



Twin Falls City Council Agenda

Monday, February 9, 2026, 5:00 PM

City Council Chambers
203 Main Ave E, Twin Falls, ID 83301

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

- 1) Call Meeting to Order/Confirmation of Quorum
- 2) Pledge of Allegiance
- 3) Consent Calendar
 - a) **ACTION ITEM:** Request to approve City Council February 02, 2026, Minutes.
By: Amy Luna, City Clerk
 - b) **ACTION ITEM:** Request to approve Accounts payable January 22-February 4, 2026.
By: Amy Luna, City clerk
 - c) **ACTION ITEM:** Request City Council approve the Special Event Permit for the organizers of the Bunny Brunch.
By: Wendy Davis, Parks and Recreation Director
 - d) **ACTION ITEM:** Request City Council approve the Special Event Permit for the organizers of the Walk a Mile in her Shoes Annual Event.
By: Wendy Davis, Parks and Recreation Director
 - e) **ACTION ITEM:** Request to approve Findings of Facts and Conclusions of Law for the following: PZ25-0111 Annexation/Zoning Development Agreement - Cook's Corner
By: William Klaver, Senior City Planner
 - f) **ACTION ITEM:** Request to declare city equipment surplus and authorize its sale by online auction.
By: Cheyene Walker, Fleet Supervisor
- 4) Items of Consideration
 - a) **ACTION ITEM:** Request to Award the Magic Valley Regional Airport Well Drilling Project
By: Lee Glaesemann, Assistant City Engineer
 - b) **ACTION ITEM:** Twin Falls School District is requesting a fee waiver for I.B. Perrine Elementary HVAC remodel and upgrade at 452 Caswell Ave W. Permit#25-3965.
By: Matthew Long, Building Official
- 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)(b) To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public-school student (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.
- 8) Adjournment

Any person 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 other speakers.
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 Chair 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 Chair, 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 Chair 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 Chair. The spokesperson shall be limited to 15 minutes.**
 - **Written comments, including e-mail, shall be received 2 business days prior to the date of the hearing to be accepted for consideration by the hearing body.**
8. Following the Public Testimony, the applicant is permitted five (5) minutes to respond.
9. Following the Public Testimony and Applicant's response, Council or Commission members, as recognized by the Mayor or Chair, 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 Chair may limit the time permitted for the answer.
10. The Mayor or Chair 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, February 2, 2026, 5:00 PM

City Council Chambers
203 Main Ave E, Twin Falls, ID 83301

1) Call Meeting to Order/Confirmation of Quorum

Present: Mayor Jason Brown, Vice Mayor Craig Hawkins, Council Members Ruth Pierce, Nathan Murray, Cherie Vollmer & Grayson Stone.

Absent: Christopher Reid.

Staff Present: City Manager Travis Rothweiler, Deputy City Managers Mitch Humble & Gretchen Scott, City Attorney Bruce Castleton, City Clerk Amy Luna, Deputy City Clerk Rachael Long, Fire Chief Mitchell Brooks, Deputy Fire Chief Shane Smith, Police Chief Matthew Hicks, Public Information Coordinator Joshua Palmer

Mayor Brown called the meeting to order at 5:00 PM. A quorum was present.

2) Pledge of Allegiance

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

3) Invocation

a) Pastor Bruce Carlson from Cornerstone Baptist Church.

Mayor Brown thanked Pastor Bruce Carlson for delivering the invocation.

4) Proclamations

a) Turner Syndrome Awareness Month

Mayor Brown read and presented the Turner Syndrome Awareness Month Proclamation.

5) Consent Calendar

MOTION: Council Member Hawkins moved to approve the Consent Calendar as presented. **Council Member Pierce** 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 January 26, 2026, minutes.

b) Request to approve January 28, 2026, Travel Requests.

c) Request to approve December 2025 Wells Fargo Credit Card Summary.

d) Request to approve a Trust Agreement for the **Two Creeks No. 1, at the Preserve** subdivision placing all lots in trust.

e) Request to approve a Trust Agreement for **Two Creeks No. 2, at the Preserve** subdivision, placing all lots in trust.

f) Request to accept the Improvement Agreement for the purpose of developing **Two Creeks No. 2 at the Preserve** public infrastructure for a future subdivision.

g) Request to accept the Improvement Agreement for the purpose of developing **South Canyon Farms RV Park** public infrastructure for a future subdivision.

h) Consideration of a request to accept public right-of-way.

