



Twin Falls Development Impact Fee Advisory Committee & Improvement Reimbursement Commission Agenda

Thursday, November 19, 2020, 12:00 PM

203 Main Avenue East
Twin Falls, ID 83301

COUNCIL CHAMBERS

Members: Nathan Bishop, Chad DeBie, Andrew DiPietro, Jennifer Jensen, Colby Ricks, Gerardo Munoz, Tom Frank, Kevin Grey, Josh Wallin

Council Liaison: Craig Hawkins

- 1) Confirmation of Quorum/Call Meeting to Order
- 2) Consent Calendar
 - a) **ACTION ITEM:** Approval of Minutes from the following meeting: October 24, 2019
- 3) Introduction of New Members
- 4) Review of Member Terms
 - a) **INFORMATIONAL:** Information regarding term limits of existing members.
- 5) Election of Officers
- 6) Impact Fee Items
 - a) **ACTION ITEM:** Review, Discussion and Action on the Annual Financial Report, and Impact Fee Program for FY 2020.
By: Jonathan Spendlove, Planning and Zoning Director
 - b) **ACTION ITEM:** Discussion and Action on recommendation to City Council on the automatic increase of Impact Fees scheduled January 1, 2020.
By: Jonathan Spendlove, Planning and Zoning Director
- 7) Improvement Reimbursement Items
- 8) General Input/Announcements - Public/Staff
- 9) Upcoming Meeting(s)
- 10) Adjournment

Any person(s) needing special accommodations to participate in the above-noticed meeting could contact Lisa A. Strickland (208) 735-7267 at least two working days before the meeting. Si desea esta información en español, llame Leila Sanchez (208) 735-7287.

CITY OF TWIN FALLS

PLANNING & ZONING COMMISSION

Public Hearing Procedures for Zoning Requests

1. Prior to opening the first Public Hearing of the session, the Mayor or Chair shall review the public hearing procedures.
 2. Individuals wishing to testify or speak before the City Council or Planning & Zoning Commission shall wait to be recognized by the Mayor or Chair, approach the microphone/podium, state their name, and then proceed with their comments. Following their statements, they shall write their name and address on the record sheet(s) provided by the staff. The staff shall make an audio recording of the Public Hearing.
 3. A City Staff Report shall summarize the application and history of the request.
 4. The Applicant, or the spokesperson for the Applicant, will make a presentation on the application/request (request). No changes to the request may be made by the applicant after the publication of the Notice of Public Hearing. The presentation should include the following:
 - **A complete explanation and description of the request.**
 - **Why the request is being made.**
 - **Location of the Property.**
 - **Impacts on the surrounding properties and efforts to mitigate those impacts.**
 5. Applicant is limited to 15 minutes, unless a written request for additional time is received, at least 72 hours prior to the hearing, and granted by the Mayor or Chairman.
 6. The City Council or Planning & Zoning Commission may ask questions of staff or the applicant pertaining to the request.
 7. The general public will then be given the opportunity to provide their testimony regarding the request. The Mayor or Chair may limit public testimony to no less than two (2) minutes per person.
 - **Individuals are not permitted to give their time to other speakers.**
 - **However, five (5) or more individuals that received written notice of the public hearing may appoint, by written petition, a spokesperson. The written petition must be received at least 72 hours prior to the hearing and must be granted by the Mayor or Chair. The spokesperson shall be limited to 15 minutes.**
 - **Written comments, including e-mail, received by 12:00 p.m. on the date of the hearing shall be either read into the record or displayed to the public on the overhead projector.**
 8. Following the Public Testimony, the applicant is permitted five (5) minutes to respond.
 9. Following the Public Testimony and Applicant's response, Council or Commission members, as recognized by the Mayor or Chair, shall be allowed to question the Applicant, Staff or anyone who has testified. Responses shall be limited to answering the questions asked. The Mayor or Chair may limit the time permitted for the answer.
 10. The Mayor or Chair shall close the Public Hearing. The City Council or Planning & Zoning Commission shall deliberate on the request. Deliberations and decisions shall be based upon the information and testimony provided during the Public Hearing. Once the Public Hearing is closed, additional testimony from the staff, applicant or public is not allowed. Legal or procedural questions may be directed to the City Attorney.
- * Any person not conforming to the above rules may be prohibited from speaking. Persons refusing to comply with such prohibitions may be asked to leave the hearing and, thereafter removed from the room by order of the Mayor or Chairman.



Twin Falls Development Impact Fee Advisory Committee & Improvement Reimbursement Commission Minutes

Thursday, October 24, 2019, 12:00 PM

203 Main Avenue East
Twin Falls, ID 83301
Council Chambers

Members: Gerald Martens, Nathan Bishop, Chad DeBie, Andrew DiPietro, Jennifer Jensen, Susan Petruzzelli, Colby Ricks

Council Liaison: Greg Lanting

1) Confirmation of Quorum/Call Meeting to Order

Chairman DeBie called the meeting to order at 12:00 PM

A quorum was present.

Members Present: Bishop, DeBie, DiPietro, Petruzzelli, Ricks

Staff Present: Spendlove, O'Connor, Ebersole, Race, Vitek, Fehringer

2) Consent Calendar

Commissioner Petruzzelli made a motion to approve the consent calendar, as presented.

Commissioner Bishop seconded the motion.

Unanimously Approved

- a) Approval of Minutes from the following meeting: April 25, 2019

3) Introduction of New Members

No new members at this time.

4) Review of Member Terms

- a) List of Member Terms

PZ Director Spendlove reviewed the commission member list. There are currently two (2) openings for the commission.

