# Twin Falls City Council
# Agenda

Monday, July 24, 2017, 5:00 PM

**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) Consideration of Amendments to the Agenda
4) Proclamations: None
5) General Public Input
6) Consent Calendar
   a) Request to approve the Accounts Payable for July 18-24, 2017.

      Purpose: Action By: Sharon Bryan, Deputy City Clerk

   b) Request to approve the July 17, 2017, City Council Minutes.

      Purpose: Action By: Sharon Bryan, Deputy City Clerk

   c) Request for approval of the Ricki Lezamiz Commercial Subdivision Final Plat consisting of 1.58 (+/-) acres and 2 lots located at the NW corner of Kimberly Road and Aspenwood Drive, also known as 2441 Kimberly Road. c/o Sid Lezamiz

      Purpose: Action By: Rene'e V Carraway, Zoning & Development Manager

7) Items of Consideration
   a) Request for **Annexation with a Zoning District Change and Zoning Map Amendment** for approximately 9.75 (+/-) acres to be rezoned to R-6, currently zoned R-1 VAR for property located east of Harrison Street and north of Canyon Falls Drive, extended. c/o Rob Struthers on behalf of Susan and Katherine Breckenridge (app. 2865)

      Purpose: Action By: Jonathan Spendlove, Senior Planner

   b) Request to approve the appointment of Mr. Ryan Bowman, Twin Falls School District Director of Operations, as a Commissioner to the Traffic Safety Commission. Mr. Bowman will represent the Twin Falls School District. He will take the position Dr. Brady Dickinson has held since August 2013.

      Purpose: Action By: Shawn Barigar, Mayor

   c) Request to approve the appointment of 13 citizens to the Recreation Center Ad Hoc Committee.

      Purpose: Action By: Wendy Davis, Parks and Recreation Director

d) Request to use contingency funds or pool fund mid-year funding to purchase items for the pool.

Purpose: Action By: Wendy Davis, Parks & Recreation Director

e) Request to adopt a Resolution to authorize the Mayor to sign the State Local Agreement for Construction for Project No. A020(295) Signals and Turn Bays, Shoshone Street, Key No. 20295 and authorize payment of $34,897.

Purpose: Action By: Jackie Fields, City Engineer

f) Presentation on the finances of the City of Twin Falls for nine months of fiscal year 2016-2017. This presentation will be an overview of the tax-supported funds, and the three major enterprise funds: Water, Wastewater and Sanitation

Purpose: Presentation By: Lorie Race, Chief Finance Officer

g) Presentation of the City Manager's Recommended Budget for FY 2018 followed by citizen input.

Purpose: Presentation By: Mitchel Humble, Deputy City Manager

8) Advisory Board Report/Announcements

9) Public Hearings - None

10) General Input/Announcements - Public/Staff

11) Upcoming Meeting(s)

12) 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 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 Councilor 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.

## Twin Falls City Council
## Minutes

Monday, July 17, 2017, 5:00 PM

1) **CALL MEETING TO ORDER/CONFIRMATION OF QUORUM**

| | |
|---|---|
| Present: | Mayor Shawn Barigar, Vice Mayor Suzanne Hawkins, Councilmember Nikki Boyd, Councilmember Chris Talkington, Councilmember Greg Lanting, Councilmember Christopher Reid, Councilmember Ruth Pierce |
| Absent: | None |
| Staff Present: | City Manager Travis Rothweiler, Deputy City Manager Mitch Humble, Deputy City Manager Brian Pike, Zoning and Development Manager Renee Johnson, Building Official Jarrod Bordi, Airport Manager Bill Carberry, City Engineer Jackie Fields, Senior Planner Jonathan Spendlove, Deputy City Clerk Sharon Bryan |

Mayor Barigar called the meeting to order at 5:02 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) **CONSIDERATION OF AMENDMENTS TO AGENDA**
None

4) **PROCLAMATIONS**

a) Twin Falls Srebrenica Genocide Remembrance Week Proclamation

Mayor Barigar read proclamation and presented it to Mirsad Kadric.

Mirsad Kadric gave history of the Srebrenica Genocide and thanked City Council.

Vice Mayor Hawkins asked for a moment of silence.

5) **GENERAL PUBLIC INPUT**

Marita Tefer - Spoke on the Genocide.
Liyah Babayan - Spoke on the genocide and refugees.
Max Newlan - Spoke for the refugees.

Councilmember Talkington reported on the Vietnam Veterans celebration.
Councilmember Talkington reported on the first block of Main Street.

6) **CONSENT CALENDAR**

a) Request to aprrove the Accounts Payable for July 11-17, 2017.

b) Request to approve the July 10, 2017, City Council Minutes

c) Request to approve an Alcohol License for Stay Well Health Foods, located at 1563 Fillmore Street 2-A to sell Beer and Wine to be consumed off premise.

d) Request to approve an Alcohol License ownership transfer for Twin Falls Food and Beverage, LLC dba Hilton Garden Inn Twin Falls, 1741 Harrison Street.

e) Request to approve the Final Plat for Meadow West Subdivision a PUD, consisting of 290 lots 5 tracts and 71.52 acres (+/-) located on the south side of Falls Avenue West and west side of Grandview Drive North. c/o Tim Vawser/EHM Engineering, Inc.

**MOTION:**
Councilmember Reid moved to approve the Consent Calendar as presented. Councilmember Pierce seconded the motion and all members present voted in favor of the motion. 7 to 0.

**7) ITEMS OF CONSIDERATION**

a) Request from Jeremy Smith to waive the non-conforming building expansion permit process for a home located at 3220 Falls Ave E.

Senior Planner review the request to waive the non-conforming building expansion permit process for a home located at 3220 Falls Avenue East.

Discussion ensued on the following:
Garage moved 4' back.

**MOTION:**

Councilmember Talkington moved to waive the non-conforming building expansion permit process for a home located at 3220 Falls Avenue East as presented. Councilmember Reid seconded the motion. Roll call vote showed all members present voted in favor of the motion. 7 to 0.

b) Request from the Twin Falls School District #411 to approve a Building Permit Fee Waiver for the remodel of Magic Valley High School.

Ryan Bowman and Bill Brulotte, Twin Falls School District, asked that the Building Permit Fees be waived for the remodel of the Magic Valley High School.

Building Official Bordi gave staff report.

**MOTION:**
Vice Mayor Hawkins moved to waive the building permit fees for the remodel of the Magic

Valley High School as presented. Councilmember Reid seconded the motion. Roll call vote showed all members present voted in favor of the motion. 7 to 0.

c) Request to approve a Preferred Design for the Magic Valley Regional Airport's Northeast Development Area.

Kent Atkins, JUB Engineers, and Bryant Kuechle, Langdon Group asked for approval of the Preferred Design for the Magic Valley Regional Airport's Northeast Development Area.

Airport Manager Carberry gave staff report.

Discussion ensued on the following:
Appreciation of the work done for future growth plan
Allow airport inside and outside access.

**MOTION:**
Councilmember Talkington moved to approve the Preferred Design for the Magic Valley Regional Airport's Northeast Development Area contingent of FAA approval. Councilmember Boyd seconded the motion. Roll call vote showed all members present voted in favor of the motion. 7 to 0.

d) Request to approve a PUD Agreement between the City of Twin Falls and Grandview Farms, LLC.

Senior Planner Spendlove reviewed the PUD Agreement between the City of Twin Falls and Grandview Farms, LLC

Discussion ensued on the following:
What is permitted uses.

**MOTION:**
Councilmember Lanting moved to approve a PUD Agreement between the City of Twin Falls and Grandview Farms, LLC. Vice Mayor Hawkins seconded the motion. Roll call vote showed all members present voted in favor of the motion. 7 to 0.

e) Request to adopt the Resolution for Federal Aid Highway Project A020(291) and authorize the Mayor to execute the State/Local Agreement (Construction) for KN 20291 Washington St and Falls Avenue.

City Engineer Fields reviewed the Resolution.

**MOTION:**
Councilmember Lanting moved to adopt Resolution **2017-11** and authorize the Mayor to execute the State/Locate Agreement (Construction) for KN 20291 Washington Street and Falls

Avenue. Councilmember Reid seconded the motion. Roll call vote showed all members present voted in favor of the motion. 7 to 0.

f) Discussion on Transportation Master Plan
City Engineer Fields and Rod Ramsey reviewed Transportation Master Plan.

Discussion ensued on the following:
Level of service.
Traffic counters
Set up for comments at City Park on Thursday during City Band Concert
Transportation changes permitted by State.

g) Presentation of the City Manager's Recommended Budget for FY 2018 followed by citizen input.
Mayor Barigar moved to Public Hearing then finished rest of agenda items.

Deputy City Manager Humble presented the City Manager's Recommended Budget for Fiscal Year 2018.

Discussion ensued on the following:
Sidewalk match program - how many have we done.
Public aware of the sidewalk match program.
East five point traffic flow improvements.
Recycling containers in the downtown area.
Foregone Balance discussion.

City Manager Rothweiler said foregone balance discussion will be on next week's agenda.

Citizen Input:
Max Newlan - Thanked City Council for sidewalk improvements.

**8) GENERAL INPUT/ADVISORY BOARD REPORT/ANNOUNCEMENTS**

Terry Edwards, Jerome, Idaho spoke against the proclamation. Asked that we notice all minorities.

City Manager Rothweiler said that the Times News and Idaho Attorney General Office will be conducting a seminar on Idaho open meeting law and the Idaho public records law.at the Magic Valley Arts Council, on July 18, 2017 from 1:00 to 3:30 PM.

Mayor Barigar said that on Wednesday, July 19, 2017 at 4:00 PM there will be a ribbon cutting ceremony for the completed first block of Main Street.

Vice Mayor Hawkins thanked City Paint Magic Team.

City Council thanked Vice Mayor Hawkins for her work with Paint Magic.

**9) PUBLIC HEARINGS**

a) Request for **Annexation with a Zoning District Change and Zoning Map Amendment** for approximately 9.75 (+/-) acres to be rezoned to R-6, currently zoned R-1 VAR for property located east of Harrison Street and north of Canyon Falls Drive, extended. c/o Rob Struthers on behalf of Susan and Katherine Breckenridge (app. 2865)
Robert Struthers and Katherine Breckenridge, asked City Council to consider the annexation with a Zoning District Change and Zoning Map Amendment for approximately 9.75 (+/-) acres to be rezoned to R-6, currently zoned R-1 VAR for property located east of Harrison Street and north of Canyon Falls Drive, extended.

Senior Planner Spendlove gave Staff Report.

Discussion ensued on the following:
Explain the difference between density's R-4 and R -6
Clarification of development.
Clarification on the Canyon Rim Overlay.

Public Hearing Open:

Tom Tucker, Twin Falls, concerned with increase of traffic and noise.
Jim Stevens, President Breckenridge Estates III, spoke against the zoning change.

Public Hearing closed.

Katherine Breckenridge spoke on the damages that have happened to her property since the request and why she decided to ask for a R-6 rezone.

Discussion ensued on the following:

Clarification on what R-4 and R-6 allows
What is allowed on a Canyon Ridge Overlay.
Traffic Flow
Designation for different zones for different property.
Deputy City Manager Humble explained the zones.
Different types of affordable housing.
Understand neighborhood concerns.
Concerns with traffic flow.

City Manager Rothweiler said this will be placed on the agenda next week.

**MOTION:**

Councilmember Talkington moved to approve the annexation with a Zoning District Change and Zoning Map Amendment for approximately 9.75 (+/-) acres to be rezoned to R-6 for property located east of Harrison Street and north of Canyon Falls Drive extended. Vice Mayor Hawkins seconded the motion. NO VOTE

**MOTION:**
Councilmember Talkington moved to table the request for annexation Vice Mayor Hawkins seconded the motion. Roll call vote showed those voting AYE: Barigar, Boyd, Hawkins, Lanting, Pierce, Talkington. Those voting NAY: Reid Approved 6 to 1.

Mayor Barigar recessed the meeting for 7 minutes

**10) ADJOURNMENT**

a) Executive Session 74-206(c) To acquire an interest in real property which is not owned by a public agency.
**MOTION:**

Vice Mayor Hawkins moved to adjourn to Executive Session 74-206(c) To acquire an interest in real property which is not owned by a public agency. Councilmember Talkington seconded the motion. Roll call vote showed all members present voted in favor of the motion. 7 to 0.

The meeting adjourned at 7:35 PM

________________________________________

Sharon Bryan, Deputy City Clerk

Public Meeting: **MONDAY JULY 24, 2017**

To: Honorable Mayor and City Council

Staff: Renee V Carraway-Johnson, Zoning Administrator

# AGENDA ITEM

**Request:** Request for approval of the Ricki Lezamiz Commercial Subdivision Final Plat consisting of 1.58 (+/-) acres and 2 lots located at the NW corner of Kimberly Road and Aspenwood Drive, also known as 2441 Kimberly Road. c/o Sid Lezamiz

**Time Estimate:**

The applicant's presentation may take up to ten (10) minutes. Staff presentation will be approximately five (5) minutes.

**Background:**

| **Applicant:** | **Status:** Owner | **Size:** 1.567 +/- Acres |
|---|---|---|
| Sid Lezamiz<br>Lezamiz Real Estate Co.<br>705 Fillmore St<br>Twin Falls, ID 83301<br>208.734.7007<br>sid@lezamizrealestate.com | **Current Zoning:** C-1 Commercial Highway District | **Requested Zoning:** Approval of the Preliminary Plat |
| | **Comprehensive Plan:** Commercial | **Lot Count:** 2 lots |
| | **Existing Land Use:** Commercial, Auto dealership & undeveloped | **Proposed Land Use:** Commercial |
| **Representative:** | **Zoning Designations & Surrounding Land Use(s)** | |
| | **North:** R-2; Residential | **East:** C-1; Commercial, Adventure Motorsports |
| | **South:** Kimberly Rd.; C-1; Vacant; OS; Cemetery | **West:** Aspenwood Dr.; C-1; Commercial, Daycare, Auto dealership, Vacant |
| | **Applicable Regulations:** 10-1-4, 10-1-5, 10-4-8, 10-12-1 through 4; | |

**Approval Process:**

**As per Twin Falls City Code 10-12-2.3 Action on Preliminary Plat:**

The Commission may approve, conditionally approve, deny or table for additional information when acting on the preliminary plat. If tabled, approval or denial shall occur at the regular meeting following the meeting at which the plat is first considered by the Commission. The action and the reasons for such action shall be stated in writing by the Administrator and forwarded to the applicant. The administrator shall also forward a statement of the action taken and the reasons for such action together with a copy of the approved preliminary plat to the Council for its information and record.

**Budget Impact:**

As the request is for a Preliminary Plat, approval of this request will have negligible impact on the City budget.

**Regulatory Impact:**

Upon approval of a preliminary plat a final plat that is in conformance with the approved preliminary plat and including any conditions the Commission may have required, is then presented to the City Council. Only after a final plat has been approved by the City Council and construction plans approved, may the plat be recorded and lots sold for development.

**History:**

This request is part of the Phillips Commercial Subdivision recorded in 1994. Before 1994, it was used agriculturally according to historical aerial imagery. Meuller Auto received multiple SUP's to establish a Car Dealership and display pads – there was no auto repair onsite. In April 2016, an SUP was granted to Sid Lezamiz to allow Auto Service/Repair on the northern portion of this lot, subject to conditions, see attached exhibit. The SUP has expired, however, as per Title 10; Chapter 13; Section 2.2(I) the applicant may ask the Commission to "re-establish" Special Use Permit #1391, as approved.

**Analysis:**

This is a request for approval of the final plat of the Ricki Lezamiz Commercial Subdivision, a 1.567 +/- acre 2 lot commercial subdivision. The property is zoned C-1; Commercial. This request is to re-subdivide Lot 1 Block 2 of the Phillips Commercial Subdivision into two lots. This allows the ability to sell one or both of the lots to separate owners.

This is the second step of the plat approval process. A preliminary plat is first presented to the Planning and Zoning Commission. The Commission may approve the preliminary plat, deny it, or approve it with conditions.

A final plat, that is in conformance with the approved preliminary plat and including any conditions the Commission may have required, is then presented to the City Council. Only after a final plat has been approved by the City Council and construction plans approved, may the plat be recorded and lots sold for development.

The plat is consistent with other subdivision development criteria in the area and is in conformance with the Comprehensive Plan, which designates this area as "Commercial." Light to intense commercial uses are appropriate for this future land use designation.

On **June 13, 2017,** the Commission unanimously approved the preliminary plat as presented subject to the standard condition.

**Conclusion:**

Staff recommends the council approve the final plat of the Ricki Lezamiz Commercial Subdivision, as presented, and subject to the following conditions:

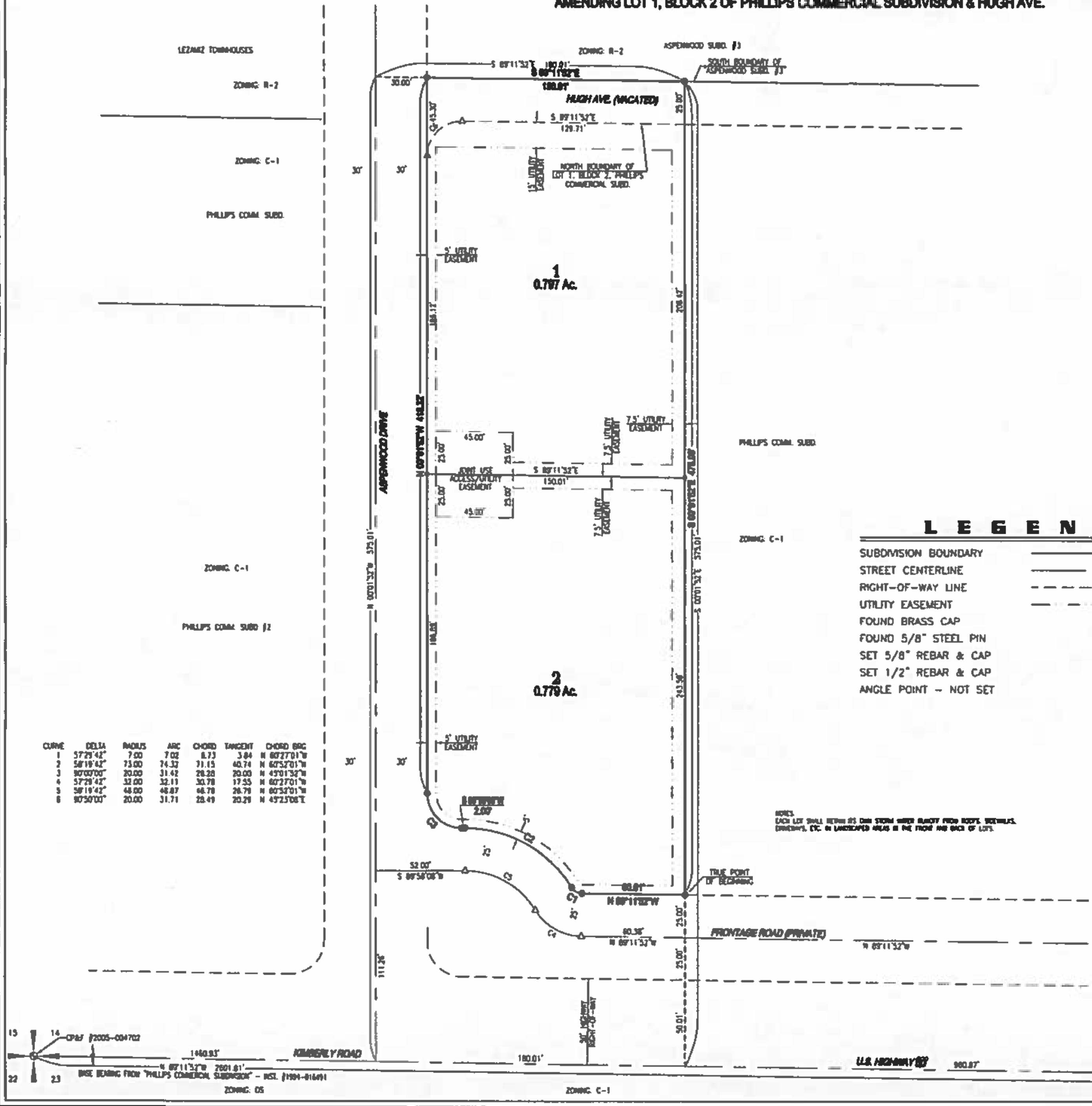
1. Subject to final technical review and amendments as required by building, engineering, fire, and zoning officials to ensure compliance with all applicable city code requirements and standards.

