



Twin Falls City Council Agenda

Monday, October 22, 2018, 5:00 PM

City Council Chambers
203 Main Avenue East- Twin Falls, Idaho

Members: Shawn Barigar, Suzanne Hawkins, Nikki Boyd, Chris Talkington, Gregory Lanting, Christopher Reid, Ruth Pierce

- 1) CALL MEETING TO ORDER/CONFIRMATION OF QUORUM
- 2) PLEDGE OF ALLEGIANCE
- 3) PROCLAMATIONS
 - a) Rotary International World Polio Day
- 4) GENERAL PUBLIC INPUT
- 5) CONSENT CALENDAR
 - a) **ACTION ITEM:** Request to approve the Accounts Payable for October 11 thru October 17, 2018.
By: Amy Luna, Finance Administrative Assistant
 - b) **ACTION ITEM:** Request to approve the October 15, 2018, City Council Minutes.
By: Amy Luna, Finance Administrative Assistant
 - c) **ACTION ITEM:** Request to approve Findings of Fact and Conclusions of Law: Musser-Annexation
By: Jonathan Spendlove, Planning & Zoning Director
 - d) **ACTION ITEM:** Request to hold the annual Voices Against Violence Candlelight Vigil on October 25, 2018.
By: Sergeant Justin Dimond, Twin Falls Police Department
- 6) ITEMS OF CONSIDERATION
 - a) **ACTION ITEM:** Request to approve the CH2M/Jacobs Yearly Contract Amendment.
By: Jason Brown, Environmental Engineer
 - b) **ACTION ITEM:** Request to purchase Sludge Truck Chassis for Wastewater Treatment Plant using Wastewater Reserve Funds
By: Jason Brown, Environmental Engineer
 - c) **ACTION ITEM:** Request to approve Ordinance O-2018-019 for the purpose of annexing property located at 630 Hankins Road South. c/o Randall T Musser (app. PZ18-0045)
By: Jonathan Spendlove, Planning & Zoning Director

- d) **ACTION ITEM:** Request to add subsection (F) to Twin Falls City Code 8-7-5: Airport Traffic and Parking Regulations.
By: Sean Standley, Code Enforcement Coordinator
- e) **ACTION ITEM:** Request to ratify the City Manager and Human Resource Director's proposal to create a retention compensation program.
By: Gretchen Scott, Human Resource Director, Travis Rothweiler, City Manager - Via Telephone
- 7) GENERAL INPUT/ADVISORY BOARD REPORT/ANNOUNCEMENTS
- 8) PUBLIC HEARINGS: None
- 9) ADJOURNMENT TO EXECUTIVE SESSION:
 - a) Executive Session 74-206(1)(a) To consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need. This paragraph does not apply to filling a vacancy in an elective office or deliberations about staffing needs in general.

Any person(s) needing special accommodations to participate in the above-noticed meeting could contact Leila Sanchez (208) 735-7287 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 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, 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.

Office of the Mayor
City of Twin Falls, Idaho

Proclamation

Rotary International Proclamation

WHEREAS, Rotary International, founded on February 23, 1905 in Chicago, Illinois USA, is the world's first and one of the largest non-profit service organizations; and

WHEREAS, there are over 1.2 million Rotary club members comprised of professional and business leaders in over 35,000 clubs in 200 countries and geographic areas; and

WHEREAS, the Rotary motto "Service Above Self" inspires members to provide humanitarian service, encourage high ethical standards, and promote good will and peace in the world; and

WHEREAS, Rotary in 1985 launched PolioPlus and spearheaded the Global Polio Eradication Initiative, which today includes the World Health Organization, U.S. Centers for Disease Control and Prevention, UNICEF and the Bill & Melinda Gates Foundation to immunize the children of the world against polio; and

WHEREAS, polio cases have dropped by 99.9 percent since 1988 and the world stands on the threshold of eradicating the disease; and

WHEREAS, to date, Rotary has contributed more than \$1.8 billion and countless volunteer hours to the protection of more than two and a half billion children in 122 countries; and

WHEREAS, Rotary is currently working to raise an additional \$50 million per year, which would be further leveraged for maximum impact by an additional \$100 million annually from the Bill & Melinda Gates Foundation.

WHEREAS, these efforts are providing much needed operational support, medical personnel, laboratory equipment and educational materials for health workers and parents; and

WHEREAS, in addition, Rotary has played a major role in decisions by donor governments to contribute more than \$8 billion to the effort; and

WHEREAS, there are over 155 Rotary club members in three clubs throughout this city sponsoring service projects to address such critical issues as poverty, health, hunger, illiteracy, and the environment in their local communities, and abroad.