6) Items of Consideration

a) Presentation to recognize Twin Falls Fire Department's newest Firefighters, Grady Heil, McKay Poulsen, Conor Kellogg, and Jacob Hiersekorn for their completion of TFFD's Fire Recruit Academy, take their firefighter oath, and the pinning of their badges.

Fire Chief Brooks requested the swearing-in of four new Twin Falls Firefighters.

Mayor Brown swore in the new Twin Falls firefighters and congratulated them all.

- b) Consider a request to allocate \$300,000 Shoshone Falls/Dierkes Lake cash reserves for reimbursable site improvements associated with the Memorandum of Understanding with Idaho State Department of Agriculture.

Parks and Recreation Director Davis requested to allocate \$300,000 of Shoshone Falls/Dierkes Lake cash reserves for reimbursable site improvements associated with the Memorandum of Understanding with Idaho State Department of Agriculture.

Discussion ensued on the following:

Council Member Murray: Asked for clarification on the request.

MOTION: Council Member Pierce moved to approve the request to allocate \$300,000 of Shoshone Falls/Dierkes Lake cash reserves for reimbursable site improvements associated with the Memorandum of Understanding with Idaho State Department of Agriculture. **Council Member Vollmer** seconded the motion. The roll call vote showed all members present voted in favor of the motion, 6 to 0.

- c) Approval of a license agreement with New Cingular Wireless for a cellular antenna lease on the City-owned antenna tower located at 929 Washington Street South.

Deputy City Manager Humble requested approval of a license agreement with New Cingular Wireless for a cellular antenna lease on the City-owned antenna tower located at 929 Washington St S.

Discussion ensued on the following: none

MOTION: Council Member Pierce moved to approve the request to approve a license agreement with New Cingular Wireless for a cellular antenna lease on the City-owned antenna tower located at 929 Washington St S. including the conditions. **Council Member Murray** seconded the motion. The roll call vote showed all members present voted in favor of the motion, 6 to 0.

- d) Approve the final sale of real property located at 929 Washington Street South to Wireless Edge Consultants and provide direction regarding the allocation of the \$730,000 in unanticipated revenue from that sale.

Deputy City Manager Humble requested the council approve the final sale of a real property located at 929 Washington Street S to Wireless Edge Consultants and provide direction regarding the allocation of the \$730,000 in unanticipated revenue from the sale.

Discussion ensued on the following:

MOTION: Council Member Pierce moved to approve the request to approve the final sale of a real property located at 929 Washington Street S to Wireless Edge Consultants and provide direction regarding the allocation of the \$730,000 unanticipated revenue from the sale. **Council Member Vollmer** seconded the motion. The roll call vote showed all members present voted in favor of the motion, 6 to 0.

Discussion ensued on the following:

Council Member Pierce: Spoke about what she would like to do with these funds.

Council Member Vollmer seconded the dog park.

Council Member Hawkins agreed he would like to see the dog park.

7) General Public Input

Citizen Maria Hernandez spoke about the youth protest that took place on January 30, 2026, in Twin Falls.

Citizen Rochelle from Public Services spoke about the recycling program.

Citizen Brad Meyer spoke about the need for a recreation center.

8) Advisory Board Report/Announcements

Council Member Hawkins spoke about the Veteran's Fair at CSI.

Council Member Stone spoke about the Twin Falls Chamber of Commerce board elections.

9) Adjournment

The meeting adjourned at 05:50 PM.

Amy Luna, City Clerk

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



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 *

Insurance still needed.