**Attachments:**

1. Final Plat
2. Approved Preliminary Plat
3. Zoning Vicinity Map
4. Aerial Photo Map
5. Future Land Use Map
6. Phillips Commercial Subdivision
7. Site Photos

# RICKI LEZAMIZ COMMERCIAL SUBDIVISION

AMENDING LOT 1, BLOCK 2 OF PHILLIPS COMMERCIAL SUBDIVISION & HUGH AVE.




| CURVE | DELTA | RADIUS | ARC | CHORD | TANGENT | CHORD BRG |
|---|---|---|---|---|---|---|
| 1 | 57°29'42" | 7.00 | 7.02 | 6.73 | 3.84 | N 60°27'01"W |
| 2 | 58°19'42" | 73.00 | 74.32 | 71.15 | 40.74 | N 60°52'01"W |
| 3 | 90°00'00" | 20.00 | 31.42 | 28.28 | 20.00 | N 45°01'32"W |
| 4 | 57°29'42" | 32.00 | 32.11 | 30.78 | 17.55 | N 60°27'01"W |
| 5 | 58°19'42" | 48.00 | 48.87 | 46.78 | 26.79 | N 60°52'01"W |
| 6 | 90°50'00" | 20.00 | 31.71 | 28.49 | 20.29 | N 45°25'08"E |

## LEGEND

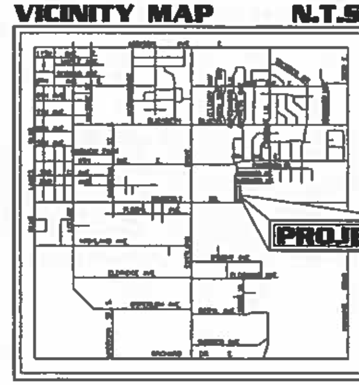
- SUBDIVISION BOUNDARY
- STREET CENTERLINE
- RIGHT-OF-WAY LINE
- UTILITY EASEMENT
- FOUND BRASS CAP
- FOUND 5/8" STEEL PIN
- SET 5/8" REBAR & CAP
- SET 1/2" REBAR & CAP
- ANGLE POINT - NOT SET

North

SCALE
1" = 40'

## LOCATED IN
LOT 1, BLOCK 2,
"PHILLIPS COMMERCIAL SUBDIVISION"
IN
SE¼ SW¼ SECTION 14,
TOWNSHIP 10 SOUTH,
RANGE 17 EAST,
BOISE MERIDIAN
TWIN FALLS COUNTY, IDAHO
2016

## VICINITY MAP N.T.S.




## HEALTH CERTIFICATE

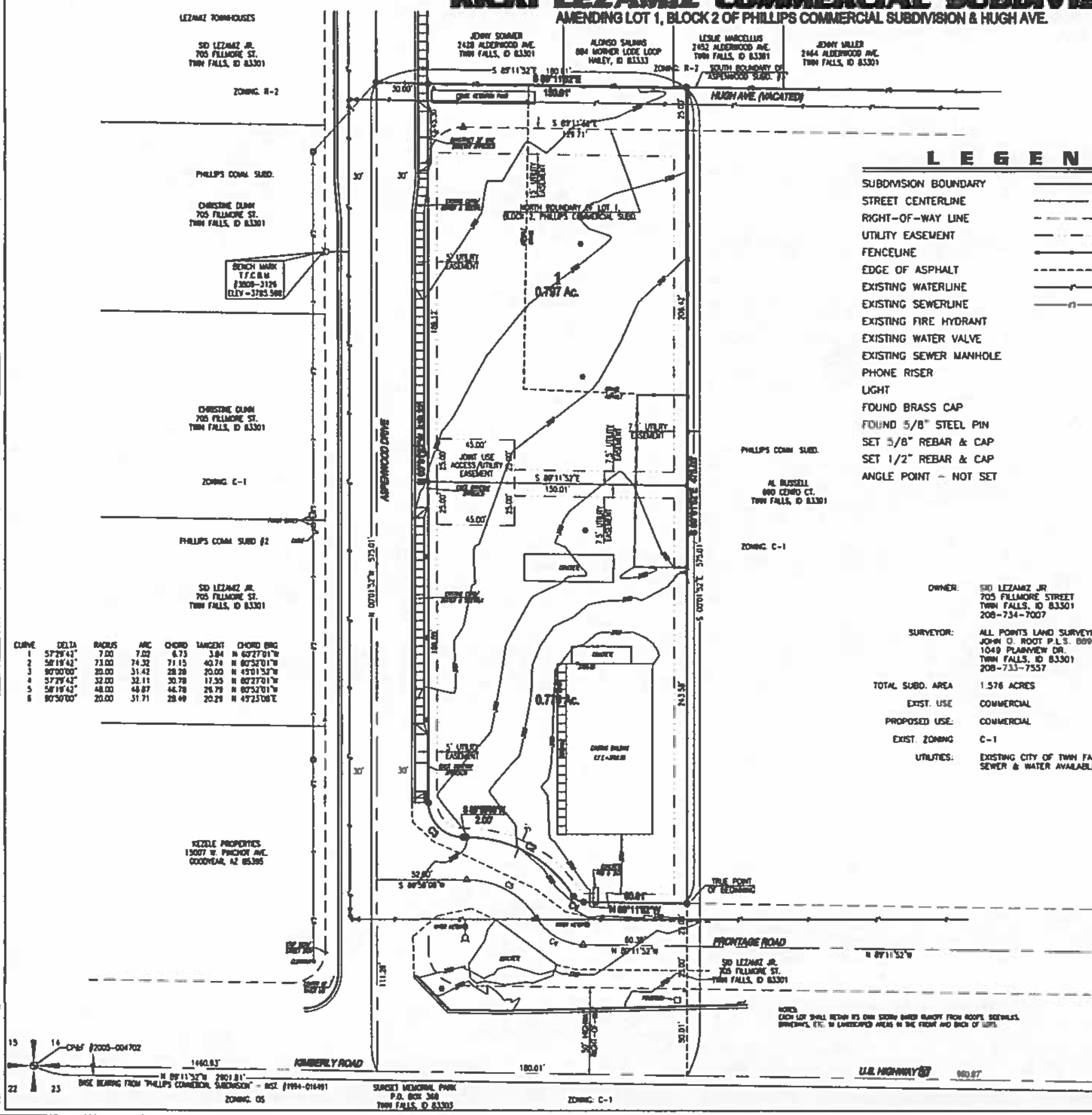
[illegible] SHELTER REQUIRING DRINKING WATER OR SEWER/SEPTIC FACILITIES SHALL BE ALLOWED.

REHS, SOUTH CENTRAL PUBLIC HEALTH DISTRICT — DATE

ALL POINTS LAND SURVEYING
JOHN ROOT - P.L.S. #889
SURVEYING - CONSTRUCTION MANAGEMENT

16-013P1
SHEET 1 OF 2
03.10.2016

# PRELIMINARY PLAT FOR
# RICKI LEZAMIZ COMMERCIAL SUBDIVISION
AMENDING LOT 1, BLOCK 2 OF PHILLIPS COMMERCIAL SUBDIVISION & HUGH AVE.




| CURVE | DELTA | RADIUS | ARC | CHORD | TANGENT | CHORD BRG |
|---|---|---|---|---|---|---|
| 1 | 57°29'42" | 7.00 | 7.02 | 6.73 | 3.84 | N 60°27'01"W |
| 2 | 58°19'42" | 73.00 | 74.32 | 71.15 | 40.74 | N 60°52'01"W |
| 3 | 90°00'00" | 20.00 | 31.42 | 28.28 | 20.00 | N 45°01'52"W |
| 4 | 57°29'42" | 32.00 | 32.11 | 30.78 | 17.55 | N 60°27'01"W |
| 5 | 58°19'42" | 48.00 | 48.87 | 46.78 | 26.79 | N 60°52'01"W |
| 6 | 90°50'00" | 20.00 | 31.71 | 28.49 | 20.29 | N 45°25'08"E |

## LEGEND

- SUBDIVISION BOUNDARY
- STREET CENTERLINE
- RIGHT-OF-WAY LINE
- UTILITY EASEMENT
- FENCELINE
- EDGE OF ASPHALT
- EXISTING WATERLINE
- EXISTING SEWERLINE
- EXISTING FIRE HYDRANT
- EXISTING WATER VALVE
- EXISTING SEWER MANHOLE
- PHONE RISER
- LIGHT
- FOUND BRASS CAP
- FOUND 5/8" STEEL PIN
- SET 5/8" REBAR & CAP
- SET 1/2" REBAR & CAP
- ANGLE POINT - NOT SET

OWNER: SID LEZAMIZ JR
705 FILLMORE STREET
TWIN FALLS, ID 83301
208-734-7007

SURVEYOR: ALL POINTS LAND SURVEYING
JOHN O. ROOT P.L.S. 889
1049 PLAINVIEW DR.
TWIN FALLS, ID 83301
208-733-7557

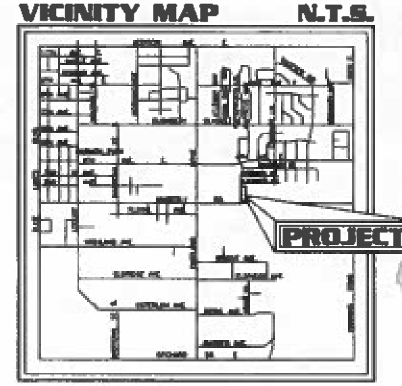
TOTAL SUBD. AREA: 1.576 ACRES
EXIST. USE: COMMERCIAL
PROPOSED USE: COMMERCIAL
EXIST. ZONING: C-1
UTILITIES: EXISTING CITY OF TWIN FALLS SEWER & WATER AVAILABLE

North

SCALE
1" = 40'

LOCATED IN
LOT 1, BLOCK 2,
"PHILLIPS COMMERCIAL SUBDIVISION"
IN
SE¼ SW¼ SECTION 14,
TOWNSHIP 10 SOUTH,
RANGE 17 EAST,
BOISE MERIDIAN
TWIN FALLS COUNTY, IDAHO
2016

VICINITY MAP N.T.S.

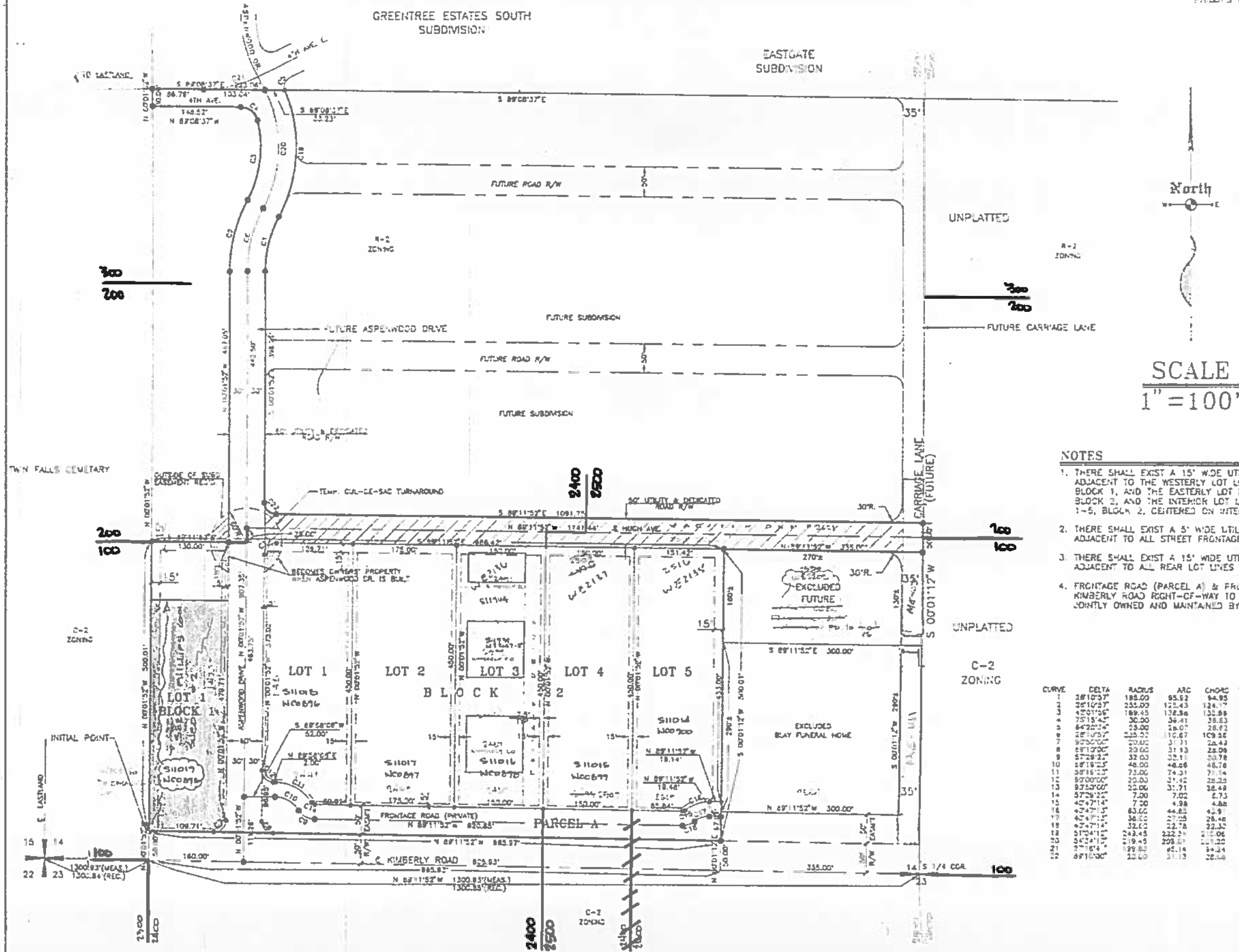



HEALTH CERTIFICATE

REHS, SOUTH CENTRAL PUBLIC HEALTH DISTRICT DATE

ALL POINTS LAND SURVEYING
JOHN ROOT - P.L.S. #889
SURVEYING - CONSTRUCTION MANAGEMENT


Aerial Map
Reference Only
235 ASPENW
213 ASPENW
187 ASPENW
163 ASPENW
121 ASPENW
ASPENWOOD DR
2472 ALDER
2464 ALDER
2480 ALDER
2488 ALDER
2504
NORTH
2502
KIMBE
2469 KIMBE
2487 KIMBE
ft
200
Aerial Photo - April 2016




## NOTES

1. THERE SHALL EXIST A 15' WIDE UTILITY EASEMENT ADJACENT TO THE WESTERLY LOT LINE OF LOT 1, BLOCK 1, AND THE EASTERLY LOT LINE OF LOT 5, BLOCK 2, AND THE INTERIOR LOT LINES OF LOTS 1-5, BLOCK 2, CENTERED ON INTERIOR LOT LINES.
2. THERE SHALL EXIST A 5' WIDE UTILITY EASEMENT ADJACENT TO ALL STREET FRONTAGES.
3. THERE SHALL EXIST A 15' WIDE UTILITY EASEMENT ADJACENT TO ALL REAR LOT LINES.
4. FRONTAGE ROAD (PARCEL A) & PROPERTY ADJACENT TO KIMBERLY ROAD RIGHT-OF-WAY TO BE INDIVIDUAL PARCEL JOINTLY OWNED AND MAINTAINED BY LOT OWNERS.

| CURVE | DELTA | RADIUS | ARC | CHORD | TANGENT | CHORD BRG |
|---|---|---|---|---|---|---|
| 1 | 28°10'57" | 195.00 | 95.92 | 94.95 | 48.95 | S 14°03'35" W |
| 2 | 28°10'57" | 255.00 | 125.43 | 124.17 | 64.01 | N 14°03'35" E |
| 3 | 42°01'56" | 189.45 | 138.96 | 135.88 | 72.79 | N 67°08'06" E |
| 4 | 75°15'43" | 30.00 | 39.41 | 36.63 | 23.13 | N 51°30'45" W |
| 5 | 64°20'34" | 23.00 | 26.07 | 26.62 | 15.73 | S 31°22'45" W |
| 6 | 28°10'57" | 225.00 | 110.67 | 109.55 | 56.46 | S 14°03'35" W |
| 7 | 90°30'00" | 20.00 | 31.71 | 28.43 | 20.29 | N 45°23'08" E |
| 8 | 89°10'00" | 20.00 | 31.13 | 28.09 | 19.71 | S 44°38'52" E |
| 9 | 57°29'22" | 32.00 | 32.11 | 30.78 | 17.55 | S 60°27'10" E |
| 10 | 58°18'25" | 48.00 | 48.86 | 46.78 | 26.78 | N 60°22'11" W |
| 11 | 58°18'25" | 73.00 | 74.31 | 71.14 | 40.73 | N 60°52'11" W |
| 12 | 90°00'00" | 20.00 | 31.42 | 28.28 | 20.00 | S 45°01'52" E |
| 13 | 90°50'00" | 20.00 | 31.71 | 28.49 | 20.29 | S 45°23'08" W |
| 14 | 57°29'22" | 7.00 | 7.02 | 6.73 | 3.84 | S 60°27'10" E |
| 15 | 40°47'14" | 7.00 | 4.98 | 4.88 | 2.60 | N 70°24'22" E |
| 16 | 40°47'15" | 63.00 | 44.85 | 43.91 | 23.42 | S 70°24'31" W |
| 17 | 40°47'15" | 38.00 | 27.05 | 26.48 | 14.13 | S 70°24'31" W |
| 18 | 40°47'14" | 32.00 | 22.78 | 22.30 | 11.90 | N 70°24'22" E |
| 19 | 51°04'12" | 243.45 | 222.34 | 215.06 | 118.17 | S 02°[illegible]'30" W |
| 20 | 54°34'15" | 219.45 | 208.91 | 201.20 | 113.19 | N 03°[illegible]'36" E |
| 21 | 27°16'4[illegible]" | 199.83 | 95.14 | 94.24 | 48.49 | N [illegible] E |
| 22 | 89°16'30" | 20.00 | 31.13 | 28.08 | 19.71 | S 44°[illegible] E |

