



**Twin Falls Archway Project  
Ad Hoc Citizens Advisory Committee  
Agenda**

Friday, June 2, 2017, 8:30 AM

**City Council Chambers  
305 3rd Ave E  
Twin Falls, ID 83301  
Special Meeting**

**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
- 2) Consent Calendar
  - a) Approval of Minuted from the following meeting: 05-05-17  
Purpose: Action By: Kathy Markus
- 3) Items for Discussion
  - a) Presentation of Proposed Recognition Sign  
Purpose: Discussion By: Rex Lytle
  - b) Optimist Presentation Update  
Purpose: Presentation By: Tony Prater
  - c) Correspondence  
Purpose: Discussion By: Kathy Markus
  - d) Member Updates on Fundraising  
Purpose: Presentation By: Members
  - e) Plan of Action  
Purpose: Discussion By: Members
- 4) General Input/Announcements - Public/Staff
- 5) Upcoming Meeting(s)
- 6) 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.



## **Twin Falls Archway Project Ad Hoc Citizens Advisory Committee Minutes**

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, 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 8:35 am and confirmed a quorum.

### **2) Consent Calendar**

- a) April 21, 2017 Minutes

**MOTION:** Tony Prater moved to approve the minutes as amended. Leonard Anderson seconded the motion. Roll call vote showed all members present voted. Approved 7 to 0.

### **3) Items for Discussion**

- a) Flyers will be passed out  
Flyers were passed out.

- b) Fundraising Updates - Possible Funding Sources

Member Boyd stated that she went to the Board of Realtor and things went well. They asked where their names would appear if they donate more than 250.00

Member Prater has a meeting with the Optimist Club on May 18, 2017.

Member Sinclair stated that she has submitted a request to Simplots. It was suggested to her that she go to the Boise public library because they have online resources for non-profit organizations.

She has found a few other foundations to ask and there are two more in May that are due soon.

Member Pierce stated that Member Sinclair has worked hard on this and deserves a big thank you.

Facilitator Markus has contact the other members to see who they are willing to contact for funding.

c) Rotary Update

Member Anderson reported that the Rotary Club "Death By Chocolate" of Twin Falls turned the request for support down. They will not contribute to the construction of the sign but would like to advertise on the sign. He explained there are two other rotary groups one Morning Group and One Evening Group. Both of these groups have discussed it and a member of the morning club stated that she would ask for a 20,000.00 donation and he has not heard anything back from the evening group.

Member Sinclair explained that she thinks there needs to be more discussion about a fee for posting messages on the sign.

d) Recognition Sign - Develop Specifications and Cost

Member Sinclair explained another question that has come up is can their logo be included on the recognition plaque. She explained that she believes this is negotiable and feels like the Committee would be willing to discuss the idea. She would like to find a way to include the logo for someone that donates a certain amount of money.

Member Pierce explained 10,000.00 could be the starting point to discuss the logo.

Member Anderson displayed on the overhead a sample of another recognition plaque. There were different levels of donations and as the amount donated increased the font increased and for very large donors they were able to have their logo places on the plaque. From top to bottom with the larger donors at the top with their logo. He also explained that the Twin Falls Community Foundation can also take stock as donations.

Member Sinclair suggested that the answer could possibly be that the committee is committed to providing the appropriate amount of acknowledgement based on the contribution.

Member Lytle explained that he could design a sample of a recognition plaque using some of the committee members business logos as a sample.

Member Pierce stated that she has suggested to the County that they match the Cities contribution and as recognition of their contribution she would recommend putting their logo on the sign also.

e) Plan of Action

Member Anderson explained that he would like to know about a charge to cover maintenance and replacement cost for this sign.

Member Pierce explained that she thinks there will be a charge to cover the cost of the power, staff and maintenance.

Member Sinclair explained that daily maintenance of the sign to post and change regularly can take time and she thinks possibly there should be some discussion on having an advisory committee or contact to assist staff with any questions about messaging.

Member Lytle explained these message boards can be programmed a year in advance. On state roads off site advertising is not permitted.

Planner I Weeks explained this section of Shoshone Street is not a state road, therefore the off site rule does not apply.

Facilitator Markus explained that any fee assessment has to be calculated and presented to City Council for approval.