Therefore, I, Shawn Barigar, Mayor of the City of Twin Falls, do hereby proclaim Oct. 24 as

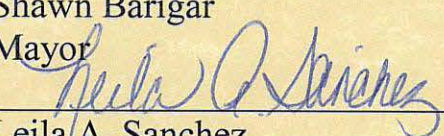
World Polio Day

in Twin Falls, and encourage all citizens to join myself and Rotary International in the fight for a polio-free world.



In witness whereof, I have hereunto set my hand and cause this seal to be affixed.


Shawn Barigar
Mayor


Leila A. Sanchez
Deputy City Clerk

Date: October 22, 2018



Twin Falls City Council Minutes

Monday, October 15, 2018, 3:30 PM

City Council Chambers
203 Main Avenue East- Twin Falls, Idaho

****SPECIAL MEETING NOTICE****

The Twin Falls City Council will be meeting at 3:30 p.m., for the purpose of: Presentation and discussion of the final draft of the Twin Falls Fire Department Facility Planning Report.

The regular meeting will follow at 5:00 p.m.

1) CALL MEETING TO ORDER/CONFIRMATION OF QUORUM

Present: Vice Mayor Nikki Boyd, Council Members Suzanne Hawkins, Chris Talkington, Greg Lanting, Christopher Reid & Ruth Pierce.

Absent: Mayor Shawn Barigar.

Staff Present: City Manager Travis Rothweiler, Deputy City Managers Mitch Humble & Brian Pike, Deputy City Attorney Shayne Nope, Fire Chief Les Kenworthy, Fire Administrative Assistant Danielle Kolb, Captain Corey Beam, Battalion Chief Ron Aquirre, Fire Station Advisory Committee, Lieutenant John Wilson, Sergeant Ryan Howe, Help Desk Technician Kim Hafer, Finance Administrative Assistant Amy Luna.

Vice Mayor Boyd called the meeting to order at 03:33 PM. A quorum was present.

2) ITEM OF CONSIDERATION

- a) Presentation and discussion of the final draft of the Twin Falls Fire Department Facility Planning Report.
- Fire Chief Kenworthy, Captain Beam & Deputy City Manager Pike presented the final draft of the Twin Falls Fire Department Facility Planning Report.**

Discussion ensued on the following:

Council Member Talkington: Is the response time still the priority?

Vice Mayor Boyd: Asked about the current response times. Chief Kenworthy does not have those at this time but can get them put together.

Council Member Lanting: Thanked all that worked on this project. Would lean to the replacement of Station #1 and is there sufficient URA land in the downtown area that we could utilize and how much help could they give us?

Deputy City Manager Pike: Discussed two pieces of land that they have looked at that have potential.

City Manager Rothweiler: Advised that it would be a mistake to look to URA for assistance but they could be willing to sell the City some land if it met needs for a location based on response time.

Council Member Hawkins: Thanked all for their work and asked what the next step is.

Deputy City Manager Pike: Explained the next steps for this process.

Vice Mayor Boyd: Thanked the committee and asked Council Member Reid, who served as the Council Liaison, if he had any comments.

Council Member Reid: Thanked the committee's and gave details on a trip to Boise to visit a new station and training facility.

Vice Mayor Boyd: Talked about the training facility and the fact that we need to include it in our plan.

Council Member Talkington: Are we thinking far enough forward to account for chemicals, radio activities, etc?

3) PLEDGE OF ALLEGIANCE

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

4) PROCLAMATIONS:

- a) "City of Twin Falls/Breast Cancer Awareness Day" - Ruth Pierce, Council Member
Council Member Ruth Pierce presented the "City of Twin Falls/Breast Cancer Awareness Day" Proclamation.

5) GENERAL PUBLIC INPUT: None

6) CONSENT CALENDAR

MOTION: Council Member Lanting moved to approve the Consent Calendar with changes requested by Council Member Talkington to the Minutes from October 08, 2018 meeting. Council Member Reid seconded the motion. Roll call vote showed all members present voted in favor of the motion. 6 to 0.

- a) Request to approve the Accounts Payable for October 4 thru Oct 10, 2018.
- b) Request to approve the October 8, 2018, City Council Minutes.
- c) Request to approve Beer, Wine and Liquor License Renewal Applications.
- d) Request for approval of the Annual Festival of Lights Parade to be held on Friday, November 30, 2018.
- e) Request to approve the 28th Annual Christmas in the Night Time Sky event to be held on Friday, November 23, 2018.

7) ITEMS OF CONSIDERATION: None

8) GENERAL INPUT/ADVISORY BOARD REPORT/ANNOUNCEMENTS: None

9) PUBLIC HEARINGS: None

10) ADJOURNMENT

The meeting adjourned at 05:17 PM

- a) Motion to adjourn to Executive Session 74-206(1) (c) To acquire an interest in real property which is not owned by a public agency.

