



Twin Falls Archway Project Ad Hoc Citizens Advisory Committee Agenda

Friday, May 5, 2017, 8:30 AM

Special Meeting

City Council Chambers

305 Third Avenue East - Twin Falls, Idaho

Members: Greg Middlekauff, Jeanette Roe, John Kapeleris, Leonard Anderson, Micah Campbell, Nikki Boyd, Paula Brown Sinclair, Rex Lytle, Tony Prater

Facilitator: Kathy Markus

Staff: Mitch Humble, Lisa Strickland

- 1) Special Meeting
- 2) Confirmation of Quorum/Call Meeting to Order
- 3) Consent Calendar
 - a) April 21, 2017 Minutes
Purpose: Action By:
- 4) Items for Discussion
 - a) Flyers will be passed out
Purpose: Presentation By: Kathy Markus
 - b) Fundraising Updates - Possible Funding Sources
Purpose: Discussion By:
 - c) Rotary Update
Purpose: Presentation By: Leonard Anderson
 - d) Recognition Sign - Develop Specifications and Cost
Purpose: Discussion By:
 - e) Plan of Action
Purpose: Discussion By:
- 5) General Input/Announcements - Public/Staff
- 6) Upcoming Meeting(s)
 - a) June 5, 2017 8:30am
- 7) Adjournment

Any person(s) needing special accommodations to participate in the above-noticed meeting could contact Kathy Markus (208) 735-7222 at least two working days before the meeting. Si desea esta información en español, llame Leila Sanchez (208) 735-7287.

Public Input Procedures

1. Individuals wishing to provide public input regarding matters relevant to the City of Twin Falls shall
 - wait to be recognized by the Mayor or Chairman
 - approach the microphone/podium
 - state their name and address, and whether they are a resident or property owner in the City of Twin Falls, and proceed with their input.
2. The Mayor or Chairman may limit input to no less than two (2) minutes. Individuals are not permitted to give their time to other speakers.

Public Hearing Procedures for Zoning Requests

1. Prior to opening the first Public Hearing of the session, the Mayor or Chairman shall review the public hearing procedures.
 2. Individuals wishing to testify or speak before the City Council or Planning and Zoning shall wait to be recognized by the Mayor or Chairman, approach the microphone/podium, state their name and address, then proceed with their comments. Following their statements, they shall write their name and address on the record sheet(s) provided by the staff. The staff shall make an audio recording of the Public Hearing.
 3. The Applicant, or the spokesperson for the Applicant, will make a presentation on the application/request (request). No changes to the request may be made by the applicant after the publication of the Notice of Public Hearing. The presentation should include the following:
 - A complete explanation and description of the request.
 - Why the request is being made.
 - Location of the Property.
 - Impacts on the surrounding properties and efforts to mitigate those impacts.
 4. 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.
 5. A City Staff Report shall summarize the application and history of the request.
 6. The City Council or Planning & Zoning Commission may ask questions of staff or the applicant pertaining to the request.
 7. The general public will then be given the opportunity to provide their testimony regarding the request. The Mayor or Chairman may limit public testimony to no less than two (2) minutes per person.
 - Five or more individuals, having received personal public notice of the application under consideration, may select by written petition, a spokesperson. The written petition must be received at least 72 hours prior to the hearing and must be granted by the Mayor or Chairman. The spokesperson shall be limited to 15 minutes.
 - Written comments, including e-mail, shall be either read into the record or displayed to the public on the overhead projector.
 - Following the Public Testimony, the applicant is permitted five (5) minutes to respond to Public Testimony.
 8. Following the Public Testimony and Applicant's response, the hearing shall continue. The City Council or Planning & Zoning Commission, as recognized by the Mayor or Chairman, shall be allowed to question the Applicant, Staff or anyone who has testified. The Mayor or Chairman may again establish time limits.
 9. The Mayor or Chairman shall close the Public Hearing. The City Council or Planning and Zoning Commission shall deliberate on the request. Deliberations and decisions shall be based upon the information and testimony provided during the Public Hearing. Once the Public Hearing is closed, additional testimony from the staff, applicant or public is not allowed. Legal or procedural questions may be directed to the City Attorney.
- * Any person not conforming to the above rules may be prohibited from speaking. Persons refusing to comply with such prohibitions may be asked to leave the hearing and, thereafter removed from the room by order of the Mayor or Chairman.



