



Twin Falls City Council Agenda

Monday, April 6, 2026, 5:00 PM

203 Main Ave W
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) Invocation
 - a) **PRESENTATION:** Invocation from Paul Thompson from Eastside Baptist Church.
- 4) Proclamations
 - a) **PRESENTATION:** Week of the Young Child
 - b) **PRESENTATION:** Month of the Military Child
 - c) **PRESENTATION:** Community College Month
- 5) Consent Calendar
 - a) **ACTION ITEM:** Request to approve City Council March 30, 2026, Minutes.
By: Amy Luna, Deputy City Clerk
 - b) **ACTION ITEM:** Request to approve Accounts payable for March 26-April 1, 2026.
By: Amy Luna, City Clerk
 - c) **ACTION ITEM:** Request to approve Travel requests for April 1, 2026.
By: Amy Luna, City Clerk
 - d) **ACTION ITEM:** Request City Council approve the Special Event Permit for the organizers of the America250TF.
By: Wendy Davis, Parks and Recreation Director
 - e) **ACTION ITEM:** Request City Council approve the Special Event Permit for the organizers of the Kids Day Celebration - Pokémon Theme.
By: Matthew Hicks, Chief of Police
 - f) **ACTION ITEM:** Request City Council approve the Special Event Permit for the organizers of the National Day of Prayer.
By: Wendy Davis, Parks and Recreation Director
 - g) **ACTION ITEM:** Request to approve Findings of Facts and Conclusions of Law for the following:
PZ26-0002 - Annexation
PZ26-0035 - Final Plat - Knife River
By: William Klaver, Senior City Planner
 - h) **ACTION ITEM:** Motion to declare city equipment #4545 2001 C7500 Bucket Truck surplus and authorize its sale by online auction.
By: Cheyene Walker, Fleet Supervisor
- 6) Items of Consideration
 - a) **ACTION ITEM:** Consider a Request to Confirm the Mayor's appointment of McKenzie Redd and reappointment Christiana Sipe-Pauley and Todd Shaw to serve on the Parks and Recreation Commission.
By: Wendy Davis, Parks and Recreation Director
 - b) **PRESENTATION:** Presentation on PSI's RFP response, Limited vs. Unlimited waste, and the new proposed recycle program
By: Chelsea Ross Utility Billing Manager

c) **DISCUSSION:** Seeking City Council priorities on the development of the FY 2026-2027 budget.

By: Travis Rothweiler, City Manager

7) General Public Input

8) Advisory Board Report/Announcements

9) 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 informacion en 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.

*Office of the Mayor of the
City of Twin Falls*

Proclamation

*Week of the Young Child
April 11-17, 2026*

WHEREAS: *the Idaho Association for the Education of Young Children (Idaho AEYC) and other local organizations are celebrating the Week of the Young Child™, April 11-17, 2026; and*

WHEREAS: *these organizations are working to promote and inspire high-quality early childhood experiences for our state's youngest citizens, that can provide a strong foundation of learning and lifelong success for Idaho's youngest citizens; and*

WHEREAS: *young children thrive when they have access to developmentally appropriate, affordable, and high-quality early care and education settings; and*

WHEREAS: *early childhood educators and those who work with or on behalf of young children birth through age eight, who make a meaningful difference in the lives of young children in Twin Falls deserve our thanks, support, and recognition; and*

WHEREAS: *public policies that support early learning for all young children are critical to young children's futures and to the prosperity of Idaho's families, communities, and our economy;*

THEREFORE, *I, Jason Brown, Mayor of the City of Twin Falls, do hereby proclaim April 11-17, 2026, as the Week of the Young Child, and do hereby recognize that when our community invests in early childhood care and education, we also invest in our children, families, and the future of our community.*

In witness whereof we have here unto set our hand and caused this seal to be affixed on this 6th of April 2026.

*Jason Brown, Mayor
City of Twin Falls*

*Amy Luna
City Clerk*

*Office of the Mayor of the
City of Twin Falls*

Proclamation

*Military Child Month
April 2026*

WHEREAS: April is the **Month of the Military Child**, an opportunity to recognize military children for their resilient spirits, personal sacrifices, strong character, and courage; and

WHEREAS: military children are part of the strength of our nation as they support and encourage their service members with a fierce patriotic spirit; and

WHEREAS: these children are a source of pride for the great State of Idaho and to us all, and it is only fitting that we take time to recognize their contributions; and

WHEREAS: military children continue to make significant contributions to family, community, and their nation as they endure prolonged and repeated absences of one or both parents; and

WHEREAS: a month-long salute will recognize that military children serve too, and citizens of Idaho will be afforded the opportunity to don the color purple every Friday of April in support of these children.

THEREFORE, I, Jason Brown, Mayor of the City of Twin Falls, do hereby proclaim April 2026 to be:

Month of the Military Child

In witness whereof we have hereunto set our hand and caused this seal to be affixed this 6th day of April.

Jason Brown, Mayor
City of Twin Falls

Amy Luna
City Clerk

*Office of the Mayor of the
City of Twin Falls*

Proclamation

*Community College Month
«April 2026»*

WHEREAS: April is recognized nationally as Community College Month, a time to celebrate the vital role that community colleges play in providing accessible, affordable, and high-quality education to students and communities across the United States; and

WHEREAS: the College of Southern Idaho (CSI) was established in 1964 and has proudly served the Magic Valley region and the people of south-central Idaho for more than six decades; and

WHEREAS: CSI offers a comprehensive range of academic programs, workforce training, professional-technical education, and continuing education courses that empower students to achieve their educational and career goals; and

WHEREAS: CSI provides affordable pathways to associate degrees, certificates, and university transfer opportunities, enabling students of all backgrounds and walks of life to access higher education close to home; and

WHEREAS: CSI serves thousands of students annually, including recent high school graduates, working adults, returning students, and dual-enrollment high school students, reflecting the college's broad commitment to lifelong learning; and

WHEREAS: CSI is a significant economic driver for the region, partnering with local businesses and industries to develop a skilled workforce that strengthens our communities and supports economic growth; and

WHEREAS: CSI's campus serves as a cultural and community hub for the Magic Valley, hosting events, athletic competitions, fine arts performances, and public programs that enrich the quality of life for residents throughout the region; and

WHEREAS: the faculty, staff, and administration of CSI are dedicated professionals who invest in student success and in the well-being of the communities they serve; and

WHEREAS: community colleges like CSI represent one of America's greatest democratic institutions — places where opportunity, innovation, and community come together.

