Clear Creek Loop is not part of this plat. Please revise.
21. The designated Basis of Bearing is not located on a section line or quarter section. Please revise.
22. This easement should continue across the private stormwater easement.
23. In the Curve Table, C2, C3, and C5, should be designated as SE to match with the legal description in the Certificate of Owners. Please revise.
24. The instrument # for The Springs at The Preserve is missing. Please revise.
25. Please explain the "Rec-B" reference.
26. Please add the word "private" to this easement title.
27. Please revise these notes to exclude all common lots (i.e. Lots 5, 13, 16, and 22).
28. Curve labels are overlapping. Please revise.
29. Please add linework that defines where the TFCC easement ends in Lot 13.
30. Please remove this plat note. It is not necessary or doesn't apply to this plat.
31. The project area does not appear to be correct. Please revise.
32. Please provide a north arrow for the vicinity map.
33. The vicinity map should be on Sheet 1. Please revise.
34. Please change the year to 2025.
35. Please change the signature line to "Professional Land Surveyor".
36. Please add "State of " and "County of " to the County Surveyor's Certificate, Acknowledgement.
37. Please include a note indicating who will maintain the area along the frontage of Lot 1 Block 1, adjacent to Cheney Dr. E. This area is not a common area, but part of Lot 1, Block 1, so it is not clear who will maintain this area.
38. General Comment: Please submit a signed Weed Plan document.
39. General Comment: This plat is not tied to two (2) government corners. Please revise.

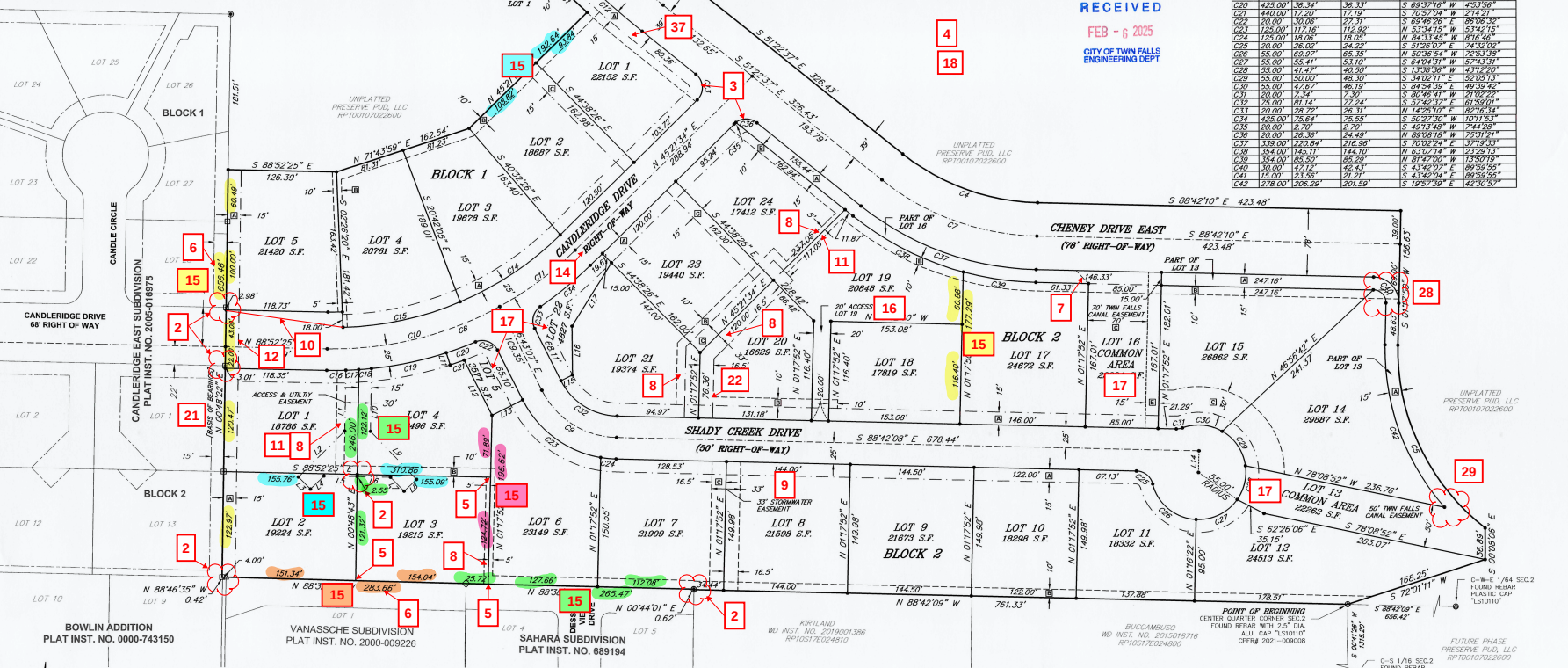
If you have any questions, please contact Kristi Fehringer at 735-7332 or email at kfehringer@tfid.org

Cc: Mark Kelly, mark@triumphgroup.co
Jennifer Zung, jen.zung@harmonydesigninc.com
Pete Whitehead, pete@triumphgroup.co
Patrick Gilroy, patrick.gilroy@harmonydesigninc.com

HEALTH DEPARTMENT CERTIFICATE

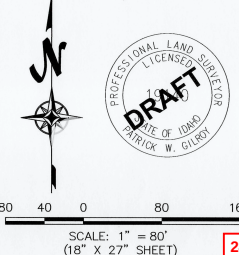
SANITARY RESTRICTIONS AS REQUIRED BY IDAHO CODE, TITLE 50, CHAPTER 13, HAVE BEEN SATISFIED BASED ON THE STATE OF IDAHO, DEPARTMENT OF ENVIRONMENTAL QUALITY (DEQ) APPROVAL OF THE DESIGN PLANS AND SPECIFICATIONS AND THE CONDITIONS IMPOSED ON THE DEVELOPER FOR CONTINUED SATISFACTION OF SANITARY RESTRICTIONS. BUYER IS CAUTIONED AT THE TIME OF THIS APPROVAL, NO DRAINING WATER OR SEWER/SEPTIC FACILITIES WERE CONSTRUCTED. BUILDING CONSTRUCTION CAN BE ALLOWED WITH THE APPROPRIATE BUILDING PERMITS IF DRINKING WATER OR SEWER FACILITIES HAVE BEEN CONSTRUCTED OR IF THE DEVELOPER IS SIMULTANEOUSLY CONSTRUCTING THESE FACILITIES. IF THE DEVELOPER FAILS TO CONSTRUCT FACILITIES OR MEET OTHER CONDITIONS OF DEQ, THEN SANITARY RESTRICTIONS MAY BE RE-IMPOSED. IN ACCORDANCE WITH SECTION 50-1326, IDAHO CODE, BY THE ISSUANCE OF A CERTIFICATE OF DISAPPROVAL, AND NO CONSTRUCTION OF ANY BUILDING OR SHELTER REQUIRING DRINKING WATER OR SEWER/SEPTIC FACILITIES SHALL BE ALLOWED.

