



Twin Falls City Council Agenda

Monday, May 4, 2020, 5:00 PM

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

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

- 1) CALL MEETING TO ORDER/CONFIRMATION OF QUORUM
- 2) PLEDGE OF ALLEGIANCE
- 3) PROCLAMATIONS: None
- 4) CONSENT CALENDAR
 - a) **ACTION ITEM:** Request to approve the Accounts Payable for April 23-29, 2020.
By: Amy Luna, Finance Administrative Assistant
 - b) **ACTION ITEM:** Request to approve the April 27, 2020, City Council Minutes.
By: Amy Luna, Finance Administrative Assistant
 - c) **ACTION ITEM:** Request to approve the final plat for El Milagro approximately an 8.95 (+/-) acre to develop 1 lot located at 1122 Washington Street South. c/o Ryan Hackett Desert Ridge Investments, Inc. (PZ20-0053)
By: Jonathan Spendlove, Planning & Zoning Director
- 5) ITEMS OF CONSIDERATION
 - a) **PRESENTATION:** Presentation by Joshua W. Kern M.D., Vice President of Medical Affairs, St. Luke's Health System.
By: Travis Rothweiler, City Manager
 - b) **ACTION ITEM:** Request to confirm the City Manager's appointment of Breanna Howard as the City of Twin Falls Chief Financial Officer position.
By: Travis Rothweiler, City Manager
 - c) **ACTION ITEMS:** Request approval to use Contingency for an expenditure not to exceed \$10,000.00, and to reallocate fire capital funds.
By: Les Kenworthy, Fire Chief
 - d) **ACTION ITEM:** Request to approve Resolution No. 2020-006 - Authorizing the Destruction of Records
By: Amy Luna, Finance Administrative Assistant

- e) **ACTION ITEM:** Request to approve a resolution to designate portions of Washington Street North, Washington Street and 6th Avenue West as an approved route for vehicle combinations up to 129,000 pounds.
By: Mark Holtzen, City Engineer
- f) **ACTION ITEM:** Request to approve a resolution to adopt message board guidelines.
By: Kathy Markus, Archway Facilitator
- 6) GENERAL PUBLIC INPUT: To provide public input to the City Council please send to: Citizeninput@tfid.org
- 7) ADVISORY BOARD REPORT/ANNOUNCEMENTS
- 8) PUBLIC HEARINGS: None
- 9) ADJOURNMENT

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 & Zoning Commission shall wait to be recognized by the Mayor or Chairman, 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 shall 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 the request is 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 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.
 - 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 Chairman. The spokesperson shall be limited to 15 minutes.
 - Written comments, including e-mail, received by 12:00 p.m. on the date of the hearing shall be either read into the record or displayed to the public on the overhead projector.
8. Following the Public Testimony, the applicant is permitted five (5) minutes to respond to Public Testimony.
9. Following the Public Testimony and Applicant's response, Council or Commission members, as recognized by the Mayor or Chairman, 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 Chairman may limit the time permitted for the answer.
10. The Mayor or Chairman 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, 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.



Twin Falls City Council Minutes

Monday, April 27, 2020, 5:00 PM

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

1) CALL MEETING TO ORDER/CONFIRMATION OF QUORUM

Present: Mayor Suzanne Hawkins, Vice Mayor Ruth Pierce, Council Member Shawn Barigar, Craig Hawkins, Greg Lanting, Christopher Reid & Nikki Boyd.

Absent:

Staff Present: City Manager Travis Rothweiler, Deputy City Manager Mitch Humble, City Attorney Shayne Nope, CFO Lorie Race, Airport Manager Bill Carberry, P&Z Director Jonathan Spendlove, Police Chief Craig Kingsbury, Fire Chief Les Kenworthy, Utility Services Supervisor Bill Baxter, Public Information Officer Josh Palmer, Network Administrator Dee Davidson, Finance Administrative Assistant Amy Luna.

Mayor Hawkins called the meeting to order at 5:00 PM. A quorum was present.

2) PLEDGE OF ALLEGIANCE

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

3) PROCLAMATIONS: None

4) CONSENT CALENDAR

MOTION: Council Member Lanting moved to approve the Consent Calendar as presented. **Vice Mayor Pierce** seconded the motion. Roll call vote showed all members present voted in favor of the motion. 7 to 0

- a) **ACTION ITEM:** Request to approve the Accounts Payable for April 16-22, 2020.
- b) **ACTION ITEM:** Request to approve the Wells Fargo Credit Commercial Card for March 2020.
- c) **ACTION ITEM:** Request to approve the April 20, 2020, City Council Minutes.

5) ITEMS OF CONSIDERATION

- a) **PRESENTATION:** Presentation by Joshua W. Kern M.D., Vice President of Medical Affairs, St. Luke's Health System.

Mayor Hawkins introduced a presentation by Dr. Kern M.D., Vice President of Medical Affairs, St. Luke's Health Systems.

Discussion ensued on the following: None

Mayor Hawkins thanked Dr. Kern for his presentation.

- b) **ACTION ITEM:** Request to Award a Contract to M-B Companies for an FAA Airport Multi-Task Snow Plow & Broom.

Airport Manager Carberry made a request to award a contract to M-B Companies for an FAA Airport Multi-Task Snow Plow & Broom.

Discussion ensued on the following:

Council Member Lanting: Are we able to fly out of Twin Falls currently?

Council Member Boyd: Spoke about the flights.

MOTION: Council Member Lanting moved to approve the request to award a contract to M- B Companies for an FAA Airport Multi-Task Snow Plow & Broom, in the amount of \$680,114.00, contingent on FAA funding. **Council Member Hawkins** seconded the motion. Roll call vote showed all members present voted in favor of the motion. 7 to 0.

- c) **ACTION ITEM:** Request to adopt an ordinance for a Zoning District Change & Zoning Development Agreement from C1 CRO to Twin Falls County West Annex C1 & CRO ZDA for property located at 630 Addison Avenue West. (PZ 19-0167)

P&Z Director Spendlove made a request to adopt an ordinance for a Zoning District Change & Zoning Development Agreement from C1 CRO to Twin Falls County West Annex C1 & CRO ZDA for property located at 630 Addison Avenue West.

Discussion ensued on the following:

Council Member Hawkins: Is this for the Detention Center?

MOTION: Vice Mayor Pierce made a motion to suspend the rules and place Ordinance 2020- 008 on third and final reading by title only under suspension of the rules. **Council Member Hawkins** seconded the motion. Roll call vote showed all members present voted in favor of the motion. Approved 7 to 0.

Mayor Hawkins read Ordinance 2020-008 by title only.

MOTION: Council Member Lanting moved to approve Ordinance #2020-008 for a Zoning District Change & Zoning Development Agreement from C1 CRO to Twin Falls County West Annex C1 & CRO ZDA for property located at 630 Addison Avenue West. **Vice Mayor Pierce** seconded the motion. Roll call vote showed all members present voted in favor of the motion. 7 to 0.

- d) **PRESENTATION:** A presentation on the finances of the City of Twin Falls for six months of fiscal year 2019-2020. This presentation will be an overview of the tax-supported funds and the three major enterprise funds: Water, Wastewater and Sanitation.

CFO Race made a presentation on the finances of the City of Twin Falls for six months of Fiscal Year 2019-2020.

Discussion ensued on the following:

Council Member Hawkins: The City is in good shape and CFO Race's efforts are appreciated.

Vice Mayor Pierce: Thanked CFO Race for her presentation and years of service.

Council Member Barigar: Thanked CFO Race for her presentation and years of service.

Mayor Hawkins: Spoke about CFO Race's service.

Council Member Lanting: Thanked CFO Race for her years of service.

Mayor Hawkins thanked CFO Race for her presentation.

- e) **PRESENTATION:** An initial discussion about the City Manager's FY 2021 budget priorities and with input and consideration about the City Council budgetary priorities.

City Manager Rothweiler initiated a discussion about the City Manager's FY 2021 budget priorities and with input and consideration about the City Council budgetary priorities.

Discussion ensued on the following:

Council Member Lanting: Spoke about the home prices in the area and the unemployment income of some people in Twin Falls.

Mayor Hawkins: Spoke about the redistribution of sales taxes and the concern of the formula that the state has.

Council Member Hawkins: Spoke about the consumer confidence going forward.

Council Member Lanting: Asked how we would not take the 3% New Construction Value. Concern with this is not having a rainy-day fund to maintain our employees that we have now.

Council Member Barigar: Asked about the CARES funds and how they will be shared.

Mayor Hawkins: Asked for projections on the New Construction Values.

Council Member Lanting: Asked about the option of budgeting for savings.

Council Member Barigar: Thanked City Manager Rothweiler for the overview. Asked about the Non- Enterprise oriented revenues for additional projects.

Vice Mayor Pierce: Thanked City Manager Rothweiler and believes that the citizens want us to be proactive and conservative.

Council Member Lanting: Is there a chance to have projects shovel ready?

Mayor Hawkins thanked City Manager Rothweiler for his presentation and asked that it be put out on our website.

- 6) **GENERAL PUBLIC INPUT: To provide public input to the City Council please send to:**
Citizeninput@tfid.org

7) **ADVISORY BOARD REPORT/ANNOUNCEMENTS**

City Manager Rothweiler spoke about the work being done on the Archway. Asked that you not visit the construction zone and that it should be completed by 7am Tuesday, April 28, 2020.

Spoke about the plans moving forward as follows:

Stage 0 - Now thru April 30th

Stage 1 - May 1-15, 2020 - Employees can choose to continue to work remotely or return to their respective places. Meetings to occur in accordance with the social distancing guidelines

Stage 2 - May 16-29, 2020 - Closing up remote workplaces & return to normal operating locations. Advisory Commission meetings can begin to occur following social distancing guidelines.

Stage 3 - Anticipated to be May 30-June 12, 2020 - Soft Closures will continue thru June 12, 2020 with limited public participation in public meetings.

Stage 4 - Anticipated to be completed by the 1st of July.

8) PUBLIC HEARINGS

- a) **ACTION ITEM:** Consideration of a request to transfer real property, owned by the City, to the Urban Renewal Agency.

Deputy City Manager Humble made a request of consideration to transfer real property, owned by the City of Twin Falls, to the Urban Renewal Agency.

Public Hearing Opened: 7:01 pm

Public Hearing Closed: 7:04 pm

Discussion ensued on the following:

Vice Mayor Pierce: Asked about the specifics of this project & what we get in exchange of this property.

Council Member Lanting: Asked if this would end up being public property. Could there be access from the other building to the parking facility?

MOTION: **Council Member Barigar** moved to approve the request to transfer real property, owned by the City, to the Urban Renewal Agency. **Vice Mayor Pierce** seconded the motion. Roll call vote showed all members present voted in favor of the motion. 7 to 0.