MINUTES
PUBLIC MEETING
Archway Project
Ad Hoc Citizens Advisory Committee
April 21, 2017 8:30 AM Special Meeting
City Council Chambers
305 3rd Avenue East Twin Falls, ID 83301

Archway Project Ad Hoc Citizen Advisory Committee Members:

Greg Middlekauff Elbert Davis Jeanette Roe John Kapeleris Leonard Anderson Micah Campbell Melissa Crane
Nikki Boyd Paula Brown Sinclair Rex Lytle Ruth Pierce Tony Prater

Facilitator: Kathy Markus

Staff: Mitch Humble, Lisa Strickland, Kelly Weeks

Attendance: Roe, Kapeleris, Anderson, Crane, Boyd, Pierce, Prater

I. CALL MEETING TO ORDER:

Facilitator Markus called the meeting order, due to a lack of quorum at 8:30 am she just proceeded with informational items for discussion.

II. CONSENT CALENDAR:

1. Previous Minutes for Approval **March 31, 2017 Amended & April 07, 2017**
2. Approval/Modification of Agenda

Motion:

Member Kapeleris made a motion to approve the minutes, as presented. Member Roe seconded the motion.

III. ITEMS OF DISCUSSION:

1. Award Presentation – Surprise During Meeting

Facilitator Markus explained that the presentation for the awards was done at the April 3, 2017 and explained that it turned out that Jean Roberts was actually Paula Brown Sinclair.

2. Talking Points Draft 2 Flyer

Member Anderson stated that he has two different quotes and depending which company the committee chooses it could change the form. If the engraving is cut into the brick the 15 characters per line is correct, however if the engraving is done with a laser that number can be changed to 23 characters per line.

3. Brick Pricing – Leonard

- Member Anderson explained there are two companies that he has quotes for regarding the bricks.
 - ❖ Engraved Brick- they are able to laser engrave onto the brick up to 23 character per line up to 3 lines. The company is out of California. The cost is approximately 22-25.00 per brick. He is not sure about a warranty for the laser engraving.

Archway Project Citizen Advisory Committee

April 21, 2017

- ❖ Fund Raiser, Ltd-they are able to engrave onto the brick by cutting the brick and then sealing it so that they can warranty the work for the lifetime of the brick. The company is located in Boise. They have been in business since 1987 and this is the company that was chose for the festival street downtown. The cost is approximately 20-25.00 per brick

- Member Prater explained that he has seen the laser engraved bricks at a memorial and they didn't seem to hold up well.
- Member Roe explained that she would be inclined to pick the Boise company, she would also like to see what colors are being used on the festival street.
- Member Anderson stated he can find out the colors and report back to the committee.
- Facilitator Markus explained that once the committee has a quorum and is able to vote that if they vote to go with the Boise company the flyer would not need to be amended.

4. Committee Member Commitments to fund raising and meeting attendance

Facilitator Markus explained that Member Elbert Davis has decided that because he is not able to attend the meetings he would like to be removed from the committee. Member Hall can't make the meeting but would like to still be part of the committee. Member Sinclair and Member Lytle explained they would not be able to attend the meeting today. She explained she has not heard from any of the other members.

5. Plan of action

Facilitator Markus explained that she has reviewed the fund raising list and has added groups that have displayed a banner over Shoshone Street and she also found out that there are three different rotary groups.

Member Prater volunteered to contact the after-hours rotary group.

Member Anderson asked if there will be a minimal charge for using the sign.

Facilitator Anderson asked if there will be a charge will there be some leeway for the groups that have given donation.

Members Boyd, Cane and Pierce arrived to attend the meeting.

- Deputy City Manager Humble explained that he believes there should be a charge for advertisements and not for public messaging. Setting fees would require a process but a minimal fee, he thinks, would be reasonable. The city did not charge to hang the banner however, the group had to pay for their own banner.
- Member Roe explained that the banners can range from \$600-\$1000 depending on the message and the banner size.
- Deputy City Manager Humble explained fee would be minimal compare to the cost of the banner.
- Member Anderson explained that there looks to be 30 or so people that have posted the banner across Shoshone Street and other groups that would probably want to use this sign more than a banner.
- Facilitator Markus explained to the committee that Deputy City Manager Humble has informed the County of the plans for the signed.

Archway Project Citizen Advisory Committee

April 21, 2017

- Deputy City Manager Humble explained that he and Councilperson Pierce went and spoke to the Twin Falls Board of County Commissioners. They did not vote on whether or not to participate but they were willing to move forward with the easement process. The funding support was not as clear, they will have to decide if it is something the County would use. There are 80,000 residents in the county, 50,000 live here in Twin Falls and the other 30,000 are here at least 5 days a week. The messaging to the citizens may be a benefit to them as well as the city residents.
- Member Pierce gave an update on the places that Member Sinclair has sent information to and explained she has worked really hard with the foundations to try and raise money.