THEREFORE, I, Jason Brown, Mayor of the City of Twin Falls, do hereby proclaim the month of April 2026 as, *Community College Month*

*In witness whereof we have hereunto set our
hand and caused this seal to be affixed this 6th day of April.*

*Jason Brown, Mayor
City of Twin Falls*

*Amy Luna
City Clerk*



Twin Falls City Council Minutes

Monday, March 30, 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, Christopher Reid, Nathan Murray, Cherie Vollmer

Absent: Council Members Grayson Stone

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, Parks and Recreation Director Wendy Davis, Planning and Zoning Director Jonathan Spendlove, Staff Engineer Jesse Schuerman, City Planner Kelli Ebersole, Police Chief Matthew Hicks, Senior Planner Will Klaver

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) Proclamations

a) Strengthening Families Month

Mayor Brown read the Strengthening Families Month Proclamation.

4) Consent Calendar

MOTION: Council Member Reid moved to approve the Consent Calendar as presented. **Vice Mayor Hawkins** 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 March 16, 2026, minutes.

b) Request to approve Accounts Payable for March 12-25, 2026.

c) Request to approve March 18, 2026, Travel Requests.

d) Request to approve an Alcohol License for Pizzeria Antico, LLC.

e) Motion to declare city equipment #5118 1996 Tender surplus and authorize its sale by online auction.

f) Request for approval of the Final Plat for Knife River Industrial Park consisting of 5 lot on 45.40 acres on property located northwest of Hankins Road and Eldridge Ave Intersection c/o Caleb LaClair on behalf of Bryce Seats (PZ26-0035).

5) Items of Consideration

a) Request approval for Board Member re-appointment for John Michael Mason with Twin Falls Housing Authority.

Executive Director Twin Falls Housing Authority Sunny Shaw requested approval for the re-appointment of Board Member John Michael Mason for the Twin Falls Housing Authority.

Discussion ensued on the following:

Council Member Reid: Asked for some basic information on the Housing Authority.

MOTION: Council Member Pierce moved to approve the request to re-appointment of Board Member John Michael Mason for the Twin Falls Housing Authority. **Council Member Vollmer** seconded the motion. The roll call vote showed all members present voted in favor of the motion, 6 to 0.

- b) Request to award Tree Streets Waterline project to A & B Excavating and reserve a contingency for the total cost of \$1.82 million.

Staff Engineer Schuerman requested the Tree Streets Waterline project to A & B Excavating and reserve a contingency for the total cost of \$1.82 million.

Discussion ensued on the following:

Council Member Murray: Asked for an explanation between the estimate and the actual amount being awarded.

Council Member Reid: Are we seeing more bidders on these types of projects?

City Manager Rothweiler: Gave some additional information about pricing in these volatile times.

MOTION: **Council Member Murray** moved to approve the request to award the Tree Streets Waterline project to A & B Excavating and reserve a contingency for the total cost of \$1.82 million.

Council Member Pierce seconded the motion. The roll call vote showed all members present voted in favor of the motion, 6 to 0.

- c) Consider a recommendation from the Twin Falls Public Art Commission to amend Resolution R-2022-010 about the funding percentage.

Parks and Recreation Director Davis requested Council to consider a recommendation from the Twin Falls Public Art Commission to amend Resolution R-2022-010 about the funding percentage.

Discussion ensued on the following:

Mayor Brown: Gave little information on why this is on the agenda

Council Member Reid: Are there reasons that some of these things have not been added to the annual agenda?

City Manager Rothweiler: Gave additional information on how the budgeting process goes.

Mayor Brown: Spoke in favor of supporting this.

Council Member Murray: Asked for clarification on the maintenance costs.

Council Member Vollmer: Spoke in favor of supporting this. However, "what is going to give so that we can get"?

Council Member Pierce: Spoke about not spending all our reserves.

Council Member Hawkins: Asked for clarification.

City Manager Rothweiler: Gave additional information and gave a suggestion on how to move forward.

Council Member Reid: Shared his thoughts on this request.

Mayor Brown: would like a better understanding of what the maintenance costs are going forward before we decide. When we buy a piece of art, what are we getting into?

Mayor Brown thanked Ms. Davis for her presentation.

- d) Discussion and possible Action related to modifying Title 10 Chapter 2, Section 10 Public Notice Sign Design Requirements.

Planning and Zoning Director Spendlove had a discussion on possible Action related to modifying Title 10, Chapter 2, Section 10 Public Notice Sign Design Requirements.

Discussion ensued on the following:

Council Member Reid: Spoke about the corrugated signs. Suggested using the QR Code.

Council Member Vollmer: Agreed with Council Member Reid on the corrugated signs. Is there another business that is willing to rent these signs?

Mayor Brown: Spoke in favor of standardizing the size and using corrugated signs as long as it specifies that it is for the City of Twin Falls.

Council Member Hawkins: Who would be providing the signs?

Council Member Pierce: Spoke in favor of the City providing the signs at a cost to the applicant.

Council Member Reid: Is in favor of the corrugated signs.

Council Member Hawkins:

MOTION: Council Member Hawkins moved to approve the request to modify Title 10 Chapter 2, Section 10 Public Notice Sign Design Requirements. **Council Member Reid** seconded the motion. The roll call vote showed all members present voted in favor of the motion, 6 to 0.

- e) Request to approve the use of \$13,599 from Contingency for the repair of City Hall HVAC units. **Deputy City Manager Scott** requested to use \$13,599 from Contingency for the repairs of City Hall HVAC units.