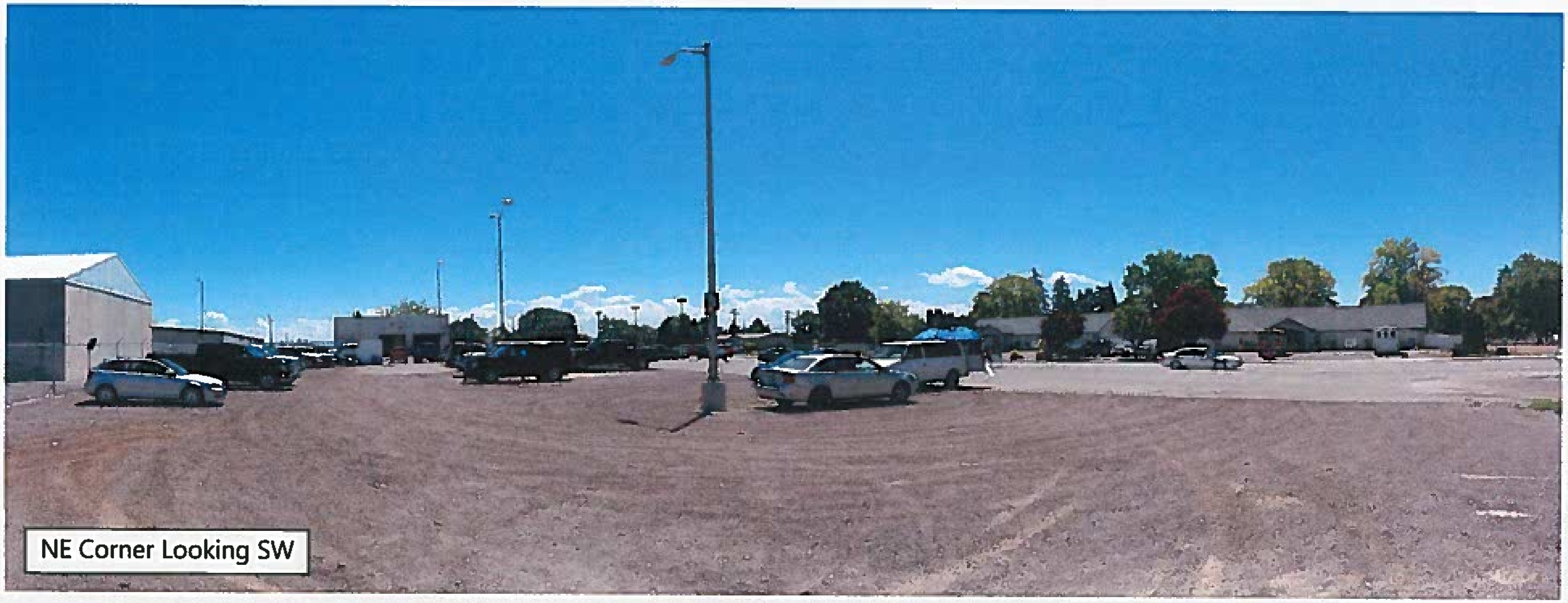
PHILLIPS COMM SUBD

Public Notice along Kimberly Rd

Public Notice along Aspenwood Rd


SW Corner Looking NE

NW Corner Looking SE



NE Corner Looking SW

**Date:** Monday, July 24, 2017

**To:** Honorable Mayor and City Council

**From:** Jonathan Spendlove, Senior Planner

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**Request:**

Request for **Annexation with a Zoning District Change and Zoning Map Amendment** for approximately 9.75 (+/-) acres to be rezoned to R-6, currently zoned R-1 VAR for property located east of Harrison Street and north of Canyon Falls Drive, extended. c/o Rob Struthers on behalf of Susan and Katherine Breckenridge (app. 2865)

**Time Estimate:**

The applicant's presentation may take up to ten (10) minutes. Staff presentation will be approximately five (5) minutes.

**Background:**

| **Applicant:** | **Status:** Owners | **Size:** 10.07 (+/-) acres |
|---|---|---|
| Katie Breckenridge<br>Po Box 685<br>Picabo, ID 83348<br>&<br>Susan Breckenridge<br>PO Box 6551<br>Santa Fe, NM 87502 | **Current Zoning:** R-1 VAR CRO Area of Impact | **Requested Zoning:** Annexation with rezone to R-6 CRO |
| | **Comprehensive Plan:** Mixed Use | **Lot Count:** 2 |
| | **Existing Land Use:** Agriculture & bike path easement | **Proposed Land Use:** No proposed change at this time |
| **Representative:** | **Zoning Designations & Surrounding Land Use(s)** | |
| Robert Struthers<br>762 Robert St. Picabo Rt.<br>Bellevue, ID 83313<br>208.788.4673<br>email@robstruthers.com | **North:** R-1 VAR CRO within Area of Impact, Residential and Agriculture | **East:** R-1 VAR with CRO; Agriculture & R-4 with PRO & CRO; Residential and Parking Lot |
| | **South:** C-1 PUD; Medical Office, Retail; and Hotel | **West:** C-1 PUD; Nursing Homes |
| | **Applicable Regulations: 10-1-4, 10-1-5. 10-4-3, 10-4-6,** 10-15-2 | |

**Approval Process:**

**§10-15-2: Annexation**

The Commission shall conduct at least one public hearing in which interested persons shall have an opportunity to be heard. ***The hearing shall not consider comments on annexation and shall be limited to the proposed plan and zoning changes***. (Ord. 2012, 7-6-1981)

**Budget Impact:**

Approval of this request will have minimal impact on the City budget.

**Regulatory Impact:**

A recommendation on the zoning of this site will allow the application to be scheduled for the City Council. Approval of this request will allow the applicant to annex the subject property into the City Limits.

**History:**

Documented aerial imagery shows this land to be agricultural since at least the 1950's. This property is in the Area of Impact, the current zoning designation was applied in 2004, which was the most recent Area of Impact Agreement between the City of Twin Falls and Twin Falls County. In February 2009, City Council approved a conveyance plat to create two lots from the 23+ acres. This Conveyance Plat also included dedication of a 15' bike pathway easement along the southern border.

**Analysis:**

In February 2009, City Council approved the TBS Conveyance Plat to create two lots from the 23+ acres. This request is to annex 10.06 (+/-) acres located at 647 Pole Line Rd. There are two (2) properties involved with this request. One property is Parcel 1; 9.75 (+/-) acres and the 15' Bike Path Easement within Parcel 2, which is comprised of ~.31 (+/-) acres. This easement runs along the southern edge of Parcel 1. Currently Parcel 1; 9.75 (+/-) acre lot, is being utilized for agricultural purposes and does not border the city limits. The easement to the south acts as a sort of buffer between the TBS Conveyance Plat and City Limits.

Parcel 1; 9.75 acre lot, is for sale at this time and the applicant wishes to annex prior to being sold. They also wish to rezone the property from R-1 VAR CRO to R-6 CRO, Residential High Density with a portion within the Canyon Rim Overlay District.

Twin Falls City Code sections 10-15-1 and 10-15-2 require a hearing and recommendations from the Commission on planning and zoning designations for areas proposed to be annexed.

Section 10-15-2(A) states: "The Commission hearing shall not consider comments on annexation and shall be limited to the proposed development plan and zoning changes." The City Council shall then hold an additional public hearing to determine whether the designated area should be annexed and if so what the zoning designation shall be. If approved, an ordinance is prepared and at a later public meeting is adopted by the City Council. Once the ordinance is published it is sent to the State and the official zoning map is officially amended.

**Comprehensive Plan Compliance:**

The 2016 Comprehensive Plan; "Grow With Us" designates this area as appropriate for "Mixed Use." Mixed Use is a very broad category and encompasses an extensive list of land uses. However, Mixed Use areas are characteristically, pedestrian friendly, in that they provide that range of use while keeping the scale of development, human friendly. The requested rezone to R-6 fits the mixed-use designation since it encourages a more dense residential development, usually 10-20 dwelling units/acre, while surrounded by commercial zoning. Staff has determined the rezone request complies with the 2016 comprehensive plan.

**Planning & Zoning Commission Recommendation:**

On June 13th, 2017 The Planning and Zoning Commission heard and deliberated on this request. Many residents of the Breckenridge Estates Development came to speak about the request to question the appropriateness of the requested R-6 designation. The crux of the issue was that the R-6 would allow and bring apartments. The residents raised concerns of how their property values would be affected, as well as the peace and quiet of the neighborhood would be diminished. Another very frequent concern was the amount of traffic an apartment type development would bring to the area. The commission unanimously forwarded a positive recommendation with a zoning designation of R-4 not R-6, after deliberating and weighing the resident's concerns and staff recommendation

**Conclusion:**

**<u>The Public Hearing for this item took place on Monday July 17, 2017. At the conclusion of the public hearing, the City Council unanimously decided to table this item until the July 24th meeting. The reason expressed for tabling this item was to consult with legal counsel on the possibility of annexing the property with two (2) zoning districts demarcated by a line determined by the Council.</u>**

The Council is tasked with making a decision on the annexation request for the entire 10.07 acres with a zoning designation of R-6 CRO.

**Attachments:**

1. Letter of Request
2. Zoning Map
3. Aerial Map
4. Future Land Use Map
5. TBS Subd-Conveyance Plat
6. Photos
7. 06-13-17 PZ Minutes

HORSESHOE S Realty Inc.
762 Robert Street • Bellevue, Idaho 83313 • 208-788-4613 • Fax 208-788-2375

4.4.2017

CITY OF TWIN FALLS
ATTN. RENÉE CARRAWAY JOHNSON
ZONING & DEVELOPMENT MNGR.
P.O. BOX 1907
TWIN FALLS, ID. 83303

RECEIVED
APR 06 2017
CITY OF TWIN FALLS
PLANNING & ZONING

DEAR RENÉE,

ENCLOSED PLEASE FIND THE ANNEXATION APPLICATION FOR THE KATHERINE B. BRECKENRIDGE BIKE PATH EASEMENT PROPERTY ON PARCEL TWO OF THE TBS SUBDIVISION. THE ANNEXATION IS BEING REQUESTED TO ESTABLISH CONTIGUITY WITH THE CITY OF TWIN FALLS PROPER FOR THE SUSAN G. BRECKENRIDGE PROPERTY ON PARCEL ONE TBS SUBDIVISION. ALSO INCLUDED IS PAGE ONE OF PARCEL ONE TBS SUBDIVISON ANNEXATION REQUEST WITH SUSAN'S SIGNATURE AND A LETTER FROM SUSAN AFFIRMING MY REPRESENTATION OF HER.

YOURS TRULY,

ROB STRUTHERS

CC SUSAN BRECKENRIDGE
KATIE BRECKENRIDGE

Horseshoe S Realty Inc.
762 Robert Street • Bellevue, Idaho 83313 • 208-788-4613 • Fax 208-788-2375

3.17.2017

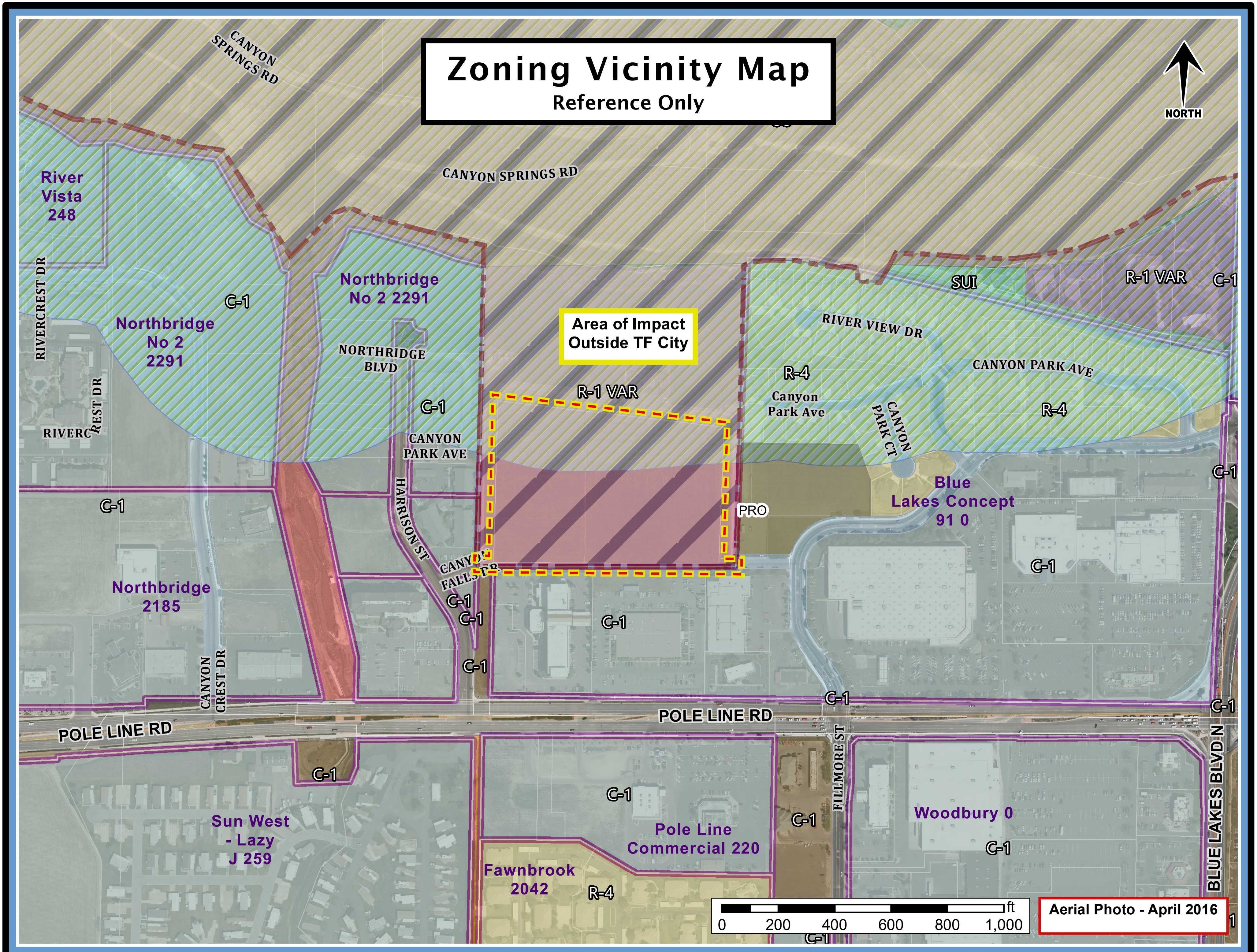
CITY OF TWIN FALLS
ATTN. RENÉE CARRAWAY JOHNSON
ZONING & DEVELOPMENT MNGR.
P.O. BOX 1907
TWIN FALLS, ID. 83303

DEAR RENEE,

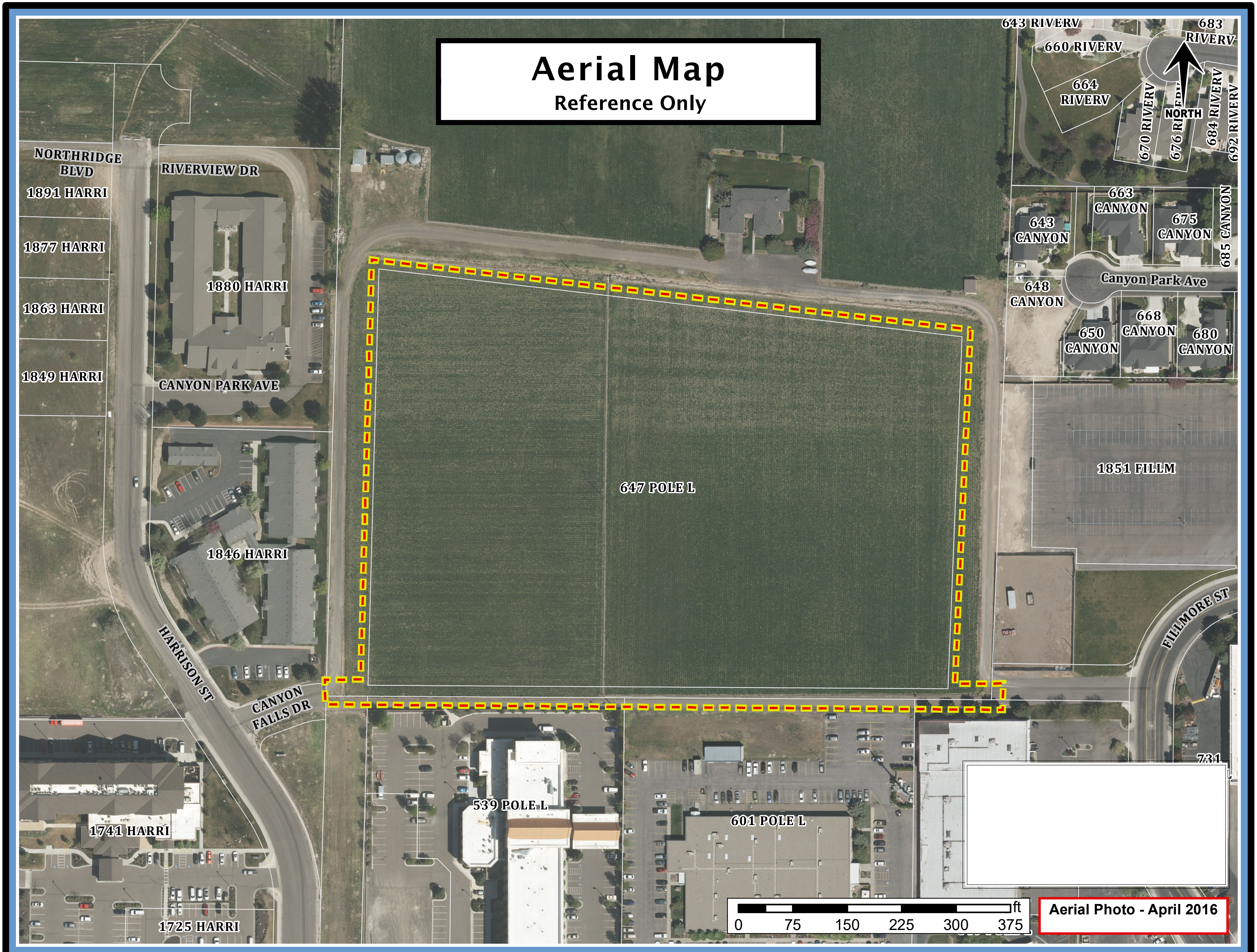
ENCLOSED PLEASE FIND THE ANNEXATION APPLICATION FOR THE SUSAN BRECKENRIDGE PROPERTY PARCEL 1 OF THE TBS SUBDIVISION.
THE PROPERTY IS CURRENTLY LISTED FOR SALE AND SUSAN WOULD LIKE TO HAVE IT ANNEXED INTO THE CITY. THANK YOU.