DISTRICT HEALTH DEPARTMENT, DHS DATE



LINE	ADJACENT	DISTANCE	CURVE RADIUS	ARC LENGTH	CHORD	BEARING	DETAILED ANGLE
1	S 00°51'14" W	70.87	1014.00	33.21	55.21	N 46°12'01" W	109°11'
2	N 42°19'41" E	14.70	1014.00	14.13	14.30	N 43°13'47" W	120°02'
3	N 44°00'00" W	20.00	1014.00	14.13	14.30	N 46°12'01" W	109°11'
4	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
5	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
6	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
7	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
8	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
9	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
10	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
11	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
12	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
13	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
14	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
15	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
16	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
17	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
18	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
19	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
20	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
21	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
22	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
23	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
24	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
25	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
26	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
27	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
28	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
29	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
30	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
31	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
32	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
33	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
34	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
35	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
36	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
37	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
38	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
39	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
40	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
41	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
42	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
43	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
44	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
45	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
46	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
47	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
48	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
49	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
50	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
51	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
52	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
53	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
54	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
55	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
56	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
57	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
58	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
59	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
60	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
61	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
62	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
63	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
64	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
65	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
66	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
67	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
68	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
69	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
70	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
71	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
72	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
73	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
74	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
75	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
76	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
77	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
78	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
79	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
80	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
81	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
82	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
83	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
84	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
85	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
86	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
87	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
88	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
89	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
90	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
91	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
92	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
93	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
94	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
95	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
96	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
97	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
98	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
99	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'
100	S 88°52'25" E	126.39	1014.00	33.21	55.21	N 46°12'01" W	109°11'

RECEIVED
FEB - 6 2025
CITY OF TWIN FALLS
ENGINEERING DEPT



HARMONY
DESIGN & ENGINEERING
18 N MAIN STE 305 • DINGISS ID 83422
208.354.1331 • www.harmonydesignid.com
PROJ. # 21007_SHADY CREEK, PHASE 1; 02/04/2025

SURVEYORS NARRATIVE

THE PURPOSE OF THIS SURVEY IS TO SUBDIVIDE A PREVIOUSLY UNPLATTED TRACT OF LAND, BEING A PORTION OF THAT TRACT CONVEYED AS PARCEL NUMBER 1 BY THAT DEED RECORDED AS INSTRUMENT NUMBER 20210818729 IN THE OFFICE OF THE CLERK AND RECORDER OF TWIN FALLS COUNTY, IDAHO.

ALL LOTS CONNECTED TO THE CITY OF TWIN FALLS SEWER SYSTEM.

ALL LOTS CONNECTED TO THE CITY OF TWIN FALLS WATER SYSTEM.

ALL LOTS SHALL HAVE ACCESS FROM RESIDENTIAL STREET ACCESS TO CHENEY DRIVE EAST OR CLEAR CREEK LOOP.

NO LOTS SHALL HAVE ACCESS TO CHENEY DRIVE EAST OR CLEAR CREEK LOOP.

THE BASIS OF BEARINGS FOR THIS SURVEY IS REFERENCED TO A DIRECT GPS MEASUREMENT AND IS CONSIDERED GEODETIC (GEODETIC NORTH (USING NAD83(2011) EPOCH 2010.0000)).

RESULTING IN THE BEARING OF N 00°46'15" E ALONG THE MONUMENTED EAST LINE OF THE BOWLIN ADDITION FILED AT THE OFFICE OF THE CLERK AND RECORDER OF TWIN FALLS COUNTY, IDAHO AS INSTRUMENT NUMBER 0000-743750, AS SHOWN HEREON.

RECORD INFORMATION IS REFERENCED TO "THE SPRINGS AT THE PRESERVE, A P.U.D." AS RECORDED IN THE OFFICE OF THE CLERK AND RECORDER OF TWIN FALLS COUNTY AS INSTRUMENT (REC-A #200 HOUSE 12), #2023-008888, (REC-B #2023-008879), 2024-004471, #19920164463.

CURRENT ZONING - TWIN FALLS, IDAHO CODE: TITLE 10-4-4, R2, R3, R4, R5, R6, R7, R8, R9, R10, R11, R12, R13, R14, R15, R16, R17, R18, R19, R20, R21, R22, R23, R24, R25, R26, R27, R28, R29, R30, R31, R32, R33, R34, R35, R36, R37, R38, R39, R40, R41, R42, R43, R44, R45, R46, R47, R48, R49, R50, R51, R52, R53, R54, R55, R56, R57, R58, R59, R60, R61, R62, R63, R64, R65, R66, R67, R68, R69, R70, R71, R72, R73, R74, R75, R76, R77, R78, R79, R80, R81, R82, R83, R84, R85, R86, R87, R88, R89, R90, R91, R92, R93, R94, R95, R96, R97, R98, R99, R100.

MONUMENT CERTIFICATE

MONUMENTS AS SHOWN HEREON INSCRIBED "PLS 19140" WILL BE SET IN ACCORDANCE WITH SECTION 50-1333 IDAHO CODE, ON OR BEFORE 1 YEAR AFTER THE RECORDATION OF THE FINAL PLAT OR AS DETERMINED BY THE CITY OF TWIN FALLS.

LEGEND

- INDICATES A PUBLIC LAND SURVEY MONUMENT, FOUND THIS SURVEY AS NOTED
- INDICATES A 5/8 INCH DIAMETER REBAR WITH A PLASTIC CAP INSCRIBED "PLS 10110", FOUND THIS SURVEY
- INDICATES A 5/8 INCH DIAMETER REBAR WITH AN ALUMIN

CERTIFICATE OF OWNERS

The undersigned owners and proprietors hereby certify that the foregoing subdivision, being a portion of that tract conveyed as Parcel Number 1 by that deed recorded as instrument number 2021008729 in the Office of the Clerk and Recorder of Twin Falls County, Idaho, as illustrated and described hereon is with the free consent and in accordance with our desires;