**4) General Input/Announcements - Public/Staff**

**5) Upcoming Meeting(s)**

- a) June 5, 2017 8:30am

**6) Adjournment**

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Lisa A. Strickland, Administrative Assistant



SIDE VIEW

### CONCEPTUAL DESIGN FOR A DONOR INTERPRETIVE PANEL

CLEAR ANODIZED FINISH ALUMINUM BACKGROUND WITH WATER-JET CUT PLATE ALUMINUM ARCHWAY AND FRAME OVERLAY

RUST COLORED POWDER COATED

FLAT CUT ALUMINUM LETTERS POWDER COATED WHITE AND FLUSH MOUNTED

DONOR INFORMATION

PORCELAIN / BAKED ENAMEL ELEMENTS WITH COLOR COPY AND GRAPHICS ON 16 GAGE FLANGE

1/4" PLATE ALUMINUM WITH ENGRAVED COPY

FLUSH MOUNTED

Unauthorized use, reproduction and or display shall render the infringer liable for up to \$150,000 in statutory damages, plus attorney fees and costs for each infringement under the U.S. Copyright Act (17 U.S.C. 412 & 504)  
THIS RENDERING IS CONCEPTUAL---COLORS MAY NOT REPRESENT ACTUAL FINISH---ILLUMINATED AND DAYLIGHT COLORS WILL VARY

CLIENT:  
Twin Falls City Archway  
Committee

ADDRESS:  
Twin Falls, Idaho

JOB LOCATION:

DATE:  
11May2017

SCALE:  
1-1/2" = 1'

ACCOUNT EXECUTIVE:  
Rex L.

DRAWN BY:  
rba

FILENAME:  
...\\Twin Falls City\\Entry  
Archway\\Donnor Interpretive  
Sign...

QUOTE #:  
30876

REVISIONS:

PAGE 1 OF 2  
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Lytle Signs Inc.

Twin Falls Office

P.O. BOX 305  
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208.733.1739  
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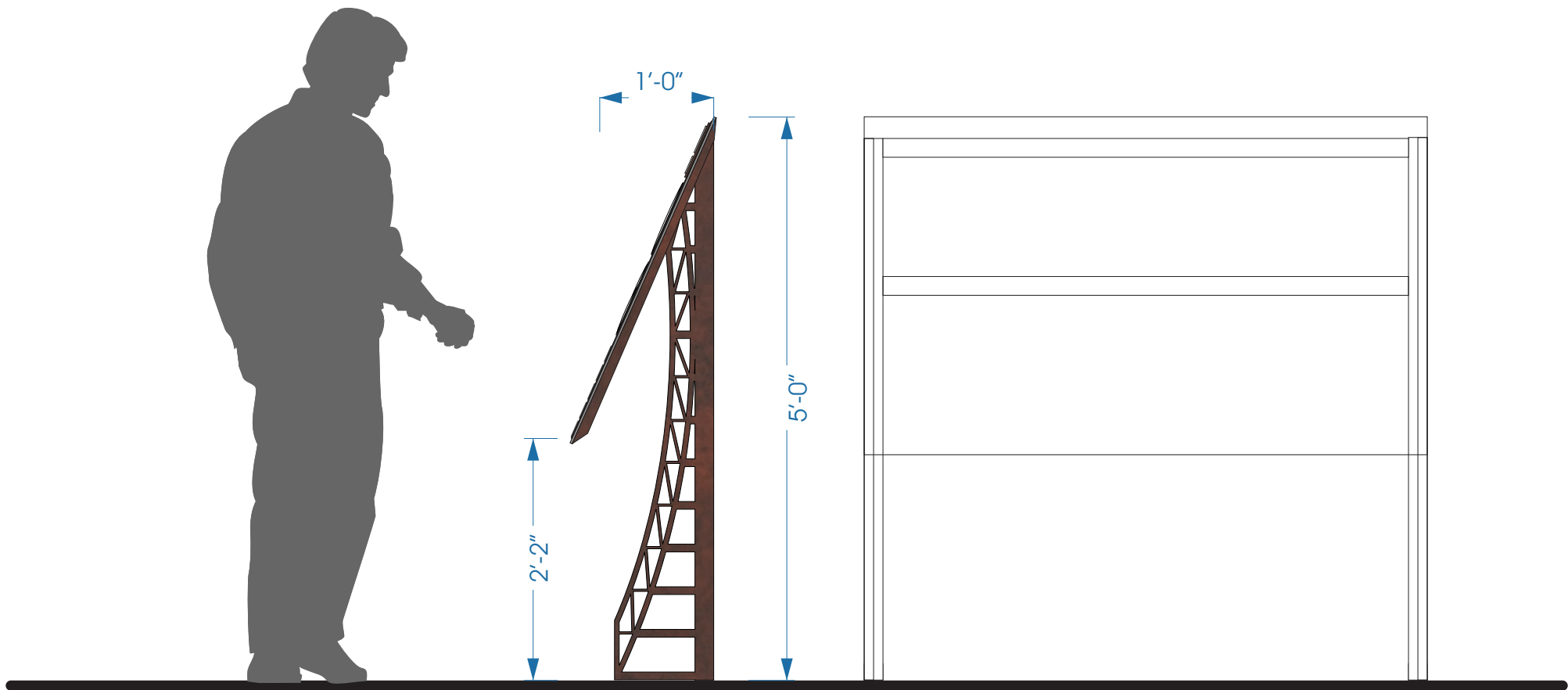
Boise/Meridian Office