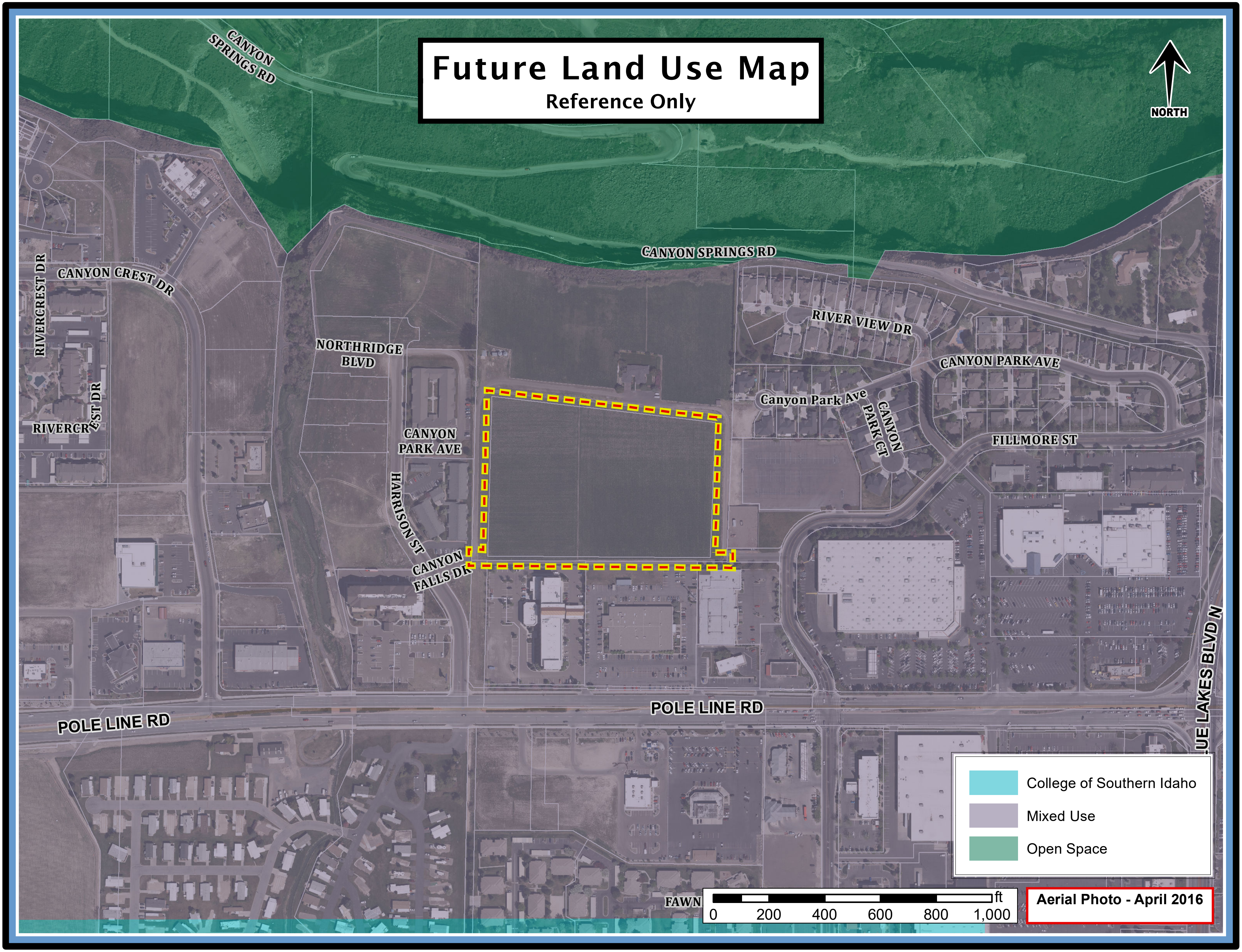
YOURS TRULY,
ROB STRUTHERS

CC
SUSAN BRECKENRIDGE
KATIE BRECKENRIDGE



Zoning Vicinity Map
Reference Only
NORTH
CANYON SPRINGS RD
CANYON SPRINGS RD
River Vista 248
Northbridge No 2 2291
Northbridge No 2 2291
C-1
RIVERCREST DR
NORTHRIDGE BLVD
Area of Impact Outside TF City
R-1 VAR
RIVER VIEW DR
CANYON PARK AVE
SUI
R-1 VAR
C-1
R-4
Canyon Park Ave
CANYON PARK CT
R-4
CANYON PARK AVE
Blue Lakes Concept 91 0
PRO
HARRISON ST
CANYON FALLS DR
Northbridge 2185
C-1
POLE LINE RD
POLE LINE RD
CANYON CREST DR
FILLMORE ST
BLUE LAKES BLVD N
Sun West - Lazy J 259
Pole Line Commercial 220
Woodbury 0
Fawnbrook 2042
R-4
0 200 400 600 800 1,000 ft
Aerial Photo - April 2016


Aerial Map
Reference Only
NORTHRIDGE BLVD
RIVERVIEW DR
1891 HARRI
1877 HARRI
1880 HARRI
1863 HARRI
1849 HARRI
CANYON PARK AVE
1846 HARRI
HARRISON ST
CANYON FALLS DR
1741 HARRI
1725 HARRI
539 POLE L
647 POLE L
601 POLE L
643 RIVERV
660 RIVERV
683 RIVERV
664 RIVERV
NORTH
670 RIVERV
684 RIVERV
692 RIVERV
663 CANYON
643 CANYON
675 CANYON
685 CANYON
Canyon Park Ave
648 CANYON
668 CANYON
650 CANYON
680 CANYON
1851 FILLM
FILLMORE ST
731
ft
0 75 150 225 300 375
Aerial Photo - April 2016



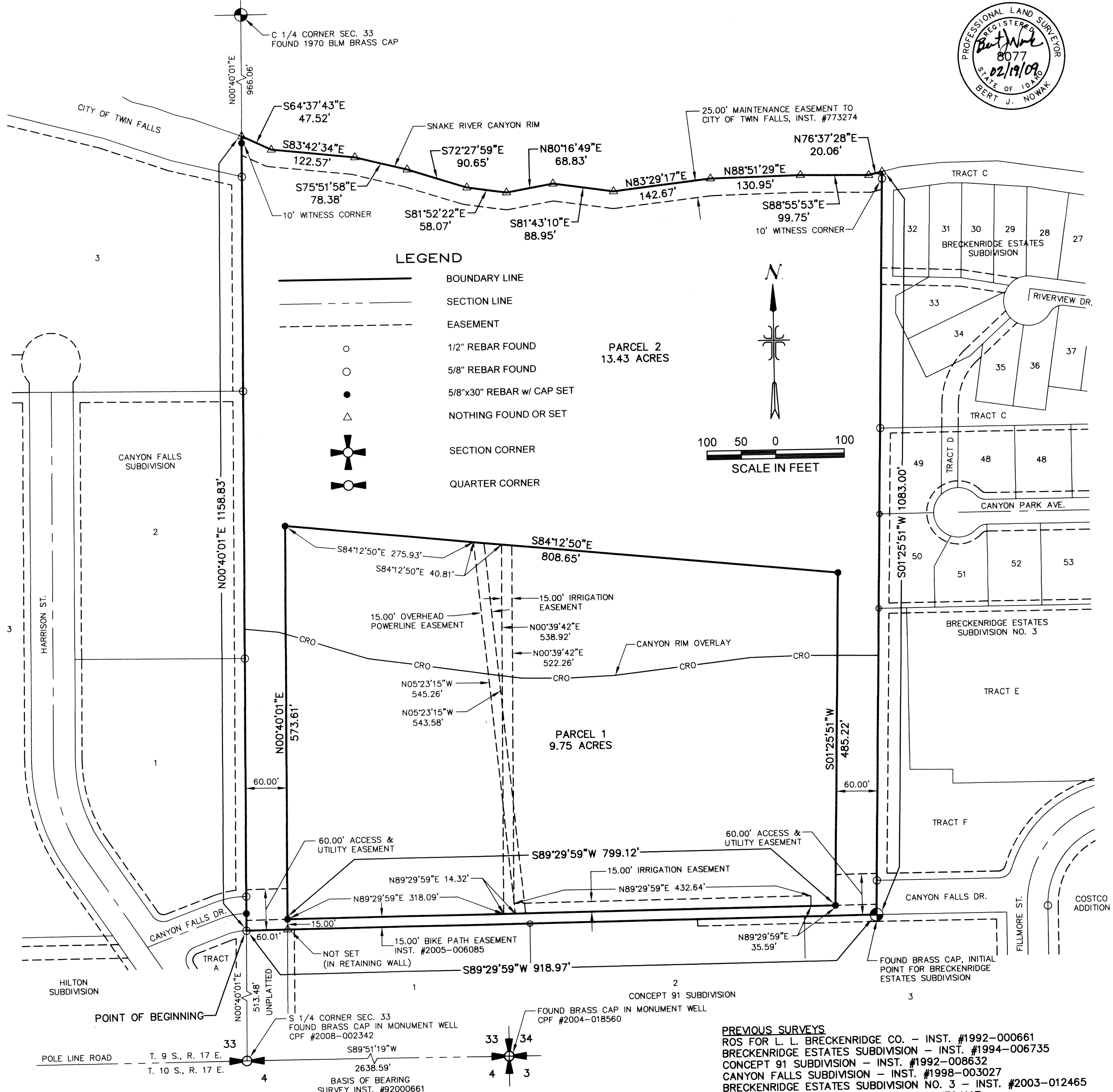
Future Land Use Map
Reference Only
NORTH
CANYON SPRINGS RD
CANYON SPRINGS RD
CANYON CREST DR
RIVERCREST DR
RIVERCREST DR
NORTHRIDGE BLVD
CANYON PARK AVE
HARRISON ST
CANYON FALLS DR
RIVER VIEW DR
CANYON PARK AVE
Canyon Park Ave
CANYON PARK CT
FILLMORE ST
POLE LINE RD
POLE LINE RD
BLUE LAKES BLVD N
FAWN
College of Southern Idaho
Mixed Use
Open Space
0
200
400
600
800
1,000
ft
Aerial Photo - April 2016

# TBS SUBDIVISION CONVEYANCE PLAT

LOCATED IN PART OF
GOVERNMENT LOT 5 AND SW4 SE4,
SECTION 33, TOWNSHIP 9 SOUTH, RANGE 17 EAST
BOISE MERIDIAN
TWIN FALLS COUNTY, IDAHO

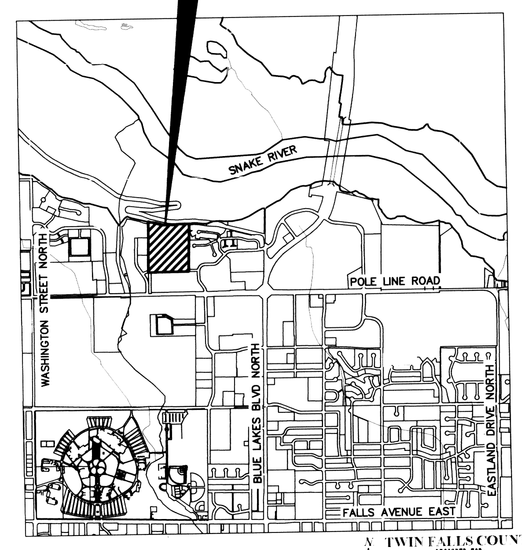
2009

PROFESSIONAL LAND SURVEYOR
REGISTERED
8077
02/19/09
STATE OF IDAHO
BERT J. NOWAK




PREVIOUS SURVEYS
ROS FOR L. L. BRECKENRIDGE CO. – INST. #1992-000661
BRECKENRIDGE ESTATES SUBDIVISION – INST. #1994-006735
CONCEPT 91 SUBDIVISION – INST. #1992-008632
CANYON FALLS SUBDIVISION – INST. #1998-003027
BRECKENRIDGE ESTATES SUBDIVISION NO. 3 – INST. #2003-012465
ROS FOR PHILLIP E. MCMULLIN – INST. #794117
ROS FOR KATIE BRECKENRIDGE – INST. #2001-018476
ROS FOR KATIE BRECKENRIDGE – INST. #1998-014421

PROPERTY SITE




VICINITY MAP
N.T.S.

TWIN FALLS COUNTY
RECORDED FOR:
JUB ENGINEERS
8:53:40 am 03-30-2009
2009-006717
NO. PAGES: 2 FEE: $22.00
KRISTINA GLASCOCK
COUNTY CLERK
DEPUTY: CNICE

HEALTH CERTIFICATE
"SANITARY RESTRICTIONS AS REQUIRED BY IDAHO CODE, TITLE 50, CHAPTER 13 ARE IN FORCE. NO OWNER SHALL CONSTRUCT ANY BUILDING, DWELLING, OR SHELTER WHICH NECESSITATES THE SUPPLYING OF WATER OR SEWAGE FACILITIES FOR PERSONS USING SUCH PREMISES UNTIL SANITARY RESTRICTIONS REQUIREMENTS ARE SATISFIED."

Feb 18, 2009

DATE — DISTRICT HEALTH DEPARTMENT, REMS

CONVEYANCE PLAT NOTE
"A CONVEYANCE PLAT IS A RECORD OF PROPERTY APPROVED BY THE CITY OF TWIN FALLS, IDAHO, FOR THE PURPOSE OF SALE OR CONVEYANCE IN ITS ENTIRETY OR INTERESTS THEREON DEFINED. NO BUILDING PERMIT SHALL BE ISSUED UNTIL A FINAL PLAT IS APPROVED, FILED OF RECORD AND PUBLIC IMPROVEMENTS ACCEPTED IN ACCORDANCE WITH THE PROVISIONS OF TITLE 10 OF THE CITY OF TWIN FALLS CITY CODE. SELLING A PORTION OF THIS PROPERTY BY METES AND BOUNDS, EXCEPT AS SHOWN ON AN APPROVED, FILED AND ACCEPTED CONVEYANCE PLAT IS A VIOLATION OF CITY CODE."

J–U–B ENGINEERS, INC.
*Engineers Surveyors Planners*
Twin Falls, Idaho

SHEET 1 OF 2

CITY OF TWIN FALLS
PEOPLE SERVING PEOPLE

Public Notice along Harrison St

Public Notice along Fillmore St


Looking North from the center of the 15' Easement

# Twin Falls Planning & Zoning Commission Minutes

Tuesday, June 13, 2017, 6:00 PM

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

**Members -**
**City Limits:** Tom Frank, Chairman, Kevin Grey, Vice Chairman, Danielle Dawson, Darren Hall, Craig Hawkins, Gerardo "Tato" Muñoz, Ed Musser
**Area of Impact:** Ryan Higley, Steve Woods

1) **Confirmation of Quorum/Call Meeting to Order**

2) **Consent Calendar**

a) Approval of minutes for the following meeting: **May 23, 2017 PH**

b) Findings of Fact Conclusions of Law:
Morning Sun Subd No. 10 (Pre-Plat 05-23-17)
Acorn Learning Center (SUP 05-23-17)
Port, Angie (SUP 05-23-17)

**Motion:**
Commissioner Dawson made a motion to approve the consent calendar, as presented. Commissioner Higley seconded the motion.
**Unanimously Approved**

3) **Items of Consideration**

a) Request for consideration of the Ricki Lezamiz Commercial Subdivision **Preliminary Plat** consisting of 1.58 (+/-) acres and 2 lots located at the NW corner of Kimberly Road and Aspenwood Drive. c/o Sid Lezamiz on behalf of Ricki Lezamiz

**Applicant Presentation:**
Sid Lezamiz, the applicant stated he is here to request approval of a preliminary plat that is located at 2441 Kimberly Road. The intent is to create two lots. By platting this property it will allow each lot to be sold separately.

**Staff Presentation:**
Planner I O'Connor reviewed the request on the overhead and stated this request is part of the Phillips Commercial Subdivision recorded in 1994. Before 1994, it was used agriculturally according to historical aerial imagery. Meuller Auto received multiple SUP's to establish a Car Dealership and display pads – there was no auto repair onsite. In April 2016, an SUP was granted to Sid Lezamiz to allow Auto Service/Repair on the northern portion of this lot, subject to conditions, see attached exhibit. The SUP has expired, however, as per Title 10; Chapter 13;

Section 2.2(I) the applicant may ask the Commission to "re-establish" Special Use Permit #1391, as approved.

This is a request for preliminary plat of the Ricki Lezamiz Commercial Subdivision, a 1.567 +/- acre 2 lot commercial subdivision. The property is zoned C-1; Commercial. This request is to re-subdivide Lot 1 Block 2 of the Phillips Commercial Subdivision into two lots. This allows the ability to sell one or both of the lots to separate owners.

This is the first step of the plat approval process. A preliminary plat is presented to the Planning and Zoning Commission. The Commission may approve the preliminary plat, deny it, or approve it with conditions. A final plat, that is in conformance with the approved preliminary plat and including any conditions the Commission may have required, is then presented to the City Council. Only after a final plat has been approved by the City Council and construction plans approved, may the plat be recorded and lots sold for development.

The plat is consistent with other subdivision development criteria in the area and is in conformance with the Comprehensive Plan, which designates this area as "Commercial." Light to intense commercial uses are appropriate for this future land use designation.

Planner I O'Connor stated upon conclusion should the Commission approve the preliminary plat of the Ricki Lezamiz Commercial Subdivision, as presented, and subject to the following conditions:

1. 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.

**PZ Questions/Comments:**

- Commissioner Woods asked about the previous Special Use Permit for the lot and if the conditions apply to the plat. He wants to make sure the neighbors are still protected.
- Planner I O'Connor explained the Special Use Permit is expired, if the applicant or someone else wants to construct the same building in the future on this lot for the same purpose they would have to come back through to re-activate the Special Use Permit.

**Public Hearing: Opened & Closed**
**Deliberations Followed:**

- Commissioner Woods asked for more clarification.
- Commissioner Frank explained the previous request for a different applicant for a specific use. This is a different application to plat the

property. If this goes through and a use comes up on the property that requires a Special Use Permit the person will have to come back through for the Commission to review.

- Commissioner Woods asked what the use was that came through for the Special Use Permit.
- Planner I O'Connor explained that the SUP has expired and it was to construct an automobile service and repair business. It is currently in-active and if someone wants to operate an automobile service and repair at this location they will have to come back through for re-activation of the Special Use Permit and those conditions will have to be met.

**Motion:**
Commissioner Woods made a motion to approve the request, as presented, with staff recommendations. Commissioner Musser seconded the motion. All members present voted in favor of the motion.