THAT the name of the subdivision shall be the SHADY CREEK AT THE PRESERVE PHASE I, A PLANNED UNIT DEVELOPMENT;
THAT this planned unit development is subject to the Declaration of Covenants, Conditions and Restrictions as recorded in accordance with the plat;
THAT this planned unit development is subject to any other easements, restrictions, reservations, rights-of-ways, and conditions of sight and/or record including, but not limited to those shown hereon;
THAT access to Candleridge Drive within this Planned Unit Development shall be from the Cheney Drive East Right-Of-Way, as platted this survey, and as illustrated on Plat number 2020-012787, and
THAT the extension of Cheney Drive East, Candleridge Drive and Shady Creek Drive, within this Planned Unit Development is hereby dedicated to the City of Twin Falls as public Rights-Of-Way.
THAT pursuant to Idaho Code 50-1334, the Lots shown hereon shall be eligible to receive water service from the City of Twin Falls municipal water;
THAT pursuant to Idaho Code 31-3805, that the irrigation water rights appurtenant and the assessment obligation of the lands in the plat have not been transferred from said lands and that a satisfactory irrigation water delivery system has been provided. Lots within the planned unit development will be entitled to water rights and will be obligated for assessments from the Twin Falls Canal Company;
THAT Lot 13, and Lot 16 of Block 2 are designated as Common Areas. Lot 13 and Lot 16 of Block 2 shall be used primarily as Twin Falls Canal Easements, as shown hereon,
THAT said Common Areas are maintained by and dedicated to the Homeowners Association as defined in the Declaration of Covenants, Conditions and Restrictions as recorded in accordance with the plat;
THAT the easements indicated on this plat are not dedicated to the public, but the rights to use said easements are hereby perpetually reserved for public utilities and such other uses designated on this plat. No structures are to be erected within the lines of said easements;
THAT this Plat represents a Planned Unit Development of the following described parcel of land:

A tract of land lying within a portion of the Southeast Quarter of the Northwest Quarter (SE1/4NW1/4) and the Southwest Quarter of the Northeast Quarter (SW1/4NE1/4) of Section 2, Township 10 South, Range 17 East, Boise Meridian, Twin Falls County, Idaho, said tract being more particularly described by metes and bounds as follows:

BEGINNING at the Center One-Quarter Corner of said Section 2, being as described on that Corner Record recorded as instrument number 2021-009008 in the Office of the Clerk and Recorder of Twin Falls County, Idaho;
THENCE N 88°42'08" W, 761.33 feet, along the South line of said SE1/4NW1/4 to a point of intersection with the East line of Sahara Subdivision, recorded as instrument number 0000-689194 in said Office, said point marked by 5/8 inch diameter rebar with a plastic cap inscribed "LS 10110";
THENCE N 00°44'01" E, 0.62 feet, along said East line, to the Northeast corner of said Sahara Subdivision, said corner marked by a spike nail;
THENCE N 88°38'36" W, 265.47 feet, along the North line of said Sahara Subdivision to the North corner common to said Sahara Subdivision and Vanassche Subdivision, recorded as instrument number 0009226 in said Office, said corner marked by 5/8 inch diameter rebar;
THENCE N 88°32'29" W, 279.66 feet, along the North line to the Northwest corner of said Vanassche Subdivision, said corner marked by a 5/8 inch diameter rebar with a plastic cap inscribed "LS 10110";
THENCE N 88°32'29" W, 4.00 feet, to the Northeast corner of Bowlin Subdivision, recorded as instrument number 0000-743150 in said Office, said corner marked by a 5/8 inch diameter rebar with a plastic cap inscribed "LS 10110";
THENCE N 88°46'35" W, 0.42 feet, along the North line of said Bowlin Subdivision to the Southeast Corner of Candleridge East Subdivision, recorded as instrument number 2005-016975 in said Office, said corner marked by a 5/8 inch diameter rebar with a plastic cap inscribed "LS 10007";
THENCE N 00°48'22" E, 423.86 feet, along the East line of said Candleridge East Subdivision, to a point marked by a 5/8 inch diameter rebar with a 1-1/2 inch diameter aluminum cap inscribed "PLS 19140";
THENCE S 88°52'25" E, 126.39 feet, to a point marked by a 5/8 inch diameter rebar with a 1-1/2 inch diameter aluminum cap inscribed "PLS 19140";
THENCE N 71°43'59" E, 162.54 feet, to a point marked by a 5/8 inch diameter rebar with a 1-1/2 inch diameter aluminum cap inscribed "PLS 19140";
THENCE N 43°21'34" E, 192.64 feet, to a point marked by a 5/8 inch diameter rebar with a 1-1/2 inch diameter aluminum cap inscribed "PLS 19140";
THENCE with a curve turning to the right with an arc length of 55.21 feet, with a radius of 1014.00 feet, with a chord bearing of N 46°12'02" W, with a chord length of 55.21 feet, to a point marked by a 5/8 inch diameter rebar with a 1-1/2 inch diameter aluminum cap inscribed "PLS 19140";
THENCE N 44°38'26" W, 73.75 feet, to a point marked by a 5/8 inch diameter rebar with a 1-1/2 inch diameter aluminum cap inscribed "PLS 19140";
THENCE N 43°21'34" E, 25.00 feet, to a point of intersection with the South line of Clubhouse 12, PUD, recorded as instrument number 2020-012787 in said Office, to a point marked by a 5/8 inch diameter rebar with a 1-1/2 inch diameter aluminum cap inscribed "PLS 19140";
THENCE S 44°38'26" E, 73.75 feet, along said South line, to a point marked by a 5/8 inch diameter rebar with a 1-1/2 inch diameter aluminum cap inscribed "PLS 19140";
THENCE continuing along said South line, with a curve turning to the left with an arc length of 14.39 feet, with a radius of 989.00 feet, with a chord bearing of S 45°03'26" E, with a chord length of 14.39 feet, to the Southeast corner of said Clubhouse 12, PUD, said corner marked by a 5/8 inch diameter rebar with a 1-1/2 inch diameter aluminum cap inscribed "PLS 19140";
THENCE N 44°31'34" E, 78.00 feet, along the East line of said Clubhouse 12, PUD, to a point marked by a 5/8 inch diameter rebar with a 1-1/2 inch diameter aluminum cap inscribed "PLS 19140";
THENCE with a curve turning to the left with an arc length of 93.86 feet, with a radius of 911.00 feet, with a chord bearing of S 48°25'32" E, with a chord length of 93.82 feet, to a point marked by a 5/8 inch diameter rebar with a 1-1/2 inch diameter aluminum cap inscribed "PLS 19140";
THENCE S 51°22'37" E, 326.43 feet, to a point marked by a 5/8 inch diameter rebar with a 1-1/2 inch diameter aluminum cap inscribed "PLS 19140";
THENCE with a curve turning to the left with an arc length of 170.03 feet, with a radius of 261.00 feet, with a chord bearing of S 70°02'24" E, with a chord length of 167.04 feet, to a point marked by a 5/8 inch diameter rebar with a 1-1/2 inch diameter aluminum cap inscribed "PLS 19140";
THENCE S 88°42'10" E, 423.48 feet, to a point marked by a 5/8 inch diameter rebar with a 1-1/2 inch diameter aluminum cap inscribed "PLS 19140";
THENCE S 01°17'50" W, 156.63 feet, to a point marked by a 5/8 inch diameter rebar with a 1-1/2 inch diameter aluminum cap inscribed "PLS 19140";
THENCE with a curve turning to the left with an arc length of 244.78 feet, with a radius of 263.00 feet, with a chord bearing of S 25°21'53" E, with a chord length of 236.04 feet, to a point marked by a 5/8 inch diameter rebar with a 1-1/2 inch diameter aluminum cap inscribed "PLS 19140";
thence S 00°08'06" E, 36.89 feet, to a point marked by a 5/8 inch diameter rebar with a 1-1/2 inch diameter aluminum cap inscribed "PLS 19140";
thence S 72°01'11" W, 168.29 feet, to the POINT OF BEGINNING;

Said tract encompasses 17.088 acres, more or less.