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 mobile food vendor shall have their 2026 purple fire inspection decal displayed to the public. Any tent exceeding 400 SF shall have a Tent permit through 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	\$25.00	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
- ☒ Parks

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 *

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? *

☐ 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.

two bounce houses/generators

possibly a canopy for some shade

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 *

Kingdom

Last Name *

Church

Onsite Contact

First Name *

David

Last Name *

Graham

Event Information

Event Name *

Bunny Brunch

Event Location (Park or Facility Requested)

Thomsen Park

Is this event indoors or outdoors? *

☐ Indoors

☒ Outdoors

Event Reoccurrence

☒ One Time Event

☐ Recurring over several weeks/months

Event Description *

Easter egg hunt, bounce houses, brunch

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 *

Scanner_20260112_094445.pdf

1.85MB

Set-up Time Start *

04/04/2026 09:00:00 AM

Set-up Time End *

04/04/2026 10:30:00 AM

Event Time Start *

Event Time End *

04/04/2026 11:00:00 AM

04/04/2026 02:00:00 PM

Take Down Time Start *

04/04/2026 02:00:00 PM

Take Down Time End *

04/04/2026 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

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

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.
- 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 *

Nancy Villegas

Name *

Nancy Villegas

Date *

12/17/2025



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 *

Insurance

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 tent or temporary structure exceeding 400 SF shall have a tent permit through the TFFD. Any mobile food vendor shall have their 2026 food inspection decal, purple in color, displayed for the public to see.

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

Total Due *

\$25.00

Special Event Departments *

Which departments should be asked to review this application?

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

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

Provide a description of tents or structures.

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

Canopies for any booths that set up.

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 *

Noemi

Last Name *

Juarez

Onsite Contact

First Name *

Noemi

Last Name *

Juarez

Event Information

Event Name *

Walk a Mile in her Shoes Annual Event

Event Location (Park or Facility Requested)

Perrine Bridge, Visitors Center

Is this event indoors or outdoors? *

☐ Indoors

☒ Outdoors

Event Reoccurrence

☐ One Time Event

☐ Recurring over several weeks/months

Event Description *

Walk a mile in her shoes is an annual event hosted by Voices Against Violence. This event is focused on bringing community together to bring awareness on the topic of sexual assault. Its a family friendly event where educational resources will be present, speakers and a walk to finish off the event.

Map description:

Purple X= DJ/ MC setup (closest to the electrical plug)

Blue lines= Voices Against Violence info table and registration table

Green lines= community resource tables

Pink lines= lawn signs with statistics

Yellow rectangle= food truck

Red arrows= direction of how the walk will take place

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 *

**Set-up Time Start ***

04/11/2026 10:00:00 AM

Set-up Time End *

04/11/2026 12:00:00 PM

Event Time Start *

04/11/2026 12:30:00 PM

Event Time End *

04/11/2026 01:30:00 PM

Take Down Time Start *

04/11/2026 01:30:00 PM

Take Down Time End *

04/11/2026 02:00:00 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

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 *

Noemi Suarez

Name *

Noemi Juarez

Date *

01/06/2026



BEFORE THE CITY COUNCIL OF THE CITY OF TWIN FALLS

In Re:

Annexation and ZDA
Application

CA Development Group, LLC
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 January 20th, 2026, for public hearing pursuant to public notice as required by law for Annexation and “Cooks Corner” Zoning Development Agreement approximately 40 acres (+/-) to TN-2 and CMT zones for property located at the southwest corner of Blue Lakes Boulevard South and Orchard 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 and “Cooks Corner” Zoning Development Agreement approximately 40 acres (+/-) to TN-2 and CMT zones for property located at the southwest corner of Blue Lakes Boulevard South and Orchard
2. All legal requirements for notice of public hearing have been met with advertisement taking place on the following date: January 1, 2026.
3. The property in question is zoned County Jurisdiction pursuant to the Zoning Ordinance of the City of Twin Falls. The property is designated as Town Neighborhood 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, Residential; to the east, Agricultural; to the west, Residential (TN-2).