**Approved, As Presented, With the Following Conditions**

1. 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.

b) Request for consideration of the TF Caswell Subdivision **Preliminary Plat** consisting of .97 (+/-) acres and 2 lots located at 687 Blue Lakes Boulevard North c/o HLE, Inc.
**WITHDRAWN-RESCHEDULED FOR JUNE 27,2016 P&Z PH**

**4) Public Hearings**

a) **Request for the Commission's recommendation on the Zoning Designation for approximately 10.07 (+/-) acres proposed to be Annexed with a zoning designation of R-6 CRO; Residential; Multi Household District with a portion within the Canyon Rim Overlay District, currently zoned R-1 VAR CRO; Residential; Single Household District, on property located east of Harrison Street and north of Canyon Falls Drive extended aka 647 Pole Line Road East. c/o Rob Struthers on behalf of Susan & Katherine Breckenridge (app. 2865)**

**Applicant Presentation:**
Katie Breckenridge, the applicant, stated they are here on behalf of her sister Susan Breckenridge to ask for an annexation and zoning change. This property has been farmed since 1905 by her family. A large portion of the farm was gifted to CSI many years ago and the property shown on the overhead is what is left of the original farmland. She provided a reviewed a copy of the easement and access agreement between the City of Twin Falls, Twin Falls Canal Company, Idaho Department of Transportation and herself. She displayed on the overhead a legal description of the bike path. The entrances were to be completed by the Idaho Department of Transportation. They have completed a conveyance plat to divide the property shown on the overhead and he sister wants to annex her portion so that she can sale it. Her sister lives in Santa Fe, New Mexico and does not want to return to Twin Falls. They are

asking during the annexation process that the property be rezoned to R-6.

**Staff Presentation:**
Senior Planner Spendlove reviewed the request on the overhead and stated the Commission hearing shall not consider comments on annexation and shall be limited to the proposed development plan and zoning changes. Currently Parcel 1; 9.75 (+/-) acre lot, is zoned R-1 VAR CRO which is an area that could be served by City water and sewer services.

The 2016 Comprehensive Plan; "Grow With Us" designates this area as appropriate for "Mixed Use." Mixed Use is a very broad category and encompasses an extensive list of land uses. However, Mixed Use areas are characteristically, pedestrian friendly, in that they provide that range of use while keeping the scale of development, human friendly. The requested rezone to R-6 fits the mixed-use designation since it encourages a more dense residential development, usually 10-20 dwelling units/acre, while surrounded by commercial zoning. Staff has determined the rezone request complies with the 2016 comprehensive plan.

Currently there are not any development plans for this property. The property is a conveyance plat which means that not development can occur until the property has been platted. There is also a portion on the north end of the property that is located within the Canyon Rim Overlay which would require a Zoning Development Agreement (ZDA). With both a preliminary plat and a potential ZDA process required for development of this property there will be multiple public meetings and opportunities for the Commission as well as the public to see what the plans are for development.

Senior Planner Spendlove stated upon conclusion should the Commission find the R-6 CRO Zoning Designation appropriate, as presented, they should forward a positive recommendation to the City Council.

**PZ Questions/Comments:**
- Commissioner Higley asked for clarification on the density.
- Senior Planner Spendlove explained the R-6 zone would allow for apartments 5 units or more but without a proposed development plan it is very difficult to give an exact number of units allowed. The Comprehensive Plan recommends usually 10-20 dwelling units per acre. He reviewed the allowed density for R-6 and R-4 on the overhead.
- Zoning & Development Manager Carraway-Johnson explained a lot of communities have in their code the density per acre. The City of Twin Falls does not because we allow review by development, which allows for versatility in design.
- Senior Planner Spendlove explained the minimum lots sizes for both zoning districts for single family, duplex, up to four-plex and multi-family.
- Commissioner Higley stated that he is struggling with changing from R-1 VAR to the R-6 density especially with the access issues.
- Commissioner Musser asked if the R-6 is how the property has to be developed or could it be developed using the R-4 or R-2 standards.

- Senior Planner Spendlove explained that is correct.

**Public Hearing: Opened**

- Senior Planner Spendlove read into the record a letter submitted by a citizen that has been filed in the application packet.
- Tom Tucker, 822 Canyon Park Avenue, stated he would like for the area to be developed like the Breckenridge Estates development. He used to live in Salt Lake City and had to monitor traffic reports to travel in that area, he was happy to move to Twin Falls to get away from the traffic issues. He asks that the area remain as it is.
- Jim Stevens, 1881 Canyon Park Ct, representing the HOA for Breckinridge Estates No. 3, provided several petitions against this request. When he purchased his home he read the zoning designation for this property and had he known it was going to be rezoned to R-6 he wouldn't have purchased in this location. The R-6 zone is about apartments, he understands this area is designated as a mixed use on the Comprehensive Plan. The plan says that apartments can go in a mixed use area but it doesn't require that type of development. They love where they live, it is quiet, has minimal traffic except at certain times of the day. The two exits shown on this property is going to create a traffic congestion and noise issue. Please do not devastate the area by allowing for R-6 zoning designation.
- Cindy Collins, 231 Riverview Dr, she stated that if you put all of the homes within Twin Falls between the size of 1400 and 4000 sq. ft. the same age as the homes in Breckenridge Estates sold for approximately $111.83 per sq. ft. The homes in Breckenridge Estates sell for around $133.46 per sq. ft. These prices area because of the quality of life this neighborhood provides, if the cost per sq. ft. is reduced to $111.83 per sq. ft. that will have a $4 million dollar impact on their area. She thinks a plan needs to be provided and the R-6 density is too high.
- Annette Tucker, 822 Canyon Park Ave, provided petitions from neighbors against this request.
- Gerald Martens, property owner in Breckenridge Estates and Concept 91, explained this property needs to be developed, will be developed and should be developed. The concern is created by the unknown. The Breckenridge development required a master development plant, and that is what is lacking in this case. At an absolute minimum he thinks a ZDA should be required prior to a preliminary plat being submitted. Residential is an appropriate use because of the access available. A master development plan would answer a lot of questions.

**Public Hearing: Closed**

**Deliberations Followed:**

Ms. Breckenridge explained that she understands quality of life and she knows what this area looked like before all of the development. She also explained she has an obligation to her sister and at the same time wants to help the neighbors maintain a quality of life but she is not sure how to do both. She is willing to work with everyone to come up with an amicable solution.

**Discussion Followed:**

- Commissioner Woods explained he would feel more comfortable with a plan.
- Commissioner Higley explained he agrees, changing zoning density is a big deal an R-4 zoning is fairly dense and the lots in Breckenridge Estates are built on larger lots.
- Commissioner Musser stated that without knowing who is going to buy it and develop the property it seems too early to ask for a plan. He also agreed the R-6 is probably too dense for this location.
- Commissioner Frank asked for clarification on the recommendation process.
- Senior Planner Spendlove explained the Commission is making a recommendation on the zoning designation.
- City Attorney Wonderlich explained the Commission's responsibility is to make a recommendation on the zoning designation if it is annexed. The applicant can still proceed with their request, as presented. The City Council makes the final decision.
- Commissioner Woods asked if the Commission can recommended a varied zoning designation as it moves from east to west or to ask for a ZDA
- City Attorney Wonderlich explained he would not recommend that approach, and a ZDA requires a plan, without a plan there is no ZDA.
- Commissioner Hall asked about the zoning designation for the Breckenridge Estates.
- City Attorney Wonderlich explained the zoning for Breckenridge Estates is R-4.
- Commissioner Higley explained it is zoned R-4 but was not built at that density.
- Planner I O'Connor explained that the property in the CRO has to come through the ZDA process.
- Senior Planner Spendlove explained the northern portion of the property would have to come through the ZDA process and if it is platted that will be seen by the Commission as well.
- Commissioner Frank explained that he would suggest an R-4 and the does believe it will be developed at some point.
- Commissioner Dawson agreed the R-4 matches it more.

**Motion:**
Commissioner Dawson made a motion to recommend an R-4 zoning designation to the City Council. Commissioner Musser seconded the motion. All members present voted in favor of the motion.

**<u>Recommended for Approval to City Council with an R-4 Zoning Designation</u>**

b) Request for a **<u>Special Use Permit</u>** to construct a 4800 sq. ft. (+/-) detached accessory building on property located at 248 Pheasant Road. <u>c/o EHM Engineers, Inc on behalf of Jon Zernickow</u> (app. 2868)

**Applicant Presentation:**
Dave Thibault, EHM Engineers, Inc. representing the applicant explained that he is here to request a Special Use Permit to construct a detached accessory building east of the existing

residence. The building will be used for personal storage and is larger than 1500 sq. ft.

**Staff Presentation:**
Planner I O'Connor reviewed the request on the overhead and stated this lot has been in agricultural use since at least 1950. Records indicate the s/f residence was built in 1959. The Residential developments to the South and East are part of the Golden Eagle Subdivision, which was recorded in the mid 2000's. The applicant purchased the property in November 2016.

On April 11th, this Commission forwarded a positive recommended to City Council for annexation of this 30 acre parcel with a zoning designation of R-4. City Council approved the annexation with the R-4 designation of the 30 +/- acres on May 8th. The ordinance has yet to be approved and published.

This is a request for a 4800 sf detached accessory building. The site is 30 +/- acres, zoned R-4 and is located at 248 Pheasant Road within the Area of Impact. Within the R-4 Zone a Special Use permit is required for any residential detached accessory building exceeding 1,000 sq. ft. in size. The applicant has stated this building will be used to store his RV's and other personal vehicles. Staff was also informed that the applicant is in the process of moving here, to oversee the construction of the proposed subdivision, which is in the preliminary review process, on the agricultural land surrounding this homestead. Staff has received an application to Plat the entire 30 acres. The "homestead" is shown on the proposed plat to remain a 2 +/- acre lot. However, as this plat is in the preliminary review process this request is shown on the entire 30 acre parcel.

The 2016 Comprehensive Plan; "Grow With Us" designates this corridor as appropriate for "Town Neighborhood." Staff has determined this request complies with the 2016 comprehensive plan. The request is for personal residential use in a residential zone, and does not change the primary land use.

**Per City Code 10-4-5.2(B)6a:**
A Special Use Permit is required for a residential detached accessory building larger than 1,000 sq. ft. in the R-4 Zone.

**Per City Code 10-11-1 thru 8:**
Required improvements may include access, hard surfacing of parking and maneuvering areas, drainage and storm water. These required improvements will be evaluated and all applicable code requirements will be enforced at the time of building permit submittal.

The applicant does not believe there will be any additional impacts from this request as it will be for personal use, and it does not change the residential nature of the land. Staff does not anticipate an increase of negative impacts to this area with the approval of this request. Detached accessory buildings/garages are a common structure throughout the city, and though this request is for a larger sized building, if used as stated in the applicant's narrative, it will keep the applicant's personal RV's and other vehicles out of public view.

This detached accessory building is currently being constructed on 30 acres, however, this property is in the preliminary states of review for platting the 30 acre parcel into a residential subdivision. It does not appear the proposed location of the detached accessory building will cause detrimental impacts to current surrounding residences. Additionally, any future plat will not be approved which creates non-conforming buildings or structures.

Planner I O'Connor stated upon conclusion should the Commission grant this request as presented, staff recommends approval be subject to the following conditions:Subject to the site plan amendments as required by Building, Engineering, Fire, and Zoning Officials to ensure compliance with applicable City Code Requirements and Standards.

1. Subject to personal residential use by the occupants of the home – no residential occupancy, business or commercial use within the detached accessory structure.
2. Subject to the materials and construction of the structure being similar to the submitted elevations and site plan.

**PZ Questions/Comments: None**

**Public Hearing: Opened & Closed**

**Deliberations Followed: Without Concerns**

**Motion:**
Commissioner Musser made a motion to approve the request, as presented, with staff recommendations. Commissioner Hall seconded the motion. All members present voted in favor of the motion.

**<u>Approved, As Presented, With The Following Conditions</u>**

1. Subject to personal residential use by the occupants of the home – no residential occupancy, business or commercial use within the detached accessory structure.
2. Subject to the materials and construction of the structure being similar to the submitted elevations and site plan.

c) Request for a **<u>Special Use Permit</u>** to construct at 2520 sq. ft. (+/-) detached accessory building on property located at 4050 Canyon Ridge Drive. <u>c/o EHM Engineers, Inc on behalf of Dan Willie (app. 2869)</u>

**Applicant Presentation:**
Dave Thibault, EHM Engineers, Inc. representing the applicant explained that he is here to request a Special Use Permit to construct a detached accessory building. The building will be used for personal storage and is larger than 1500 sq. ft.

**Staff Presentation:**
Planner I O'Conner reviewed the request on the overheard and stated the proposed detached accessory building, if approved, will be constructed on a residential property consisting of three (3) parcel from Two (2) different Surveyed Plats, dating back to 1916 and 1977 respectively. The zoning was likely set in 1981 with the passage of Ordinance 2012, which set the zoning districts we currently use today.

This is a request to construct a 2,520 sq. ft. detached accessory building / garage. The site is 7.5 +/- acres, zoned SUI and is located at 4050 Canyon Ridge Dr within the Area of Impact. Within the SUI Zone a Special Use Permit is required for any residential detached accessory building exceeding 1,500 sf in size. The narrative states the applicant plans to use the building for RV storage with two parking bays and including drive through access, a shop, office space, an exercise room and a bathroom. The proposed detached accessory building, if approved, will be constructed on a residential property consisting of three (3) parcels from Two (2) different Surveyed Plats, dating back to 1916 and 1977 respectively. The elevations provided are residential in design and are intended to match the existing home. If the SUP is granted this evening, there should be a condition stating this detached accessory building shall remain a part of the existing residential property and may not be sold as a stand-alone structure. Being that large accessory structures are common in this area, this request is appropriate for this zone.

**Per City Code 10-4-2.2(B)6a:**
A Special Use Permit is required for any accessory structure larger than 1,500 sq. ft. in the SUI Zone.

**Per City Code 10-11-1 thru 8:**
Required improvements may include access, hard surfacing of parking and maneuvering areas, drainage and storm water. These required improvements will be evaluated and all applicable code requirements will be enforced at the time of building permit submittal.

The applicant nor staff anticipate any negative impacts to the surrounding properties from this request.

The 2016 Comprehensive Plan; "Grow With Us" designates this corridor as appropriate for "Rural Residential." Rural Residential is defined as having large lots with lots of open space providing a transition from heavy agriculture to low density residential. Staff has determined this request complies with the 2016 comprehensive plan.

Planner I O'Connor stated upon conclusion should the Commission grant this request as presented; staff recommends approval be subject to the following conditions:

1. Subject Subject to the site plan amendments as required by Building, Engineering, Fire, and Zoning Officials to ensure compliance with applicable City Code Requirements and Standards.

2. Subject to personal residential use by the occupants of the home – no residential occupancy, business or commercial use within the detached accessory structure.
3. Subject to the materials and construction of the structure being similar to the submitted elevations and site plan.
4. Subject to the detached accessory building remaining part of the existing residential property and may not be sold as a stand-alone residential detached accessory building.

**PZ Questions/Comments: None**

**Public Hearing: Opened & Closed**

**Deliberations Followed: Without Concerns**

**Motion:**
Commissioner Dawson made a motion to approve the request, as presented, with staff recommendations. Commissioner Woods seconded the motion. All members present voted in favor of the motion.

**Approved, As Presented, With the Following Conditions**
1. Subject to site plan amendments, as required, by Building, Engineering, Fire & Zoning Officials to ensure compliance with applicable City Code requirements and standards.
2. Subject to personal residential use by the occupants of the home-no residential occupany, business or commercial use within the detached accessory structure.
3. Subject to the materials and construction of the structure being similar to the submitted elevations and site plan.
4. Subject to the detached accessory building remaining part of the existing residential property and may not be sold as a stand-alone residential detached accessory building.

d) Request for a **Special Use Permit** to establish a U-Haul Truck/Trailer rental business on property located at 677 Washington Street North. c/o Dan Chatterton on behalf of Joshua Evans (app. 2870) **WITHDRAWN BY APPLICANT**

5) **General Input Public/Commission/Staff**
Zoning & Development Manager Carraway-Johnson stated the June 27, 2017 meeting has five special use permits scheduled and 2 preliminary plats.
Assistant City Engineer Vitek spoke to the Commission about what an active shooter incident is and encouraged the Commission to keep in mind where the exits are from the Council Chambers.

6) **Upcoming Meeting(s)**

a) June 27, 2017 Public Hearing
July 5, 2017 Work Session

7) **Adjournment**
Chairman Frank adjourned the meeting at 7:28 pm

Lisa A. Strickland, Administrative Assistant

| | |
|---|---|
| **Date:** | Monday, July 24, 2017 |
| **To:** | Honorable Mayor and City Council |
| **From:** | Shawn Barigar, Mayor |

**Request:**

Request to approve the appointment of Mr. Ryan Bowman, Twin Falls School District Director of Operations, as a Commissioner to the Traffic Safety Commission. Mr. Bowman will represent the Twin Falls School District. He will take the position Dr. Brady Dickinson has held since August 2013.

**Time Estimate:**

Approximately 5 minutes

**Background:**

The Traffic Safety Commission is made up of seven (7) voting members, all to be appointed by the Mayor and confirmed by the City Council. Members on shall be appointed with one each from the following organizations: School District #411, Twin Falls Chamber of Commerce, and five (5) city residents as members-at-large.

Dr. Brady Dickinson has represented the School District since August, 2013. He was selected as the newest School Superintendent and has requested that Mr. Ryan Bowman be appointed as the District's representative.

The tenure of office for the voting member is a term of three years.

**Approval Process:**

Code 2-5-3 Membership (A), (D).

**Budget Impact:**

**Regulatory Impact:**

None

**History:**

N/A

**Analysis:**

N/A

**Conclusion:**

Traditionally, the Twin Falls School District's Director of Operations has served on the Traffic Safety Commission. Mr. Ryan Bowman, the new Director, has been recommended by Dr. Brady Dickinson to represent the Twin Falls School District #411 on the Traffic Safety Commission.

**Attachments:**

1. 7.b. TF School District & Bowman Information

Twin Falls School District #411
201 Main Ave. W
Twin Falls, ID 83301
P 208.733.6900
F 208.733.6987
www.tfsd.org

Brady D. Dickinson, PH.D. SUPERINTENDENT OF SCHOOLS

July 6, 2017

Dear Mayor Barigar:

I have greatly enjoyed the time I have spent on the Traffic Safety Commission. Over the past four years I believe the commission has been able to make well informed recommendations regarding the traffic concerns facing our community. I believe the commission serves a valuable role in the community and fully support maintaining and expanding its use. Unfortunately, my new duties as superintendent make it very difficult for me to continue serving on the commission.

Traditionally, our Director of Operations has served on the commission. Our new Director is Mr. Ryan Bowman. I believe Ryan to be an outstanding representative for the Twin Falls School District and would like to recommend him as my replacement. Ryan is already in the process of applying to serve and is excited about the opportunity to be involved.

Thank you for taking the time to consider this request. If you have any questions or require additional information, please don't hesitate to contact me.

Sincerely,

Brady D. Dickinson

Brady D. Dickinson, PH.D
Superintendent of Schools

# Board and Commission Application Form

Select the Board, Commission, or Committee applying for **Traffic Safety Commission**

***Personal Information***

First Name Ryan

Last Name Bowman

Sex: Male

Address1 1520 E 4242 N

Address2 Field not completed.