Facilitator Markus confirmed there is now a quorum. She asked for a motion to approve the minutes.

A summary of the information provided about the bricks and the flyer were reviewed with the members. After some consideration the committee decided that wanted to use Fund Raise, Ltd.

Motion:

Member Pierce made a motion to approve the flyer. Member Anderson seconded the motion.

Unanimously Approved

Administrative Assistant Strickland can print some of the flyers to bring to the next meeting.

Motion:

Member Roe made a motion to use Fund Raiser, Ltd for the brick orders. Member Prater seconded the motion.

Unanimously Approved

IV. PUBLIC INPUT AND/OR ITEMS FROM THE COMMITTEE/THE PUBLIC/CITY STAFF

Member Pierce asked about the committee's thoughts on having the City and County Logo. She would like to pursue the cost because if they were to match the City contribution it might be a nice gesture to have the County Logo on the sign.

Facilitator Markus stated that we may not need to meet as often but communication needs to be regular on the fund raising efforts. Once a month may be sufficient and the first Friday of the month at 8:30 am may be easiest.

Motion:

Member Boyd made a motion to meet one time a month on the first Friday of the month. Member Pierce seconded the motion.

Unanimously Approved

Member Pierce stated that the members of the committee need to make sure to keep in contact with Facilitator Markus on whom the plan to speak with and if funds have been donated.

V. UPCOMING MEETINGS:

Next public meeting to be scheduled for **May 5, 2017 at 8:30 am.**

VI. ADJOURN MEETING:

Facilitator Markus adjourned the meeting at 9:20 am.

Lisa A Strickland
Administrative Assistant
Planning & Zoning Department

DRAFT

Archway Project Citizens Advisory Committee

Don Hall
Elbert Davis
Greg Middlekauff
Jeanette Roe
John Kapeleris
Leonard Anderson
Melissa Crane
Micah Campbell
Nikki Boyd
Paula Brown Sinclair
Rex Lytle
Ruth Pierce
Tony Prater

Facilitator: Kathy Markus 345 2nd Avenue East 208-735-7222 – They can call me or Mitch with questions.
Staff: Mitch Humble, Lisa Strickland, Kelly Weeks

Estimated Cost: \$225,000 – we don't have a breakdown, just this estimate from Lytle Signs

Donations: Twin Falls Community Foundation IRS 501(c)(3) - <http://www.twinfallscommunityfoundation.com/>

Readerboard use: Twin Falls City and County Information, Public Safety Information, Emergency Notices, Non-Profit Events, Park Activities, and Amber Alerts.

Member	Pledged	Possible Funding Sources	fname	Lname
		4H	Sharon	
		60 Hours to Fight Hunger	Ken	Robinette
		Agri Service	Clint	Schnoor
Sinclair		Albertsons Foundation		
		American Cancer Society		
		American Legion Family		
		Babbel's Cleaners	Laura	Davis
Sinclair		Bowers Trust	Paul	Smith
		Boy Scouts of America Snake River Council		
Greg?		Boys and Girls Club of Magic Valley		
Tony?		Canyon Crest Dining & Event Center	Dan	Willie
		Canyon Gate Dental	Karen	Brown
Crane		Canyon Park, LLC	Tina	Luper
Anderson		Capstone		
		CH2M HILL	Shawn	Moffitt
Sinclair		Chobani Foundation	Staphanie	Hudson
	43000	City of Twin Falls		
		Clear Springs Foods Inc	Cally	Grindstaff
Roe		Clif Bar		
Crane		Chamber Leads Group		
Pierce		Confidential		
		Cooper Norman	RoLynne	Hendricks
		Crafts in the Country	Sharon	Lancaster
Sinclair		CSI Foundation (Maybe Micah can help)		
Pierce		D L Evans Bank-Main St Branch	Dana	Stewart
Pierce		DL Evans Foundation		
		Doug & DeAnna Vollmer	Doug & DeAnna	Vollmer
Sinclair		Education Foundation	more critical messages (enrollment, schedule, etc, v. tl	
Boyd		EHM Engineers	Gerald	Martens
Anderson		Farmers National Bank	Mike	Hamilton
Crane		Festival of Giving	Terry	Rowe
Sinclair		First Federal	Jason	Meierhoffer