Discussion ensued on the following: None.

MOTION: Council Member Reid moved to approve the request to use \$13,599 from Contingency for the repairs of City Hall HVAC units. **Council Member Pierce** seconded the motion. The roll call vote showed all members present voted in favor of the motion, 6 to 0.

6) General Public Input

Citizen Maria Hernandez spoke about a local teen who organized a drive for diapers.

7) Advisory Board Report/Announcements

8) Public Hearings

- a) Request for Annexation of approximately 41 acres with a zoning designation of COM and TN-1 for property located at 1651 Sunway Dr N. c/o EHM Engineers, Inc on behalf of Mark McAllister (PZ26-0002).

Senior Planner Klaver requested annexation of approximately 41 acres with a zoning designation of COM and TN-1 for the property located at 1651 Sunway Dr N. c/o EHM Engineers, Inc on behalf of Mark McAllister (PZ26-0002).

The applicant's representative spoke about the request.

Discussion ensued on the following:

Council Member Reid: Spoke on the adjustment of the wording of condition #5.

Public Hearing Opened: 6:28 pm

Public Hearing Closed: 6:29 pm

Discussion ensued on the following:

Council Member Pierce: Spoke in favor of this request.

MOTION: Council Member Pierce moved to approve the request to approve annexation of approximately 41 acres with a zoning designation of COM and TN-1 for property located at 1651 Sunway Dr N. c/o EHM Engineers, Inc on behalf of Mark McAllister (PZ26-0002) with staff recommended conditions as amended. **Council Member Reid** seconded the motion. The roll call vote showed all members present voted in favor of the motion, 6 to 0.

9) Executive Session

- a) Request to adjourn to Executive Session pursuant to Idaho Code § 74-206(1)(c) To acquire an interest in real property not owned by a public agency; (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.

MOTION: Council Member Reid moved to adjourn to Executive Session 74206(1) (c) To acquire an interest in real property not owned by a public agency; (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.

Council Member Pierce seconded the motion. The roll call vote showed all members present voted in favor of the motion, 6 to 0.

10) Adjournment

The regular meeting convened into executive session at 06:32 PM; the executive session ended at 7:00 PM.

Amy Luna, Deputy 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



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 *

Some concerns about parking and insurance. With an estimated 1000 people, may exceed capacity for area.

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 a current, Purple 2026 fire inspection decal displayed within public view. Any tents or temporary structures over 400 SF shall have a Tent Permit through the TFFD. Emergency vehicle ingress and egress shall be maintained for the duration of the event. Contact the Fire Marshal if you have any questions on emergency vehicle access.

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 *

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

America250TF - Quincentennial Celebration

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.

We will provide three shaded areas for those who need relief from the sun: **3 20x20 tents (subcontracted from a trusted company)**

Contact Information

Event Organizer

First Name *

Gabrielle

Last Name *

Burton

Onsite Contact

First Name *

Gabrielle

Last Name *

Burton

Event Information

Event Name *

America250TF

Event Location (Park or Facility Requested)

Twin Falls Visitor Center Parking Lot and Grassy areas

Is this event indoors or outdoors? *

Indoors

Outdoors

Event Reoccurrence

One Time Event

Recurring over several weeks/months

Event Description *

This a patriotic event for the entire Magic Valley & beyond!!

PROGRAM:

Opening Ceremony - TBA (will be patriotic as in a flag ceremony)

DJ - will play music throughout event & announce program events

Karaoke w/DJ, kids & adults - DJ

B.A.S.E. Jumper event - TBA - depending on weather, jumpers will do patriotic themed jump

Band - 2 hours of play

Costume Contest - kids, adults

Costume Contest Winners

Food Trucks - 10am-4pm

Retail Vendor - 10am-4pm

Orpheum Play - Actors to do patriotic skit 2x during event

Orpheum Actors' Mingle - costumed actors to recite relative patriotic events throughout crowd

Raffle Drawing

Flag Unfurling Across Canyon

GRAND FINALE!! Group patriot song with the band at the bandstand

This program event schedule is TBD as we move forward and consult with our entertainers

9/24/25: Per Leslie Wolfe's voicemail - change event from 7/4 to 6/27. Also, new map loaded from Gabby on 9/22.

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 *

Parks_20250922_121022.pdf	565.88KB
America 250.pdf	565.88KB

Set-up Time Start *

06/27/2026 07:00:00 AM

Set-up Time End *

06/27/2026 09:00:00 AM

Event Time Start *

06/27/2026 10:00:00 AM

Event Time End *

06/27/2026 04:00:00 PM

Take Down Time Start *

06/27/2026 04:00:00 PM

Take Down Time End *

06/27/2026 06:00:00 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 *

TBA - will provide full description upon completion of plan..

**Gab - need to ask Mable for barriers for the canyon & how we get those

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.

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

Liability Insurance Co..txt

189B

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.):

Cardboard, plastic bags, food waste, Styrofoam, plastic bottles, aluminum cans etc.

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 *

3

Size of Trash Receptacles

2-4 yard & Visitor Center Dumpster

Contact person in charge of waste. *

Darrick Cooke

Phone number of contact

208.358.0229

Number of staff assisting in removal.

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

Restrictions and Signature

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 *

Gabrielle Burton

Name *

Gabrielle Burton

Date *

07/02/2025

Mable Shurtleff

From: Gabrielle BURTON <gburton2391@yahoo.com>
Sent: Tuesday, January 20, 2026 12:55 PM
To: Mable Shurtleff
Subject: Fw: MVM Site Plan

⚠ Caution: EXTERNAL SENDER – Be cautious opening any links or attachments from unknown or unexpected senders. If the sender appears to be from tfid.org, do not trust the email.

3rd email pursuant to my email and conversation with you a few minutes ago regarding parking permission for our event.