9) ADJOURNMENT

The meeting adjourned at 07:13 PM

Amy Luna, Finance Administrative Assistant



Date: Monday, May 4, 2020
To: Honorable Mayor and City Council
From: Planning & Zoning Department

ACTION ITEM

Request:

ACTION ITEM: Request to approve the final plat for El Milagro approximately an 8.95 (+/-) acre to develop 1 lot located at 1122 Washington Street South. c/o Ryan Hackett Desert Ridge Investments, Inc. (PZ20-0053)

Time Estimate:

Consent Calendar

Background:

This is a request for a approval of the final plat for El Milagro approximately an 8.95 (+/-) acre to develop 1 lot located at 1122 Washington Street South.

This final plat complies with the standards as set forth in the City's General Subdivision Provision of Title 10, Chapter 12, Section 4 all regulations regarding R-4, NCO as well as the approved El Milagro, ZDA zoning development standards. All general criteria for approval have been met, per State Statute 50-13.

Approval Process:

As per Twin Falls City Code 10-12-2-4 (F) Council Action: The council, at its next meeting following receipt of the administrator's report, shall consider the commission's findings and comments from concerned persons and agencies to arrive at a decision on the final plat. The council shall approve, approve conditionally, disapprove or table the final plat for additional information. A copy of the approved plat shall be filed with the administrator.

Budget Impact:

NA

Regulatory Impact:

The property as described will now be recorded with the County as a Subdivision Plat, applicable to the development criteria outlined in City Code.

History:

The property El Milagro has a long history of providing low cost housing options in Twin Falls since it was established as a migrant camp for transient farm workers.

The property established a Head Start early childhood education center in 1989 and has expanded that operation several times over the years.

The property was approved to rezone from R-4 to R-4 NCO ZDA on July 30, 2018 by the City Council. The

plan is to construct updated 4-plexes with garages with some low impact commercial element to the project fronting along Washington Street South. On Nov 12, 2019 a request to provide a Parks In-lieu contribution was approved by City Council. Later on November 19, 2019 the preliminary plat for approximately 19.23 acres to be developed into 12 lots was approved by the Planning & Zoning Commission.

Analysis:

All general criteria for approval have been met per State Statute 50-13.

Staff has determined this request is in compliance with the “Grow with Us” 2016 comprehensive plan.

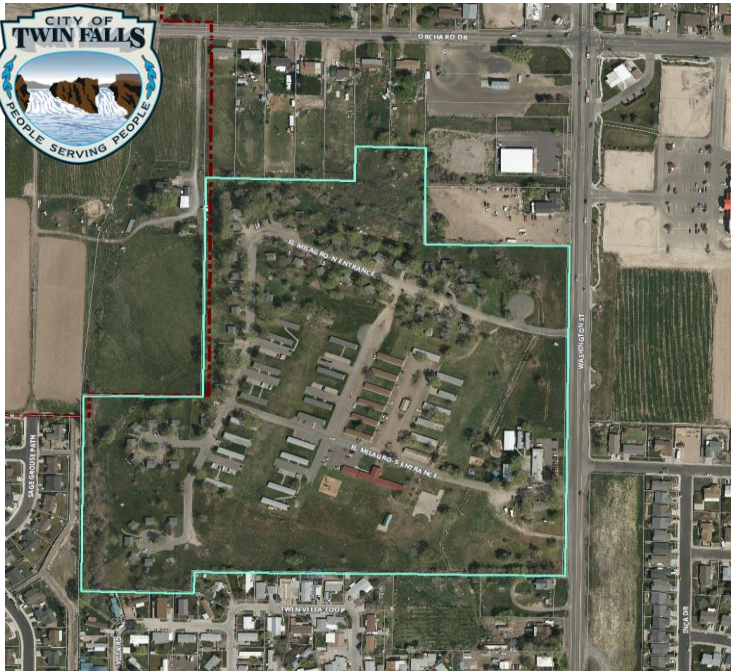
Conclusion:

Upon conclusion, should the Commission approve the request, as presented, staff recommends the following:

1. Subject to the Parks in lieu contribution being made for Phase 1 in the amount of \$21,850.78.
2. 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.

Attachments:

1. PZ20-0053 FPlat Staff Report
2. Vicinity Map
3. El Milagro Phase 1 - Final Plat



Comprehensive Staff Report

To: City Council

Presenter: Lisa Strickland, City Planner

Request: A request for a approval of the final plat for El Milagro approximately an 8.95 (+/-) acre to develop 1 lot located at 1122 Washington Street South.

Application: PZ20-0053

Applicant/Representative:

Desert Ridge Investments, Inc.

c/o Ryan Hackett

3390 Crestbrook Ln

Salt Lake City, UT 84109

Public Meeting: May 4, 2020

Analysis

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Approval Process

As per Twin Falls City Code 10-12-2-4

(F) Council Action: The council, at its next meeting following receipt of the administrator's report, shall consider the commission's findings and comments from concerned persons and agencies to arrive at a decision on the final plat. The council shall approve, approve conditionally, disapprove or table the final plat for additional information. A copy of the approved plat shall be filed with the administrator.

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Comprehensive Plan Compliance

Staff has determined this request is in compliance with the "Grow with Us" 2016 comprehensive plan.

Conclusion

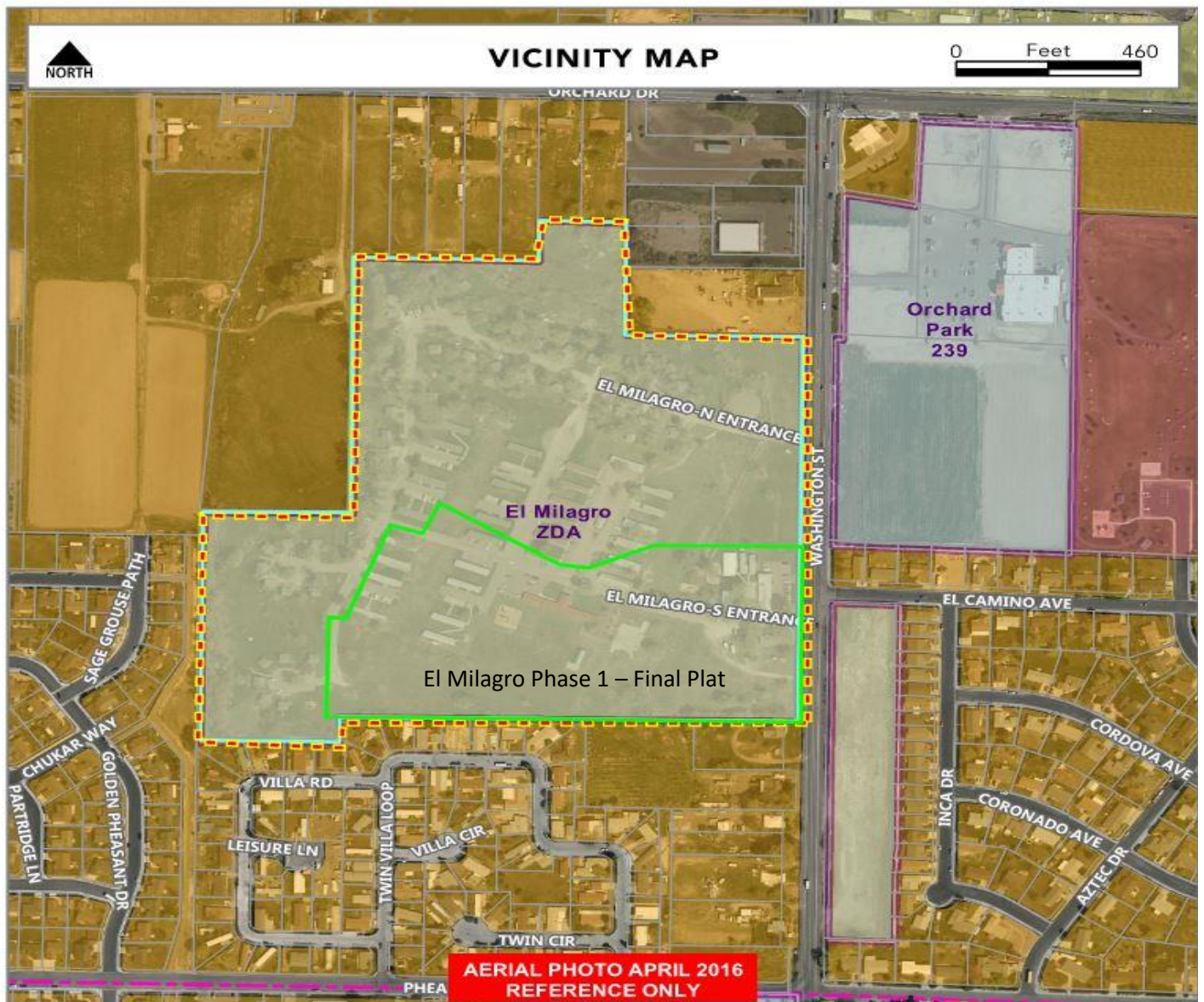
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Attachments

1. Vicinity Map
2. Final Plat

Public Meeting: May 4, 2020



PUD	WPO I	R-2
WPO_Districts	C-1	R-4
	OS	R-6

Current Zoning: R-4 ZDA & R-4 NCO ZDA Existing Land Use: Residential
 Comprehensive Plan: Town Proposed Land Use: Residential
 Neighborhood & Neighborhood
 Commercial

Surrounding Zoning Designations & Land Use(s)

North: R-4, Residential	East: Washington St. S., R-4, C-1 PUD, Residential & Commercial
South: R-4, Residential	West: R-4, Residential

Applicable Regulations

CURVE TABLE					
CURVE #	LENGTH	RADIUS	DELTA	CHORD BEARING	CHORD LENGTH
C1	42.04'	77.00'	31°16'47"	S 85°17'27" E	41.52
C2	24.77'	123.00'	11°32'14"	N 84°50'16" E	24.73
C3	9.85'	9.00'	62°43'26"	N 58°01'53" W	9.37
C4	25.94'	13.50'	110°04'44"	S 35°34'02" W	22.13
C5	43.12'	123.00'	20°05'13"	S 09°25'44" E	42.90
C6	21.21'	13.50'	90°00'00"	S 44°23'08" E	19.09
C7	21.21'	13.50'	90°00'00"	N 45°36'52" E	19.09
C8	26.99'	77.00'	20°05'13"	N 09°25'44" W	26.86
C9	19.19'	13.50'	81°27'31"	N 60°12'06" W	17.62
C10	19.96'	13.50'	84°42'36"	S 63°59'12" W	18.19
C11	83.07'	69.00'	68°58'58"	N 56°07'23" E	78.15

LEGEND

- SET WITH $\frac{5}{8}$ " REBAR WITH PLASTIC CAP HWE 5617
- SUBDIVISION BOUNDARY LINE
- TRACT LINE
- EXISTING RIGHT OF WAY
- EXISTING EASEMENT
- SECTION LINE
- (N89°20'57" W) BEARING OF RECORD
- FOUND 5/8" IRON PIN