City Buhl

State ID

Zip 83316

Home Phone Number 208-543-2032

Business Address 201 Main Ave. West Twin Falls, Idaho

Business Phone Number 208-733-6900

Occupation Director of Educational Technology/Operations - Twin Falls School District

Email Address bowmanry@tfsd.org

***Residency Information***

Length of Residency in City of Twin Falls Not a resident

Are you a registered voter Yes

Education and Hobbies

High School Marsh Valley High School - Arimo, Idaho

College Idaho State University and Boise State University

Organization Membership Information

Are you currently serving on other Boards, Commissions, or Committees? No

Have you served on a Board, Commission, or Committee before? No

Please list organization memberships and positions held Rotary - Member

Please List Areas of Special Interest Education and Student Safety

***Please Enter Basic Resume Information Below***

Education BA and Masters Degrees from Idaho State University -- Educational Leadership Ed.S from Boise State University -- Educational Executive Leadership Work Experience Buhl High School -- 2000-2010 - Government and History Teacher Cassia County School District -- 2010-2012 - Raft River Jr/Sr High School Principal Jerome School District -- 2012-2013 - Jerome High School Principal Buhl School District -- 2013-2017 - Buhl High School Principal Twin Falls School District -- 2017-Present - Director of Educational Technology/Operations

| | |
|---|---|
| **Date:** | Monday, July 24, 2017 |
| **To:** | Honorable Mayor and City Council |
| **From:** | Wendy Davis, Parks and Recreation Director |

**Request:**

Request to approve the appointment of 13 citizens to the Recreation Center Ad Hoc Committee.

**Time Estimate:**

Presentation will take approximately 5 minutes.

**Background:**

In April City Council approved the Charter for the Twin Falls Recreation Center Ad Hoc Committee. This committee was to be populated with members representing certain identified partners and interests, as well as some members at large.

Wendy Davis, Mitch Humble, Councilwoman Nikki Boyd and Mayor Shawn Barigar have met several times to discuss potential members and interview interested citizens for the at-large seats.

I am recommending a 13 member committee consisting of the following:

Bill Brulotte
Jon Myers
Bryan Wright
Dave Dickerson
Eric Smallwood
Daragh Maccabee
Jan Mittlieder
Brad Wills
Chris Scholes
Angela Heider
John Twiss
Kyli Goff
Trevor Morgan

**Approval Process:**

A simple majority will approve this request.

**Budget Impact:**

Approval of this request has no budget impact.

**Regulatory Impact:**

There is no regulatory impact associated with this request.

**History:**

N/A

**Analysis:**

N/A

**Conclusion:**

Staff recommends council approve this request. Approval will allow staff to form the committee and start work.

**Attachments:**

None

**Date:** Monday, July 24, 2017

**To:** Honorable Mayor and City Council

**From:** Wendy Davis, Parks & Recreation Director

**Request:**

Request to use contingency funds or pool fund mid-year funding to purchase items for the pool.

**Time Estimate:**

Presentation will take approximately 5 minutes. Staff anticipates a few minutes for questions and answers.

**Background:**

In an effort to operate a clean and safe facility, it has become necessary to purchase several items before the next fiscal year. These items include new pool blankets, new metal doors, and a second handicap lift.

Pool blankets are especially important during the summer season while the bubble is off because they keep the heat in the pool overnight, help stabilize the chemicals, and minimize the dirt and debris that gets in the pool. The current blankets are deteriorating to the point that they absorb water and get very heavy, making their use nearly impossible. In addition to being difficult to pull on and remove, they leave plastic debris in the pool that gets into the filtration system. The blankets are no longer being used, resulting in increased operational costs.

The metal doors are 28 years old and are rusting and deteriorating, creating jagged edges and weak spots in the doors. The jagged edges present a safety concern in the locker rooms and on the pool deck.

The purchase of a second handicap lift chair is necessary for ADA compliance when the bulkhead is placed in the middle of the pool. The preferred placement of the bulkhead in the middle of the pool creates the most usable space and opportunity for multiple uses simultaneously, but it also creates two tanks and an accessibility issue.

**Approval Process:**

A simple majority will approve this request.

**Budget Impact:**

Total request: $25,066

Pool blankets: $16,450
Metal doors: $3,600
Handicap Lift: $5,016

**Regulatory Impact:**

The purchase and installation of a second handicap lift will satisfy the ADA requirement of accessibility to the deep area of the pool.

**History:**

N/A

**Analysis:**

N/A

**Conclusion:**

Staff recommends council approve this request.

**Attachments:**

None

**Date:** Monday, July 24, 2017

**To:** Honorable Mayor and City Council

**From:** Jackie Fields, City Engineer

**Request:**

Request to adopt a Resolution to authorize the Mayor to sign the State Local Agreement for Construction for Project No. A020(295) Signals and Turn Bays, Shoshone Street, Key No. 20295 and authorize payment of $34,897.

**Time Estimate:**

5 minutes

**Background:**

In January 2017, the City Council adopted a resolution and authorized the Mayor to sign a state local agreement for the design of improvements along the Washington St N and Falls Ave corridor. Signal and turn bay design is complete and has been submitted through LHTAC to ITD for bidding. Prior to bidding, the City adopts a resolution, enters into a State/local Agreement (Construction), and submits the local match, which is $34,897. ITD is also participating financially and their match is $47,929. The total construction cost is projected at $1,210,103.

**Approval Process:**

The City Council chooses to adopt the Resolution regarding payment and authorization. The City Council authorizes the Mayor to sign the State/Local Agreement (Construction).

**Budget Impact:**

The Street fund has a capital improvement project for signal upgrades in the amount of $154,000. This project will be funded from that line item.

**Regulatory Impact:**

N/A

**History:**

N/A

**Analysis:**

N/A

**Conclusion:**

Staff recommends that the City Council adopt a Resolution to authorize the Mayor to sign the State Local Agreement for Construction for Project No. A020(295) Signals and Turn Bays, Shoshone Street, Key No. 20295 and authorize payment of $34,897.

**Attachments:**

1. 20295 SLAConst

**STATE/LOCAL AGREEMENT**
**(CONSTRUCTION)**
**PROJECT NO. A020(295)**
**SIGNALS AND TURN BAYS, SHOSHONE STREET**
**TWIN FALLS**
**KEY NO. 20295**

## PARTIES

THIS AGREEMENT is made and entered into this __________ day of ________________________, ______, by and between the **IDAHO TRANSPORTATION BOARD** by and through the **IDAHO TRANSPORTATION DEPARTMENT**, hereafter called the State, and the **CITY OF TWIN FALLS**, acting by and through its Mayor and Council, hereafter called the Sponsor.

## PURPOSE

The Sponsor has requested federal participation in the costs of installation of left turn lanes, left turn signals, actuated signals, and exclusive pedestrian phasing on Shoshone Street within the City limits. This Agreement sets out the responsibilities of the parties in the construction and maintenance of the project.

Authority for this Agreement is established by Section 40-317 of the Idaho Code.

The Parties agree as follows:

## SECTION I. GENERAL

1. This Agreement is entered into for the purpose of complying with certain provisions of the Federal-Aid Highway Act in obtaining federal participation in the construction of the project.

2. Federal participation in the costs of the project will be governed by the applicable sections of Title 23, U.S. Code (Highways) and rules and regulations prescribed or promulgated by the Federal Highway Administration, including, but not limited to, the requirements of 23 U.S.C. §313.23, CFR §635.410, and 28 CFR Part II.

3. Funds owed by the Sponsor shall be remitted to the State through the ITD payment portal at: *https://apps.itd.idaho.gov/PayITD* .

4. All information, regulatory and warning signs, pavement or other markings, and traffic signals, the cost of which is not provided for in the plans and estimates, must be erected at the sole expense of the Sponsor upon the completion of the project.

5. The location, form and character of all signs, markings and signals installed on the project, initially or in the future, shall be in conformity with the Manual of Uniform Traffic Control Devices as adopted by the State.

6. This State/Local Agreement (Construction) upon its execution by both Parties, supplements the State/Local Agreement (Project Development) by and between the same parties, dated February 17, 2017.

7. Sufficient Appropriation. It is understood and agreed that the State is a governmental agency, and this Agreement shall in no way be construed so as to bind or obligate the State beyond the term of any particular appropriation of funds by the Federal Government or the State Legislature as may exist from time to time. The State reserves the right to terminate this Agreement if, in its sole judgment, the Federal Government or the legislature of the State of Idaho fails, neglects or refuses to appropriate sufficient funds as may be required for the State to continue payments. Any such termination shall take effect immediately upon notice and be otherwise effective as provided in this Agreement.

**SECTION II.** That the State shall:

1. Enter into an Agreement with the Federal Highway Administration covering the federal government's pro rata share of construction costs.

2. Provide its share of the match for the project. That amount is estimated at $47,929 as detailed in the attached *Worksheet for State/Local Construction Agreements* marked Exhibit A.

3. Advertise, open bids, prepare a contract estimate of cost based on the successful low bid and notify the Sponsor thereof.

4. Award a contract for construction of the project, based on the successful low bid, if it does not exceed the State's estimate of cost of construction by more than ten (10) percent. If the low bid exceeds the estimate by more than 10%, the bid will be evaluated, and if justified, the contract will be awarded and the Sponsor will be notified.

5. Obtain concurrence of the Sponsor before awarding the contract if the Sponsor's share of the low bid amount exceeds the amount set forth in Section III, Paragraph 1 by more than ten (10) percent.

6. Provide to the Sponsor sufficient copies of the Contract Proposal, Notice to Contractors, and approved construction plans.

7. Designate a resident engineer and other personnel, as the State deems necessary, to supervise and inspect construction of the project in accordance with the plans and specifications in the manner required by applicable state and federal regulations. This engineer, or his authorized representatives, will prepare all monthly and final contract estimates and change orders, and submit all change orders to the Sponsor for their concurrence. If the Sponsor's share of any change order exceeds $1,000.00, the State will submit a statement to the Sponsor indicating the amount owed by the Sponsor.

8. Appoint the Local Highway Technical Assistance Council as the contract administrator for the State.

9. Notify the Sponsor when construction engineering and inspection (CE&I) costs have reached approximately 85% of the estimated cost for CE&I.

10. Maintain complete accounts of all project funds received and disbursed, which accounting will determine the final project costs.

11. Upon completion of the project, after all costs have been accumulated and the final voucher paid by the Federal Highway Administration, provide a statement to the Sponsor summarizing the estimated and actual costs, indicating an adjustment for or against the Sponsor. Any excess funds transmitted by the Sponsor and not required for the project will be applied to any outstanding balance the Sponsor may have on a previously completed project. If no such outstanding balance exists, the excess funds will be returned to the Sponsor.

**SECTION III.** That the Sponsor shall:

1. Pay to the State before the advertisement for bids, the amount of **THIRTY-FOUR THOUSAND EIGHT HUNDRED NINETY-SEVEN DOLLARS ($34,897)**, which is the Sponsor's estimated share of the cost for construction plus preliminary engineering, and construction engineering & inspection (CE&I), and after deducting credit for the Sponsor's previous deposit as applies to Preliminary Engineering and the Sponsor's match for the consulting agreement. These costs and the Sponsor's match are detailed in the attached *Worksheet for State/Local Construction Agreements* marked Exhibit A. The actual cost to the Sponsor will be determined from the total quantities obtained by measurement plus the actual cost of engineering and contingencies required to complete the work. Construction engineering, inspection and contingencies will be approximately 25% of the total construction cost.

2. Upon approval of the lowest qualified bid received, if the Sponsor's share exceeds the amount set forth in Section III, Paragraph 1, transmit to the State the Sponsor's portion of such excess cost.

3. Authorize the State to administer the project and make any necessary changes and decisions within the general scope of the plans and specifications. Prior approval of the Sponsor will be obtained if it is necessary, during the life of the construction contract, to deviate from the plans and specifications to such a degree that the costs will be increased or the nature of the completed work will be significantly changed.

4. Designate an authorized representative to act on the Sponsor's behalf regarding action on change orders. That authorized representative's name is ____________________________________, Phone No. ____________________.

5. When change orders are submitted by the State for approval pursuant to Section II, Paragraph 6, the Sponsor or its authorized representative shall give approval of same as soon as possible, but no later than ten (10) calendar days after receipt of the change order. If approval is delayed, any claims due to that delay shall be the responsibility of the Sponsor.

6. Upon receipt of any statement referred to in Section II, Paragraphs 6 and 10, indicating an adjustment in cost against the Sponsor, promptly remit to the State a check or warrant in that amount.

7. Maintain the project upon completion to the satisfaction of the State. Such maintenance includes, but is not limited to, preservation of the entire roadway surface, shoulders, roadside cut and fill slopes, drainage structures, and such traffic control devices as are necessary for its safe and efficient utilization. Failure to maintain the project in a satisfactory manner will jeopardize the future allotment of federal-aid highway funds for projects within the Sponsor's jurisdiction.

8. To the extent permitted by Idaho law and as provided by the Idaho Tort Claims Act, indemnify, save harmless the State, regardless of outcome, from the expenses of and against suits, actions, claims or losses of every kind, nature and description, including costs, expenses and attorney fees that may be incurred by reason of any act or omission, neglect or misconduct of the Sponsor or its consultant in the design, construction and maintenance of the work which is the subject of this Agreement, or Sponsor's failure to comply with any state or federal statute, law, regulation or rule. Nothing contained herein shall be deemed to constitute a waiver of the State's sovereign immunity, which immunity is hereby expressly reserved.

## EXECUTION

This Agreement is executed for the State by its Engineering Services Division Administrator, and executed for the Sponsor by the Mayor, attested to by the City Clerk, with the imprinted corporate seal of the City of Twin Falls.

**IDAHO TRANSPORTATION DEPARTMENT**

_________________________________
Engineering Services
Division Administrator

ATTEST: **CITY OF TWIN FALLS**

______________________ _________________________________
City Clerk Mayor

(SEAL)

By regular/special meeting
on ____________________.

Reviewed by FS: DW 7-12-17

hm:20295 SLAConst.docx

# RESOLUTION

**WHEREAS**, the Idaho Transportation Department, hereafter called the **STATE**, has submitted an Agreement stating obligations of the **STATE** and the **CITY OF TWIN FALLS**, hereafter called the **CITY,** for construction of Signals and Turn Bays, Shoshone Street; and

**WHEREAS**, the **STATE** is responsible for obtaining compliance with laws, standards and procedural policies in the development, construction and maintenance of improvements made to the Federal-aid Highway System when there is federal participation in the costs; and

**WHEREAS**, certain functions to be performed by the **STATE** involve the expenditure of funds as set forth in the Agreement; and

**WHEREAS**, The **STATE** can only pay for work associated with the State Highway system; and

**WHEREAS**, the **CITY** is fully responsible for its share of project costs; and

**NOW, THEREFORE, BE IT RESOLVED:**

1. That the Agreement for Federal Aid Highway Project A020(295) is hereby approved.

2. That the Mayor and the City Clerk are hereby authorized to execute the Agreement on behalf of the **CITY.**

3. That duly certified copies of the Resolution shall be furnished to the Idaho Transportation Department.

## CERTIFICATION

I hereby certify that the above is a true copy of a Resolution passed at a *regular, duly* called special (X-out non-applicable term) meeting of the City Council, City of Twin Falls, held on ______________________, ________.

(Seal) ____________________________

City Clerk

## WORKSHEET FOR STATE / LOCAL CONSTRUCTION AGREEMENTS

| | |
|---|---|
| Key No: | 20295 |
| Project No: | A020(295) |
| Project Name: | Signals and Turn Bays, Shoshone St. |
| Sponsor: | City of Twin Falls |
| Description of work: | Installation of left turn lane, left turn signals, actuated signals, & exclusive pedestrian phasing. |

Date of State/Local Agreement for Project Development: 2/17/2017

| | | | |
|---|---|---|---|
| **TOTAL** ESTIMATED COST OF CONSTRUCTION *Includes E&C* | $1,143,661 | | |
| **APPROVED** FORCE ACCOUNT WORK | $0 | | |
| **PLUS** PE BY STATE *(from 2101)* | $2,000 | | |
| **PLUS** PC BY LHTAC *(from 2101)* | $10,000 | | |
| **PLUS** PC *(from PC Agreements)* | $150,300 | **FEDERAL** | **LOCAL** |
| **MINUS** ALL NON-PARTICIPATING | $0 | | |
| PARTICIPATING TOTAL | $1,305,961 | | |
| MATCH PERCENTAGES | | 92.66% | 7.34% |
| PERCENTAGE AMOUNTS | | $1,210,103.46 | $95,857.54 |
| **MINUS** FEDERAL MAXIMUM | | $0 | |
| ADD OVERAGE *( If Any To Local )* | | 1,210,103 | $0 |
| MATCH REQUIRED | | | *$95,858* |

Match split equally between ITD and City of Twin Falls

| ITD Share | | City Share | |
|---|---|---|---|
| $47,929 | Match | $47,929 | Match |
| | | ($2,000) | Deposit paid with PD Agreement |
| **$47,929** | **Total** | ($11,032) | Match paid on Consultant Agreement |
| | | | |
| | | **$34,897** | **Total** |

PREPARED BY: Heather Parker Date: 7/6/2017

Exhibit A

**Date:** Monday, July 24, 2017

**To:** Honorable Mayor and City Council

**From:** Lorie Race, Chief Finance Officer

**Request:**

Presentation on the finances of the City of Twin Falls for nine months of fiscal year 2016-2017. This presentation will be an overview of the tax-supported funds, and the three major enterprise funds: Water, Wastewater and Sanitation

**Time Estimate:**

I will give a presentation, along with any questions from Council. I would estimate this item taking approximately 10 minutes.

**Background:**

The information being presented includes a comparison of budget to actual information for revenues and expenditures in the tax supported funds, and in the three enterprise funds. I will be sharing what I am seeing and projecting.

**Approval Process:**

There is no approval process.

**Budget Impact:**

There is no budget impact.

**Regulatory Impact:**

There is no regulatory impact.

**History:**

N/A

**Analysis:**

N/A

**Conclusion:**

There is no action required by the City Council.