Gabrielle Burton

702-358-9711

----- Forwarded Message -----

From: Heather Barrett <heather.barrett@woodburycorp.com>
To: Gabrielle BURTON <gburton2391@yahoo.com>
Cc: Leslie Wolff <lesliewolff@pm.me>; Trevor White <trevor.white@woodburycorp.com>; Tamara Cooper <tamara.cooper@woodburycorp.com>
Sent: Thursday, December 18, 2025 at 08:08:13 AM MST
Subject: RE: MVM Site Plan

Hello Gabrielle.

Thank you for the update. I've also copied Trevor and Tamara on this email.

Have a great day and Merry Christmas.

Heather Barrett

Woodbury Corporation, Idaho Regional Offices

D: 208.733.3254

From: Gabrielle BURTON <gburton2391@yahoo.com>
Sent: Thursday, December 18, 2025 7:42 AM
To: Heather Barrett <heather.barrett@woodburycorp.com>

Cc: Leslie Wolff <lesliewolff@pm.me>

Subject: Re: MVM Site Plan

Hello, Heather!

We would like to update you on our America250 TFC (Twin Falls County) event.

In order to ensure proper security resources from the City of Twin Falls Police Department, we moved the date to Saturday, June 27th, 2026, the Saturday before the 4th, 2026. (Previously, we discussed the date of July 4th, 2026.) Everything else is the same: Twin Falls Visitor Center, 10am-4pm.

If you have any questions, please do not hesitate to contact us

Happy Holidays!

Gabrielle Burton, Vice Chair

America250 TFC

702-358-9711

On Wednesday, July 2, 2025 at 03:30:24 PM MDT, Heather Barrett <heather.barrett@woodburycorp.com> wrote:

You're welcome.

Heather Barrett

Woodbury Corporation, Idaho Regional Offices

D: 208.733.3254

From: Gabrielle BURTON <gburton2391@yahoo.com>
Sent: Wednesday, July 2, 2025 3:19 PM
To: Heather Barrett <heather.barrett@woodburycorp.com>
Subject: Re: MVM Site Plan

Thank you! We appreciate you all taking the time to meet.

Gabrielle Burton

702-358-9711

On Tuesday, July 1, 2025 at 03:11:58 PM MDT, Heather Barrett <heather.barrett@woodburycorp.com> wrote:

Gabrielle,

It was nice to meet you and Leslie today. Please find attached site plan of the mall for your records.

Have an amazing day.

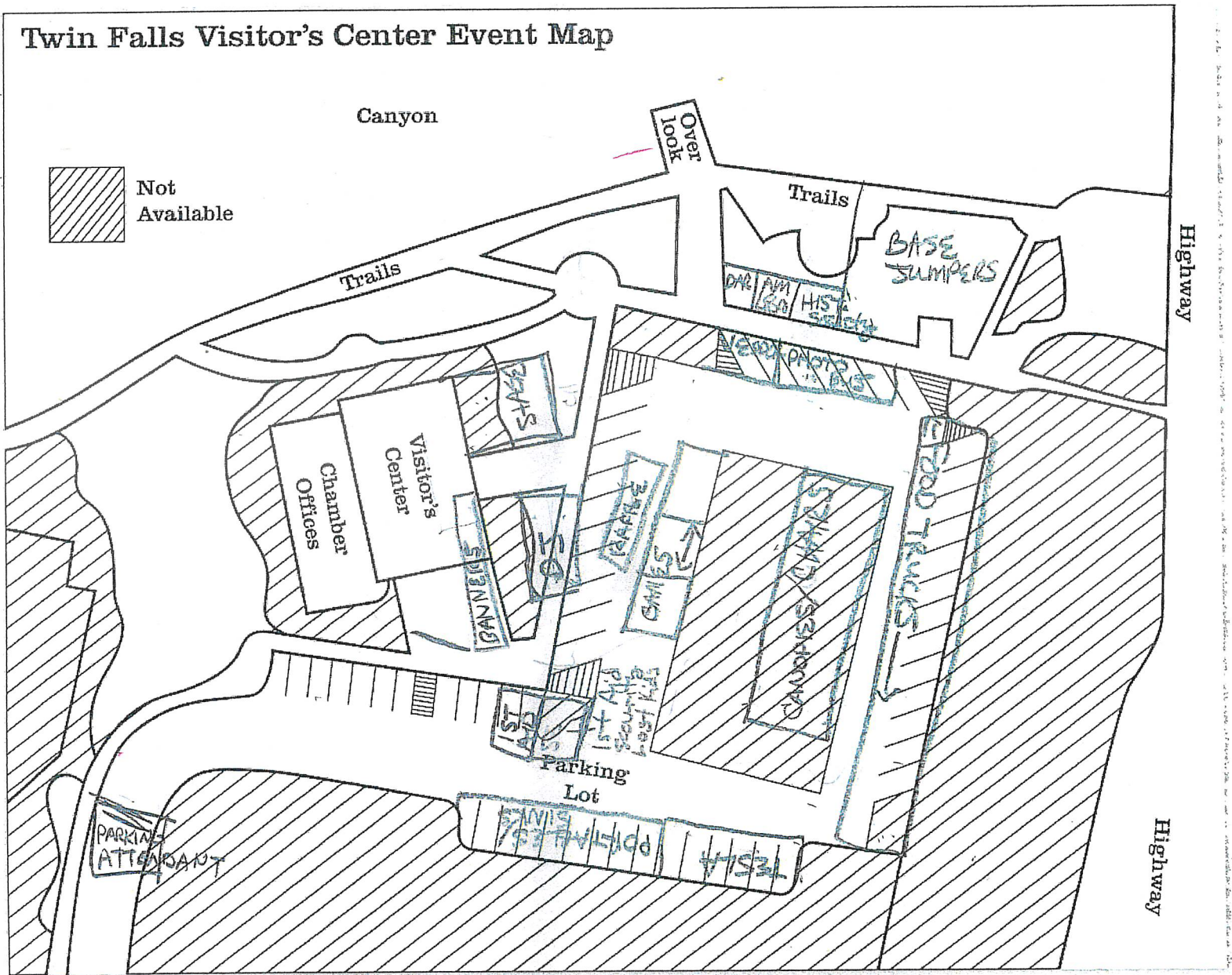
Heather Barrett | Idaho Regional Offices

1485 Pole Line Road East, Suite OFC | Twin Falls, ID | 83301

O: 208.733.3000 | D: 208.733.3254



Twin Falls Visitor's Center Event Map



© 2014 Twin Falls Visitor's Center. All rights reserved. This map is for informational purposes only. The actual layout of the event may vary. For more information, please contact the Twin Falls Visitor's Center at 208-333-7272.