Cancelled



BEFORE THE CITY COUNCIL OF THE CITY OF TWIN FALLS

In Re:

Annexation Application

Randy Musser)
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 September 10, 2018 for public hearing pursuant to public notice as required by law for Annexation with a zoning designation of M-2 for approximately 40 (+/-) acres , currently zoned M-2, located at 630 Hankins Road South 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 M-2 for approximately 40 (+/-) acres , currently zoned M-2, located at 630 Hankins Road South
2. All legal requirements for notice of public hearing have been met with advertisement taking place on the following date: July 25, 2018 and August 23, 2018
3. The property in question is zoned M-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.
4. The existing neighboring land uses in the immediate area of this property are: to the north, Vacant; to the south, Vacant; to the east, Industrial Use; to the west, Vacant

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 M-2 for approximately 40 (+/-) acres , currently zoned M-2, located at 630 Hankins Road South is consistent with the purpose of the M-2 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 M-2 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 M-2 for approximately 40 (+/-) acres , currently zoned M-2, located at 630 Hankins Road South X 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 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 M-2 for approximately 40 (+/-) acres, currently zoned M-2, located at 630 Hankins Road South 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 incorporated by reference as though fully set forth herein.

MAYOR - TWIN FALLS CITY COUNCIL

DATE



Date: Monday, October 22, 2018
To: Honorable Mayor and City Council
From: Sergeant Justin Dimond, Twin Falls Police Department

ACTION ITEM

Request:

ACTION ITEM: Request to hold the annual Voices Against Violence Candlelight Vigil on October 25, 2018.

Time Estimate:

Staff requests that this item be placed on the Consent Calendar.

Background:

Makenzie Ellsworth has submitted a Special Event Application requesting to hold the annual Voices Against Violence Candlelight Vigil in the Twin Falls City Park on Thursday, October 25, 2018. This event will take place from 7:00 p.m. to 9:00 p.m.

Voices Against Violence is a non-profit community organization founded for providing shelter, support and hope to people victimized by domestic and sexual violence within Twin Falls, Jerome, Gooding and Lincoln Counties. The annual Candlelight Vigil is an event held to remember those lost over the last year as a result of domestic violence. It should be noted that October is Domestic Violence Awareness Month and this event is being held at this time to promote awareness.

This event will feature survivors of domestic violence speaking about their experiences and community members lighting candles in memory of those lost.

The organizers will be responsible for cleanup within the park and other areas affected by the event.

The Twin Falls Police Department Staff and other relevant City Staff members have reviewed the application and recommend its approval.

Approval Process:

Consent of the Council

Budget Impact:

Twin Falls Police Department Staff does not feel there is a need for the Twin Falls Police Department to provide security; therefore, there is no budget impact.

Regulatory Impact:

N/A

History:

N/A

Analysis:

N/A

Conclusion:

Staff recommends that the City Council approve the Special Event Application submitted for the Voices Against Violence Candlelight Vigil event based on the information provided.

Attachments:

None



Date: Monday, October 22, 2018
To: Honorable Mayor and City Council
From: Jason Brown , Environmental Engineer

ACTION ITEM

Request:

ACTION ITEM: Request to approve the CH2M/Jacobs Yearly Contract Amendment.

Time Estimate:

5 Minutes

Background:

The contract with CH2M/Jacobs is being updated to reflect the new contract and budgeted price. This Amendment #5 is amending the yearly contracted price for services provide at the wastewater treatment plant. During the budgeting process an adjustment to the contracted prices was approved. This Amendment #5 is finalizing the contract for the FY18-19 for operational services at the WWTP

Approval Process:

Council approves the Major to sign Amendment #5 with CH2M/Jacobs for the operation of the WWTP.

Budget Impact:

The budgeted amount for the service contract for FY18-19 is \$3,155,869.00

Regulatory Impact:

Item has been budgeted in FY18-19 for the amount of \$3,155,869.00

History:

N/A

Analysis:

N/A

Conclusion:

As part of the Agreement for operational service with CH2M/Jacobs and Amendment to the contract is requested. Staff is asking that Council approve Amendment and allow the Mayor to sign.

Attachments:

1. Amendment 5 2018



AMENDMENT NO. 5
to the
AGREEMENT FOR OPERATIONS
MAINTENANCE AND MANAGEMENT SERVICES
for the
CITY OF TWIN FALLS, IDAHO

This Amendment No. 5 (the "Amendment") is made and entered into this __ day of _____, 2018 (the "Effective Date") between the City of Twin Falls, Idaho (hereinafter "Twin Falls") and Operations Management International, Inc. (hereinafter "CH2M HILL"), who may be referenced herein individually as a "Party" and collectively, as the "Parties."