2070 E. COMMERCIAL ST.  
MERIDIAN, IDAHO 83642

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fax 208.388.3966

www.lytlesigns.com  
sales @lytlesigns.com





INTERPRETIVE PANEL SUPPORT STRUCTURE

WATER-JET CUT SIDE DETAIL ATTACHED TO 2" SQUARE TUBE  
ADDITIONAL FRAMEWORK AS NEEDED  
RUST COLORED POWDER COATED

CLIENT:  
Twin Falls City Archway  
Committee

ADDRESS:  
Twin Falls, Idaho

JOB LOCATION:

DATE:  
11May2017

SCALE:  
3/4"=1'

ACCOUNT EXECUTIVE:  
Rex L.

DRAWN BY:  
rba

FILENAME:  
...\\Twin Falls City\\Entry  
Archway\\Donnor Interpretive  
Sign...

QUOTE #:  
30876

REVISIONS:

PAGE 2 OF 2

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May 2, 2017

Archway Project Ad Hoc Citizens Advisory Committee  
Ms. Paula Brown Sinclair, Member  
103 Main Ave East  
Twin Falls, ID 83301

Dear Paula,

Thank you so much for your letter requesting financial support from the College of Southern Idaho and the CSI Foundation, Inc. for the construction of the archway. Unfortunately, we are unable to provide financial support for the construction of the project.

The College of Southern Idaho Foundation's mission is to provide financial support to the College of Southern Idaho to educate and offer life-long learning to students at CSI. Our funds are primarily donor driven and, as such, we are unable to use the funds for projects outside of those supporting students. The College is also precluded from making donations with funding that comes from student tuition and fees and/or taxpayer revenue.

We do hope, however, to be able to use marketing dollars from both of our entities once the archway is built. The College and the Foundation are excited about marketing to the community and potential students and scholarship recipients via the informational screens on the archway.

Please give me a call if you have any questions or concerns. You may reach me on my direct phone line at 208-732-6245 or via e-mail at [dwilson@csi.edu](mailto:dwilson@csi.edu).

We wish you the best of luck on your project.

Sincerely,

A handwritten signature in blue ink, appearing to read "Debra J. Wilson".

Debra J. Wilson  
Executive Director

Cc President Jeff Fox  
Doug Maughan  
Kimberly LePray

**G. KENT TAYLOR**  
Attorney at Law  
450 Falls Avenue, Suite 201  
Post Office Box 1901  
Twin Falls, ID 83303-1901

Phone: (208) 734-5681

Fax: (208) 733-2482

May 10, 2017

Ms. Paula Brown Sinclair, Member  
Archway Project Ad Hoc Citizens  
Advisory Committee  
City of Twin Falls  
103 Main Avenue East  
Twin Falls, ID 83301

Re: Archway Project -- Request for Financial Assistance from the Keveren Foundation, Inc.

Dear Paula:

I am writing in response to the grant proposal we received from you yesterday requesting financial assistance to support construction of a decorative archway over Shoshone Street.

I regret to inform you that the Board of the Keveren Foundation has determined we must decline your request. The Keveren Foundation has already pledged \$50,000 to Twin Falls Preservation, Inc. for the purpose of creating and installing the John E. Hayes statute (to be erected in front of City Hall). Because of this significant pledge and other donations already made this year, the Foundation is unable to approve any additional donations during 2017.

We wish you the very best of luck in your fund-raising efforts.

Sincerely yours,

A handwritten signature in blue ink, appearing to be 'G. K. Taylor', written over a horizontal line.

G. KENT TAYLOR

corres\archway.ltr\GKT:jr