TOGETHER WITH AND SUBJECT TO those easements of record as shown on The Springs At The Preserve, a Planned Unit Development, recorded as instrument number 2020-012787 in the Office of the Clerk and Recorder of Twin Falls County, Idaho.

Preserve PUD, LLC, an Idaho Limited Liability Company
By: Mark and Kelly Kelly Trust dated December 18, 1997, Managing Member

By: Mark D. Kelly, Co-Trustee, Date

ACKNOWLEDGEMENT

STATE OF IDAHO)

County of Twin Falls) ss

On this _____ day of _____, 20____, before me, the undersigned, a Notary Public in and for said State, personally appeared Mark D. Kelly known or identified to me to be the person whose name is subscribed to the within Instrument, The Co-Trustee of the Kelly Kelly Trust known to me to be a Managing Member of Preserve PUD, LLC, the limited liability company that executed the within instrument and acknowledged to me that he executed the same as Co-Trustee and that such Trust executed it as a Managing Member of the limited liability company and that said limited liability company executed it.

In witness whereof, I have hereunto set my hand and affixed my official seal the day and year in this certificate first above written.

Signature of Notary

Name (printed)

Residing at:
My commission expires:



COUNTY TREASURER CERTIFICATE

I, _____, COUNTY TREASURER IN AND FOR THE COUNTY OF TWIN FALLS, IDAHO PER THE REQUIREMENTS OF IDAHO CODE 50-1308, DO HEREBY CERTIFY THAT ALL COUNTY PROPERTY TAXES DUE FOR THE PROPERTY INCLUDED IN THIS PLAT HAVE BEEN PAID IN FULL. THIS CERTIFICATION IS VALID FOR THE NEXT THIRTY DAYS ONLY.

COUNTY TREASURER DATE

APPROVAL OF CITY COUNCIL

THIS PLAT WAS ACCEPTED AND APPROVED BY THE CITY COUNCIL OF TWIN FALLS, IDAHO AT THEIR MEETING ON THIS _____ DAY OF _____, 202____.

MAYOR DATE CITY CLERK, DEPUTY DATE

APPROVAL OF CITY ENGINEER

I HAVE REVIEWED THE ACCOMPANYING PLAT AND HEREBY CERTIFY THAT IT CONFORMS WITH THE APPLICABLE ORDINANCES OF THE CITY OF TWIN FALLS, IDAHO.

CITY ENGINEER DATE ATTEST DATE

COUNTY SURVEYOR'S CERTIFICATE

I, THE UNDERSIGNED, PROFESSIONAL LAND SURVEYOR FOR TWIN FALLS COUNTY, IDAHO, DO HEREBY CERTIFY THAT I HAVE CHECKED THIS PLAT AND THAT IT COMPLIES WITH THE STATE OF IDAHO CODE RELATED TO PLATS AND SURVEYS.

COUNTY SURVEYOR DATE

ACKNOWLEDGEMENT

ON THIS _____ DAY OF _____, 202____, AT _____, BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR SAID STATE, PERSONALLY APPEARED _____, PERSONALLY KNOWN OR IDENTIFIED TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE ABOVE CERTIFICATE AND ACKNOWLEDGE TO ME THAT HE EXECUTED THE SAME.

SIGNATURE OF NOTARY RESIDING AT:
MY COMMISSION EXPIRES:

COUNTY RECORDER'S CERTIFICATE

INSTRUMENT NO. _____

STATE OF IDAHO) SS)

COUNTY OF TWIN FALLS)

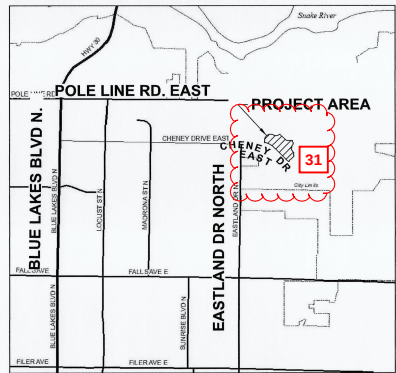
ON THIS _____ DAY OF _____, 202____, AT _____, THE FOREGOING PLAT WAS FILED FOR RECORD IN THE OFFICE OF THE RECORDER OF TWIN FALLS COUNTY, IDAHO, AND DULY RECORDED IN PLAT BOOK _____, ON PAGE _____.

DEPUTY EX-OFFICIO RECORDER

SURVEYOR'S CERTIFICATE

I, PATRICK W. GILROY, HEREBY CERTIFY THAT THIS PLAT WAS MADE FROM NOTES TAKEN DURING AN ACTUAL SURVEY PERFORMED UNDER MY DIRECTION DURING THE MONTHS OF APRIL 2021 THROUGH FEBRUARY, 2023, AND FROM RECORDS ON FILE WITH THE OFFICE OF THE CLERK AND RECORDER, TWIN FALLS COUNTY, IDAHO, AND THAT THIS PLAT REPRESENTS SHADY CREEK AT THE PRESERVE PHASE I, A PLANNED UNIT DEVELOPMENT OF THE PARCEL OF LAND DESCRIBED HEREON, AND THAT THIS PLAT CORRECTLY REPRESENTS THE POINTS AND CORNERS FOUND AT THE TIME OF SAID SURVEY AND IS IN CONFORMITY WITH THE STATE OF IDAHO CODE RELATING TO PLATS AND SURVEYS.

PATRICK W. GILROY
IDAHO PROFESSIONAL LAND SURVEYOR, LICENSE NUMBER 19140
DATED THIS _____th DAY OF _____, 202____.



VICINITY MAP

NOT TO SCALE

OWNER:
PRESERVE PUD, LLC
313 N. MAIN ST
HAILEY, IDAHO

ENGINEER & SURVEYOR:
HARMONY DESIGN & ENGINEERING
18 N. MAIN, STE .305
DRIGGS, ID 83422

FINAL PLAT

SHADY CREEK AT THE PRESERVE PHASE I
A PLANNED UNIT DEVELOPMENT

Located within a portion of
SE1/4NW1/4 and the SW1/4NE1/4 of Section 2
T. 10 S., R. 17 E., BOISE MERIDIAN,
CITY OF TWIN FALLS, TWIN FALLS COUNTY, IDAHO
2025



Date: Tuesday, May 27, 2025
To: Honorable Mayor and City Council
From: Wendy Davis, Parks and Recreation Director

ACTION ITEM

Request:

Request to enter into negotiations with CORE Construction for CM/GC services associated with the Vista Bonita Park Expansion project.