Sinclair	Florence Gardner Trust		
Crane	Friends of the NRA	Sharon	Sullivan
Anderson	Gem State Paper & Supply	John	Anderson
Boyd	Girl Scout Silver Sage Council	Katie	Kulesa
Sinclair	letter of introGlanbia Foundation		
Sinclair	Grace Smith-Keveran & Kenneth A Keveran Foundation	Kent	Taylor
Crane	Habitat for Humanity		
	Harvest Festival (Delta Epsilon Chi)	Dianne	Jolovich
Crane	Hilex Poly Co., LLC	Mike	Schutz
	Holmstead Howe, PLLC	Shawna	Howe
	Idaho Central Credit Union	Kent	Oram
Crane	Idaho Dairymen's Association	Bob	Naerebout
Crane	Idaho Farm Bureau Federation	Rick	Keller
Roe	Idaho Power Company	Dan	Olmstead
Pierce	Independent Meat Co	Pat	Florence
	INL (Idaho National Laboratory	Lori	Priest
Roe	Integrated Technologies	Mike	McCurdy
	Intermountain Gas Co.	Jim	Capps
Pierce	Jaker's Bar & Grill	Jake & Grace	Jones
	K&T Steel	Gary	Palmer
	Kapstone (longview)	Rick	Davis
Crane	KickBack Rewards Systems - Loyalty Mrk & Gift Card	Dan	Willie
	Kids Count Too Inc		
	Kiwanis Club of Twin Falls	Ray	Parrish
Crane	KMVT		
Sinclair	Library Foundation		
Crane	Lions Club		
Rex?	Lytle Signs	Rex	Lytle
Crane	Magic Valley Air Show	Donna	Newbry
Crane	Magic Valley Arts Council		
	Magic Valley Builders Association	Alicia	Bybee - First Fed?
Crane	Magic Valley Symphony Orchestra		
Boyd	MagicFest - Lance Clow	Lance	Clow
	Make a Wish Foundation		

Sinclair		Mark & Debby Brady	Mark & Debby	Brady
		Maurice Bowers Trust	Paul	Smith
		McDonald's of Twin Falls - Blue Lakes Blvd N	Bill	Kyle
Pierce		Middlekauff Automotive Group	Gregg	Middlekauff
Pierce		Middlekauff Foundation		
		National Letter Carrier's	Nikki	Nelson
		National Police Week	Jim	O'Donnell
		Northwest Farm Credit Services	Ed	Musser
Pratter		Oasis Stop 'N Go, LLC Administration	Dan	Willie
Pratter		Optimist Club Twin Falls		
Crane		Our Talent Our Strength		
		Paint Magic	Ken	Robinette
Sinclair		Paul G. Allen Family Foundation	Community Development	
		Paul Smith	List of Foundations	
Crane		Perrine Bridge Festival	Sandy	March
Anderson		Pioneer FCU	Kris	Moses
		PMT	Shane	Downs
Sinclair		PMT Foundation		
		Ray Neilsen	Ray	Neilsen
		Realtor's association	Doug Vollmer?	
Crane		Relay For Life	Justin	Ash
Sinclair		Rotary Foundation		
Anderson		Rotary Morning Group		
		Rotary Evening Group		
Sinclair	Submitted	Rotary's Death by Chocolate - Lunch Group		
		Safe Harbor		
Sinclair	Submitted	Seagraves Foundation		
		South Central Community Action Partnership 733-9351?	Jenny	Randolph
Boyd		Southern Idaho Tourism		
Roe		St Lukes Foundation		
Roe		St Luke's Magic Valley Medical Center	Jim	Angle
Pierce		Stanley Associates, Inc.	Greg	McEntarffer
		Stone House & Co / Catering By Karen	Karen	Johnson
Anderson		The Land Group		