Wendy:

Pursuant to your request, enclosed please find our Parking Site Map for our upcoming America 250 TFC event.

We will be following the exact parking arrangements that the 911 Memorial event uses, the map of which was provided to us by Klye at the Chamber of Commerce.

Should you have any questions, or need further assistance, please contact me at your earliest convenience.

Sincerely,

A handwritten signature in black ink that reads 'Gabrielle Burton'. The signature is written in a cursive style.

Gabrielle Burton, Vice Chair

America 250 TFC

702-358-9711

received
12/29/25
WA

GIG VALLEY

9/11

MEMORIAL



Walking



Closed for event



Event Area





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 needed. Ensure no traffic back-up on Blue Lakes Blvd N. Parking and tents in same location may create issues with number of vehicles on location.

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 *

Tents that exceed 400 SF require a Tent Permit through the TFFD. All food vendors shall have their 2026 purple fire inspection decal displayed to the public.

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 *

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?

- | | | |
|--|---|---|
| <input checked="" type="checkbox"/> Streets | <input checked="" type="checkbox"/> Engineering | <input checked="" type="checkbox"/> Planning and Zoning |
| <input checked="" type="checkbox"/> Electrical | <input checked="" type="checkbox"/> Police | <input checked="" type="checkbox"/> Fire |
| <input checked="" type="checkbox"/> 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

- | | | |
|---|--|--|
| <input type="checkbox"/> Car Show | <input type="checkbox"/> Carnival/Fair | <input type="checkbox"/> Dance |
| <input type="checkbox"/> Concert/Performance | <input type="checkbox"/> Exhibits/Miscellaneous | <input checked="" type="checkbox"/> Festival |
| <input type="checkbox"/> Parade | <input type="checkbox"/> Picnic/Family Gathering | <input type="checkbox"/> Pool Reservation |
| <input type="checkbox"/> Run/Walk/Race | <input type="checkbox"/> Special Attraction | <input type="checkbox"/> Street Fair |
| <input type="checkbox"/> Tournament (Sport Field/Court) | <input type="checkbox"/> Other | |

Estimated Number of Attendees *

500

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.
canapy (20 * 40 biggest) , tents(10*10)

Contact Information

Event Organizer

First Name *

Evelyn

Last Name *

Martinez

Onsite Contact

First Name *

evelyn

Last Name *

martinez

Event Information

Event Name *

KIDS DAY CELEBRATYIO - POKEMON THEME

Event Location (Park or Facility Requested)