SURVEYOR'S NARRATIVE

THIS SURVEY PLAT OF **EL MILAGRO SUBDIVISION NO. 1** WAS PERFORMED AT THE REQUEST OF THE COMMUNITY COUNCIL OF IDAHO, AND THE PURPOSE OF SAID SURVEY WAS TO SUBDIVIDE A PORTION OF THE COMMUNITY COUNCIL OF IDAHO'S PROPERTY LOCATED IN THE SOUTHEAST ONE QUARTER OF THE NORTHEAST ONE QUARTER OF SECTION 29, TOWNSHIP 10 SOUTH, RANGE 17 EAST, BOISE MERIDIAN, CITY OF TWIN FALLS, TWIN FALLS COUNTY, IDAHO. THE BASIS OF BEARING BETWEEN THE EAST ONE QUARTER CORNER AND THE NORTHEAST CORNER OF SAID SECTION 29 WAS TAKEN FROM THE RECORD OF SURVEY, RECORDED AS INSTRUMENT NO. 2015-019031, RECORDS OF TWIN FALLS COUNTY, IDAHO. THE SOUTH BOUNDARY WAS DETERMINED FROM FOUND MONUMENTS SHOWN ON RECORD OF SURVEY, RECORDED AS INSTRUMENT NO. 2015-019031, RECORDS OF TWIN FALLS COUNTY, IDAHO. THE EAST BOUNDARY WAS SET AT FOURTY-SIX FEET (46.00') WEST OF THE EAST BOUNDARY OF SAID SECTION 29, AS REQUIRED BY THE CITY OF TWIN FALLS. THE WEST AND NORTH BOUNDARIES WERE SET AT THE DIRECTION OF THE COMMUNITY COUNCIL OF IDAHO

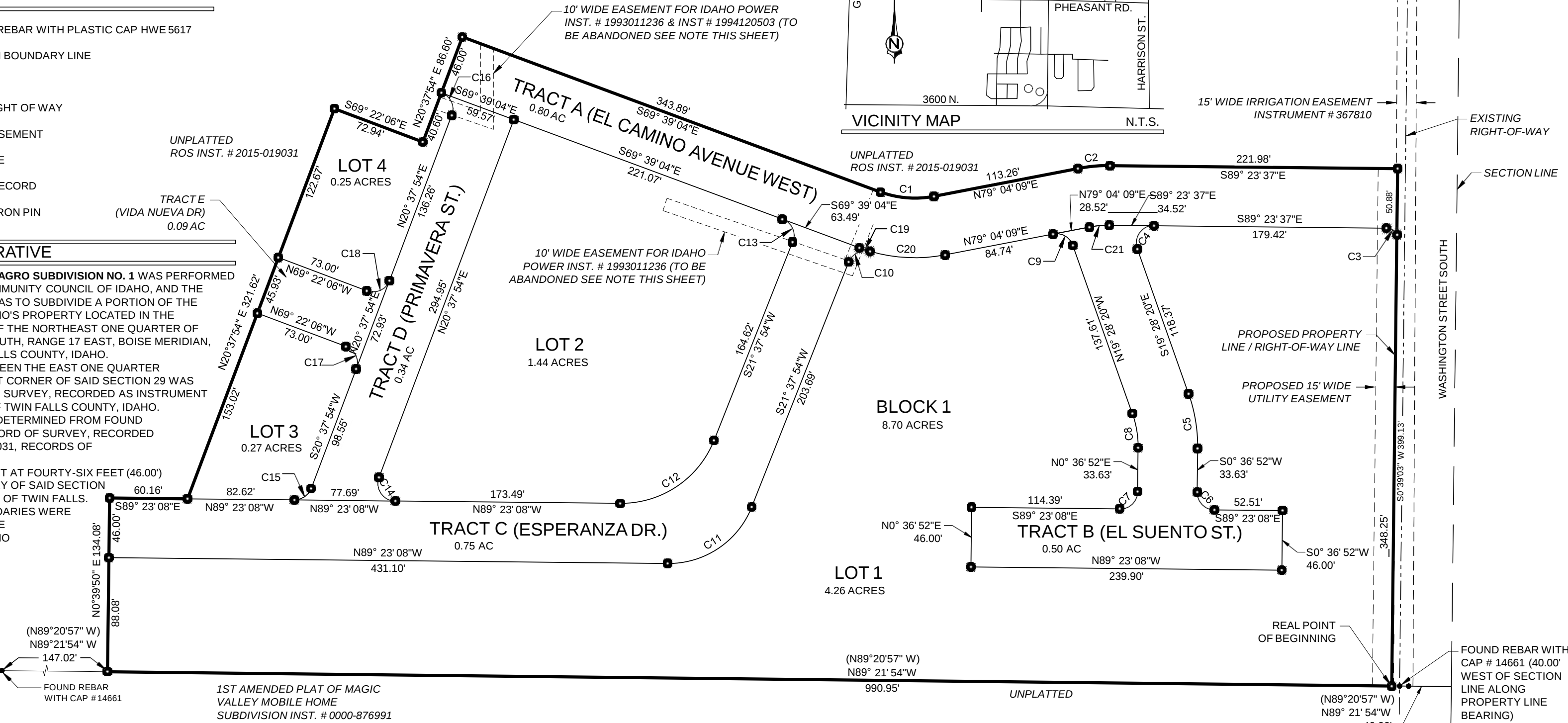
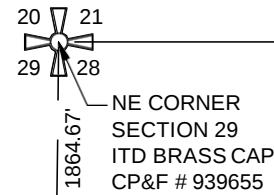
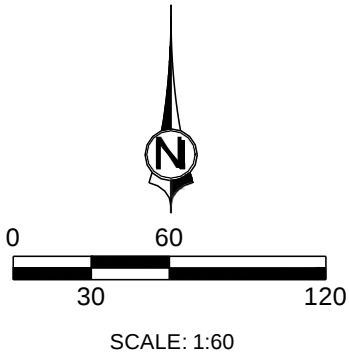
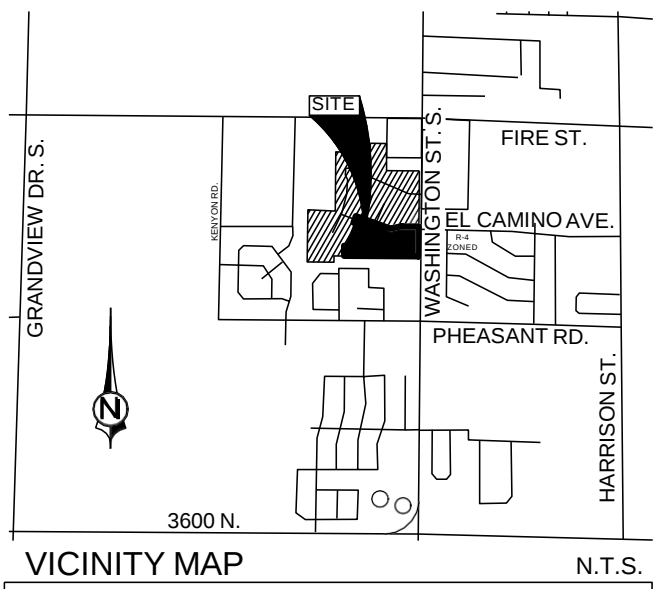
EASEMENT LEGEND

ALL OF PHASE I IS COVERED BY BLANKET EASEMENTS TO IDAHO POWER UNDER INSTRUMENT NUMBERS 367810, 449247, AND 614129, FOR POWER DELIVERY TO THE SITE. (EASEMENTS NOT SHOWN ON DRAWING)

IDAHO POWER HAS A POWER DISTRIBUTION EASEMENT RECORDED AS INST. # 1993011236 AND INST. # 194120503 WHICH WILL BE VACATED WITHIN THE BOUNDARIES OF EL MILAGRO PHASE I SUBDIVISION AFTER THE FINAL PLAT IS APPROVED AND UTILITY INSTALLED. (SHOWN ON DRAWING FOR REFERENCE)

CURVE TABLE					
CURVE #	LENGTH	RADIUS	DELTA	CHORD BEARING	CHORD LENGTH
C12	92.71'	77.00'	68°58'58"	S 56°07'23" W	87.21
C13	21.51'	13.50'	91°16'58"	S 24°00'35" E	19.30
C14	25.92'	13.50'	110°01'02"	N 34°22'37" W	22.12
C15	16.49'	13.50'	69°58'58"	S 55°37'23" W	15.48
C16	21.27'	13.50'	90°16'58"	S 24°30'35" E	19.14
C17	21.21'	13.50'	90°00'00"	S 24°22'06" E	19.09
C18	21.21'	13.50'	90°00'00"	S 65°37'54" W	19.09
C19	8.60'	123.00'	4°00'25"	S 71°39'17" E	8.60
C20	58.55'	123.00'	27°16'22"	S 87°17'40" E	58.00
C21	15.51'	77.00'	11°32'14"	N 84°50'16" E	15.48

EL MILAGRO SUBDIVISION NO. 1
LOCATED IN A PORTION OF THE
SE 1/4 NE 1/4 , SECTION 29,
TOWNSHIP 10 SOUTH, RANGE 17 EAST
BOISE MERIDIAN
CITY OF TWIN FALLS, TWIN FALLS COUNTY, IDAHO
2020



CERTIFICATE OF HEALTH DEPARTMENT

SANITARY RESTRICTIONS AS REQUIRED BY IDAHO CODE TITLE 50, CHAPTER 13, HAVE BEEN SATISFIED. SANITARY RESTRICTIONS MAY BE REIMPOSED, IN ACCORDANCE WITH SECTION 50-1326, IDAHO CODE, BY THE ISSUANCE OF A CERTIFICATE OF DISAPPROVAL.

REHS, SOUTH CENTRAL HEALTH DISTRICT DATE



TRACTS A, B, C, D, AND E, ARE NON BUILDING LOTS RESERVED FOR ROADWAY, DRAINAGE, ACCESS, UTILITIES, AND LANDSCAPING. MAINTENANCE OF THE ROADWAY, SIDEWALK, CURB & GUTTER AND LANDSCAPING WITHIN THE TRACTS SHALL BE THE RESPONSIBILITY OF THE SUBDIVISION OWNER. THE CITY OF TWIN FALLS, IDAHO SHALL OWN, OPERATE, AND MAINTAIN THE SANITARY SEWER, STORMWATER, AND POTABLE WATER UTILITIES WITHIN THE TRACTS. OTHER UTILITIES LOCATED WITHIN THE TRACTS SHALL BE THE PROPERTY OF, AND MAINTAINED BY, THE RESPECTIVE UTILITY COMPANIES.