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

CONCLUSIONS OF LAW

1. The application for Annexation and Cooks Corner Zoning Development Agreement approximately 40 acres (+/-) to TN-2 and CMT zones for property located at the southwest corner of Blue Lakes Boulevard South and Orchard is consistent

with the purpose of the TN-2 and CMT 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 TN-2 and CMT 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 and Cooks Corner Zoning Development Agreement approximately 40 acres (+/-) to TN-2 and CMT zones for property located at the southwest corner of Blue Lakes Boulevard South and Orchard 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 and Cooks Corner Zoning Development Agreement approximately 40 acres (+/-) to TN-2 and CMT zones for property located at the southwest corner of Blue Lakes Boulevard South and Orchard 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. Right-of-way to be dedicated along Orchard Drive prior to the ordinance being signed and recorded.
2. Right-of-way to be dedicated along Blue Lakes Boulevard South prior to the ordinance being signed and recorded.
3. Orchard Drive to be constructed to City of Twin Falls standards at the time of development.
4. Blue Lakes Boulevard South to be constructed to City of Twin Falls standards at the time of development.

APPLICATION # PZ25-0111



Date: Monday, February 9, 2026
To: Honorable Mayor and City Council
From: Lee Glaesemann, Assistant City Engineer

ACTION ITEM

Request:

Request to Award the Magic Valley Regional Airport Well Drilling Project

Time Estimate:

10 Minutes plus time for Q&A

Background:

The most recent Magic Valley Regional Airport (MVRA) Water System Facilities Plan identified two water-related issues at the airport: Water source redundancy and PFAS Contamination.

Currently, the airport has one well for its water supply. Over the last couple of years, Staff has twice attempted to bid the drilling of a second well, but did not receive any bids.

In addition to the well redundancy concern, PFAS contamination has been detected in the existing well. PFAS are a large family of synthetic chemicals that have been in use since the 1940's. They have chemical properties that make them highly resistant to degradation and have been referred to as "forever chemicals". Recently, the EPA issued new regulations for PFAS contaminants.

To address PFAS, the City of Twin Falls was awarded a \$2.5 million Drinking Water Emerging Contaminants Grant from the Idaho Department of Environmental Quality (IDEQ). Using these grant funds, the City formally solicited bids for the drilling of a new well in accordance with the competitive bidding requirements of Idaho Statute 67-2805.

On January 23rd, bids were opened for the Magic Valley Well #2 drilling project. One bid was received from Hiddleston and Sons, Inc. in the amount of \$284,525.75. Staff recommends awarding the contract to Hiddleston and Sons, Inc. A suggested motion for this award is listed below in the "Conclusions" section.

Approval Process:

A majority vote of the Council is needed to approve the award.

Budget Impact:

The well would be funded by a \$2.5 million Emerging Contaminants Grant from IDEQ

Regulatory Impact:

A new well would provide water source redundancy.

Depending on whether PFAS is found in the new well, either a 3rd well would be drilled or Granular Activated Carbon (GAC) filtration would be added to resolve both the redundant well and PFAS issues.

History:

N/A

Analysis:

N/A

Conclusion:

Staff recommendation: Award the City of Twin Falls Magic Valley Regional Airport Well #2 Drilling and Development Project to Hiddleston and Son, Inc. in the amount of \$284,525.75

Attachments:

1. Bid Review and Recommendation Letter



January 26, 2026

J-U-B FAMILY OF COMPANIES

Lee Glaeseman
City of Twin Falls
203 Main Ave. East
Twin Falls, Idaho 83301

RE: Bid Review - City of Twin Falls Magic Valley Regional Airport Well #2 Drilling and Development Project

Dear Lee,

Bids for the City of Twin Falls MVRA Well #2 Drilling and Development Project were received and opened from a single bidder on January 23, 2026. Attached is a Bid Tabulation summarizing the unit prices and total bid amount for the bidder for the Base Bid Schedule (MVRA Well #2). Following is a summary of the bid results and the engineer's opinion of probable construction cost:

Contractor	Base Bid Schedule (MVRA Well #2)
Hiddleston and Son, Inc.	\$284,525.75
Engineer's EOPCC	\$322,010.00

J-U-B has reviewed the bids for compliance with the administrative requirements in the Bid Documents. A summary review of each bid versus the bidding criteria is attached. We have listed the Public Works Contractor License for the bidder, as registered with the State of Idaho Division of Occupational & Professional Licenses.

The low bidder, Hiddleston and Son, Inc. submitted the required information with the bid and is currently licensed in the State of Idaho.