**Attachments:**

1. Tax Supported Funds
2. Water Fund
3. Wastewater Fund
4. Sanitation Fund

## City of Twin Falls
## Summary of Tax-Supported Funds
## 6/31/2017

| | | 9 of 12 months | 0.75% |
|---|---|---|---|
| | | | |
| | | | % Received |
| | Budgeted Rev | Actual Rev | to Date |
| Property Taxes | $ 19,276,360 | $ 12,250,275 | 63.6% |
| Franchise Taxes | 1,877,000 | 1,590,689 | 84.7% |
| Permits | 1,214,000 | 868,973 | 71.6% |
| Revenue Sharing-County, State, Liquor | 3,813,000 | 2,888,156 | 75.7% |
| State Liquor Apportionment | 615,000 | 528,364 | 85.9% |
| Street Fund-Highway Monies | 2,926,000 | 2,271,879 | 77.6% |
| Court Revenues | 200,000 | 151,863 | 75.9% |
| Street Sweeping | - | - | 0.0% |
| Contributions | - | 11,153 | #DIV/0! |
| Grants | 60,000 | 340,846 | 568.1% |
| Misc | 521,049 | 478,013 | 91.7% |
| E-911 | 451,500 | 376,667 | 83.4% |
| Recreation Fees | 184,500 | 280,633 | 152.1% |
| Airport Revenues | 1,020,448 | 862,003 | 84.5% |
| Investment Interest | 450,000 | 616,074 | 136.9% |
| Fire District | 476,218 | 278,959 | 58.6% |
| Transfers | 2,888,294 | 3,915,685 | 135.6% |
| Surplus Reserves | - | - | |
| Revenue Totals | $ 35,973,369 | $ 27,710,232 | 77.0% |
| | | | |
| | Budgeted Exp | Actual Exp | |
| Personnel | $ 21,816,437 | $ 16,298,574 | 74.7% |
| M & O | 7,097,411 | 4,721,694 | 66.5% |
| Capital | 5,964,956 | 9,011,336 | 151.1% |
| Transfers | 1,871,319 | 3,118,508 | 166.6% |
| Expenditure Totals | $ 36,750,123 | $ 33,150,112 | 90.2% |

# City of Twin Falls
# Water Fund
# Fiscal Year 2016-2017

| | | | | | |
|---|---|---|---|---|---|
| | 9 of 12 months | 75.00% | | | |
| | | 2016-2017 | 2016-2017 | | |
| Revenues | | **Budget** | **Actuals** | | **Difference** |
| | Water revenue | $ 6,663,207 | $ 4,343,722 | 65.2% | $ (2,319,485) |
| | Flat rate-Arsenic compliance | $ 1,971,000 | $ 1,607,221 | 81.5% | $ (363,779) |
| | Tap fees | $ 76,875 | $ 112,092 | 145.8% | $ 35,217 |
| | Irrigation revenue | $ 650,567 | $ 503,577 | 77.4% | $ (146,990) |
| | Investment income | $ 125,000 | $ 161,942 | 129.6% | $ 36,942 |
| | Other | $ 142,000 | $ 191,359 | 134.8% | $ 49,359 |
| | Transfers | $ 555,340 | $ 416,505 | 75.0% | $ (138,835) |
| | Reserves | $ - | $ - | | $ - |
| | | $ 10,183,989 | $ 7,336,417 | 72.0% | |
| Expenditures | | | | | |
| | Personnel | $ 2,136,768 | $ 1,567,820 | 73.4% | $ (568,948) |
| | M&O | $ 2,826,096 | $ 1,239,876 | 43.9% | $ (1,586,220) |
| | Capital | $ 1,299,500 | $ 2,736,379 | 210.6% | $ 1,436,879 |
| | Debt | $ 2,797,119 | $ 354,813 | 12.7% | $ (2,442,306) |
| | Transfers | $ 1,124,507 | $ 843,380 | 75.0% | $ (281,127) |
| | | $ 10,183,990 | $ 6,742,268 | 66.2% | |

## City of Twin Falls
## Wastewater Fund
## Fiscal Year 2016-2017

| | | | | | |
|---|---|---|---|---|---|
| | 9 of 12 months | 75.00% | | | |
| | | 2016-2017 | 2016-2017 | | |
| Revenues | | Budget | Actuals | | Difference |
| | Residential & commercial | $ 5,967,771 | $ 4,590,609 | 76.9% | $ (1,377,162) |
| | Industrial | $ 2,803,815 | $ 2,277,158 | 81.2% | $ (526,657) |
| | Municipal | $ 172,845 | $ 192,649 | 111.5% | $ 19,804 |
| | Capacity fees | $ - | $ 194,733 | | $ 194,733 |
| | Investment income | $ 300,000 | $ 293,559 | 97.9% | $ (6,441) |
| | Other | $ 55,000 | $ 431,085 | 783.8% | $ 376,085 |
| | DAF Portion of payment | $ - | $ - | 0.0% | $ - |
| | Grants | $ - | $ - | 0.0% | $ - |
| | Transfer-General Fund | $ - | $ - | 0.0% | $ - |
| | | $ 9,299,431 | $ 7,979,792 | 85.8% | $ (1,319,639) |
| Expenditures | | | $ - | | |
| | | Budget | Actual | | |
| | Personnel | $ 786,708 | $ 517,207 | 65.7% | $ (269,501) |
| | M&O | $ 3,528,346 | $ 2,480,489 | 70.3% | $ (1,047,857) |
| | Capital | $ 685,600 | $ 4,851,624 | 707.6% | $ 4,166,024 |
| | Debt | $ 3,485,731 | $ 820,527 | 23.5% | $ (2,665,204) |
| | Transfers | $ 813,046 | $ 609,785 | 75.0% | $ (203,261) |
| | Totals | $ 9,299,431 | $ 9,279,632 | 99.8% | $ (19,800) |

# City of Twin Falls
## Sanitation Fund
## Fiscal Year 2016-2017

| | | | | | |
|---|---|---|---|---|---|
| | 9 of 12 months | 75.00% | | | |
| | | 2016-2017 | 2016-2017 | | |
| Revenues | | Budget | Actuals | | Difference |
| | Garbage & Refuse Collection | $ 1,804,119 | $ 1,363,678 | 75.6% | $ (440,441) |
| | Extra Garbage Collection | $ - | $ 10,015 | | |
| | Sanitation Admin Fee | $ 441,000 | $ 337,308 | 76.5% | $ (103,692) |
| | Refuse & Weed Removal | $ - | $ - | | $ - |
| | Landfill Fees | $ 709,000 | $ 519,751 | 73.3% | $ (189,249) |
| | Recycle Revenue | $ - | $ - | | $ - |
| | Code Violations | $ - | $ - | | $ - |
| | Penalties & Interest | $ - | $ - | | $ - |
| | Interest Income | $ 6,000 | $ 6,647 | 110.8% | $ 647 |
| | Miscellaneous Revenues | $ - | $ 153 | | $ (153) |
| | Surplus Reserves | $ - | $ - | | $ - |
| | | $ 2,960,119 | $ 2,237,552 | 75.6% | $ (732,887) |
| Expenditures | | | | | |
| | | Budget | Actual | | |
| | Personnel | $ - | $ - | | $ - |
| | M&O | $ 2,515,000 | $ 1,652,143 | 65.7% | $ (862,857) |
| | Capital | $ - | $ - | | $ - |
| | Debt | $ - | $ - | | $ - |
| | Transfers | $ 445,119 | $ 333,839 | 75.0% | $ (111,280) |
| | Totals | $ 2,960,119 | $ 1,985,982 | 67.1% | $ (974,137) |

**Date:** Monday, July 24, 2017

**To:** Honorable Mayor and City Council

**From:** Mitchel Humble, Deputy City Manager

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**Request:**

Presentation of the City Manager’s Recommended Budget for FY 2018 followed by citizen input.

**Time Estimate:**

The estimated amount of time this item will take is 15 minutes plus time to answer questions.

**Background:**

See Attached City Manager's Recommended Budget for FY 2018.

**Approval Process:**

There is no approval process.

**Budget Impact:**

There are no budgetary or financial impacts from the conversation.

**Regulatory Impact:**

There is no regulatory impact.

**History:**

N/A

**Analysis:**

N/A

**Conclusion:**

Recommended Budget for FY 2018 can be found online.

**Attachments:**

1. City Manager's Recommeded Budget for FY 2018

# City Manager’s Recommended Budget for FY 2018

We are pleased to present the City Manager’s Recommended Budget for the fiscal year beginning October 1, 2017, and ending September 30, 2018. Idaho Code Section 50-811 states the City Manager shall ...”keep the council fully advised of the financial condition of the city and its future needs...” and “…prepare and submit to the council a tentative budget for the next fiscal year.” This budget is submitted in accordance with these laws and requirements in mind.

The fiscal year 2018 (FY 2018) City Manager’s Recommended budget is organized to serve as a useful and informative guide for our citizens, members of the City Council and staff. The organization of the document and the information provided is consistent with the criteria necessary to receive the Government Finance Officers Association (GFOA) Distinguished Budget Presentation Award.

The FY 2018 Recommended Budget is designed to serve as a policy document, a financial plan, an operations guide and a communications device.

*A Policy Document*
The budget is an expression of Council policy. It is the most comprehensive collection of Council policy that is produced on an annual basis. Council policy is implemented by the appropriations made along with the projects and programs funded.

*A Financial Plan*
The financial planning emphasis of the budget is the most familiar aspect. The budget lays out how expenditures are to be made and specifies anticipated revenues and other resources to fund those expenditures. The budget is balanced in all funds, meaning that total resources in each fund are equal to or greater than total expenditures.

*An Operations Guide*
Numbers are obviously an important aspect of the budget, but the FY 2018 Recommended Budget is much more. Also included are missions, highlights and accomplishments of programs and departments that provide a balanced perspective of the broad range of services we provide to our citizens. It demonstrates how much is being recommended for programs and departments and illustrates the return on their investment through the delivery of good and services.

The Operations Guide aspect of the budget focuses our financial planning to achieve the goals and objectives described in the City’s 2030 Strategic Plan.

*A Communications Device*
Through the budget, we communicate City priorities to our citizens. The budget contains graphics, tables, summaries and directions that are designed to assist citizens, Council members, staff and others in getting needed information quickly and easily. These areas guide us in preparing a proposed and final document that balances the requirements of law with the needs and desires of citizens.

**Public Input and Transparency**

The City of Twin Falls strives to communicate, operate, function, and conduct the business of the people in an open and transparent manner. Equally, we recognize the value and importance of honoring and upholding our fiduciary duties and responsibilities. Because openness and transparency are part of our organizational culture and values, we have taken several steps designed to afford our citizens and stakeholders several opportunities to actively participate and contribute to the budgeting process.

The City of Twin Falls has taken additional steps designed to illustrate our commitment to effective community involvement in the annual budget process. The Council provided an opportunity for our citizens and stakeholders to communicate their thoughts about specific programs, strategic initiatives and priorities for the upcoming fiscal year prior to the more customary, internal staff conversations.

A summary presentation of the proposed budget has been placed on the City's website. On August 14, 2017, the City Council will adopt the preliminary budget for FY 2018, with a public hearing and final adoption scheduled to occur on August 28th.

**Connection to the City's 2030 Strategic Plan**

A FY 2018 Recommended Budget is developed to sustain and achieve the outcomes that the community has identified as most important. Each department determines what it does to support these common goals and the budget communicates to the public how the allocation of resources reflects community priorities and its vision for the future.

We relied on information provided in the City's 2030 Strategic Plan and the results of citizen surveys to provide guidance regarding the community's priorities.

The City's budgeting process begins each year shortly after the New Year with the formation of the Long Term Planning Committee (LTP). The LTP is a composed of a cross-section of employees representing all levels and departments of the City's organization. The LTP's work is instrumental and an integral part of the City's budget process. With focus and a commitment to exceptional public service based on innovation, professional expertise and creativity, the members of the LTP develop strategies designed to help the City take meaningful steps in realizing each of the eight articulated vision statements described in the City's 2030 Strategic Plan.

**2018 Fiscal Year Budget Summary**

The budget is balanced and in accordance with the state law and Government Finance Officers' Association (GFOA) best practices. The combined expenditures and transfers total $71,350,260, which is a $6,125,592 increase compared to the current year budget of $65,224,668. For this fiscal year, we are recommending Government Fund-Type expenditures, those funds that receive some of their funding from property tax revenues, in the amount of $40,629,364. This is an increase of $3,817,744 (9.4%), of which $1,341,141 is from cash reserves to fund one-time capital initiatives. We are also recommending total expenditures in the Enterprise Fund-Type funds of $30,720,896, which is an increase of $2,307,848, or by 8.12%, of which $2,330,677 is from cash reserves.

Most cities, including the City of Twin Falls, have historically focused on the "net budget," which is the total budget, as presented above, less fund transfers. The total net budget for FY 2018 is $66,209,908 or $5,251,542, or 8.6% more than the total net budget of $60,958,366 that was approved for FY 2017. Both methods are acceptable. From this point forward, and just as we have done historically, we will be focusing on the net budget.

Cities in Idaho have control over their annual expenditures in all funds and the rates they assess in the enterprise, or business-like, funds. Statutorily under Idaho Code, cities and counties are permitted to collect 3% more property tax revenue than it had in the prior fiscal years. The FY 2018 Recommend Budget requests the statutory allowed increases in property tax revenue and does not require the use of the City's foregone balance of $2,186,253.

**Budget Overview**

The role of local government is to protect the citizen's health and provide for their safety. To realize that end, local governments, like the City of Twin Falls, are responsible for providing accessible streets, dependable emergency responses, and safe and aesthetically pleasing parks and public facilities—all in a manner that is both effective and efficient. While the budget does not fund all capital initiatives and projects in the entire organization, it does meet the City Council's priorities and the citizen's service level expectations. It demonstrates restraint in the areas of taxation and rate adjustments. It appropriately incorporates the use of cash reserves to cover one-time, critical and needed capital projects in the General Fund, Capital Improvement Fund, Library Fund, the Impact Fee Fund, Airport Construction Fund, Shop Fund, and Seizures & Restitution Fund.

The City of Twin Falls is committed to the efficient delivery of quality services to its citizens. This commitment is the foundation behind policy decisions and priorities that ensures constructive and well-formulated plans for the growth and prosperity of our City. This year, we were committed to bringing you a balanced, sustainable budget that provides the desired services our citizens expect.
This budget was developed in partnership with our internal and external partners. It incorporates the goals and objectives articulated in the City's 2030 Strategic Plan, the guidelines described in the Financial Management Policies, department-specific facility plans, the results of our citizen survey, and the technical expertise provide by our employees.

The FY 2018 Recommended Budget has been created with the following philosophies in mind:

- Providing high-quality governmental services consistent with citizen expectations
- Constantly seeking opportunities to improve service delivery or increase efficiency through technology, partnerships, or improved processes
- Careful stewardship of city resources, emphasizing affordability and sustainability
- Valuing our employees

The budget decisions outlined in this document influence the fiscal state of the city, the function of its government, and budget considerations for current and future needs. The City's budget, therefore, is the most important working policy and planning tool used by the City Council and staff to provide quality services to the citizens of Twin Falls, as determined by the City Council and for which funds are available.

Budget concepts and funding strategies grew out of many internal conversations, public informational listening sessions and planning meetings. Five primary focus areas were developed. Those areas are:

- <u>Implement 2030 City of Twin Falls Strategic Planning goals and objectives to realize outcomes</u>. Several of the Ongoing and Priority 1 goals and objectives that are expressed in the City of Twin Falls 2030 Strategic Plan receive funding in the FY 2018 Budget. The specific allocations are outlined in subsequent sections of this budget. To ensure that we are incrementally improving each year, we will continue to review and develop performance plans to advance established vision statements. Additionally, we will use the City's 2030 Strategic Plan to build collaborative partnerships with our public, private and other community partners. Examples include the Economic Development Ready Team, Magic Valley Trail Enhancement Committee (MaVTEC), First Federal, and St. Luke's are just a few examples of the many opportunities that we have to collaborate with our partners to create the ideal community.

- Limit Tax Collections and Rate Increase. During the initial budget development conversations, the members of the City Council said that they wanted the budget to be sensitive towards tax and rate adjustments. This Recommended Budget requires the 3.0% statutorily allowed revenue increase, plus growth. The City Manager's FY 2018 Recommended Budget estimates a 2.5% increase in water rates, a 5.0% increase in sewer rates, and a 2.4% increase in sanitation fees.

- Invest in our employees. Each year, the City of Twin Falls reviews the full compensation (salary and benefits) level of its employees to ensure it is competitive with the market. The Recommended Budget for FY 2018 provides competitive compensation and benefits adjustments as well as advanced training opportunities. It provides an across-the-board adjustment of 3.5% for all employees who meet job performance standards. It also provides funding to adjust the City's salary table by 5%. Both of these requests are consistent with the City's compensation. Moving the compensation table 5% does not constitute a 5% compensation adjustment for all employees. The movement of the market on the compression ratio table will allow the City to address wage compression issues for tenured employees. Employees that are below new market wage for their position will receive the larger increases, while those above the market wage will receive little to no adjustment associated with moving the salary table.

  Additionally, the Recommended Budget provides for a 7.9% increase in funding for health insurance benefits. Based on preliminary information received, we believe that we will have to make changes to the current benefit to ensure its long-term sustainability and affordability. A wellness committee has been established to look at options for promoting wellness among our employees.
- Continue to Invest in Our Infrastructure Systems– The recommended budget for FY 2018 provides increased funding for maintenance and planning activities in the City's Street, Water and Waste Water funds.

  *Streets Fund* – The Recommended Budget increases total capital funding in the Street Fund from $3,313,975 to $5,077,770, which represents an increase of $1,763,795 or 53.22%. The FY 2018 total Street Fund allocation is derived from anticipated revenues totaling $7,105,400, an increase of $1,809,084 compared to FY 2017. The recommended budget does not rely on the use of cash reserves to support infrastructure projects.

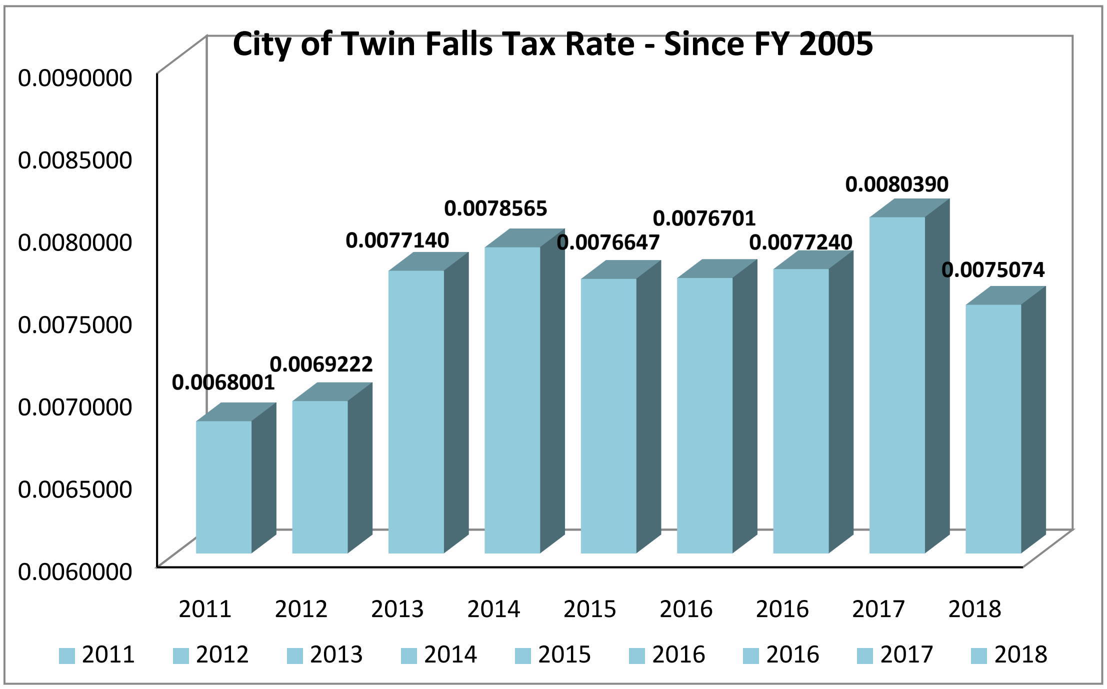
  *Water Fund* – The Recommended Budget recommends increasing the total capital funding in the Water Fund from $1,299,500 to $2,829,095, which represents an increase of $1,529,595 or 117.71%. The FY 2018 allocation is derived from anticipated revenues totaling $11,893,191, an increase of $1,709,202 or 16.8% compared to FY 2017.

  *Waste Water Fund* – The Recommended Budget includes total capital funding in the Waste Water Fund from $685,600 to $983,625, which represents an increase of $298,025 or 43.47%. The FY 2018 allocation is derived from anticipated revenues totaling $10,413,664, an increase of $1,114,233 or 12% compared to FY 2017.