Date: Monday, May 4, 2020
To: Honorable Mayor and City Council
From: Travis Rothweiler, City Manager

ACTION ITEM

Request:

Request to confirm the City Manager's appointment of Breanna Howard as the City of Twin Falls Chief Financial Officer position.

Time Estimate:

The staff presentation will take about ten minutes. Following the presentation, additional time may be necessary for questions and discussion.

Background:

The purpose of this agenda item is to appoint Breanna Howard to the position of Chief Financial Officer position.

Lorie Race, the City's current Chief Financial Officer, announced her retirement with the City in October 2019. Lorie has been with the City for nearly 31 years and has served as the City's CFO since December 2009. Lorie started her career as the City's payroll clerk on February 21, 1989. During her time with the City of Twin Falls, Lorie has served as City's accountant, budget coordinator and assistant finance director.

During her tenure, Lorie worked to revise the City's budget document and budgeting process. The process used by the City today aligns with the Government Finance Officers Association (GFOA) recommended best practices. The City has received numerous accolades including the GFOA award for both the City's budget and comprehensive annual financial report (CAFR). After her announcement, the City of Twin Falls started a national recruitment to find the next Chief Financial Officer position.

The application process was open for approximately 60 days. In total, we received 29 applications from across the country. At the end of January, video conference interviews were conducted with ten candidates and afterwards four final candidates were selected to participate in an extensive onsite process. The onsite interviews consisted of two oral boards conducted by the executive leadership team and members of the council, as well as an evening social where members of the city's management teams could engage with the final candidates.

The City Manager then met with the top candidate for a final interview.

Breanna began her CPA career 13 years ago at Cooper Norman and rose to the position of Principal, Location Manager at the firm. She has strong work history of leading and mentoring the team there as well as spearheading complex financial programs and analysis. Breanna earned designation as a Magna Cum Laude Accounting graduate of BSU as well as Valedictorian of her Kimberly High School class.

Breanna and her husband TJ make their home in Twin Falls with their son James (2). They are active in the local community and enjoy traveling and exploring the world.

The City CFO is an executive level position and both Idaho Code and City Code define the process required to confirm the appointment.

Approval Process:

Request Council to confirm the request to appoint City Manager's appointment of Breanna Howard as the City of Twin Falls Chief Financial Officer position.

Budget Impact:

The total cost of the Chief Financial Officer position is funded in the current FY 2020 Budget.

Regulatory Impact:

50-811. CITY MANAGER — DUTIES. The council shall appoint a city manager to be the administrative head of the city government under the direction and supervision of such council and who shall hold office at the pleasure of the majority of the members thereof. Before entering upon the duties of his office, such city manager shall take the official oath for the support of the government and the faithful performance of his duties, and shall execute a bond in favor of the city in such sum as may be fixed by the council. He shall:

5. Make the appointment of all department heads, subject to such civil service regulations as may relate thereto.

Section 1-7-8 of the Twin Falls Municipal Code states: The City Manager shall be the chief executive officer and the head of the administrative branch of the City government. He shall be responsible to the City Council for the proper administration of all affairs of the City under the specific direction and control of the City Council.

In addition to his general powers as the chief executive officer and the head of the administrative branch of the City government, and not as a limitation thereof, it shall be his responsibility and duty and he shall have the power: (C) To appoint and remove any officers and employees of the City except the elected officers and their respective staffs, subject to ratification by the City Council in the case of department heads.

History:

N/A

Analysis:

N/A

Attachments:

None



Date: Monday, May 4, 2020
To: Honorable Mayor and City Council
From: Les Kenworthy, Fire Chief

ACTION ITEM

Request:

ACTION ITEMS: Request approval to use Contingency for an expenditure not to exceed \$10,000.00, and to reallocate fire capital funds.

Time Estimate:

Approximately 10 minutes.

Background:

The Fire Department purchased a new staff vehicle in 2020. A new ambulance (aid car) was ordered and is due for delivery early summer. The used stretcher that staff planned on using in the new ambulance will not work and requires a new unit.

In addition to the new ambulance (aid car), staff purchased three staff vehicles that are currently being outfitted to be placed in service. Staff planned on using M & O monies to make additional modifications to the vehicles that were not budgeted in the original request. Because our city's best practice is to keep all the expenditures for newly purchased capital items in the same line item, funds are not currently available in the capital line for these expenditures.

Staff has identified three approved fire department capital items that will not be spent. They were originally approved by City Council in the current budget. These items will not be spent due to the current pandemic environment and changes in technology. The specific items are:

- \$10,000 for Consultant for 5 Year Plan
- \$9,700 for ARFF Training Program (software)
- \$6,069 for Aluminum X-2 Strut Kit

Staff is asking for approval to re-allocate these funds to pay for the additional staff vehicle and ambulance costs. Based on the current numbers, I'm anticipating a deficit of around \$5,000, but am requesting the use of Contingency "up to" \$10,000, and will only use the amount needed.

Approval Process:

The approval process requires a majority of Council members to vote in favor of this expenditure and use of Contingency.

Budget Impact:

We anticipate only needing to use \$5,000 of Contingency funding but are requesting "up to" \$10,000 to cover any unanticipated increased costs. We hope that we will have no catastrophic failures of apparatus and see a \$0 budget impact to the fire budget at the end of the 2019-20 fiscal year.

Regulatory Impact:

None at time time.

History:

Twin Falls Fire Department began providing EMS services in 2017. We have seen significant improvement in patient care in the city and surrounding fire district. As an example, our return of spontaneous circulation (ROSC) numbers have increased as much as 50% in cardiac arrest patients. Adding an aid car to our fleet will increase faster response capabilities and reduce run-time hours on fire trucks.

Analysis:

N/A

Conclusion:**Attachments:**

1. Fire Department Capital Projects and Expenditure 2019-20

Fire Department Capital Projects & Expenditure 2019-20

		Budgeted	Spent/Spending
127-23-10-470-70	Special Projects	\$10,000.00	
		\$10,000.00	\$10,000.00 Consultant for 5 Year Planning
127-23-10-470-74	Office Furniture & Equipment	\$16,700.00	
		\$9,700.00	\$9,700.00 ARFF Training Program (software)
		\$7,000.00	\$7,878.00 Lexipol Software: Fire Policies, Procedures and Training
127-23-10-470-75	Automotive Equipment	\$122,400.00	
		\$36,700.00	\$43,733.17 Training Office Vehicle-Turned to BATT 1
		\$36,600.00	\$30,927.00 Fire Chief Vehicle
		\$36,600.00	\$29,047.00 Fleet Vehicle
		\$12,500.00	\$8,424.00 Vehicle for Electrical/Fire Inspector (split with Building Safety)
			\$11,307.75 Stryker (Performance Pro Ambulance Cot - New Ambulance/AID Car)
			\$867.00 Stryker (Cot Fastners & Assbly Parts) - New Ambulance/Aid Car
			\$1,912.00 Radio - New Ambulance/Aid Car
			\$1,750.00 Striping - New Ambulance/Aid Car
			\$5,630.00 Command Package - BATT 1
			\$1,300.00 Cradle Point - BATT 1
			\$2,900.00 MDC and Docking Station - BATT 1
			\$5,100.00 Lighting Package - Fire Chief Vehicle
			\$5,100.00 Lighting Package - Fire Staff Vehicle
			\$1,880.00 Striping - Fire Staff Vehicle
			\$1,950.00 Radio - Fire Staff Vehicle
127-23-10-470-76	Other Machinery & Equipment	\$22,569.00	
		\$6,500.00	\$6,500.00 New PAC Single or Dual Gas Air Monitors
		\$6,069.00	\$6,069.00 Aluminum X-2 Strut Kit
		\$6,000.00	\$6,081.28 Body Armour/Bullet Proof Vests
		\$4,000.00	\$4,000.00 Forcible Entry Door Prop (Training)
		\$171,669.00	\$202,056.20 \$30,387.20
			(\$25,769.00) (Consultant for 5 Year Planning, ARFF Training Program, Aluminum X-2 Strut Kit)
			\$176,287.20 \$4,618.20



Date: Monday, May 4, 2020
To: Honorable Mayor and City Council
From: Amy Luna, Administrative Assistant

ACTION ITEM

Request:

ACTION ITEM: Request to approve Resolution No. 2020-006 - Authorizing the Destruction of Records

Time Estimate:

5 minutes

Background:

Idaho State Code 50-907(b) Semipermanent records may be destroyed only by resolution of the city council and upon the advice of the city attorney, except for paper originals of semipermanent records retained in a nonpaper medium as provided in subsection (6)(d) of this section. Such disposition shall be under the direction and supervision of the city clerk. The resolution ordering destruction shall list in detail records to be destroyed.

(c) Temporary records may be destroyed only by resolution of the city council and upon the advice of the city attorney, except for paper originals of temporary records retained in a nonpaper medium as provided in subsection (6)(d) of this section. Such disposition shall be under the direction and supervision of the city clerk. The resolution ordering destruction shall list in detail records to be destroyed.

Approval Process:

List of records to be destroyed needs City Attorney and Council approval.

Budget Impact:

Regulatory Impact:

The Council's approval of this request will enable the departments listed to properly destroy these records making room for new ones.

History:

N/A

Analysis:

N/A

Conclusion:

Staff recommends that the Council approve this resolution.

Attachments:

1. Records Destruction Resolution 2020-006

RESOLUTION NO. 2020-006

Authorizing Destruction of Records.

Whereas, Idaho Code 50-907 (4) requires the City Council to authorize destruction of public records no longer required by law or for city business, and

Whereas, the Deputy City Clerk of the City of Twin Falls, Idaho have requested that certain records be authorized for destruction in order to dispose of them,

NOW, THEREFORE, BE IT RESOLVED by the city council of the City of Twin Falls, Idaho as follows:

POLICE DEPARTMENT

- 2014 Accident Reports
- 2014 Citations
- 2014 Travel & Training Requests
- 2014 Overtime Slips/Leave Requests
- 2014 Towed Vehicle Slips
- 2014 False Alarm Reports
- 2014 FI Cards
- 2014 House Check Forms
- 2018 Parking tickets
- 2014 Cash receipt books
- 2018 Criminal History Logs (NCIC)

The administrative staff of the City is authorized to take all necessary steps to carry out the authorization provided by this Resolution.

PASSED BY THE CITY COUNCIL

, 2020

SIGNED BY THE MAYOR

, 2020

Mayor Suzanne Hawkins

Attest:

Amy Luna, Finance Administrative Assistant



Date: Monday, May 4, 2020
To: Honorable Mayor and City Council
From: Mark Holtzen, City Engineer

ACTION ITEM

Request:

ACTION ITEM: Request to approve a resolution to designate portions of Washington Street North, Washington Street and 6th Avenue West as an approved route for vehicle combinations up to 129,000 pounds.

Time Estimate:

5-10 minutes plus time for questions.

