



Twin Falls Archway Project Ad Hoc Citizens Advisory Committee Minutes

Thursday, October 5, 2017, 9:30 AM

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

Facilitator: Kathy Markus

Staff: Mitch Humble, Lisa Strickland

1) Confirmation of Quorum/Call Meeting to Order

Facilitator Markus called the meeting to order and confirmed a quorum.

2) Consent Calendar

a) Approval of Prior Meeting Minutes

Motion:

Member Kapeleris made a motion to approve the minutes. Member Anderson seconded the motion.

Unanimously Approved

3) Items for Discussion

a) New Meeting Schedule: 1st Thursday at 9:30 AM

Motion:

Member Anderson made a motion to move the meeting to the first Thursday of every month at 9:30 am. Member Pierce seconded.

Unanimously Approved

b) Update on Engineering

- Member Lytle explained he did not have much to report. When he approached the engineer about specification for bid, the price for doing that type of engineering went from around \$2000 to between \$8-12,000. He explained that he really just want someone to verify that what his company has designed is structurally sound. He has a company that does this for his office that is located in California. He is willing to approach them and ask if they could review the design. He also explained he was trying to keep things local and the company in California specializes in signs.
- Member Brown explained that she has no issues with asking a company out of state for

this, especially if it is difficult to find someone local that can do it and let us know if what we have in mind will work.

- Member Lytle explained he will follow up with the California Company and get back to the committee. He also asked about the bid process and if a design can go out without engineering, and suggested that may be another option to think about when the money is available and ready to put the project out for bid.
- Facilitator Markus explained that she would find out more about the bid process, what can and can't be done.

c) Message Board Guidelines

- Facilitator Markus explained City Attorney Wonderlich has provided a draft of the resolution, there are items that were struck through because they are not enforceable. One of the most important thing he wants people to understand is that the messages need to be public safety related and information related to local public events.
- City Attorney Wonderlich added it needs to say the messages are sponsored by non-profits registered with the Idaho Secretary of State, this would keep things local and limit the scope of who could post signs, eliminating the need for possible decision making that could cause questions.
- Member Brown explained to be a non-profit in this town you register as a corporation, your corporation registration with the state looks like every other corporations. There is also an IRS determination letter that gives the corporation charitable status. She is not aware of a non-profit registration with the Idaho Secretary of State. There is no such thing as a state designation of non-profit status, that has to done through the IRS.
- Facilitator Markus recommended the verbiage be changed to an IRS approved non-profit status registered with the Idaho Secretary of State.
- Member Brown requested that the number of messages to be displayed not be limited to just 5. There are many non-profit organization have annual events scheduled during the same time each year and if the process it to reserve time ahead of time, it is very possible that other non-profit messages will be denied because the 5 message limit is met.
- Facilitator Markus explained the verbiage could be added that the number of messages can be determination by the administrator.
- Member Roe suggested the order of the sentences in this section be changed.

d) Member Updates on Fundraising

- Member Pierce explained that the Rotary Clubs are still considering the archway for a donation, they are discussing the possibility of doing a donation as part of their centennial anniversary.
- Member Kapeleris explained that the school district will not be donating. As for the Canal

Company they may be willing to donate some labor.

- Member Anderson reported that the TF Library Foundation has made a \$250.00 donation. Mr. Bill Kyle has also expressed an interest in being involved.
- Member Lytle stated he should be able to report back at the next meeting if First Federal Bank will make a donation.

e) Archway Timeline

- Facilitator Markus explained there may be a need for alterations to the projected timeline based on the fundraising, but things are progressing.

f) Plan of Action

- Member Pierce will follow up with Deputy City Manager regarding the bid process and what has to be provided in order to post a request.
- Facilitator Markus will discuss advertising and making the public aware of the proposed project. She will also work on possibly having a booth set up during the Downtown Ground Breaking Ceremony to obtain more donations.

4) General Input/Announcements - Public/Staff

5) Upcoming Meeting(s) November 2, 2017 9:30 AM

6) Adjournment