1357 BLUE LAKES BLVD

Is this event indoors or outdoors? *

- Indoors
 Outdoors

Event Reoccurrence

- One Time Event
 Recurring over several weeks/months

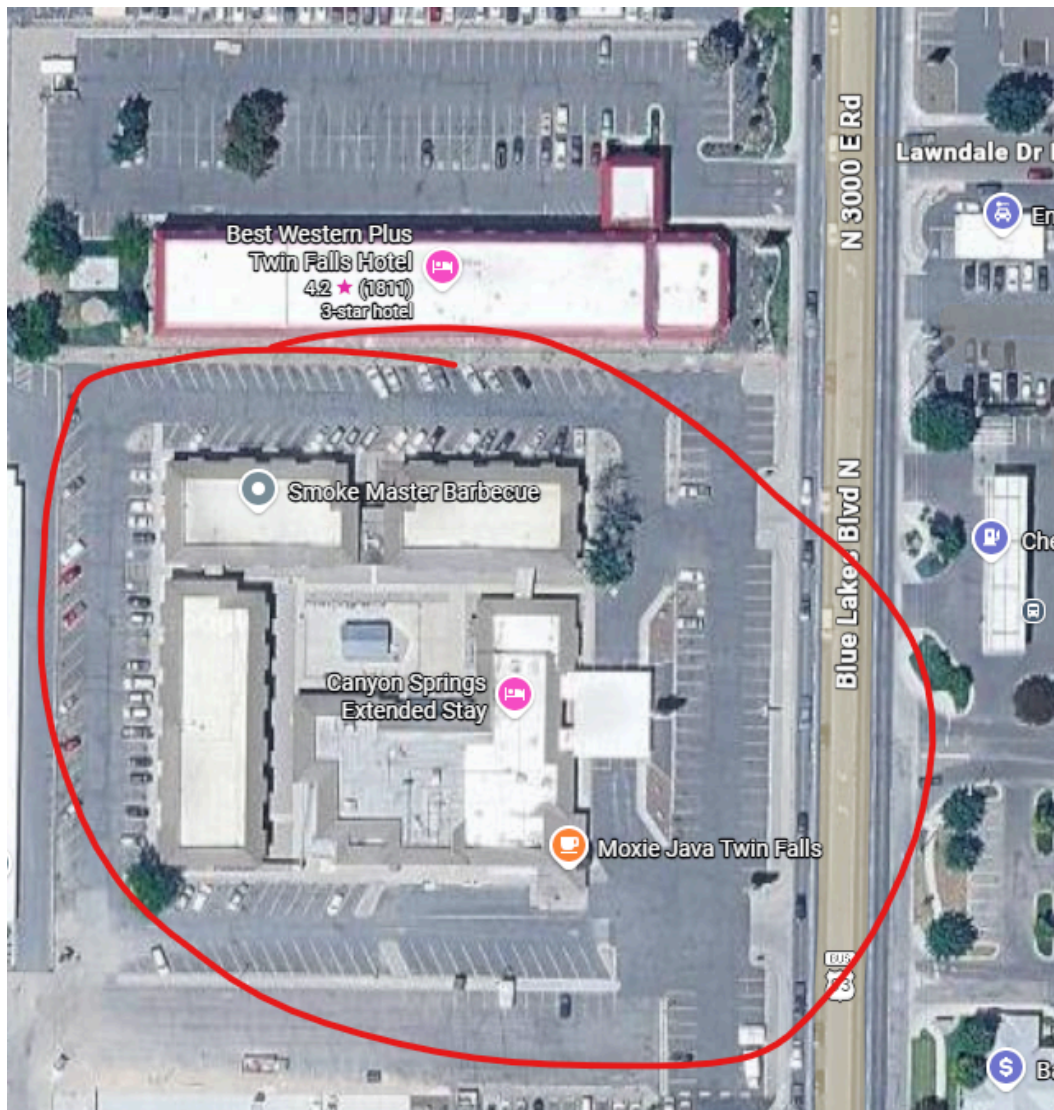
Event Description *

KIDS CELEBARTIO BRINGING LOCAL BUSINESSES TOGETHER TO CELBRATE KIDS.

[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 *

06/13/2026 08:00:00 AM

Set-up Time End *

06/14/2026 08:00:00 AM

Event Time Start *

06/14/2026 10:00:00 AM

Event Time End *

06/14/2026 10:00:00 PM

Take Down Time Start *

06/14/2026 10:00:00 PM

Take Down Time End *

06/14/2026 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.

Parking Plan

Parking Plan *

USING LOCATION ON SIGHT PARKING

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? *

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.):

4 DUMPSTER IN SIGHT.

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 *

4

Size of Trash Receptacles

Contact person in charge of waste. *

EVELYN MARTINEZ

Phone number of contact

8324680701

Number of staff assisting in removal.

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

Restrictions and Signature

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 *

EVELYN MARTINEZ

Date *

03/25/2026



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	\$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
- Worship

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

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 *

Elaine

Last Name *

Proost

Onsite Contact

First Name *

Elaine

Last Name *

Proost

Event Information

Event Name *

National Day of Prayer

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 *

Community prayer with a band performance.

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 *

Prayer.pdf

771.73KB

Set-up Time Start *

05/07/2026 04:00:00 PM

Set-up Time End *

05/07/2026 04:30:00 PM

Event Time Start *

05/07/2026 05:30:00 PM

Event Time End *

05/07/2026 08:30:00 PM

Take Down Time Start *

05/07/2026 08:30:00 PM

Take Down Time End *

05/07/2026 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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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:

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- 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

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Insurance Documents

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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.

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 *

Elaine Proost

Name *

Elaine Proost

Date *

03/09/2026



BEFORE THE CITY COUNCIL
OF THE CITY OF TWIN FALLS

In Re:

Annexation
Application

Mark McAllister
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 Monday, March 30, 2026, for public hearing pursuant to public notice as required by law for Annexation with a zoning designation of COM and TN-1, for 41 (+/-) acres located at 1651 Sun Way Drive 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 designation of COM and TN-1, for 41 (+/-) acres located at 1651 Sun Way Drive.
2. All legal requirements for notice of public hearing have been met with advertisement taking place on the following date: March 12, 2026.
3. The property in question is zoned Area of Impact 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, County Jurisdiction; to the south, TN-1; to the east, COM; to the west, County Jurisdiction.

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 designation of COM and TN-1, for 41 (+/-) acres located at 1651 Sun Way Drive is consistent with the purpose of the COM and TN-1 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 COM and TN-1 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 designation of COM and TN-1, for 41 (+/-) acres located at 1651 Sun Way Drive 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 designation of COM and TN-1, for 41 (+/-) acres located at 1651 Sun Way Drive 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. Sun Way Drive Right-of-Way, dimensions as determined by the City Engineer, to be dedicated to the City prior to signing of the annexation ordinance;
2. Cheney Drive West Right-of-Way, dimensions as determined by the City Engineer, to be dedicated to the City prior to signing the annexation ordinance;
3. Sun Way Drive to be constructed to City of Twin Falls Collector standards to the centerline at the time of development;

4. Cheney Drive West to be constructed to City of Twin Falls Collector standards to the centerline at the time of development; and
5. Canal to be relocated by owner at time of development.

APPLICATION # PZ26-0002



BEFORE THE CITY COUNCIL
OF THE CITY OF TWIN FALLS

In Re:)
Final Plat)
Application,) FINDINGS OF FACT,
))
Knife River Industrial Park) CONCLUSIONS OF LAW,
Applicant(s).))
)) AND DECISION

This matter having come before the City Council of the City of Twin Falls, Idaho on Monday, March 30, 2026, for consideration of the final plat of the Knife River Industrial Park Subdivision, approximately 45.40 (+/-) acres consisting of 5 lots located at the northwest corner of Hankins Road and Eldridge Avenue, and the City Council having heard testimony from interested parties, having received written Findings from the Planning and Zoning Commission and being fully advised in the matter, now makes the following

FINDINGS OF FACT

1. Applicant has requested approval of the final plat of the Knife River Industrial Park Subdivision, approximately 45.40 (+/-) acres consisting of 5 lots located at the northwest corner of Hankins Road and Eldridge Avenue.
2. The property in question is zoned IND-2 pursuant to the Zoning Ordinance of the City of Twin Falls. The property is designated as Industrial in the duly adopted Comprehensive Plan of the City of Twin Falls.
3. The existing neighboring land uses in the immediate area of this property are: to the north, County Jurisdiction; to the south, IND-2; to the east, IND-2; to the west, IND-2.
4. The City Engineering Office has reviewed the final plat and has approved the proposed street accesses and public utility extensions, subject to availability of such services at the time of development. The developer will pay all costs of public improvements, including but not limited to streets, curb gutter and sidewalks, sewer, water and pressurized irrigation systems. The proposed development includes dedication of additional right-of-way in compliance with the Master Street Plan.