Background:

The Idaho Transportation Department (ITD) has designated several sections of State Highway within the City as approved routes for vehicle combinations up to 129,000 pounds. These routes include US-30 (Addison Avenue West, 2nd Avenues, Kimberly Road), US-93 spur (Blue Lakes Boulevard) and SH-74 (Washington Street South).

In 2018, ITD received a request by Glanbia to consider assigning a new 129,000 pound vehicle route along Blue Lakes Boulevard North between the Perrine Bridge and Addison Avenue. The City was concerned about using Blue Lakes Boulevard North as a primary through route for truck traffic due to congestion and safety issues. There was also a concern regarding further deterioration of Shoshone Street due to heavy loads. City Staff subsequently worked with ITD and Glanbia to identify an alternate route, including:

- Blue Lakes Boulevard North from the Perrine Bridge to Pole Line Road.
- Pole Line Road from Blue Lakes Boulevard North to Washington Street North.
- Washington Street North from Pole Line Road to Addison Avenue.
- Washington Street (proper) from Addison Avenue to 6th Avenue West.
- 6th Avenue West from Washington Street to Shoshone Street South.

This route is consistent with Resolution 885, which the City Council adopted in 1964. City Staff reflected our position in opposition to Glanbia's proposed route along Blue Lakes Boulevard and presented the alternate route in testimony at ITD's public hearing and in a letter to ITD. As a result, Glanbia submitted another request to designate the alternate route as described above.

Some of the roads along the alternate route are local City roads, including Washington Street North, Washington Street (proper) and 6th Avenue West. To designate these portions of the alternate route as approved for vehicle combinations up to 129,000 pounds, a public hearing was held on January 14, 2019. There were no comments in favor of or against the proposal. The City Council unanimously approved of City Staff preparing a resolution designating the local roads as approved routes for vehicle combinations up to 129,000 pounds. A resolution is needed to meet ITD's requirements. Due to the transition of the

City Engineer, this resolution was never prepared and brought back to the Council for consideration. This oversight was recently brought to Staff's attention by ITD.

Approval Process:

The City Council approves the resolution designating portions of Washington Street North, Washington Street and 6th Avenue West as an approved route for vehicle combinations up to 129,000 pounds. The resolution is then forwarded to ITD for reference and for incorporation into the State mapping of 129,000 pound routes.

Budget Impact:

This resolution will not impact the budget.

Regulatory Impact:

If the resolution is approved, ITD will issue permits on behalf of the City for vehicles between 105,500 and 129,000 pounds on the approved route.

History:

Analysis:

Conclusion:

Staff recommends that the City Council approve the resolution designating portions of Washington Street North, Washington Street and 6th Avenue West as an approved route for vehicle combinations up to 129,000 pounds.

Attachments:

1. 1 - 129k Vehicle RESOLUTION 2020
2. 2 - 129K Routes Approved by ITD-D4
3. 3 - Proposed New 129K Truck Route Map
4. 5 - Local-Highway-Agreement-template
5. 4 - Sample Truck Configurations
6. 6 - City Council 2019 January 14 Minutes

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TWIN FALLS, IDAHO, ESTABLISHING 129,000 POUND TRUCK ROUTES WITHIN SAID CITY.

WHEREAS, Senate Bill 1117 was enacted in 2013 allowing the Idaho Transportation Board of Commissioners ("Board of Commissioners") to designate state highways for permitted vehicle combinations up to 129,000 pounds upon request; and,

WHEREAS, the Board of Commissioners has previously designated truck routes within the City of Twin Falls; and,

WHEREAS, the Board of Commissioners along with the City Engineer have considered the public welfare and the requirements of the trucking industry for routing upon City streets; and,

WHEREAS, the City Council has reviewed and approved the proposal:

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF TWIN FALLS, IDAHO:

Section 1. The following City streets are designated to permit vehicle combinations up to 129,000 pounds:

- a. Washington Street North beginning at Pole Line Road and extending to Addison Avenue. (Approximately 2 miles)
- b. Washington Street from Addison Avenue to 6th Avenue West. (Approximately 0.5 miles)
- c. 6th Avenue West extending from Washington Street to Shoshone Street South. (Approximately 0.35 miles)

PASSED BY THE CITY COUNCIL _____, 2020.
SIGNED BY THE MAYOR _____, 2020.

MAYOR

ATTEST:

DEPUTY CITY CLERK



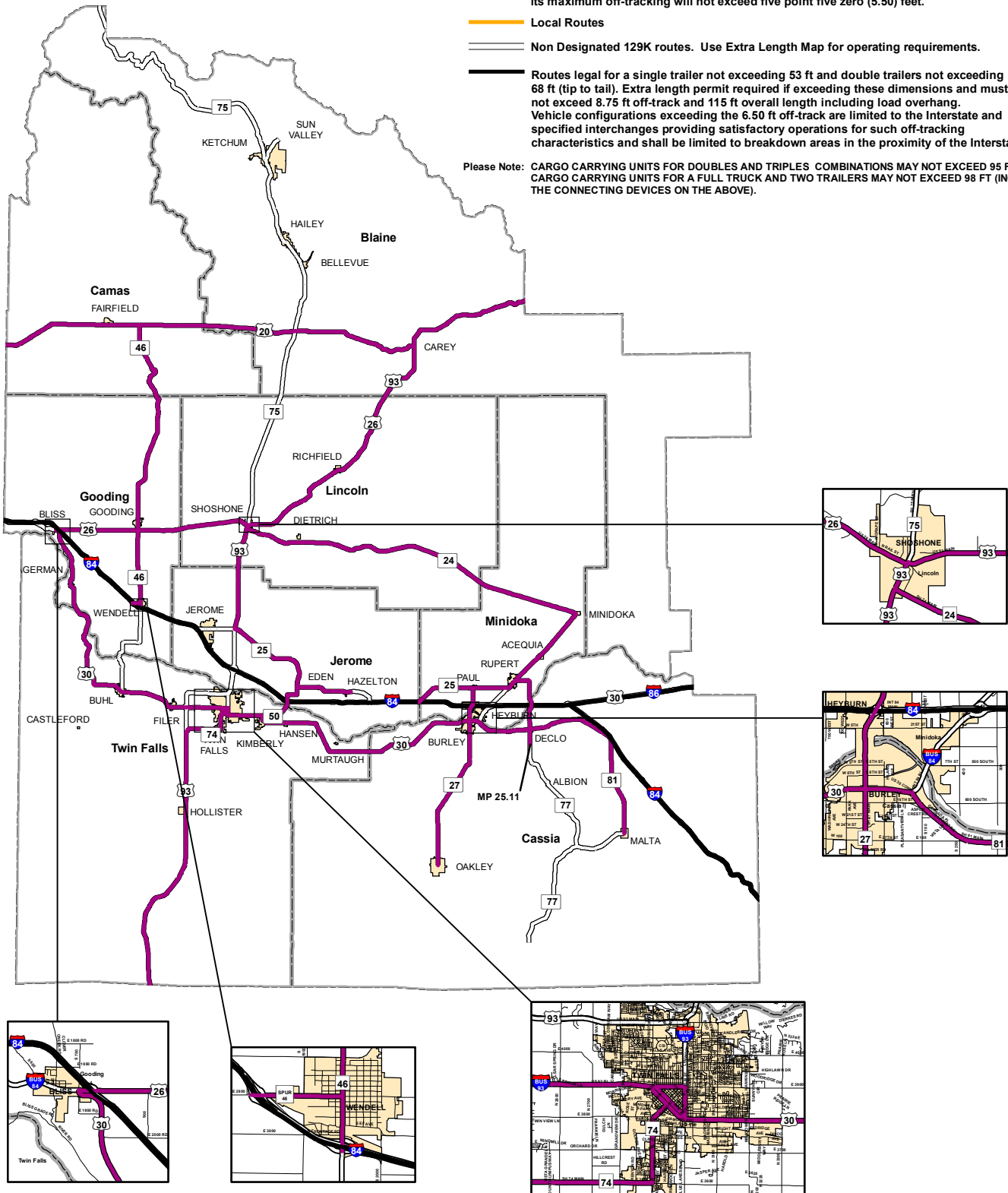
March 19, 2018

District Four Designated Routes up to 129,000 Pounds Idaho State Highway System

Legend

- Designated routes for combinations of vehicles not exceeding one hundred fifteen (115) feet in overall length including load overhang (magenta-coded routes). A vehicle combination operating on routes designated for up to one hundred fifteen (115) feet shall be designed and assembled in a manner whereby its maximum off-tracking will not exceed six point five zero (6.50) feet.
- Designated routes for combinations not exceeding ninety-five (95) feet in overall length including load overhang (brown-coded routes). A vehicle combination operating on routes designated for up to ninety-five (95) feet shall be designed and assembled in a manner whereby its maximum off-tracking will not exceed five point five zero (5.50) feet.
- Local Routes
- Non Designated 129K routes. Use Extra Length Map for operating requirements.
- Routes legal for a single trailer not exceeding 53 ft and double trailers not exceeding 68 ft (tip to tail). Extra length permit required if exceeding these dimensions and must not exceed 8.75 ft off-track and 115 ft overall length including load overhang. Vehicle configurations exceeding the 6.50 ft off-track are limited to the Interstate and specified interchanges providing satisfactory operations for such off-tracking characteristics and shall be limited to breakdown areas in the proximity of the Interstate system

Please Note: CARGO CARRYING UNITS FOR DOUBLES AND TRIPLES COMBINATIONS MAY NOT EXCEED 95 FT AND THE CARGO CARRYING UNITS FOR A FULL TRUCK AND TWO TRAILERS MAY NOT EXCEED 98 FT (INCLUDING THE CONNECTING DEVICES ON THE ABOVE).