WHEREAS, the Parties entered into the Agreement for Operations, Maintenance and Management Services for the City of Twin Falls, Idaho Wastewater Treatment Facility, Pump Stations and UASB, on June 11, 2014 with an effective date of October 1, 2014 (the "Agreement").

WHEREAS, the Parties now wish to further modify the Agreement as more fully set forth herein.

NOW THEREFORE, Twin Falls and CH2M HILL agree to amend the Agreement as follows:

1. Article 4.1 shall be deleted in its entirety and replaced with the following:

4.1 Twin Falls shall pay CH2M HILL as compensation for services performed under this Agreement a Base Fee, which shall be equal to the Direct Costs plus the Management Fee for the period of October 1st through September 30th of each year of this Agreement. CH2M HILL shall propose a Base Fee by July 1st of each year of this Agreement and the Parties shall mutually agree on any proposed Base Fee prior to such fee taking effect. For period of October 1, 2018 to September 30, 2019, the estimated Base Fee shall be Three Million One Hundred Fifty Five Thousand Five Hundred Forty Five Dollars (\$3,155,545). Subsequent years' Base Fees shall be determined as specified in Article 4.4.

2. Article 4.2 shall be deleted in its entirety and replaced with the following:

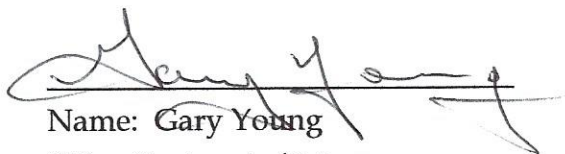
4.2 The estimated Direct Cost for providing services during the time period of October 1, 2018 through September 30, 2019 shall be Two Million Six Hundred Twenty Nine Thousand Six Hundred Twenty One Dollars (\$2,629,621). If the actual Direct Cost is less than the estimated Direct Cost for the contract year currently in effect then CH2M HILL will rebate Twin Falls One Hundred Percent (100%) of the difference between the actual and estimated Direct Costs plus the management fee associated with those costs.

This Amendment constitutes the entire agreement between the Parties and supersedes all prior oral and written understandings with respect to the subject matter set forth herein. Unless specifically stated all other terms and conditions of the Agreement shall remain in full force and effect. Neither this Amendment nor the Agreement may be modified except in writing signed by an authorized representative of the Parties.

The Parties, intending to be legally bound, indicate their approval of the Amendment by their signatures below.

Authorized Signature:

**OPERATIONS MANAGEMENT
INTERNATIONAL, INC.**



Name: Gary Young

Title: Designated Manager

Date: 10-14-18

Authorized Signature:

CITY OF TWIN FALLS, IDAHO

Name: Shawn Barigar

Title: Mayor

Date: _____



Date: Monday, October 22, 2018
To: Honorable Mayor and City Council
From: Jason Brown, Environmental Engineer

ACTION ITEM

Request:

ACTION ITEM: Request to purchase Sludge Truck Chassis for Wastewater Treatment Plant using Wastewater Reserve Funds

Time Estimate:

10 minutes

Background:

In FY17-18, the City budgeted \$130,000.00 for a new sludge truck chassis. In order to have a better understanding of costs associated with wastewater operations for the year, Staff waited to purchase the truck chassis. After gaining a reasonable understanding of these costs throughout the year, staff recognized that they would not have enough time to properly advertise and bid for a new sludge truck chassis in the FY17-18 budget cycle. Taking this precautionary route with the budgeted funds, staff is now asking the council to authorize the bidding and purchasing of a new sludge truck using wastewater reserve funds in FY18-19.

Approval Process:

City Council authorizes City staff to advertise and award contract for purchase of Sludge Truck Chassis.

Budget Impact:

Budget amendment is required for \$130,000.00. The estimated unrestricted reserves on 09/30/2018 was 2.9 million in the Wastewater Fund.

Regulatory Impact:

Will require a budget amendment for current FY18-19 in the amount of \$130,000.00.

History:

N/A

Analysis:

N/A

Conclusion:

Staff is asking for City Council approval to proceed with the process of bidding and purchasing a new sludge truck chassis for the wastewater treatment plant.

Attachments:

None



Date: Monday, October 22, 2018
To: Honorable Mayor and City Council
From: Jonathan Spendlove, Planning and Zoning Director

ACTION ITEM

Request:

ACTION ITEM: Request to approve Ordinance O-2018-019 for the purpose of annexing property located at 630 Hankins Road South. c/o Randall T Musser (app. PZ18-0045)

Time Estimate:

Approximately five (5) minutes for presentation and questions.

Background:

On August 14th, 2018 the Planning & Zoning Commission sent a positive recommendation to the City Council for this property be zoned M-2, if Annexation was approved by the City Council.