Based on the foregoing Findings of Fact and the regulations and standards set forth below, the City Council hereby makes the following

CONCLUSIONS OF LAW

1. The final plat of the Knife River Industrial Park Subdivision, approximately 45.40 (+/-) acres consisting of 5 lots located at the northwest corner of Hankins Road and Eldridge Avenue is in conformance with the objectives of the zoning ordinance and the policy for developments in Twin Falls City Code §10-1-4. Specifically, the land can be used safely for building purposes without danger to health or peril from fire, flood or other menace, proper provision has been made for drainage, water sewerage and capital improvements including schools, parks, recreation facilities, transportation facilities and improvements, all existing and proposed public improvements conform to the Comprehensive Plan.

2. The final plat is in conformance with the Comprehensive Plan as required by Twin Falls City Code §10-12-2.3(H)(2)(a).

3. Public services are currently available to accommodate the proposed development, as required by Twin Falls City Code §10-12-2.3(H) (2) (b). 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.

4. The development of streets, sewer, water, irrigation, dedication of park land and other public improvements at the cost of the developer will not adversely affect any capital improvement plan and will integrate with existing public facilities, as required by Twin Falls City Code §10-12-2.3(H)(2)(c).

5. There is sufficient public financial capability of supporting services for the proposed development, as required by Twin Falls City Code §10-12-2.3(H)(2)(d).

6. There are no other health, safety or environmental problems associated with the proposed development that were brought to the City Council's attention, per Twin Falls City Code §10-12- 2.3(H)(2)(e).

7. The final plat is in conformance with the Preliminary Plat. Based on the foregoing Conclusions of Law, the Twin Falls City Council hereby enters the following

DECISION

The request for approval of the final plat of the Knife River Industrial Park Subdivision, approximately 45.40 (+/-) acres consisting of 5 lots located at the northwest corner of Hankins Road and Eldridge Avenue is hereby granted, subject to final technical review by the City Engineer's Office and subject to the conditions which are attached as "Exhibit No. A", and

incorporated by reference as though fully set forth herein. 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.

MAYOR - TWIN FALLS CITY COUNCIL

DATE

"EXHIBIT NO. A"

1. Subject to final technical review and amendments as required by Building, Engineering, Fire, and Zoning officials to ensure compliance with all applicable City Code requirements 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 the Engineering Memorandum dated March 5, 2026.



Date: Monday, April 6, 2026
To: Honorable Mayor and City Council
From: Cheyene Walker

ACTION ITEM

Request:

Motion to declare city equipment #4545 2001 C7500 Bucket Truck surplus and authorize its sale by online auction.

Time Estimate:

5 minutes

Background:

The TFFD fleet management plan is based on historical data, current and expected growth, and current and expected emergency responses. The objective of this plan is to identify and replace mobile equipment that has met or exceeded serviceable life and replace with emergency response apparatus, which meets the following criteria:

- Maintains or improves the current level of service
- It is cost-effective to the citizens of the City of Twin Falls and Twin Falls Fire Protection District.
- Incorporates modern fire service technologies
- It is safe to operate

The TFFD Fleet plan integrates the rotation of select apparatus over the life of the plan to maximize serviceable life. It is the Fleet Maintenance and Information Technology Department's determination that the Bucket truck city equipment #4545 (2001 GMC) should be declared surplus and approved for sale by online auction.

Approval Process:

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

Budget Impact:

The proceeds from the online auction will go back into the General Fund.

Regulatory Impact:

None

History:

N/A

Analysis:

N/A

Conclusion:

It is the Fleet Maintenance and Information Technology Departments' determination that unit #4545 should be declared surplus and approved for sale by online auction.

Attachments:

None



Date: Monday, April 6, 2026
To: Honorable Mayor and City Council
From: Wendy Davis, Parks and Recreation Director, Parks and Recreation Director

ACTION ITEM

Request:

Consider a Request to Confirm the Mayor's appointment of McKenzie Redd and reappointment Christiana Sipe-Pauley and Todd Shaw to serve on the Parks and Recreation Commission.

Time Estimate:

Allow approximately 5 minutes

Background:

City Code 2-4-3 Membership: states: "There shall be nine (9) voting members of the Parks and Recreation Commission to be appointed by the Mayor and confirmed by members of the City Council".

City Code 2-1-1: Limitation of Eligibility states: "Except as otherwise provided herein, no person shall be eligible to serve more than two (2) consecutive full terms upon any advisory commission of the city..."

It has been the City's policy to conduct interviews when vacancies occur due to resignation, terms not being renewed or members serving their full terms.

Commissioners Sipe-Pauley and Shaw have each served a full three (3) year term. Both have been engaged and contributing members of the Commission and expressed interest in serving a second term. Additionally, Commissioner Corey King fulfilled his limitation of eligibility, serving two full terms on the Commission, creating a vacancy. The vacancy was announced and five applications were received. An interview committee consisting of Council Vice Mayor and Parks and Recreation Commission liaison Craig Hawkins, Parks and Recreation Director Wendy Davis, and Commission Chair Micheal Metcalf met and interviewed the applicants. All applicants were well qualified and possessed a variety of strengths. The committee evaluated the composition of the Commission and recommended Mayor Brown appoint McKenzie Redd to fill the vacancy. Mayor Brown is recommending that the Council confirm his recommendation to appoint McKenzie Redd and reappoint Christiana Sipe-Pauley and Todd Shaw each to serve a three-year term on the Parks and Recreation Commission commencing in April of 2026 and expiring in March of 2029.

Approval Process:

A majority vote by the City Council is needed to approve this request.

Budget Impact:

There is no budgetary impact associated with this request.

Regulatory Impact:

Confirmation of the Mayor's recommendation will appoint McKenzie Redd and reappoint Christiana Sipe-Pauley and Todd Shaw each to serve a three year term on the Parks and Recreation Commission.

History:

N/A

Analysis:

N/A

Conclusion:

A back ground check has been successfully completed and Mayor Brown recommends approval of this request.