CITY OF TWIN FALLS IDAHO

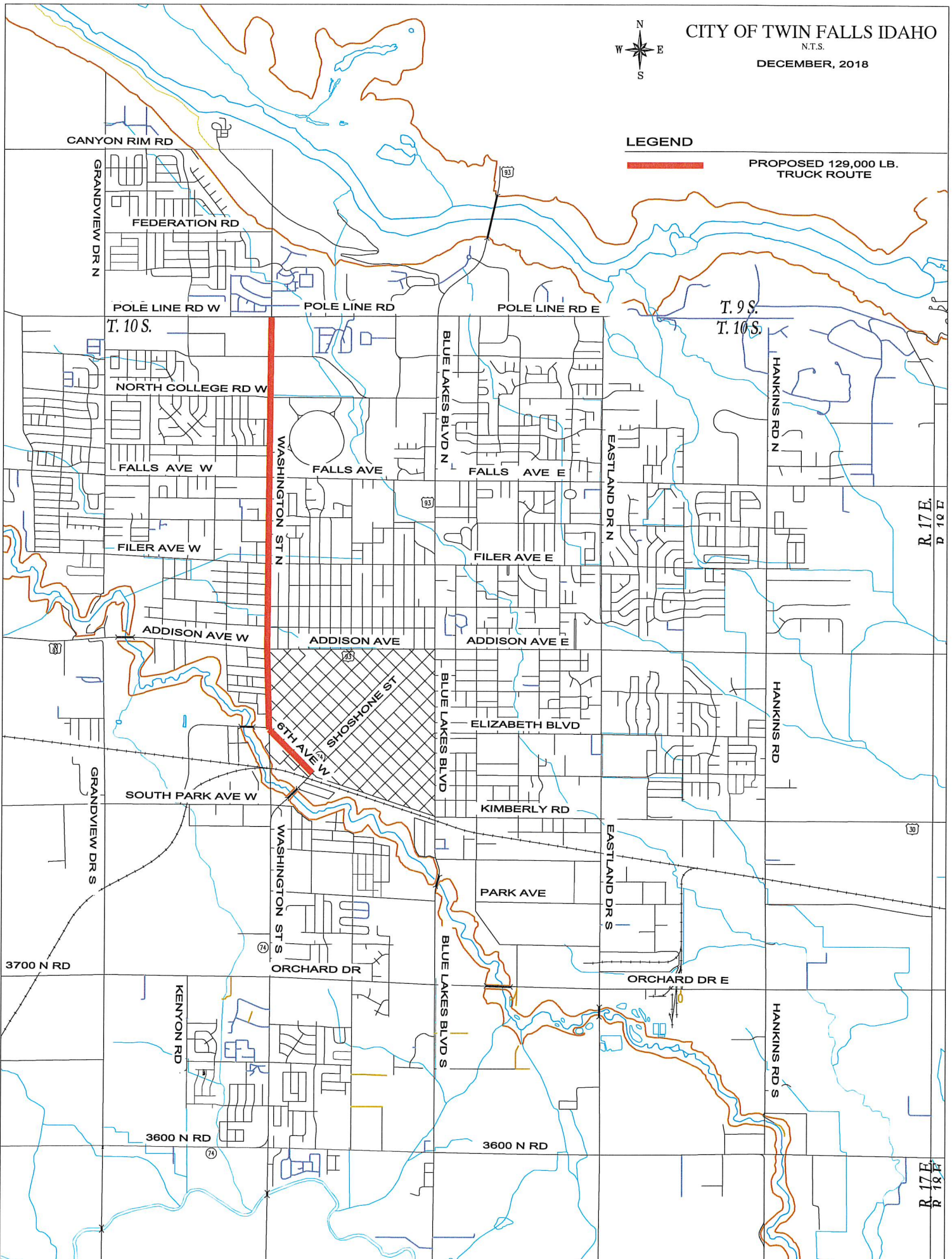
N.T.S.

DECEMBER, 2018

LEGEND



PROPOSED 129,000 LB.
TRUCK ROUTE



SPECIAL PERMIT ISSUANCE AGREEMENT

For the Issuance of Permits By ITD for Oversize or Overweight Vehicles to
Operate on the Local Jurisdiction Highways

Introduction and Purpose:

This agreement is entered into on the date here after set forth between the State of Idaho by and through its Department of Transportation, here after referred to as ITD and

_____, a Local Highway Jurisdiction, by and through its Governing Board here after referred to as the LHJ.

ITD and the LHJ have determined that it is in their mutual benefit to establish a system for ITD to issue permits for the operation of excess size and/or excess weight vehicles to operate on routes designated by the LHJ. Such permits may authorize operation in a single LHJ jurisdiction, or in multiple LHJ jurisdictions.

Authority:

Idaho Code sections 67-2326 and 67-2328.

Responsibility:

1. Routes: LHJ Highways

The LHJ shall develop, evaluate and designate routes inside their jurisdiction to provide designated routes for Oversize or Overweight movement upon which ITD may issue oversize/overweight permits. Approved designated routes will be provided to ITD on map(s). A map may be supplied that is blank, indicating legal size and weight only for all routes. A multi-jurisdictional permit shall only authorize a permittee to travel on routes designated by the LHJ. ITD may not issue any permits under this agreement authorizing travel on any LHJ highway not on the map provided by the LHJ without prior express written authorization from the LHJ.

The LHJ may provide ITD with the following information for each designated route on the "Designated Route Map:"

1. Weight restrictions of any structures not currently inventoried by ITD.
2. Extra length combination limitations.
3. Route capacity limitations.
4. Vertical clearance restrictions.
5. Pilot car and time of travel restrictions.

The LHJ shall be responsible for notifying ITD of all changes to the Designated Route Map, including detours due to construction and weight restrictions due to spring breakup. Notification of changes shall be made at least three (3) days prior to the effective date of the proposed map change, unless an emergency occurs which would not allow advance notice.

Designated Route Maps should be reviewed by the LHJ and presented to ITD no less-frequently than every three (3) years.

In the event of an emergency change in the network, the LHJ shall notify ITD by telephone, email, or fax of the change.

Requests for permits to travel on routes not on an approved LHJ designated routes will be referred to the appropriate LHJ.

2. Special Conditions

The LHJ shall provide ITD with any special conditions for travel on LHJ designated routes which are different than those in ITD rules. ITD shall note all special conditions for travel on LHJ designated routes on the permit. The special conditions shall be those specified by the LHJ and those requirements in ITD rules.

The LHJ shall be responsible for notifying ITD of any modifications or changes to its special conditions at least fourteen (14) days prior to the effective date of the proposed change.

In the event of an emergency change in the special conditions the LHJ shall make reasonable efforts to notify ITD by telephone, email or fax of the changes and immediately follow up with written notification.

The LHJ in approving a Special Permit shall have up to 3 working business days to respond to the permit request, providing either approval, approval with conditions, or denial with reason to ITD. If the LHJ fails to provide a response within the 3 business days, ITD will issue a split trip permit, informing the driver they must contact the LHJ prior to movement.

3. Period of Validity of Permit

A permit issued pursuant to this agreement may be a single trip permit or an annual permit as provided for by ITD Administrative Rules. Permits will be valid for durations shown in ITD policy and Administrative Rules.

4. Enforcement and Revocation of Permit

It is the express intent of the parties to this agreement that State, City and County law enforcement agencies shall have the same authority to enforce a multi-jurisdictional permit as those law enforcement agencies have to enforce other types of transportation permits. The LHJ and ITD shall encourage local law enforcement agencies to enforce multi-jurisdictional permits. ITD should also encourage State Police enforcement in the same manner.

ITD shall have the same authority to revoke multi-jurisdictional permits as is provided for in ITD Administrative Rules.

5. Fees

ITD shall charge the permittee the costs of multi- jurisdictional permits as provided for in IDAPA Rule. ITD shall retain all fees charged for the permits and deposit them in the Highway Distribution Account per the provisions of Idaho Code.

6. Records

ITD shall produce a monthly summary report which shall identify all single and multi-jurisdictional LHJ permits issued by ITD. ITD shall maintain a copy of each LHJ permit issued for a minimum of three years. Said documents shall be made available for review by the LHJ on request.

7. Point of Contact

LHJ must provide a designee authorized to make determinations regarding a requested route. LHJ must provide; name, telephone number, and email address for point of contact. LHJ must notify/update ITD if point of contact changes.

Limitations:

Nothing in this Special Permit Issuance Agreement between ITD and LHJ shall be construed as limiting or expanding the statutory or regulatory responsibilities of any involved individual or entity in performing functions granted to them by law; or as requiring either entity to expend any sum in excess of its respective appropriation. Each and every provision of this memorandum is subject to the laws and regulations of the state of Idaho and of the United States.

Nothing in this Memorandum of Agreement shall be construed as expanding the liability of either party. In the event of a liability claim, each party shall defend their own interests. Neither party shall be required to provide indemnification of the other party.

Either ITD or LHJ may withdraw from this agreement by submitting to the other party a notice of withdrawal. LHJ said notice of withdrawal shall be effective 30 days from the date of submission.

Amendments:

This agreement may be amended upon approval of ITD and the LHJ, acting through their authorized representatives. Any amendment shall be in writing and shall become a part of this agreement.

Severability:

If any term or provision of this contract is declared by a court of competent jurisdiction to be illegal or in conflict with any law or otherwise unenforceable, the validity of the remaining terms and provisions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if the agreement did not contain the particular term or provision held to be invalid.

Contacts:

ITD and the LHJ shall maintain a list of emergency contacts and their telephone numbers. ITD and the LHJ shall provide each other with the name and telephone number of emergency contact person(s). If a change occurs with a contact person or telephone number, the affected jurisdiction must immediately update the other jurisdiction.

Effective Date:

This agreement shall become effective upon the latest date of signing by ITD and the LHJ. ITD shall not be required/allowed to issue any permits for LHJ until LHJ has provided ITD with the LHJ's Designated Route Map(s).

SIGNATURES:

IDAHO TRANSPORTATION DEPARTMENT

By _____ Date _____

Alberto Gonzalez, ITD Motor Vehicle Administrator

By _____ Date _____

(Title) _____

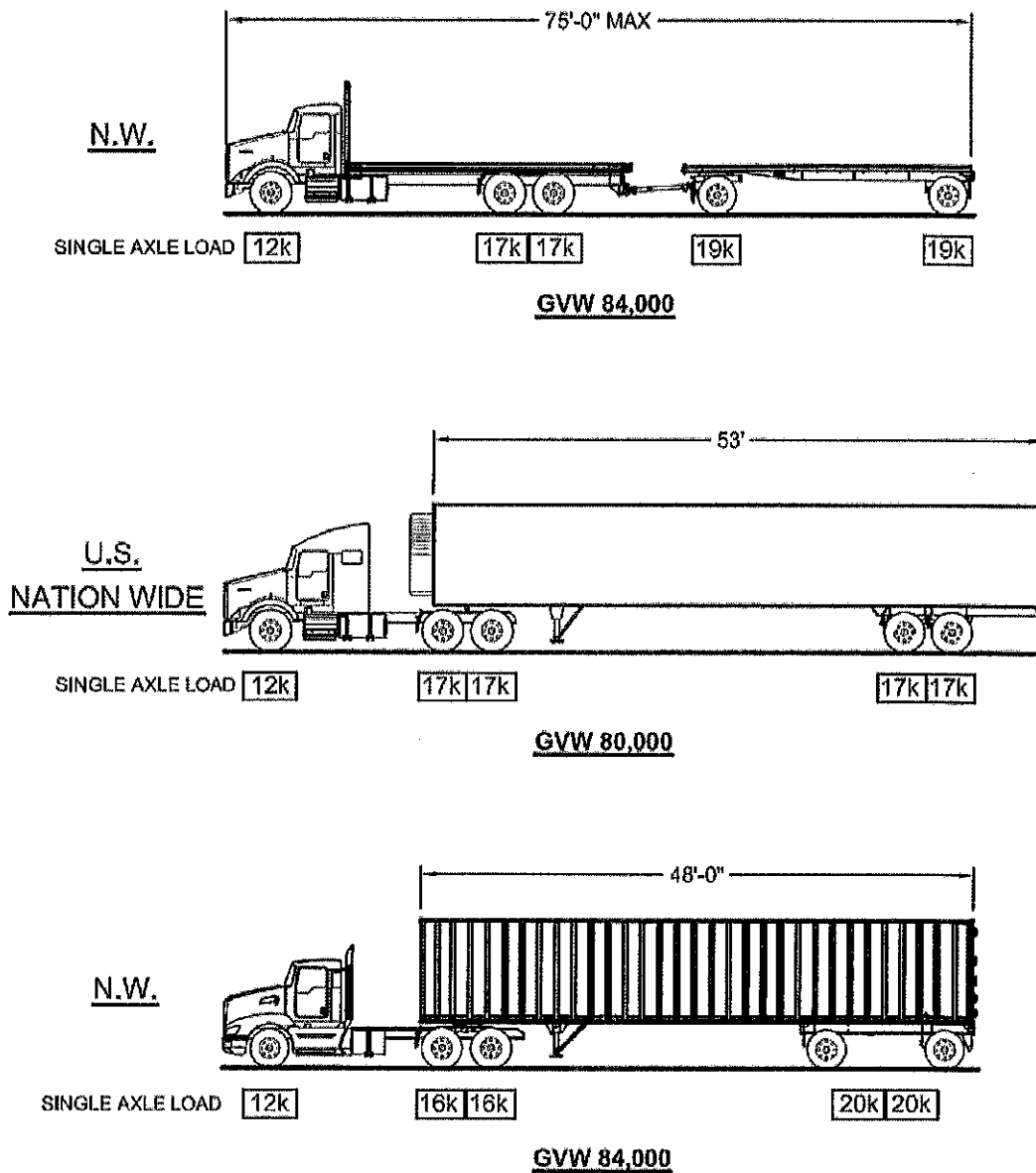
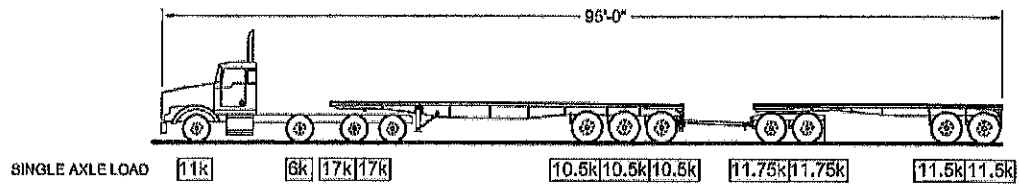
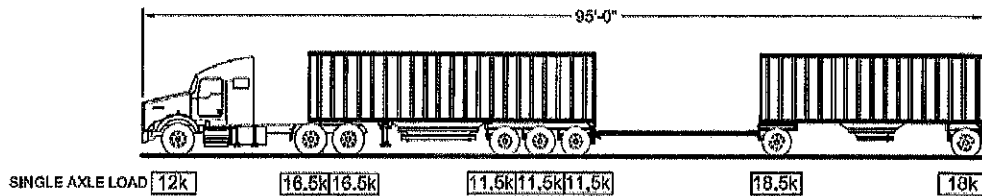


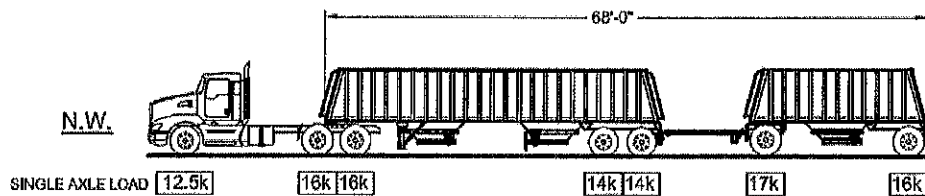
Figure 2: Examples of 5-Axle trucks with GVW of 80,000 and 84,000-pounds (figures are not to scale)



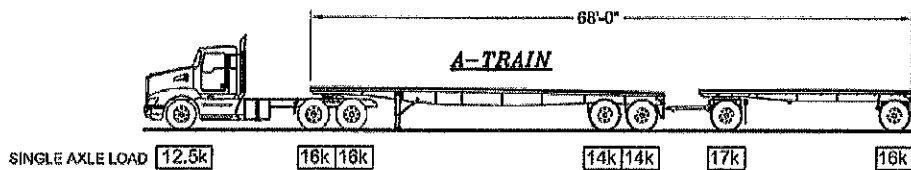
GVW 129,000
VEHICLE OFF TRACK = 5.45 FEET



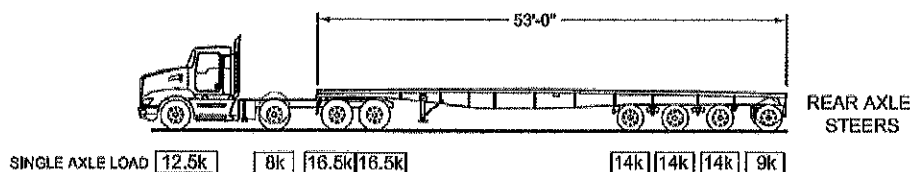
GVW 115,500
VEHICLE OFF TRACK = 5.38 FEET



GVW 105,500
VEHICLE OFF TRACK = 5.03 FEET

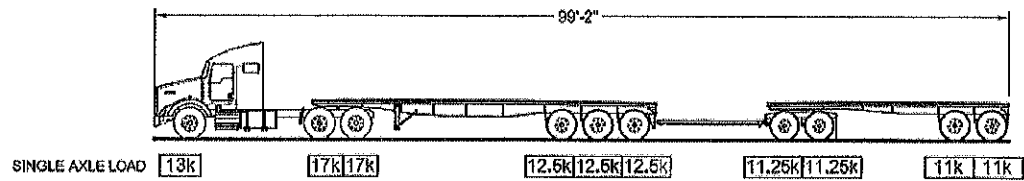


GVW 105,000
VEHICLE OFF TRACK = 5.49 FEET

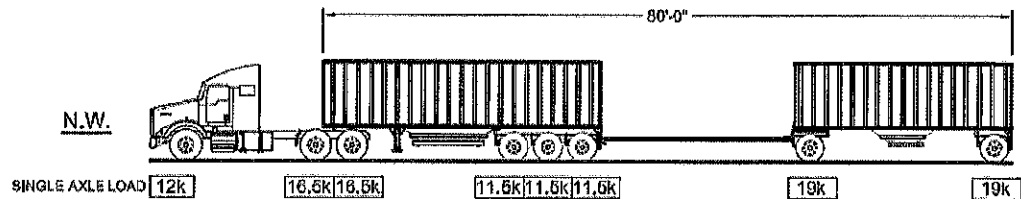


GVW 104,500
VEHICLE OFFTRACK IS 5.44 FEET

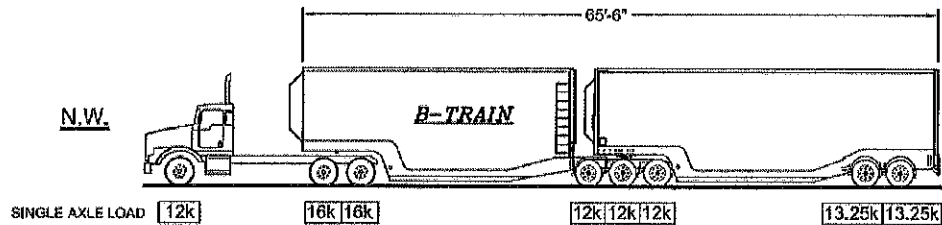
Figure 3: Examples of trucks with overall length less than 95-feet and offtracking value less than 5.5-feet. (figures are not to scale)



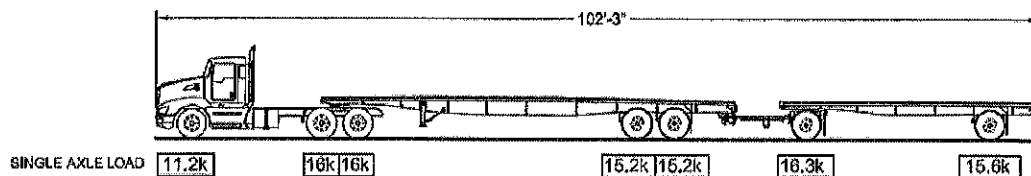
GVW 129,000
VEHICLE OFF TRACK = 6.08 FEET



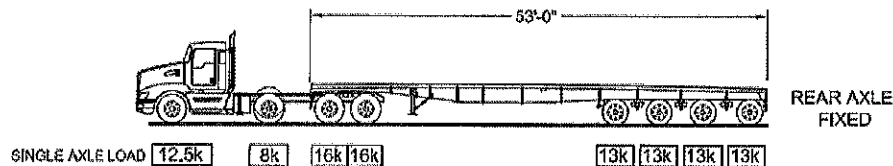
GVW 118,000
VEHICLE OFF TRACK = 6.16 FEET



GVW 108,500
VEHICLE OFF TRACK = 5.60 FEET



GVW 105,500
VEHICLE OFFTRACK IS 6.26 FEET.



GVW 104,500
VEHICLE OFFTRACK IS 6.07 FEET

Figure 4: Examples of trucks with overall length less than 115-feet and offtracking values less than 6.5-feet. (figures are not to scale).



Twin Falls City Council Minutes

Monday, January 14, 2019, 5:00 PM

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

1) CALL MEETING TO ORDER/CONFIRMATION OF QUORUM

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

Absent: Council Member Chris Talkington.

Staff Present: City Manager Travis Rothweiler, Deputy City Managers Mitch Humble & Brian Pike, City Attorney Shane Nope, Senior Streets Supervisor Mark Thomson, City Engineer Jackie Fields, Public Works Director Jon Caton, Public Information Officer Joshua Palmer, Police Chief Kingsbury, Fire Chief Kenworthy, Human Resource Director Gretchen Scott, Network Administrator Mike Plane, Finance Administrative Assistant Amy Luna.

Mayor Barigar called the meeting to order at 05:03 PM. A quorum was present.

2) PLEDGE OF ALLEGIANCE

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

3) PROCLAMATIONS: None

4) GENERAL PUBLIC INPUT

Cindy Wolf from Filer spoke about the importance of a Smoke Free Idaho.

5) CONSENT CALENDAR

MOTION: Council Member Lanting moved to accept the Consent Calendar as presented. Council Member Reid seconded the motion. Roll call vote showed all members present voted in favor of the motion. 6 to 0.