On September 10th, City Council heard, deliberated and approved the Annexation of the property located at 630 Hankins RD. South, as requested by the applicant.

Approval Process:

In order to enact this ordinance today, Council would need to suspend the rules, and place it on third and final reading by a motion, and majority consent.

Budget Impact:

N/A

Regulatory Impact:

Annexation will bring this property into City jurisdiction for all Titles listed in City Code. Whereas previously, the property had been subject to Title 10 - Land Use Regulations only, as required by the Area of Impact Agreement.

History:

N/A

Analysis:

N/A

Conclusion:

As directed by Council, Staff has prepared an ordinance to finalize the Annexation process.

Attachments:

1. Musser, Randy ANXORD

ORDINANCE NO. O-2018-019

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TWIN FALLS, IDAHO, **ANNEXING** CERTAIN REAL PROPERTY BELOW DESCRIBED, PROVIDING THE ZONING CLASSIFICATION THEREFORE, AND ORDERING THE NECESSARY AREA OF IMPACT AND ZONING DISTRICTS MAP AMENDMENT

WHEREAS, Randall T. Musser And Sandra D Musser has made application for annexation of property located at 630 Hankins Road South; and,

WHEREAS, the City Planning & Zoning Commission for the City of Twin Falls, Idaho, held a Public Hearing as required by law on the 14th day of August, 2018, to consider the Zoning Designation and necessary Area of Impact and Zoning District Maps amendment upon annexation of the real property below described; and,

WHEREAS, the City Planning & Zoning Commission has made recommendations known to the City Council for Twin Falls, Idaho; and,

WHEREAS, the City Council for the City of Twin Falls, Idaho, held a Public Hearing as required by law on the 10th day of September, 2018, to consider the Zoning Designation and necessary Area of Impact and Zoning Districts Map amendment upon annexation of the real property below described.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL
OF THE CITY OF TWIN FALLS, IDAHO:

SECTION 1. The following described real property be and the same is hereby annexed into and declared to be a part of the City of Twin Falls, Idaho:

"Exhibit A" - Legal Description

AND all public streets, highways, alley and public rights-of-way adjacent and within this description.

SECTION 2. The real property described in Section 1 hereof be and the same is hereby zoned M-2.

SECTION 3. Public services may not be available at the time of development of this property, depending upon the speed of development of this and other developments, and the ability of the City to obtain additional water and/or

sewer capacity. The annexation of this property shall not constitute a commitment by the City to provide water and/or wastewater services.

SECTION 4. The Area of Impact and Zoning Districts Map for the City of Twin Falls, Idaho, be and the same is hereby amended to reflect the newly incorporated real property as hereby zoned.

SECTION 5. The City Clerk immediately upon the passage and publication of this Ordinance is required by law certify a copy of the same and deliver said certified copy to the County Recorder's office for indexing and recording.

PASSED BY THE CITY COUNCIL _____, 20____

SIGNED BY THE MAYOR _____, 20____

Mayor

ATTEST:

Deputy City Clerk

PUBLISH: Thursday, _____, 20____

Exhibit A

**Randall T Musser
Parcel Description**

TOWNSHIP 10 SOUTH RANGE 17 EAST, BOISE MERIDIAN, TWIN FALLS COUNTY, IDAHO,

SECTION 23: A parcel of land located in the NW $\frac{1}{4}$ SE $\frac{1}{4}$ of said Section 23 and more particularly described as follows:

Beginning at the East Quarter (E 1/4) Corner of said Section 23 (Which lies North 00°31'18" West a distance of 2641.98 feet from the Southeast (SE1/4) Corner) and the **TRUE POINT OF BEGINNING;**

Thence South 00°31'18" East for a distance of 1320.99 feet;

Thence North 89°47'00" West for a distance of 1314.60 feet;

Thence North 00°17'22" West for a distance of 1325.21 feet;

Thence South 89°35'46" East for a distance of 1309.29 feet to the **TRUE POINT OF BEGINNING;**

SUBJECT TO:

- 1- A 25.00-foot wide county road easement along the East boundary of the described parcel.
- 2- Instrument #2007-010752 City of Twin Falls water line easement
- 3- Instrument #2013-014146 Intermountain Gas easement



Date: Monday, October 22, 2018
To: Honorable Mayor and City Council
From: Sean Standley, Code Enforcement Coordinator

ACTION ITEM

Request:

ACTION ITEM: Request to add subsection (F) to Twin Falls City Code 8-7-5: Airport Traffic and Parking Regulations.

Time Estimate:

The request and presentation will take approximately 3 minutes, additional time may be needed for questions and answers.