Time Estimate:

Allow approximately 5 minutes for presentation, questions and deliberation.

Background:

The Parks Department is currently in the design phase of the Vista Bonita Park expansion project with Jensen-Belts Associates. It was deemed beneficial to bring on a CM/GC early in the design phase to assist with design, project planning and bid document preparation. A Request for Qualifications (RFQ) was released April 29, 2025. On May 13, 2025, five proposals were received and were scored against the criteria outlined in the RFQ. Two firms were invited to be interviewed to provide further insight into their ability to perform the work. All firms proved to be highly qualified, with expertise in different aspects of the project. The interview committee ranked the firms as follows: 1-CORE Construction, 2-Faber Construction, 3-Wright Brothers Construction, 4-Petersen Brothers Construction, 5-Suburban Full Service Construction.

The committee recommends council approve this recommendation and authorize staff to enter into negotiations with CORE Construction. If negotiations fail, staff will move to negotiate with the second firm on the list and so on.

Once a scope and fee have been agreed upon, staff will return to council with a contract for approval.

Approval Process:

A simple majority will approve this request.

Budget Impact:

State and Local Fiscal Recovery Fees have been allocated for this project and will be used for this service.

Regulatory Impact:

Approval will authorize staff to enter into negotiations with the top ranked firm, and proceed with others in order of ranking if necessary.

History:

N/A

Analysis:

N/A

Conclusion:

Staff followed the process for selection and recommends council approve this request.

Attachments:

None



Date: Tuesday, May 27, 2025
To: Honorable Mayor and City Council
From: Erin Steel, Assistant Public Works Director

ACTION ITEM

Request:

Request to use \$136,200.00 of water reserves and authorize the scope of work with ABCO Engineering to complete the design for a slope remediation project.

Time Estimate:

5 Minutes

Background:

On June 15, 2018, a significant leak developed in one of the city's water transmission mains, necessitating excavation and repairs on the Hamilton Manufacturing Inc. (HMI) property located near the HMI facility. This property is situated on Market Avenue, between Rock Creek Canyon and South Park Avenue West. During repair efforts, unintentional damage occurred to the surrounding property. Consequently, the City of Twin Falls and HMI entered into an agreement on August 9, 2022, to address and rectify the damage caused by the waterline leak.

In compliance with Idaho Code 67-2320, staff conducted a Qualification Based Selection (QBS) process to recommend ABCO Engineering as the design professional. ABCO Engineering has prepared a comprehensive scope of work encompassing slope stabilization, retaining wall design, stormwater system design, roadway design, structural staircase design, and structure underpinning. The total estimated cost for the scope of work is \$136,200.00. As this expense is unplanned and not included in the long-term planning process, staff is proposing to utilize water reserves to fund the project.

Approval Process:

A majority vote of approval by the council will allow staff to sign the scope of work and allow the designer to start work on the remediation project.

Budget Impact:

The request will utilize \$136,200.00 from water reserves to cover the design costs of the slope remediation project. Because the contract with ABCO Engineering has a Time and Materials component, staff requests a 10% contingency to offset any potential unforeseen cost increases. The contingency is included in the request for \$136,200.00

Regulatory Impact:

None

History:

Analysis:

Conclusion:

Staff recommends authorizing staff to utilize \$136,200.00 of water reserves to fund the design of the slope remediation project with ABCO Engineering.

Attachments:

None



TWIN FALLS POLICE DEPARTMENT 2024 ANNUAL REPORT



Retirement of Chief Craig Kingsbury



After 35 years of dedicated service, Chief Craig Kingsbury has retired! He began his law enforcement career in 1990 at the Nez Perce County Sheriff's Office and moved to the Nampa Police Department in 1991, where he remained for 24 years. In 2016, he was appointed Chief of Police, where he led our organization with dedication for over 9 years. In April of 2025, he gave his final sign-off, at a retirement ceremony filled with family, friends, and coworkers from across the state. Thank you for your service, Chief. Enjoy your retirement!



TABLE OF CONTENTS

Our Mission and Values	4
Organizational Structure	5
Message from the Chief	6
Directory, New Employees, Budget	7
Our Team	8
Employees at a Glance	9
Communications Center	10
Office of Professional Standards & Arrest Statistics	11
Patrol Division	12
Traffic Statistics	13
Criminal Investigation Division (CID)	14
Special Investigations Unit (SIU)	15
K9 Unit	16
Juvenile Crimes Unit (JCU)	17
Code Enforcement & Animal Control	18
Community Outreach	19

OUR MISSION

To provide excellent customer service, professional law enforcement, and effective crime prevention for a safe community.

OUR VALUES

PROFESSIONALISM | RESPECT | INTEGRITY | DIGNITY | EXCELLENCE

The values of the Twin Falls Police Department are the foundation of the organization, representing the principles from which every policy and procedure is derived and permeating every facet of the department's operation. The ability to articulate these values, as well as each member's personal commitment to them, contributes to the overall success of the organization as well as individual employees.

TFPD HISTORY

The first Chief of Police was appointed in April of 1907 for the town of Twin Falls, which had a population of approximately 5,000 people.

Today, Twin Falls has a population of over 55,000 and the Twin Falls Police Department employs 121 personnel to serve our citizens and visitors.



TO LEARN MORE ABOUT
OUR HISTORY,
VISIT OUR WEBSITE:
[TFPD History Link](#)



COMMAND STAFF



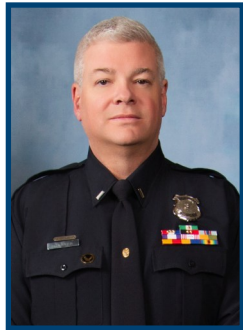
Matthew Hicks
Chief of Police



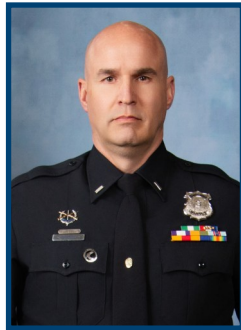
Brent Wright
Captain



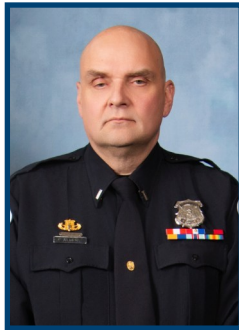
Terry Thueson
Captain



Chuck Garner
Lieutenant



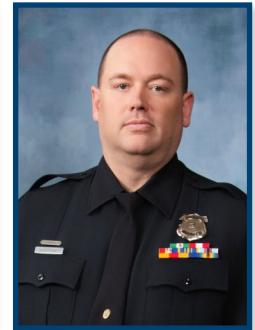
Justin Dimond
Lieutenant



Luke Allen
Lieutenant



Justin Hendrickson
Lieutenant



Steven Gassert
Lieutenant

ORGANIZATIONAL STRUCTURE



MESSAGE FROM THE CHIEF



As representatives of the City of Twin Falls, we accept our enormous responsibility of successfully policing the best community in Idaho.