Per the Instructions to Bidders Form (EJCDC C-200 Page 9):

Bidders must submit a Bid on a unit price basis for each item of Work listed in the unit price section of the Bid.

Therefore, the basis of award for the project will be on the Total Bid Price that is the lowest responsive bid in total price, conforms with all the conditions of the Bid Documents, is in the best interest of the project, and is within the City's available budget.

Based on our review and understanding the City's intent to move forward with the project, and assuming it falls within the project budget, it is our opinion that Hiddleston and Son, Inc. appears to have submitted

the lowest responsive bid in total price. We recommend that Hiddleston and Son, Inc. be considered by the City for Notice of Award of the project for the Total Bid Price amount of \$284,525.75.

An official Council decision/recommendation is needed to provide IDEQ, with evidence of your intent; i.e. a decision to award this bid contingent upon IDEQ concurrence. However, IDEQ must also review all bid documentation and concur with the City's determination before the Award can be made since they are providing funding for the project.

If you have any questions or need additional information, please contact me or Gary Haderlie at 208-733-2414.

Sincerely,

J-U-B ENGINEERS, Inc.



Brad Watson, P.E.

cc: Gary Haderlie, P.E.

Enclosures:

- Bid Tabulation
- Bid Review

PROJECT: City of Twin Falls

Wells #2 Drilling and Development

PROJECT No.: 60-24-031

BID DATE: January 23, 2026



J-U-B Engineers, Inc.

2114 Village Park Avenue, Suite 100

Twin Falls, Idaho 83301

BASE BID SCHEDULE (Well #2)

PAY ITEM	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT	Engineers Estimate		Hiddleston & Son, Inc. Mountain Home, ID	
1	Mobilization/Demobilization (5% Max)	1	LS	\$16,000	\$16,000.00	\$13,548.85	\$13,548.85
2	20" Bore for Surface Seal, 0 to 60 Feet	60	FT	\$450	\$27,000.00	\$560.00	\$33,600.00
3	Drill 14" or 16" Borehole, 60 to 400 feet	340	FT	\$400	\$136,000.00	\$315.00	\$107,100.00
4	Drill 14" or 16" Borehole 400 to 600 feet	200	FT	\$400	\$80,000.00	\$315.00	\$63,000.00
5	16" Diam. Steel Well Casing, -2 to 60 feet BGL	62	FT	\$250	\$15,500.00	\$160.25	\$9,935.50
6	One 1-1/2" Monitoring Pie, -2 to 300 feet BGL	302	FT	\$10	\$3,020.00	\$5.70	\$1,721.40
7	Annular Surface Seal	60	FT	\$125	\$7,500.00	\$99.50	\$5,970.00
8	Well Development	12	FT	\$1,200	\$14,400.00	\$650.00	\$7,800.00
9	Well Disinfection	1	FT	\$3,690	\$3,690.00	\$2,500.00	\$2,500.00
10	Water Quality Testing	1	LS	\$3,000	\$3,000.00	\$1,500.00	\$1,500.00
11	Installation and Removal of Test Pump	1	LS	\$4,900	\$4,900.00	\$29,750.00	\$29,750.00
12	Test Pumping and Well Monitoring	12	HR	\$500	\$6,000.00	\$500.00	\$6,000.00
13	Wellhead Completion	1	LS	\$2,500	\$2,500.00	\$1,000.00	\$1,000.00
14	CCTV Inspection	1	LS	\$2,500	\$2,500.00	\$1,100.00	\$1,100.00
					\$0.00		\$0.00
Total Bid - Base Bid Schedule (Well #2):				\$322,010.00		\$284,525.75	

Notes:

1. This table is a tabulation of the unit prices and total prices received from Bidders during the bidding process. It does not indicate nor convey the responsiveness of the Bid.