- a) **ACTION ITEM:** Request to approve the January 2, 2019, City Council Minutes.
- b) **ACTION ITEM:** Request to approve the January 7, 2019 City Council Minutes
- c) **ACTION ITEM:** Request to approve the Accounts Payable for January 3, 2019 thru January 9, 2019.
- d) **ACTION ITEM:** Request to approve the Women's March 2019.
- e) **ACTION ITEM:** Request to approve a Trust Agreement for Kaitlyn Court Subdivision, placing Lots 1, 2, 3, 4, 5, 6, 7, 8; Block 1 in trust.
- f) **ACTION ITEM:** Request to accept the Improvement Agreement for the purpose of developing Kaitlyn Court Subdivision.

6) ITEMS OF CONSIDERATION

- a) **ACTION ITEM:** Request to expand the Sidewalk Grant Program to include Commercial Properties and increase the incentive for Residential Properties.

Senior Streets Supervisor Thomson made a request to expand the Sidewalk Grant Program to include Commercial Properties and increase the incentive for Residential Properties.

Grant proceeds given out:

2017 - \$ 7,218.00

2018 - \$11,575.00

Proposed changes:

Sidewalk install/replace:

Residential: 75% match up to \$3,000.00

Commercial: 50% match up to \$3,000.00

Right of way tree removal:

Residential: 75% match up to \$1,000.00 Commercial:

50% match up to \$1,000.00

Sidewalk Repairs:

Residential: 75% match up to \$1,500.00

Commercial: 50% match up to \$1,500.00

Discussion ensued on the following:

Vice Mayor Boyd: Asked for explanation of a "cosmetic upgrade" compared to the "deteriorating" replacement. Who makes the judgement call?

Mayor Barigar: \$50,000.00 is what is budgeted. Asked how the money would be used should it go back in to the sidewalk fund rather than staying in the grant program.

Council Member Pierce: Spoke in favor of the program changes.

Vice Mayor Boyd: Asked about the need of a permit to remove trees.

Public Input:

James Barrett: Spoke in favor of expanding the Sidewalk Grant Program but against expanding to include businesses.

Norene Price: Spoke in favor of the Sidewalk Grant Program.

Mayor Barigar: Would this program include money for those who do not have any sidewalks at this time?

Public Works Director Jon Caton: Explained the features of the program at this time and for the future.

Council Member Hawkins: Spoke regarding the "no sidewalks" and the deferral programs.

Jon Caton: Spoke about the deferral program.

Council Member Lanting: Spoke about the deferrals. Could any funds that are left over from the grant program be used to build sidewalks where there are none?

Mayor Barigar: Explained that it is the property owner's responsibility to install & maintain their sidewalks.

Council Member Lanting: Would like to earmark \$35,000 for residential and the remaining for commercial.

Council Member Hawkins: Asked if the owners of the property must apply for the grant money and not a renter.

City Attorney Nope: Explained why it is the property owner's responsibility.

Council Member Reid: Ultimate goal is to have an accessible City. Spoke in favor of using the \$3,000 max to see how many citizens take advantage of the program.

Vice Mayor Boyd: Spoke in favor of the program as presented and then see how it goes.

Citizen Barrett: Spoke about citizens not knowing that they are responsible for putting in their sidewalks.

Council Member Hawkins: Asked the Street dept. if they could come back with quarterly updates on how the program is going.

MOTION: Vice Mayor Boyd moved to approve the request to expand the Sidewalk Grant Program to include Commercial Properties and increase the incentive for Residential Properties. Council Member Reid seconded the motion. Roll call vote showed all members present voted in favor of the motion. 6 to 0.

7) GENERAL INPUT/ADVISORY BOARD REPORT/ANNOUNCEMENTS

City Manager Rothweiler reminded every one of the upcoming Smoke Free Idaho public meetings:

January 16, 2019 from 4-7 pm at the City Hall Overflow room.

February 7, 2019 from 4-7 pm at the Twin Falls Library

Monday the City Offices will be closed. Tuesday's meeting will be cancelled. Next meeting will be held on the January 28, 2019 at 5 pm.

We will take a 15 minute recess. Meeting resumed at 6 pm

8) PUBLIC HEARINGS

- a) **ACTION ITEM:** Request to designate portions of Washington St. N and Washington St./6th Ave. Was an approved route for truck vehicle combinations up to 129,000 pounds.

City Engineer Fields presented a request to designate portions of Washington St. N and Washington St./6th Ave. W. as an approved route for truck vehicle combinations up to 129,000 pounds.

Discussion ensued on the following:

Council Member Lanting: Spoke in favor of this truck route designation.

Council Member Hawkins: Spoke in favor of this truck route. Spoke about the crossing of pedestrians to the park.

Public discussion ensued:

Citizen Fran Florence: Asked if the "2nds" are designated for 129,000 lbs.

MOTION: Council Member Lanting moved to advise City Engineer Fields to bring back a resolution reflecting their desire to designate Washington St. N and Washington St./6th Ave. W. as an approved route for truck vehicle combinations up to 129,000 pounds. Council Member Hawkins seconded the motion. Roll call vote showed all members present voted in favor of the motion. Approved 6 to 0.

9) ADJOURNMENT

The meeting adjourned at 06:14 PM



Amy Luna, Administrative Assistant Finance



Date: Monday, May 4, 2020
To: Honorable Mayor and City Council
From: Kathy Markus, Information Services, Archway Facilitator

ACTION ITEM

Request:

ACTION ITEM: Request to approve a resolution to adopt message board guidelines.

Time Estimate:

10 Minutes

Background:

The City of Twin Falls is constructing two message boards over Shoshone Street to provide messages from the City. The messages will be related to public safety and public events. This proposed resolution will provide message board guidelines to guide the City Staff on the messages to be posted to the message boards.

The guidelines will establish the submittal process, the timing, the review process, and the decision appeal process. The message prioritization, format, and duration is also established.

If approved, after the message boards are functioning, the application will be created in Laserfiche and available on the City website at www.tfid.org.

During the report, the Council will be asked if they wish to charge a fee for the posting of messages. If so, the staff recommends \$75 per posting. This fee would cover the costs associated with the posting. First Federal was contacted and they do not charge a fee for posting messages at their Blue Lakes location. If a fee is recommended, the public hearing will be at a later date.

Approval Process:

Majority vote by City Council

Budget Impact:

No impact at this time.

Regulatory Impact:

History:

N/A

Analysis:

N/A

Conclusion:

If the City Council approves this resolution, it will provide a method of application for publishing messages and an approval process.

Attachments:

1. Archway Message Board - Resolution

RESOLUTION NO. 2020-___

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TWIN FALLS,
IDAHO, ADOPTING MESSAGE BOARD GUIDELINES.

WHEREAS, The City has constructed a new Message Board above Shoshone Street North/East, to provide messages from the City related to public safety and public events; and,

WHEREAS, The City will rely on private parties to assist in suggesting messages to be posted on the Message Board; and,

WHEREAS, The City retains full control and final approval authority for all messages posted on the Message Board; and,

WHEREAS, The City Council deems it appropriate to adopt Message Board Guidelines in order to guide City Staff on the messages to be posted to the Message Board; and,

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of Twin Falls, Idaho that the following Message Board Guidelines are adopted; and a fee for Message Board requests is hereby established.

“Message Board Guidelines

Purpose

The purpose of the Message Board is to provide public safety information and information on local public events. All information posted to the Message Board is Government Speech of the City of Twin Falls (the “City”). As such, all message board requests (“Requests”) from private parties are considered suggestions pending final approval of the City. The City will draft the final content of all messages to be posted to the Message Board and reserves the right to deny any Request for any reason.

A. Processing Message Board Requests

The following process applies to all Requests:

1. Online Submittal – Requests must be submitted through the Message Board Application Form on the City’s Website at www.tfid.org. The Form will be updated periodically. Attached as Exhibit A is an outline of the information that will be requested on the Form.
2. Timing – Requests must be received at least 14 days, but no more than 13 months, prior to being posted to the Message Board. If approved, the City will make reasonable efforts to reserve space for the Message on the Message Board.

3. Application Fee – If an Application Fee is approved, review of the Request will not take place until the Application Fee is paid. If the message is denied or removed, the Application Fee will be refunded.
4. Review – Requests will be reviewed by City Staff including the acting Public Information Officer.
5. Decision – The approval or denial of the Message will be emailed to the requestor upon review.
 - a. Approval – Approved requests will be drafted and posted to the Message Board by the City on the dates and times requested, if possible.
 - b. Denial – The City reserves the right to deny any Request for any reason.
6. Decision Appeal – The requestor may appeal the City’s decision to the City Council. The requestor should contact the Clerk and request to be added to the next available City Council agenda. The requestor will be responsible for presenting to the City Council for final decision.

B. Posting of Messages

The following process applies to the posting of Messages on the Message Board.

1. Prioritization – Messages will be posted in the following priority:
 - a. Public Safety Alerts and Notices
 - b. Twin Falls City and County Services and Events
 - c. Twin Falls School District Services and Events
 - d. Other Civic or Community Events in the City of Twin Falls
2. First-Come, First-Served - After prioritization, Messages will be posted on a first-come, first-served basis. If there is not adequate space due to high volume or a higher priority message, a previously approved message may be denied or removed. If a message is denied or removed, the Application Fee will be refunded.
3. Duration of Post - No Message will remain posted for more than seven (7) days.
4. Dimensions of Post - Each posting will be limited to the content that can fit on one screen and must be photo ready. The dimensions of the screen are 1920x1080. The document must be in .pdf format.
5. Logos – The only logos authorized on the Message Board are those belonging to the City of Twin Falls and Twin Falls County.

For questions email tfis@tfid.org or call 208-735-7281.”

Exhibit A

Message Board Application Form

All message board requests must be received at least 14 business days prior to being placed on message board.

Who	
Contact Name:	
Contact Email:	
Contact Street Address:	
Contact City, State, Zip	
Contact Phone Number:	
Mobile Phone Number:	
Best time to contact:	
Name of Organization:	
Type of Information:	○ Public Safety ○ Twin Falls City and County Services and Events ○ Government Services and Events ○ School District Services and Events (other than registrations) ○ Other Civic or Community Events in the City of Twin Falls

What	
Name of Event:	
Event Description:	

When	
Date of Event:	
Start Time of Event:	
End Time of Event:	
Location of Event:	
Start Date of Posting:	
End Date of Posting:	

Where	
Location of Event:	
Start Date of Posting:	
End Date of Posting:	

Why	
Please Describe Why Public Notification is	

Important:	
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Posting Information	
Please list the suggested information and format you	
Start Date of Posting:	
End Date of Posting:	
Please attach the graphically designed posting in the suggested format:	

Suggested Post	
Although not preferred, text format is acceptable, please complete the following: (each line is limited to 60 characters)	
Line 1:	
Line 2:	
Line 3:	

The Application Fee will be requested after the approval is granted. Online payments will be required prior to posting.

PASSED BY THE CITY COUNCIL: _____, 2020.
SIGNED BY THE MAYOR: _____, 2020.

MAYOR

ATTEST:

DEPUTY CITY CLERK