We provide effective policing and problem-solving services because we are genuinely devoted to improving the safety and quality of life for all residents and visitors of Twin Falls.

We desire to build trust in those we serve and to develop lasting partnerships with key stakeholders. We remain steadfast in our dedication to reducing victimization to accomplish this goal.

We choose to serve because we care. We care because we live here, work here, and raise our families here.

Together, we stand committed to a legacy of integrity, service, and accountability. Our connection to this community goes beyond the badge—it is personal, purposeful, and rooted in a shared vision for a safer Twin Falls. We will continue to listen, learn, and lead with empathy, ensuring that every action we take reflects our unwavering commitment to those we are honored to protect.

Matthew Hill



NEW EMPLOYEES

PATROL OFFICERS:

Cesar Cervantes Jr.
Sebastian Kondracki
Austin Titus

COMMUNICATIONS CENTER MANAGER:

DeAnn Taylor

EMERGENCY COMMUNICATIONS OFFICER

Logan Wilcox
Megan Smith-Parker
Hannah Smith

DIRECTORY

ROLE	NAME	EMAIL	PHONE
Police Chief	Matthew Hicks	mhicks@tfid.org	(208) 735-7204
Captain, Administrative Services	Brent Wright	bwright@tfid.org	(208) 735-7216
Captain, Operations	Terance Thueson	tthueson@tfid.org	(208) 735-7206
Lieutenant, Office of Professional Standards	Chuck Garner	cgarner@tfid.org	(208) 735-7277
Lieutenant, Criminal Investigations Division	Luke Allen	lallen@tfid.org	(208) 735-7242
Lieutenant, Patrol (A Platoon)	Justin Dimond	jdimond@tfid.org	(208) 735-7324
Lieutenant, Patrol (B Platoon)	Justin Hendrickson	jhendrickson@tfid.org	(208) 735-7213
Lieutenant, Administrative Services	Steven Gassert	sgassert@tfid.org	(208) 735-7263
Sergeant, Criminal Investigations Division	Lou Coronado	lcoronado@tfid.org	(208) 735-7230
Sergeant, Juvenile Crimes Unit	Shawn Applewhite	sapplewhite@tfid.org	(208) 735-7306
Sergeant, Office of Professional Standards	Dave Weigt	dweigt@tfid.org	(208) 735-7292
Sergeant, Property & Evidence	Dusty Solomon	dsolomon@tfid.org	(208) 735-7392
Sergeant, Special Investigations Unit	Kevin Loosli	kloosli@tfid.org	(208) 735-7384
Sergeant, Traffic Team	Ryan Howe	rhowe@tfid.org	(208) 735-7363

FY 2024 BUDGET

TWIN FALLS POLICE DEPT. BUDGET

\$14,526,789

ANIMAL CONTROL BUDGET

\$640,844

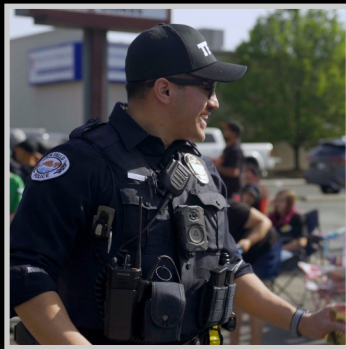
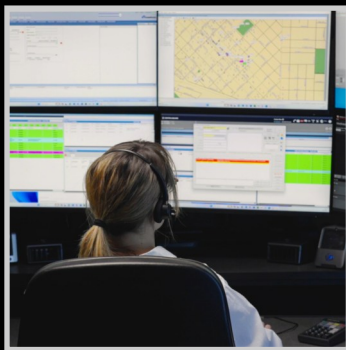
COMMUNICATIONS CENTER BUDGET

\$1,617,755

CODE ENFORCEMENT BUDGET

\$389,519





OUR TEAM

ADMINISTRATIVE SERVICES DIVISION

The primary role of the Administrative Services Division (ASD) is to support all operations. This includes support units such as the Records Bureau, which processes, logs, and files reports, citations, and documents from all divisions.

CRIMINAL INVESTIGATIONS DIVISION

The Criminal Investigation Division (CID) is tasked with investigating felony crimes, death investigations, missing persons, narcotic investigations, and some misdemeanors within the City of Twin Falls. This division includes the detectives of CID, Property and Evidence, the Juvenile Crime Unit, and the Special Investigations Unit.

EMERGENCY COMMUNICATIONS CENTER

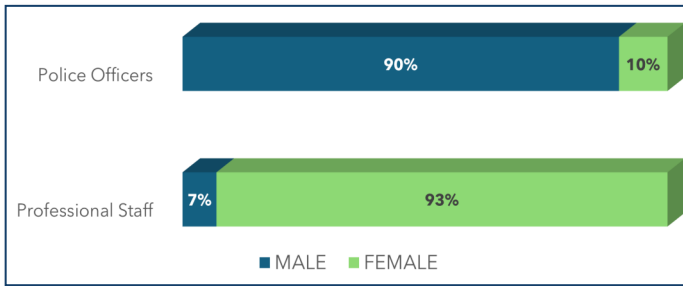
The Emergency Communications Center is a vital lifeline for our community, ensuring swift, effective emergency responses. Staffed by trained professionals and equipped with advanced technology, they coordinate services with precision and care. From dispatching responders to offering critical phone assistance, the team protects Twin Falls residents and exemplifies excellence in emergency communication.

PATROL DIVISION

Officers in the Patrol Division are the first responders of TFPD, handling public safety needs and serving as the organization's most visible presence. The division includes two 21-person platoons and a 5-person Traffic Team. Officers and detectives also serve in specialties such as K9, SWAT, Crisis Negotiation, Honor Guard, and Bomb Squad.