- Continue to Pursue Innovative Strategies and Find More Effective Outcomes. In our continued pursuit of excellence, we will continue to review our processes beyond the budget conversations. This budget allocates funding to implement the City's new strategic planning objectives, update water and waste water facility master plans, and update development and implement a performance measurement and management system as developed by the International City Management Association's Insights, formally known as the Center for Performance Measurement.

**How does the FY 2018 Budget's Tax Rate compare to ones issued in past years?**

Cities in Idaho do not have control or determine its community's taxable value. That responsibility is assigned to County Assessor's Office. If the taxable value for FY 2018 remains unchanged, we are projecting the maximum the City's tax rate will be $7.51 per $1,000 (0.007507382) in taxable value. The tax rate for FY 2017 was $8.03/$1,000 (0.008039014) of taxable value. Below is a graph illustrating the tax rate of that has been issued in each of the past fiscal years.



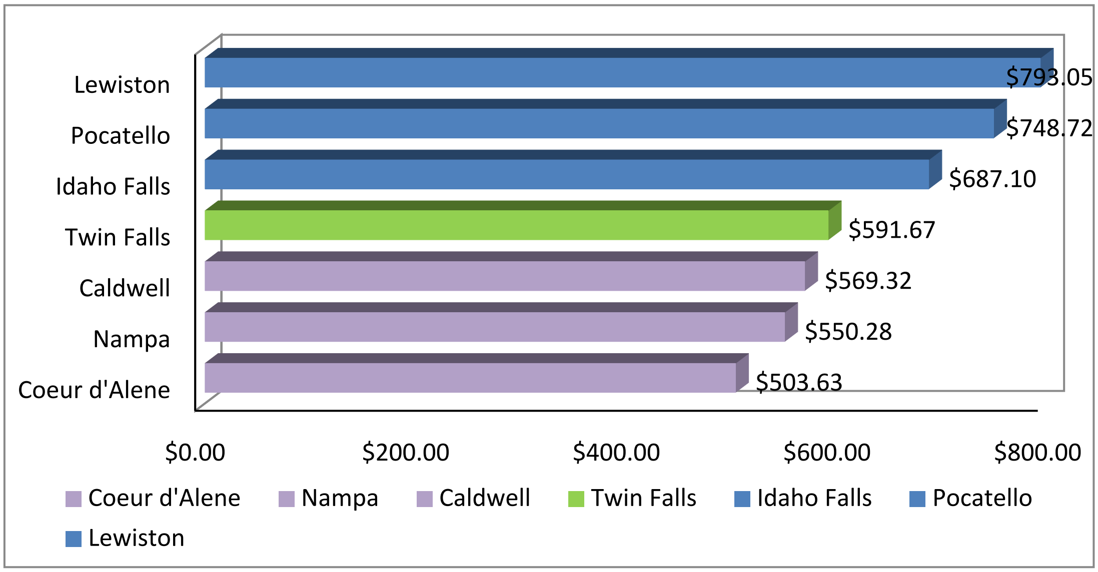

Additional property tax collections and comparison, rate adjustments, expenditures and economic indexes are discussed in great detail in subsequent sections of the City Manager's Recommended Budget Message.

**How does our Tax Rate compare to the other, large full-service Idaho cities?**

We are often asked the question, "how does our tax rate compare?" The table and graph below are intended to provide a "ballpark" answer to that question. Although only intended to be a rough illustration, the table and graph below show the amount of property tax paid on a median-valued, owner-occupied home in each of the larger, full-service cities in Idaho.

| | Total Taxes | 2016 Median Property Value | FY 2016 |
|---|---|---|---|
| ***Coeur d'Alene*** | $503.63 | $170,600 | 0.0059043 |
| ***Nampa*** | $550.28 | $121,900 | 0.0090285 |
| ***Caldwell*** | $569.32 | $114,600 | 0.0099358 |
| ***Twin Falls*** | $591.67 | $147,200 | 0.0080390 |
| ***Idaho Falls*** | $687.10 | $142,400 | 0.0096503 |
| ***Pocatello*** | $748.72 | $133,700 | 0.0112000 |
| ***Lewiston*** | $793.05 | $166,700 | 0.0095147 |

Note: Idaho's median value of an owner-occupied home for this same period of time was $162,900 and had a maximum exemption of $81,450, for a 2013 taxable value of $88,410.




For the purposes of this analysis, the Cities of Boise and Meridian were intentionally excluded because they are not directly responsible for the transportation systems in their communities; that responsibility lies primarily with the Ada County Highway District (ACHD). ACHD is an independent taxing authority specifically created for the purpose of maintaining the transportation system in these communities. In FY 2018, the Street Fund for the City of Twin Falls will be $7,105,399 or approximately 18% of the total Government Fund-Type budget. Information used was from the Associated Taxpayers of Idaho's 2014 Levy Book (tax rate) and the US Census Bureau – 2013 Census data (median home value).

**General Fund**

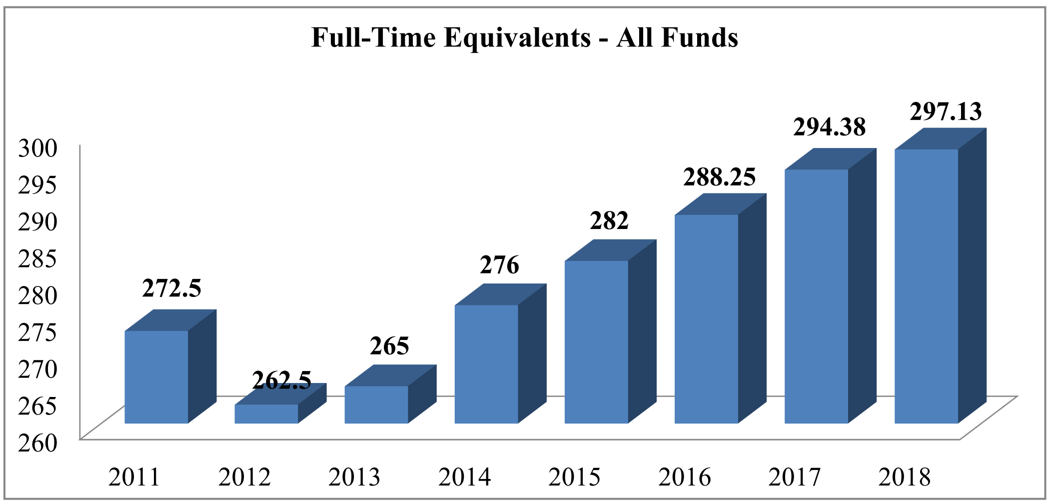
The General Fund is the chief operating fund of the city, and is used to account for all financial resources except those required by Generally Accepted Accounting Principles (GAAP) to be accounted for in another fund. The General Fund supports many departments, programs and contracts, which include City Council, City Manager's Office, Finance, Legal, Planning and Zoning, Economic Development, Human Resources, Information Services, Police Department, Fire Department, Building Inspections, Animal Control, Engineering, and Parks and Recreation. In FY 2018, General Fund revenues are projected to be $26,507,450 and expenses are projected to be $26,516,144.

**Personnel**

The City of Twin Falls has a philosophy of adding full-time employees only when "need" and "sustainability" can be demonstrated. Based on updated US Census data, the City of Twin Falls has a population of 47,468. Based on that estimate, the City of Twin Falls has six employees per 1,000 of population. However, as the regional and urban center for a geographic area having a population of approximately 250,000, the City's daily census population grows to an estimated population of 70,000. This causes the number of City employees per 1,000 of population to drop to four.

The City of Twin Falls has a total of 294.38 full-time professionals working to deliver services to the citizens of Twin Falls. The FY 2018 City Manager's Recommended Budget adds an additional 2.75 full-time equivalent (FTE) positions to assist with increase workloads and to meet the service delivery demands of our citizens and partners. The positions are:

- Two positions in the Legal Department: a Paralegal ($50,183) and a deputy prosecuting attorney ($52,497) in anticipation of the retirement of the current prosecutor bringing this service "in-house"
- A total of approximately 1.86 FTEs custodial/janitors to be assigned to the new and expanded facilities: City Hall complex, Public Safety Complex and expanded Airport Terminal




A majority of the funding (and in some cases all) for the new positions proposed in the City Manager's Recommended Budget for FY 2018 are a result of modifying existing contracts for service with external/private partners. If all of the positions are approved, the City of Twin Falls total FTE count would increase to 297.13.

The FY 2018 City Manager's Recommended Budget includes other expenditures associated with personnel, the FY 2018 Recommended Budget:

- Provides for performance-based adjustment of 3.5% for all employees
- Moves the City's compensation table (5%)
- Increased funding for health care insurance (7.9%)

**Capital Fund and Total Capital Investment**

Capital improvements are investments made in our infrastructure. Six of the eight primary focus areas in the City of Twin Falls 2030 Strategic Plan are considered "capital dependent." Capital financing is necessary for the ongoing development, expansion, maintenance, and repair of these capital assets, recognizing the critical value of civil infrastructure to the economic, aesthetic, and functional viability of the City.

The City of Twin Falls owns and maintains a diverse collection of assets and facilities, which include:

- 103 buildings and structures throughout Twin Falls, ranging from the Magic Valley Regional Airport to administrative buildings; from police and fire stations to water delivery and treatment structures.
- 1,476 acres of open spaces and developed park lands, including world-class amenities such as Auger Falls, Shoshone Falls and Dierkes Lake.
- 640 lane miles of roadway to maintain.

A small sampling of the capital initiatives that have been funded in this budget include: making improvements to our water, waste water and transportation systems; improving our trail systems; making miscellaneous park improvements; rotating our fleet, vehicles, machinery and equipment; replacing the restrooms at City Park; and becoming more energy-wise through the use of LED lightings systems.

The ongoing development, expansion, maintenance, and repair of these capital assets is necessary, recognizing the critical value of civil infrastructure to the economic, aesthetic, and functional viability of the City. For accounting purposes and based on best practices and recommendations of the Government Finance Officers Association (GFOA), the City of Twin Falls capitalizes acquisitions and improvements that are durable and in excess of $5,000.

In all funds, the FY 2018 budget allocates $15,807,275 to fund needed, critical and desired capital improvements and community amenities. In FY 2017, the City of Twin Falls budgeted to spend a total of $12,780,353 in capital improvements. The FY 2018 allocation is an increase of $3,026,922 or 23.68%.

**Water Fund**

The Water Fund supports the following water-related activities: water supply, water distribution, pressurized irrigation, and utility billing. To support each of these functions in FY 2018, the City Manager's Recommended Budget calls for total system expenditures in the amount of $11,893,191, an increase of $1,709,202, or 16.8%, when compared to the total allocation of $10,183,989 in FY 2017. The Recommended Budget recommends that the City increase water rates 2.5%. The average water user (18,000 gallons) will see an increase of $0.96 per month and $11.52 per year.

**Sewer Fund**

The Sewer Fund is used to support all waste water services provided by the City of Twin Falls, namely waste water collections and waste water treatment. For FY 2018, the City Manager's Recommended Budgets calls for expenditures totaling $10,413,664 in this Fund. This represents an increase of $1,114,233 when compared to FY 2017 Sewer Fund expenditures of $9,299,431. The Recommended Budget recommends that the City increase sewer rates 5.0%. The average residential customer who sends up to the maximum cap 8,000 gallons will see an increase of $1.30 per month and $15.60 per year.

We are monitoring a situation with residential billing that is causing some concern. With residential sewer billing, users are billed based on the amount of water that is used in the home. An assumption is made that most residential water use passes through the home and out into the sewer. This method of estimating sewer usage is preferred to metering actual sewer usage, since installing sewer flow meters to every residential connection in town is cost prohibitive. However, for homes in town that do not have access to pressurized irrigation, during the summer, water is used for irrigation and will not enter into the sewer system. This increase is easily identified by examining the difference in water usage between the winter and summer months. If a home averages 8,000 gallons of water use in the winter months, then averages 12,000 gallons a month in the summer months, the likely cause is that 4,000 gallons of water a month are being used for irrigation and not entering the sewer system. Since it would be unfair to bill homeowners for water used that does not enter the system, we cap resediential sewer billing at 8,000 gallons, even when water usage exceeds that amount.

Annecdotally, we have noticed that it seems like more and more residential water acounts are tending to use more than the 8,000 gallon cap in the winter months, outside the irrigation season. A home that averages 12,000 gallons a month in the winter and 18,000 gallons a month in the summer is likely using 6,000 gallons a month for irrigation and 12,000 gallons a month on household uses that will end up in the sewer system. Yet, that same home will only be billed for 8,000 gallons a month, due to our sewer use cap. Not being billed for usage of the sewer system is just as unfair as being billed for irrigation water use that is not entering the sewer system. We are not prepared to propose an amendment to the sewer billing cap at this time. We would like to analyze this issue more closely in the coming year. It may be that we need to adjust our sewer billing cap to create a more equitable billing situation for those residential users that regularly exceed the current 8,000 gallon cap.

**Sanitation**

The City's Sanitation Fund supports the City's sanitation and recycling program. The City of Twin Falls is the only City in the Magic Valley to offer its residents a curbside single-stream recycling program. The program was started in 2010. Since the creation of the program, the City has diverted over 14,178 tons of garbage from entering into the regional landfill. Although we have seen a slight decrease in participation, the City's recycling program continues to meet and/or exceed initial expectations. It remains one of the highest rated services offered by the City.

Overall, the City Manager's Recommended Budget increases the cost of sanitation slightly. The monthly bill paid by the City's residential customers will increase from the current rate of $16.90 per month to $17.31 per month. This represents a $.41 per month per customer increase, or a fee increase of 2.4%.

**How much more will City Services Cost?**

In addition to understanding the levels of services and the amount of improvements programmed in the budget, it is also important that we recognize the impact this proposal has on our citizens and taxpaying shareholders.

The table below illustrates the impact the City Manager's Recommended Budget will have on the taxpayers residing or doing business in Twin Falls. For the average customer, the Recommended Budget has a total impact of $1.69 per month or $20.29 per year.

| | FY 2017<br>Adopted Budget | FY 2018<br>Recommended Budget | Variance |
|---|---|---|---|
| **Property Tax** | Tax Rate of:<br>$8.03/$1,000<br>tax value | Tax Rate of:<br>$7.51/$1,000<br>tax value | Tax Rate of:<br>$0.52/$1,000<br>tax value |
| Median Valued Home of an Owner-Occupied Home:<br>$141,200 in FY 2017<br>$147,200 in FY 2018 | **$566.92**<br>*annual* | **$555.17**<br>*annual* | **($11.75)**<br>*annual* |
| **Utility Bills** | | | |
| Average Residential Customer Consumption of: | | | |
| *Water - 18,000 gallons* | $48.94 | $49.90 | $0.96 |
| *Sewer - 8,000 gallons* | $25.97 | $27.27 | $1.30 |
| *Sanitation & Recycling* | $16.90 | $17.31 | $0.41 |
| **Monthly Total of Property tax and Utility Bills** | **$139.05**<br>*monthly* | **$140.74**<br>*monthly* | **$1.69**<br>*monthly* |

The annual property tax on a median-value home in Twin Falls may decrease to a maximum of $11.75 annually or by about $0.97 per month. However, it is important to note the total taxable value is subject to refinement by the Twin Falls County Assessor's Office and will not be available until after the FY 2018 Budget has been adopted.

The total monthly utility bill for the average resident in Twin Falls is expected to increase. The Recommended Budget requests modest increases to water, sewer and sanitation rates. The global utility bill for the average residential customers is expected to increase by $2.67 per month or $32.04 annually.

**Incorporation of the City's Foregone Balance**

Section 63-802 (e) of the Idaho Code states, "...In the case of a non-school district for which less than the maximum allowable increase in the dollar amount of property taxes is certified for annual budget purposes in any one (1) year, such a district may, in any following year, recover the forgone increase by certifying, in addition to any increase otherwise allowed, an amount not to exceed one hundred percent (100%) of the increase originally forgone."

The City Manager's Recommended Budget for FY 2018 does not rely on any portion of the City's foregone balance to support its operational or capital needs. The City's has had a foregone balance since the adoption of the 2009-2010 fiscal year. Over this time, the City's foregone balance has grown to $2,186,253. Each year the City elected not to take the statutory allowed increase, the foregone balance has increased. However, we would be remised if we did not share the opportunity cost this decision has had on the organization over time.

Opportunity cost is an economic term that is defined as "…the loss of potential gain from other alternatives when one alternative is chosen." Opportunity costs are referred to as a trade-off, or when an individual or firm forgoes one options for another. As reflected in the table below, the decision to not take the statutorily allowed increases has a total, cumulative opportunity cost of $13,279,422.

Should the City Council elect to take all, or a portion, of the City's current foregoing balance, we recommend that it be used only for one-time capital projects and not ongoing expenses. We believe the most effective use of the foregone balance would be to place foregone funds into "three pots" as follows:

- 50% should be placed into the Street Fund
- 25% into building community infrastructure (designed to assist the City with future place-making)
- 25% to be used for special projects determined by the City Council on an annual basis.

For every $500,000 taken, the City would be able to place an additional $250,000 annually towards advancing transportation system improvements, $125,000 towards park, trails and other community amenities, and $125,000 for one-time special projects or to take advantage of unanticipated opportunities or partnerships.

The City Manager's Recommended Budget for FY 2018 relies on a tax rate of $7.51/$1,000 of taxable value. The US Census Bureau estimates the median home value in the City of Twin Falls is $147,900. If the home is owner-occupied, the property owner would pay $555.17 in City property taxes. In FY 2017, this same home had a median value of $141,200 and a tax liability of $566.92, based on a tax rate of $8.03/$1,000.

The impact of incorporating the foregone balance into the City's budget does have a direct impact on the City's tax rate and the amount of property tax paid by our residents and businesses. For every $500,000 of the foregone balance taken, the City's tax rate would grow by an average of $13.91 annually or by 2.5%. The first $500,000 of the foregone balance that is incorporated, the City's tax rate for FY 2018 would increase to $7.70/$1,000. This would increase the tax liability on the median, owner-occupied home to $569.08 from $555.71, which is a variance of $13.91, or 2.51%. The following table reflects the impact of incorporating the foregone balance and the impact the amount of taxes paid by the owner of a median valued home that is owner-occupied.

| Foregone Increment | Property Tax Collections | Tax Rate | Tax Liability | Variance |
|---:|---:|---|---:|---:|
| $0 | $19,956,721 | 0.007507381 | $555.17 | |
| $500,000 | $20,456,721 | 0.007695473 | $569.08 | $13.91 |
| $500,000 | $20,956,721 | 0.007883565 | $582.99 | $27.82 |
| $500,000 | $21,456,721 | 0.008071656 | $596.90 | $41.73 |
| $500,000 | $21,956,721 | 0.008259748 | $610.81 | $55.64 |
| $186,253 | $22,142,974 | 0.008329813 | $615.99 | $60.82 |

The decision to incorporate all, or a portion, of the City's foregone balance remains with the City Council. The decisions to incorporate, or not to incorporate, this funding stream into the budget is not without costs, whether it be direct costs or opportunity costs. In either case, the members of the City's team stand ready to assist the members of the City Council should it collectively choose to do so.