Background:

Current City Code states the penalty for any violation of Title 8 Chapter 7 shall be considered a misdemeanor punishable by a fine of three hundred dollars (300.00) and (6) months in jail. Code Enforcement has started enforcing the timed parking areas at the airport and city staff agrees that the current penalty for this chapter is too steep for a parking violation. By adding subsection (F) to City Code 8-7-5 the penalty for any parking violation at the airport will be consistent with the penalties of any parking violations in city owned downtown parking lots and throughout the City of Twin Falls.

Approval Process:

Should the council desire to adopt the ordinance, a special motion to waive the rule and place the ordinance on third and final reading by title only, will need to be approved. Following the reading of the title, the ordinance can be approved by a simple majority vote of the council.

Budget Impact:

There will be no impact to the city budget.

Regulatory Impact:

N/A

History:

N/A

Analysis:

N/A

Conclusion:

City Staff recommends an addition of subsection (F) to City Code 8-7-5 to allow the consistent enforcement of parking penalties for all city owned parking lots and throughout the City of Twin Falls.

Attachments:

1. 8-7-5 with Subsection (F)
2. Ordinance Airport Parking Amendment - 8-7-5 with Subsection (F)

8-7-5: AIRPORT TRAFFIC AND PARKING REGULATIONS:

(A) Speed Regulations: It shall be unlawful for any person to drive any motor vehicle upon any road or area on Joslin Field, Magic Valley Regional Airport in excess of fifteen (15) miles per hour, or as posted, except the main access road from the High Line Canal to the Airport Loop Road junction where the maximum speed shall be twenty five (25) miles per hour.

(B) Parking:

1. Parking Areas: The Airport Manager is authorized and directed to designate on the Joslin Field, Magic Valley Regional Airport free public parking, long-term public parking, short-term public parking, parking for commercial ground transportation vehicles, Airport employee parking, Airport lessee employee parking, parking spaces for on-premises automobile concession vehicles and handicap parking spaces for vehicles properly displaying handicapped vehicle licenses or permits. It shall be unlawful for any person to park any vehicle or to permit a vehicle to remain parked in a parking area for which the person or vehicle is not authorized to park.

2. Passenger, Baggage And Cargo Loading And Unloading Areas: The Airport Manager is authorized and directed to designate passenger, baggage and cargo loading and unloading areas. It shall be unlawful for any person to park any vehicle or to permit a vehicle to remain parked in a designated passenger, baggage or cargo loading and unloading area, whether occupied or not, except temporarily for the purpose of, and while actually engaged in, loading or unloading passengers, baggage or cargo.

(C) One-Way Traffic: One-way traffic may be established and designated upon any road on said Airport, and it shall be unlawful for any person to operate a vehicle contrary to said designation.

(D) Towing Vehicles: Towing of vehicles shall be permitted as provided in this Code.

(E) Enforcement: The Airport Manager or any regularly employed and salaried City employee designated by the Airport Manager can act as an enforcement agent. If the Airport Manager or designated employee observes a violation of this Section, he or she shall issue a ticket with the date, time, license number, state registration, make of vehicle and the employee's name. (Ord. 2631, 10-12-1999)

(F) If any vehicle is found stopped, standing or parked in any manner in violation of the provisions of this chapter and the identity of the operator cannot be determined, the owner, person, corporation or named lessee in whose name said vehicle is registered, shall be held prima facie responsible for said violation. There is hereby imposed a thirty five dollar (\$35.00) fine, or fifty dollar (\$50.00) fine if not paid within three (3) business days. Any owner or operator of such vehicle violating said provisions and who fails to pay said fine within three (3) business days in the collection box or city hall shall be subject to the

penalty set forth herein. Fines unpaid for a period of forty five (45) days following issuance may be turned over to a collection agency for collection and shall be subject to an additional twenty five dollar (\$25.00) charge for collection.

Upon the failure of the owner or operator to pay the required fine within three (3) business days, the person as designated by the city may, after the giving of written notice, sign a complaint against the owner or operator of the vehicle cited for the violation of this chapter. Written notice to the owner or operator is deemed sufficient if mailed to the last known address of such person. The complaint may be signed after five (5) days from the date of the notice.

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TWIN FALLS, IDAHO, AMENDING TWIN FALLS CITY CODE 8-7-5 BY ADDING A NEW SUBSECTION (F) PROVIDING PENALTIES FOR PARKING VIOLATIONS AT JOSLIN FIELD, MAGIC VALLEY REGIONAL AIRPORT.

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF TWIN FALLS, IDAHO:

Section 1: That Twin Falls City Code 8-7-5 is amended as follows:

“8-7-5: AIRPORT TRAFFIC AND PARKING REGULATIONS:...