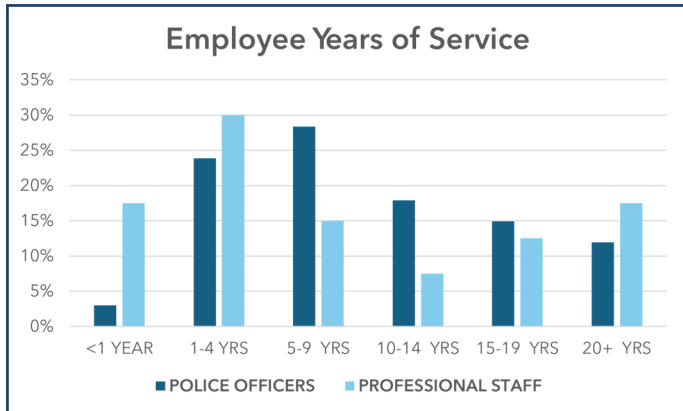


EMPLOYEES AT A GLANCE



SWORN OFFICER TENURE, by position

POSITION	Avg. Tenure	Min. Service	Max Service
Administration	23 years	15 years	31 years
Supervisors	14 years	4 years	25 years
Patrol Officers	5 years	6 months	17 years
Detectives	11 years	8 years	15 years



PROFESSIONAL STAFF TENURE, by position

POSITION	Avg. Tenure	Min. Service	Max Service
Professional	4 years	3 years	4 years
CSO's	14 years	1 year	30 years
Dispatchers	4 years	2 months	21 years
Records	12 years	1 year	33 years

EMPLOYEES OF THE YEAR

Officer of the Year

Tracy Thompson, *Detective*



Employee of the Year

Heather Posey, *Dispatcher*



COMMUNICATIONS CENTER



17,936
911 Calls



62,021
Non-Emergency
Calls



52,749
Police CFS



6,550
Fire CFS

The Emergency Communications Center handles all 911 and non-emergency calls that come through the City of Twin Falls dispatch center. When a call is received, Emergency Communications Officers (ECOs) assess the situation to determine the appropriate Call for Service (CFS), identify necessary resources to dispatch, or direct the caller to the proper agency or city department. At the same time, they manage both police and fire radio communications.

Our Communications Center serves as the first line of response and is the vital link between the community, emergency responders, and city personnel.

Highest Call Times
1200—1600

Highest Call Month
July

Highest Call Day
Friday

Lowest Call Times
0400—0500

Lowest Call Month
December

Lowest Call Day
Sunday

WE ARE 911

OFFICE OF PROFESSIONAL STANDARDS

One of the responsibilities of the Office of Professional Standards is to track the Department's Use of Force. The use of force by law enforcement personnel is a matter of critical concern, both to the public and to the law enforcement community. Officers are involved in numerous and varied interactions and, when warranted, may use reasonable force in carrying out their duties. Below is a summary of the types of Use of Force used by the officers of the Twin Falls Police Department in 2024.

APPLICATIONS OF FORCE: 120

- Take Down Technique: 31
- Weapons Point: 44
- Canine Deployment: 2
- Control Hold: 7
- Electronic Control Device: 6
- Officer Involved Shooting: 1
- Leg Restraint Application: 3
- WRAP System: 27
- Spit Hood Application: 6
- Baton Strike: 0
- Personal Weapon/Strike: 5
- Other: 2

SECTION DATA WAS OBTAINED FROM THE TFPD OFFICE OF PROFESSIONAL STANDARDS.

2024 OFFENSE AND ARREST STATISTICS

City of Twin Falls Population: 54,943

	2024	Change		2023	2024
Total Offenses	2,852	- 9.49%	Clearance Rate	40.1%	40.3%
Total Arrests	1,706	+ 2.4%	Crimes Against Person	949	1,043
Hate Crimes	3	-25%	Crimes Against Property	1,446	1,175
Officers Assaulted	24	+33%	Crimes Against Society	756	634

ARREST	2023	ADULT	JUVENILE	TOTAL
MURDER	2	1	0	1
AGGRAVATED ASSAULT	73	81	4	85
LARCENY	171	112	20	132
SIMPLE ASSAULT	129	175	10	185
DRUG/NARCOTIC	354	241	30	271
DUI	218	278	5	283



OFFENSE AND ARREST DATA WAS OBTAINED FROM THE IDAHO STATE POLICE.

All Offense and Arrest information shown is preliminary 2024 data that is subject to change.



PATROL DIVISION

Patrol Officers are the backbone of every police department; they are available 24 hours per day, every day of the year. The men and women of patrol respond to emergencies, non-emergency calls for service, and when not assigned to a community-generated call for service, they proactively patrol neighborhoods, enforce traffic safety laws, and follow up on cases. The Patrol Division consists of two platoons and the Strategic Traffic Accident Reduction (STAR) Team.



Calls For Service
52,749



Arrest Reports
2,029



Case Numbers
6,289



Traffic Citations
4,897



Detective Cases
659



Vehicle Crashes
2,005

Many of our patrol officers have additional certifications, are instructors, or are assigned to specialty units in addition to their primary patrol duties.

SPECIALTY UNITS & CERTIFICATIONS

- Special Weapons and Tactics (SWAT)
- Crisis Negotiations Unit (CNU)
- Bomb Squad
- K-9 Handler
- Field Training Officer (FTO)
- Phlebotomist
- Drug Recognition Expert (DRE)
- Instructor (Various Topics)



TRAFFIC STATISTICS

2024 STATISTICS

1,054	Reportable Vehicle Crashes
3	Fatality Crashes
320	Injury Crashes
428	Total Persons Injured
25	Motorcycle Crashes
13	Vehicle vs. Pedestrian
12	Vehicle vs. Bicycle
278	DUI Arrests

Top-Issued Traffic Citations, 2024

1,306	Speeding, 1-15 MPH Over Speed Limit
434	Vehicle Registration, Fail to Register
271	Operating Mobile Device
229	Following Too Closely
215	Operate without Current License
214	Failure to Provide Proof of Insurance
135	Failure to Yield, Stop Sign
126	Failure to Yield, Traffic Control Device
116	Failure to Yield, Left Turn
108	Safety Restraint

THE ABOVE TRAFFIC DATA WAS OBTAINED FROM THE TFPD RECORDS MANAGEMENT SYSTEM.

TOP TRAFFIC CRASH LOCATIONS

INCIDENT ADDRESS	2024 CRASH COUNTS	INJURIES REPORTED
Blue Lakes Blvd N / Falls Ave	32	16
Addison Ave / Washington St	30	14
Blue Lakes Blvd N / Pole Line Rd	30	11
Addison Ave / Blue Lakes Blvd	26	19
Fillmore St / Pole Line Rd	22	9
Blue Lakes Blvd / Bridgeview Blvd	17	7
Addison Ave / Eastland Dr	16	4
Falls Ave / Washington St	16	0
Cheney Dr / Washington St N	15	6
Eastland Dr / Kimberly Rd	15	1

WHY ARE SPEED ZONES SO IMPORTANT?