MVRA Well

Bid Opening Checklist

January 23, 2026



Contractor:	Addendum #1	Bid Form Completed and Signed	Bid Bond	Listing of Subcontractors	Evidence of Authority to Sign	Evidence of Authority to do Business in Idaho	Public Works Contractor License	BABA-1	Affidavit of Payment and Securement of All Taxes	IDEQ SRF Att A Cert. of Compliance DBE Requirement	Base Bid	Public Works License - General	Comments
1 Hiddleston	x	x	x	x	LLC	x	x	x	x	x	\$284,525.75	PWC-C-12249	IDEQ SRF Attachments B-F were not required until after bidding, but were also included.
2													
3													
4													
5													
6													
A highlighted denotes that the bid item was incomplete, not included, or as otherwise noted in the Comments.													
1 Hiddleston		Electrical Contractor HVAC Contractor Plumbing Contractor Layne Pump					PWL: PWL: PWL: PWL: 1744-C-4		Electric: HVAC: Plumbing:				



Date: Monday, February 9, 2026
To: Honorable Mayor and City Council
From: Matthew Long, Building Official

ACTION ITEM

Request:

Twin Falls School District is requesting a fee waiver for I.B. Perrine Elementary HVAC remodel and upgrade at 452 Caswell Ave W. Permit#25-3965.

Time Estimate:

Approximately 5 Minutes

Background:

The Twin Falls School District submitted an application (Permit #25-3965) for HVAC remodel and upgrade (Re-roofing & building renovation) permits for the Perrine Elementary School located at 452 Caswell Ave W. The Twin Falls School District has submitted a letter requesting that the permit fees be waived for this project. The estimated building permit fees associated with this project are as follows:

- **Project Valuation: \$5,600,000 Plan Review Fee: \$11,443.25**
- **Permit Fee: \$17,605.00**
- **Total \$29,048.25**

***Recommended 10% hold back for the Building Safety Department = \$2,904.83**

The grand total for the fee waiver request is \$26,143.42

Approval Process:

Approval of this request requires a simple majority (50% + 1) of the members in attendance at this meeting.

Budget Impact:

Approval of this request will permit the applicant to proceed with their building permit without paying the **building/Plan Review** fees of **\$29,048.25**. Please note that this only applies to the building permit and plan review fees; any sewer capacity fees or impact fees will be assessed for this project.

- BSD staff coverage, including equipment and time, will still be necessary for maintaining minimum fire, life and safety requirements as prescribed by current state law.
- ***BSD Recommended 10% hold back for the Building Safety Department = \$2,904.83**
The grand total for the fee waiver request is \$26,143.42 with the 10% hold back applied.

Regulatory Impact:

N/A

History:

N/A

Analysis:

N/A

Conclusion:

Staff recommend that the Council consider the request and take whatever action the council determines is appropriate.

Note: The Building Official would like to recommend that 10% of the permit fees be retained in order to cover minimal costs of inspections, to include equipment cost.

Attachments:

1. Perrine Elementary 25-3965 FeeWaiverReq 02042026



February 02, 2026

Mr. Matthew Long
Certified Building Official
203 Main Avenue East
PO Box 1907
Twin Falls, ID 83303-1907

Dear Matthew,

First, I want to once again thank you for your support of the Twin Falls School District. Few communities enjoy the high level of cooperation that exists between the City of Twin Falls and the Twin Falls School District #411. We have a shared facility use agreement and have representation on the various committees within the city and school district. In addition, the city has faithfully waived building permit fees and other fees associated with building projects by the school district. This has allowed the district to maximize our taxpayer dollars to benefit the children of our community. On behalf of the TFSD #411 Board of Trustees, I want to thank the City of Twin Falls for that spirit of cooperation.

The purpose of this letter is to request a waiver of the building permit and plan review related fees for our HVAC remodel and upgrade (reroofing and building renovation) at I.B. Perrine Elementary School. Excluded from this request are electrical, mechanical, and plumbing permits. This remodel will provide a much-needed HVAC upgrade for this elementary school. The fee for this project is \$29,048.25, and with the 10% holdback, we are requesting a waiver in the amount of \$26,143.42. Although not a tremendous cost in comparison to the overall dollar amount for this project, our budget is tight, and all savings will be invested directly into the project. Thank you for taking the time to consider this request. If you have any questions or require additional information, please call me.

Sincerely,



Dr. Brady D. Dickinson
Superintendent of Schools