(F) Parking Violation: If any vehicle is found stopped, standing or parked in any manner in violation of the provisions of this chapter and the identity of the operator cannot be determined, the owner, person, corporation or named lessee in whose name said vehicle is registered, shall be held prima facie responsible for said violation. The ticket shall notify the owner or operator of the fine increase for failure to pay such fine within the initial three (3) business day period and the penalties for failure to pay the increased fine within the notice period.

There is hereby imposed a thirty five dollar (\$35.00) fine, or fifty dollar (\$50.00) fine if not paid within three (3) business days. Any owner or operator of such vehicle violating said provisions and who fails to pay said fine within three (3) business days in the collection box at city hall shall be subject to the penalty set forth herein. Fines unpaid for a period of forty five (45) days following issuance may be turned over to a collection agency for collection and shall be subject to an additional twenty five dollar (\$25.00) charge for collection.

Upon the failure of the owner or operator to pay the required fine within three (3) business days, the person as designated by the city may, after the giving of written notice, sign a complaint against the owner or operator of the vehicle cited for the violation of this chapter. Written notice to the owner or operator is deemed sufficient if mailed to the last known address of such person. The complaint may be signed after five (5) days from the date of the notice.”

PASSED BY THE CITY COUNCIL _____, 2018

SIGNED BY THE MAYOR

_____, 2018

Mayor

ATTEST:

Deputy City Clerk

PUBLISH: Thursday, _____, 2018



Date: Monday, October 22, 2018
To: Honorable Mayor and City Council
From: Gretchen Scott, Human Resource Director
Travis Rothweiler, City Manager – via telephone

Request:

Request to ratify the City Manager and Human Resource Director's proposal to create a retention compensation program.

Time Estimate:

The Human Resource Director's presentation will take about thirty minutes. The City Manager will be participating by telephone, and will be offer comments, as needed, and available to answer questions. Following the presentation, additional time will be necessary for questions and discussion.

Background:

Developing a competitive compensation plan has been a focal point of our organization for the past three fiscal years. The most aggressive movements have occurred in the last three fiscal years. Since 2012, the City of Twin Falls has moved the compensation table 46%. The average wage has increased from \$19.82 to \$26.89, which is a 35.6% increase. Additionally, we have crafted pay plans that reflect professional-specific norms, specifically in the police and fire departments.

Our efforts have made a difference across our organization. One testament to our efforts is that many of our departments are fully staffed today. Those that are not are close. Eighteen months ago, that was not the case; we had significant vacancies throughout the organization. These aggressive adjustments to our compensation plan have allowed us to fill vacancies with valued employees and attract quality talent to fill vacancies as they have occurred.

However with all of our efforts, we remain under constant attack and actively work to preserve and retain our employee base. The unemployment in the area in August 2018 was 2.2%. Most economists believe that full employment occurs when unemployment rates are at 4.0% to 6.4%. In both cases, the city is operating above functional full-employment rates and has been for over 18 months. The City of Twin Falls and the region has been below 4.0% unemployment since January 2016.

Importance of Retention

There are several impacts that occur when an organization is unable to retain talent. Some of these include: a loss of investment made in employees, low/poor morale, increased turnover, higher-than-normal burnout, lack of commitment to the organization and its customers, unfulfilled daily functions, decreased performance, and a decrease in organizational/institutional knowledge.

Attracting and deploying talent also takes considerable time. In some cases, it can take up to a year from the time a non-certified individual is hired before he or she has completed all required training and is in a position to "actively contribute" to our organization. Additionally, all positions within our organization continue to become more complex. Roles and demands continue to evolve and expand. With new requirements and expectations, it can take an additional two or three years of on-the-job experience before an employee is able to become truly efficient and proficient in his or her position and associated duties.

Connection with the City's 2030 Strategic Plan

Within the Strategic Plan the importance of investing in training, and retaining our employee base is specifically addressed in: Goal IO1 and Goal IO2:

Goal IO1: Provide effective, professional, high quality services to City residents, businesses, industries, and visitors.	
Initiative IO1.1: The City of Twin Falls will empower, educate, and equip its employees with the knowledge, skills, and abilities as well as facilities and tools that are required for them to succeed.	
	Objective IO1.1A: Attract, recruit, retain and train the most qualified employees.

Goal IO2: Treat our employees fairly.	
Initiative IO2.1: The City of Twin Falls will build a strong, informed, and committed workforce through fair compensation, good treatment, and professional development programs.	
	Objective 1O2.1A: Create and maintain a market competitive compensation plan and benefits program.

Proposed Solution

This solution is based on the concept of shoring up our human resources in all departments in our organization. The proposal is not new in concept, but possibly new to local government. Retention compensation is a tool that has been used by the United States Military for generations.