Attachments:

None



Date: Monday, April 6, 2026
To: Honorable Mayor and City Council
From: Chelsea Ross Utility Billing Manager

PRESENTATION

Request:

Presentation on PSI's RFP response, Limited vs. Unlimited waste, and the new proposed recycle program

Time Estimate:

15 Mins

Background:

Approval Process:

Budget Impact:

N/A

Regulatory Impact:

History:

Analysis:

Conclusion:

Attachments:

None



Date: Monday, April 6, 2026
To: Honorable Mayor and City Council
From:

DISCUSSION

Request:

Seeking City Council priorities on the development of the FY 2026-2027 budget.

Time Estimate:

Approximately 20 minutes.

Background:

The purpose of this agenda item is to provide a brief update on the status of the City of Twin Falls' 2026-2027 fiscal year (FY 2027) budget, which begins on October 1, 2026, and concludes on September 30, 2027. This is one of the first public steps in the budget development process prior to the presentation of the City Manager's recommended budget for FY 2027, which is scheduled to be presented at the July 6, 2026 City Council meeting. Over the past several years, these preliminary discussions have assisted in guiding and developing previous budget concepts and strategies.

The City Council will hold a public hearing on possible rate increases and adopt the Preliminary Budget on August 3, 2026. The final public hearing and adoption of the FY 2027 Budget is scheduled for August 24, 2026.

The City views its planning and operations in a strategic manner. Our fiscal, operational, and organizational strategies are governed and directed by the recently adopted 2040 Strategic Plan for the City of Twin Falls. The City's Strategic Plan contains eight vision statements, that, when viewed collectively, will allow us to create and maintain an accessible, healthy, learning, environmental, responsible, prosperous, and secure community with a strong internal organization designed to be able meet the needs of our citizens, businesses, and visitors. Each focus area describes the vision for that topic in the year 2040.

The City's leadership teams are working to develop a balanced budget that advances the City's strategic priorities while recognizing the impact the coronavirus has had on our local economy, residents, and businesses.

Budgeting is the "life-blood" of government. Through the budgeting process, revenues received from all sources (tax collections, user-fees, federal and state grants, etc.) are transformed into tangible goods and services. Through the act of budgeting, the Council sets goals and establishes priorities for the upcoming year that help advance the City's overall strategic planning objectives, while being mindful of the future advantages or consequences. The City Manager's recommended budget is constructed around the following:

- Create a stable, sustainable, and nimble budget that allows the City to adapt to a rapidly changing environment
- Develop a budget that is sensitive to our operating environment and local economic conditions
- Tie all expenditures directly to the City's 2040 Strategic Plan

- Continue our pursuit to be the “Employer of Choice” in the Magic Valley, including an emphasis on compensation
- Includes the 3% statutorily allowed increases, new construction value, and allowed percentage of the City’s Foregone Balance
- Minimize all utility rate increases to assist making capital investments, meeting bond covenants and rising costs

Property Tax Revenue

The City of Twin Falls’ total taxable valuation increased by \$209,021,071, or 3.36%, from \$6,220,653,231 to \$6,429,674,302 for the current fiscal year (2026). The increase includes \$83,867,304 from the net new construction roll (*90% of the total valuation \$93 million*) and an increased assessment of existing properties by \$125,153,767.

URA properties are outside of the City’s taxing authority and have a value of \$628,032,894. The taxable values for both the City of Twin Falls and Twin Falls Urban Renewal Agency total \$7,057,707,196, the most on record.

For FY 2026, the City Council followed the City Manager’s recommendation and elected to collect the statutorily allowed three percent (3%) property tax revenue increase, revenue from the new construction and annexation rolls (growth formula) and the equivalence of one-percent revenue from the City’s forgone balance.

Cities in Idaho do not have control of and cannot determine their community taxable value. That responsibility is assigned to the County Assessor’s Office. Based on the taxable value of \$6,429,674,302, the City’s tax rate for FY 2026 is \$5.06/\$1,000, a slight increase from the FY 2025 rate of \$4.93/\$1,000.

If the City Council elected to follow the same path as past City Council, the City would collect an estimated additional \$1,677,606 in property taxes: statutorily allowed 3% created \$984,689, 1% of the foregone balance equals \$328,230, and New Construction (assuming \$70M of Value) would generate \$364,687.

While it is too early to estimate the tax rate for FY 2027, we anticipate it have a similar impact on property taxes paid. It is important to remember that an increase in property tax revenue does not mean taxpayers will see higher taxes, just as a lower tax rate does not mean the individual will pay less than the prior year. The amount of taxes paid is directly dependent on the increases realized to the City’s total taxable value and the increase/decrease of the individual property.

Personnel

- Add new personnel (FTE) strategically and after process review has been completed
- Use data (priority-based budgeting and strategic plan accomplishments)
- Provide compensation adjustments to remain competitive in the market for all employees (every 1% salary increase will cost approximately \$304,088.54 in the tax supported funds and \$43,103.71 in non-tax supported funds (N-TSF), for a total of \$347,191.70 across all funds.
- Provide for implementation of the recommended kinds and levels movements that might occur after we complete the review of our position descriptions
- Include funding to maintain Health Insurance benefits and continue to build the Trust’s reserves
- Supports development and training to improve employee knowledge, skills, and abilities

- Continue to build partnerships with public and private partners

Capital

- Implementation of the City's Fleet Management Plan. The total value of the City's rolling stock is estimated to be \$24.763 million. In FY 2025, the City is attempting to purchase a total of \$2.673 million, in both new and replacements.
- Continued improvements to other City infrastructure, including parks, trails, water lines, sewer, and pressurized irrigation.

Programs & Services

- Increased fees to maintain and enhance programs and services
- Unprecedented Growth – Twin Falls & surrounding communities

Starting in FY 2019, the City Council allocated \$770,000 of property tax dollars towards capital projects. The list of projects is decided by the City Council annually during the budget process. The FY 2026 budget includes \$770,000 for Council Capital Projects, plus an additional \$365,000 of available funds for a total of \$1,124,460..

Approval Process:

Budget Impact:

Regulatory Impact:

History:

Analysis:

Conclusion:

Attachments:

None