CRIMINAL INVESTIGATIONS DIVISION

CASE TYPE	2023	2024
TOTAL CID CASES	697	659
MOST COMMON CASE TYPES IN 2024:		
SEX CASES	168	183
LARCENY/THEFT	122	105
FRAUD	100	95
ASSAULT/BATTERY	56	60
BURGLARY	54	31
MISSING PERSONS	50	60

PROPERTY AND EVIDENCE	
Scene Call Outs	60
Pieces of Evidence Handled	9,228
Discovery Requests Fulfilled	1,558
Pieces of Evidence Sent for Testing or Checked out for Court	1,045
Pieces of Property Purged (Auctioned, destroyed, released)	2,354

 **659**
Cases Assigned

 **259**
Violent Crimes

 **682**
Cases Closed

 **288**
Property Crimes



The Criminal Investigations Division includes multiple units that serve individual purposes. Case Detectives investigate misdemeanor and felony crimes. Property and Evidence personnel are responsible for the collection and storage of evidence on all police cases.

DATA ON THIS PAGE WAS OBTAINED FROM THE TFPD RECORDS MANAGEMENT SYSTEM.

SPECIAL INVESTIGATIONS UNIT



89

Cases Worked



6

Search Warrants



49

Arrests



26

Agency Assists



\$77,138

Assets Seized

DRUGS SEIZED



953

Grams
Methamphetamine

30

Grams
Cocaine

983

Fentanyl
Pills

800

Grams
Marijuana



K9

DEPLOYMENTS

72

Detection

10

Patrol

44

Arrests



The Special Investigations Unit is a joint-investigative team with detectives from the Twin Falls Police Department and the Twin Falls County Sheriff's Office. Their primary function is drug and major crime investigation for the safety of our community.

DATA ON THIS PAGE WAS OBTAINED FROM THE TFPD RECORDS MANAGEMENT SYSTEM.

K9UNIT



80

Arrests



\$5,294

Assets Seized



5

Firearms Seized

2024 Drug Seizures

12 lbs.	Methamphetamine Seized	1.25 lbs.	Cocaine Seized
9 lbs.	Marijuana Seized	229	Items Paraphernalia Seized

K9
DEPLOYMENTS

281

Patrol/Narcotic
Deployments

2

Apprehensions



Ofc. Shropshire
K9 BALU

Ofc. Hernandez
K9 KIMBO

Sgt. Loosli

Cpl. Rivers
K9 MUKI

Det. Baisch
K9 HUGO



JUVENILE CRIMES UNIT

SCHOOL RESOURCE OFFICERS

The primary duty of School Resource Officers is to respond to active incidents at the schools within the Twin Falls School District. Most commonly, these include fights, vaping, alcohol, or drugs.

In addition, SRO's take a variety of reports from students across the district who report activity outside of school to them, counselors, schools, teachers, or coaches. This often includes harassment, threats, sending inappropriate content online, and sexual assault.

2024-2025 TFSD Enrollment

TYPE	SCHOOLS	STUDENTS
HIGH SCHOOL	3	2,832
MIDDLE SCHOOL	4	2,018
ELEMENTARY	9	3,868
TOTAL	16	8,718



The TFPD is contracted with the Twin Falls School District (TFSD) to provide one Sergeant and six School Resource Officers (SROs). Each SRO has a primary assignment at a high school or middle school and are also assigned elementary schools, where they respond when needed. SROs perform a critical job function as law enforcement officers, educators, and informal counselors.

STUDENT COUNTS WERE PROVIDED BY THE TWIN FALLS SCHOOL DISTRICT.



CODE ENFORCEMENT & ANIMAL CONTROL



2024 CALLS FOR SERVICE

TOTAL: 11,964

- Code Inspection: 3,328
- Code Enforcement: 2,308
- Animal Problems: 3,199
- Animal Cruelty: 235
- Vicious Animal: 117
- Animal Bite/Attack: 81

Animal Control Officers respond to a variety of animal-related problems, including: dogs at large, barking dogs, vicious dogs, cruelty to animals, prohibited animals, and dog bites.

Code Enforcement Officers work on quality of life issues and code violations such as abandoned vehicles, parking issues, overgrown vegetation, water conservation, garbage, sight obstructions, and sign permits.

COMMUNITY OUTREACH



National Night Out is an annual family friendly event that allows citizens to visit with law enforcement and enhances the relationships between neighbors and officers while bringing back a true sense of community.

These officers have been tasked to develop relationships with organizations and individuals in our community who may feel underrepresented or hesitant to initiate contact with police. Our purpose is building trust and connection, and improving our collective understanding of the issues these groups face.



Coffee With a Cop is a nationwide initiative that brings police officers and the community members they serve together over coffee to discuss issues, ask questions, build relationships, and learn more about each other to solidify the collective effort of safety in our community.

The Citizen's Police Academy is designed to enhance citizen understanding and awareness of the role of the Twin Falls Police Department within our community. The goal of the program is not to train citizens to be officers, but to increase the understanding of how the department accomplishes its mission on a daily basis.

We also provide a Family Academy to educate our employee's family members of things occurring within our agency and the profession of law enforcement, as they also feel the daily tension of police work through their loved ones.



See what we're up to,
FOLLOW US!
@twinfallspd



THE TWIN FALLS POLICE DEPARTMENT IS HIRING!

[Application Link](#)



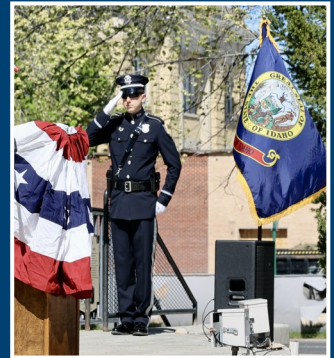
APPLY TODAY!
PATROL OFFICER
911 DISPATCHER

PATROL OFFICER QUALIFICATIONS

- *Minimum 21 years of age*
- *United States Citizen, High School Graduate*
- *Must Possess a Valid Driver's License*
- *Oral and Written Communication Skills*
- *Emotional Intelligence, Ability to Problem Solve*

911 DISPATCHER QUALIFICATIONS

- *Minimum 18 years of age*
- *High School Diploma or G.E.D.*
- *Experience in Clerical Work or Related Field*
- *Ability to Operate Standard Office Equipment*
- *Ability to Operate Multiple-Line Telephone*
- *Attention to Detail, Interpersonal Skills*
- *Oral and Written Communication Skills*
- *Emotional Intelligence, Ability to Problem Solve*



DID YOU KNOW?



Twin Falls is the eighth largest city in Idaho and has a population of 54,648 people.
As the urban center of the Magic Valley, Twin Falls' daytime population increases by an estimated 50,000 people, as they come to work, recreate, shop, and receive healthcare.



The Twin Falls Police Department employs 81 sworn police officer positions.
This includes patrol, detectives, administrators, and specialty assignments.

We also employ 40 non-sworn personnel throughout the department.
Including Emergency Communications, Executive Assistants, Records, Evidence Techs, Code Enforcement, Animal Control, Community Service Officers, and Victim Services.