All branches of the United States military offer soldiers a financial incentive to re-enlist for a specific period of time. The opportunity is often presented to soldiers as their commitment period is about to come to a close. It is offered in an attempt to secure the investment they have made in each of them. The incentive is often provided upfront in exchange for continued service, often three or four additional years of service to our country.

This is the basis of the plan that we have developed. The proposal is to offer a retention compensation incentive to all employees who have been with the City for 5 or more years. Those who have been with the City for 5 to 9 years will receive a \$2,500 incentive in exchange for a 3-year commitment. Those who have been with the City for 10 or more years will receive a \$5,000 incentive for the same commitment. In total, 179 of the 309 employees are eligible for the incentive this year.

This is not the first time the City of Twin Falls has been placed in a position to respond to external forces that could jeopardize our employment base. In the past, the City of Twin Falls has offered mid-year adjustments to work groups when they fall below market compensation rates. Because they expand the base wage paid to our employees, mid-year adjustment add to the on-going cost of the City's operations. While mid-year adjustments might be necessary at some point in the future, we wanted to look for a solution that was different and one that would help us ensure that we would be able to secure the employee base.

This proposal does not impact the current budget and we are proposing it be funded with cash reserves. Historically, the City has used cash reserves to complete one-time projects designed to build upon its existing collection of assets. We have built roads, buildings, booster stations, or purchased assets with cash reserves in the past.

We have long recognized that our employees are our greatest asset. They are at the center of our focus areas and deliver critical services to our citizens, businesses and visitors. Typically, we are resistant to consider using cash reserves for personnel related expenses. However, because this program does not expand ongoing personnel costs, we, including our Chief Financial Officer, are comfortable with using this as a funding source.

The plan provides compensation that is earned and requires a three-year commitment to the organization. This plan is not to be confused with a "bonus". A bonus, by definition, is paid to an individual based on past performance. This has to be earned with a 36-month commitment.

Unlike the military's plan, current employees will not be required to sign the commitment agreement to remain employed. We do not believe all current employees will want to make three-year commitment to the City of Twin

Falls. There are different reasons why people will sign up. Some may choose to retire within this window. Some may not feel like they can be in a position to commit today.

Employees electing to sign the commitment agreement are committing to spending the next three years with the City. The agreement language is clear that should the employee elect to leave early, full reimbursement must be made. Repayment could be taken from final paychecks as well as the balances of Vacation and Comp-time banks. The retention compensation payments are not prorated and require an employee to complete a three-year tour before it will be considered satisfied.

This will not take the place of our goal to prove a quality, market-based compensation plan to our employees. We will need to seriously consider a mid-year adjustment as well as exploring additional ways to compensate our employees, including longevity pay.

Approval Process:

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

Budget Impact:

At the conclusion of FY 2018, the City of Twin Falls estimated that it will place a total of \$8.4 million from all funds into its cash reserves accounts. We will place \$1.6 million from the general fund, of which one-half is from salary savings. It is important to note these are pre-audit estimates and subject to slight changes.

In each of the past four fiscal years, the City of Twin Falls has placed an average of \$1.4 million to \$2.2 million from the General Fund to into cash reserves. The single largest source is from salary savings, which has averaged \$1,200,000 to \$1,350,000 annually. The other sources include unanticipated revenues and unexpended allocations in the operational and maintenance (O&M) line items.

There are many reasons why cash reserves are generated. Some of the more common reasons are savings realized as a result of employee vacancies and not being fully-staffed, unanticipated revenues, lower than anticipated project cost, and improved operational efficiencies. It is important to note: the City of Twin Falls does not budget to have savings.

In the first year of this program, we would offer this to all employees with five or more years of service. The total cost across all funds if all eligible employees commit to an additional three years is \$986,000, of which \$773,000 is in the tax supported funds. Simply, the amount of cash reserves realized in the general funds from unfilled, vacant positions will almost cover the entire cost of the program in the first year.

Based on past budget performances and as stated above, this will be a sustainable program and will be able to continue into the future. As designed, the cost of the program is significantly less in subsequent years. Assuming all eligible employees sign the commitment, the cost per fiscal year would be: \$216,000 in FY 2020, \$217,000 in FY 2021, \$306,000 in FY 2022, \$372,000 in FY 2023, \$349,000 in FY 2024, \$259,000 in FY 2025. Again, these are maximum costs based on tenure and we do not believe all eligible employees will elect to participate in the program.

Regulatory Impact:

This proposal and all corresponding agreements have been reviewed and approve by legal counsel.

Conclusion:

In order for the City of Twin Falls to provide the highest level of services, it needs to be able to retain and attract the best talent when vacancies occur. If we are unable or unwilling to retain and attract talent, we need to examine the portfolio of services offered to our citizens. We cannot expect to offer more complex service if we cannot staff the basic requirements, resulting in diminished levels of service.

Attachment:

None