Pierce	TitleFact Inc	Rich	Stivers
	Travelers' Oasis Truck Plaza	Dan	Willie
Roe	Twin Falls Canal Co	Brian	Olmstead
Boyd	Twin Falls Chamber of Commerce		
Sinclair	Twin Falls County		
	Twin Falls County Fair and Rodeo		
	Twin Falls County Farm Bureau Federation	Judy	Woody
	Twin Falls County Farm Bureau Federation	Rick	Pearson
	Twin Falls County Tree Board (Arbor Day)	Katie	Larsen
	Twin Falls Flea Market		
Boyd	Twin Falls Municipal Band		
	Twin Falls Public Library Foundation		
Anderson	Twin Falls School District		
	Twin Falls Senior Center		
	United Way of South Central Idaho		
	Valley House Homeless Shelter		
	Vintage Vixens	Suzy	Pfefferie
	Voices Against Violence		
Mitch	15000 Western Days Committee	Stan	Crowley
	Western Magic Valley Realtors (March 7)	Nancy	Glaessman
Pierce	Western Waste Services		
Lytle	Woodbury Corporation	Lynn	Woodbury
Lytle	Woodbury Corporation	Luke	Woodbury
Lytle	Woodbury Corporation	Jeff	Stokes
Lytle	Woodbury Corporation	Brent	White
Kapeleris	xavier school		
	YMCA - Twin Falls		
Boyd	Zions Bank	Scott	Anderson
Boyd	Zions Bank	Renee	Avram

58000 Total Pledged

225000 Budget Estimate

167000 Total Needed

Email	Type
	Non Profit
ken@sccap-id.org	Non Profit
info@agri-service.com	Business
	Foundation
	Non Profit
	Non Profit
lldavis40@q.com	Business
smithp65@aol.com	Trust
	Non Profit
	Non Profit
dwillie@travelersoasis.com	Business
canyongatedental@hotmail.com	Business
tina.luper@neilsenco.com	Business
shawn.moffitt@ch2m.com	Business
Stephanie.hudson@chobar.com	Foundation
cally.grindstaff@clearsprings.com	Business
	Business
rhendricks@coopernormal.com	Business
	Non Profit
	Foundation
dstewart@dlevans.com	Business
	Foundation
doug@areaidaho.com	Business
he recreational fund-raising	Foundation
gmartens@ehminc.com	Business
mhamilton@fnbidaho.com	Business
rowete@slhs.org	Non Profit
	Foundation

Trust

ssullivan@lithia.com

Non Profit

janderson@gemstatepaper.com

Business

kkulesa@girlscouts-ssc.org

Non Profit

Foundation

janaye@taylorlawoffices.net

Foundation

Non Profit

djolovich@csi.edu

Non Profit

mike.schutz@hilexpoly.com

Business

shawna@holmsteadhowe.com

Business

kent.oram@iccu.com

Business

bob@wdbs.us

Business

rkeller@idahofb.org

Business

dolmstead@idahopower.com

Business

florencepatrick@hotmail.com

Business

Business

mikem@itechinc.com

Business

jcapps@intgas.com

Business

jake@jakers.com

Business

gpalmer@ktsteelcorp.com

Business

Business

dwillie@travelersoasis.com

Business

Non Profit

rparrish@dlevans.com

Non Profit

Business

Foundation

rex@lytlesigns.com

Business

dnewbry@tfid.org

Non Profit

Non Profit

Business

Non Profit

lwclow@pmt.org

Non Profit

Non Profit

mbrady@coopernorman.co	Business Trust
mrmac@valleyinc.net	Business
greggwagon@gmail.com	Business Foundation
nsquare2@msn.com	Non Profit
jodonnell1945@yahoo.com	Non Profit
ed.musser@farm-credit.co	Business
dwillie@travelersoasis.com	Business Non Profit
ealya@dhw.idaho.gov	
ken@sccap-id.org	Non Profit Foundation
info@thegrandevent.org	Non Profit Business
sdowns@pmt.coop	Business Foundation
mr.rayneilsen@gmail.com	Business
relayforlife@bridgemail.co	Non Profit Foundation
	Foundation
	Non Profit
	Foundation
	Non Profit
	Business
	Foundation
anglej@slhs.org	Business
greg@stanleyassociates.net	Business
caterbykaren@yahoo.com	Business
	Business

rstivers@titlefact.com	Business
dwillie@travelersoasis.com	Business
olmstead@tfcanal.com	Business
Sbarriger@tfid.org	Non Profit Foundation Non Profit
jlwoody@filertel.com	Business
pearsonfarming@gmail.com	Business
klarsen@co.twin-falls.id.us	Non Profit
camcam@pmt.org	? Non Profit Non Profit Business Non Profit Non Profit Non Profit Non Profit Non Profit
twinfallswesterndays@live	Committee
frontdesk@twinfallsrealtor	Business Business
I_woodbury@woodburyco	Business
luke.woodbury@woodbury	Business
j_stokes@woodburycorp.com	Business
brent.white@woodburyco	Business School Non Profit
scott.anderson@zionsbank	Business
renee.avram@zionsbank.com	Business