There will be two (2) openings in March, when Susan Petruzzelli and Gerald Martens term out. Positions will be advertised this winter. Contact Jonathan Spendlove if someone is interested in a position.

Special Meetings may be needed before Ms. Petruzzelli and Mr. Martens term out.

5) Election of Officers

Current: Chad DeBie - Chairman. Colby Ricks - Vice Chairman.

Officers will stay in place with a vote in March for new officers.

6) Impact Fee Items

- a) Review, Discussion and Action on the Annual Financial Report, Impact Fee Program, and implementation of the Capital Improvement Plan.

Staff Presentation:

Jonathan Spendlove presented the Annual Financial Report, Impact Fee Program, and implementation of the Capital Improvement Plan.

A motion, and simple majority vote will satisfy the requirement for recommendations to City Council.

The Committee is tasked with discussing and making a recommendation to the City Council on this year's Annual Impact Fee Report.

A Sample Motion could read as follows: "Motion to approve the Annual Impact Financial Report, including the program being fair and equitable in terms of implementation, and imposition, of the Impact Fees and Capital Improvement Plan."

IFC Questions & Comments:

- Commissioner Ricks asked if there are any funds close to being depleted.
- PZ Director Spendlove stated not at this time, and he doesn't foresee that happening.
- Chairman DeBie asked if there are projects to vote on now.
- PZ Director Spendlove stated there are no projects in the works at this time that would be funded this fiscal year. If a project comes up, it will be brought back to the committee for recommendation to City Council.
- CIP plan is in the middle of a rewrite. This may require special meetings for the IFC prior to the next scheduled meeting.

Discussions Followed:

- Chairman DeBie asked if 25% of auto accidents occur on weekends, is there any weight to impact on police/fire department.
- PZ Director Spendlove stated this body deals with the capacity of roadways and connection with expansion of roadways and how much money is needed to build the roadways due to growth.

Motion:

Commissioner Petruzzelli made a motion to approve the Annual Impact Financial Report, including the program being fair and equitable in terms of implementation, and imposition, of the Impact Fees and Capital Improvement Plan.

Commissioner Ricks seconded the motion.

Unanimously Approved

- b) Review and action on recommendation to City Council on the automatic Impact Fee increase scheduled January 1, 2020.

Staff Presentation:

PZ Director Spendlove presented the Review and action on recommendation to City Council on the automatic Impact Fee increase scheduled January 1, 2020.

A motion, and simple majority vote will satisfy the requirement for recommendations to City Council.

August 2018 to August 2019, the increase was 0.88%. The code says the city allows to occur unless recommendation to not allow increase.

The Committee is tasked with discussing the information, and recommending a course of action to the City Council.

The following options are some of those available to the Committee:

1. Recommend allowing the increase to occur on January 1.
2. Recommend allowing the increase to occur on a specific future date,
3. Recommend waiving the inflation adjustment for the next fiscal year.

This is a recommendation only, and will be forwarded to the City Council for final decision.

IFC/Questions & Comments:

- Commissioner Petruzzelli asked what the last increase was.
- PZ Director Spendlove stated the last increase was 1.92%.
- Commissioner Petruzzelli stated if there isn't a gradual increase, there is a possibility for a large fee jump in the future.
- Commissioner DeBie asked if the commissioner can ask City Council for greater increases rather than an automatic increase.
- JS stated the code does not speak on a greater increase than the automatic.
- Commissioner Ricks asked where they can find a list of current projects that will utilize Impact Fees.
- PZ Director Spendlove spoke on some of the projects using Impact Fees.
- Commissioner Ricks asked if there are estimates on projects compared to what is in the budget.
- PZ Director Spendlove stated Long Term Planning projects earmarks projects that would use Impact Fees.
- Commissioner Bishop asked if there is a concern on the amount in the Impact Fee budget. He asked if the funds can be used now.
- PZ Director Spendlove stated that each fund has a potential project earmarked to use funds. Projects using Impact Fees need to be due to growth according to state statute.
- Chairman DeBie asked what part of funds go towards bond items.
- PZ Director Spendlove stated something that is needed because of growth can be put on Capital Improvement Plan list and amount can be taken from Impact Fees.
- Commissioner Ricks stated he is okay with increase to keep up with inflation.
- Chairman DeBie asked about single family vs multifamily impact on different departments.
- PZ Director Spendlove stated streets is only department that is affected. Single Family Dwelling uses the streets for more trips.
- Commissioner Bishop believes the commission should keep up with the recommended amount.
- PZ Director stated correct increase amount would be applied around the end of January.
- Commissioner Petruzzelli asked to be informed when the change takes effect.

Motion:

Commissioner Bishop made a motion to recommend to City Council to accept increase in fees and have them approved and in place at earliest time.

Commissioner Petruzzelli seconded the motion.

Unanimously Approved

7) Improvement Reimbursement Items

None at this time.

8) General Input/Announcements - Public/Staff

PZ Director Spendlove stated there may be need for special meetings before next scheduled meeting.

Assistant City Engineer Vitek gave an update on the funding of North College Rd. project.

9) Upcoming Meeting(s)

Regular meeting: March or April 2020

10) Adjournment

The meeting adjourned at 12:46 pm.

Kelli Ebersole, Administrative Assistant



Date: Thursday, November 19, 2020
To: Impact Fee & Improvement Reimbursement Committee
From: Jonathan Spendlove, Planning and Zoning Director

ACTION ITEM

Request:

Review, Discussion and Action on the Annual Financial Report, and Impact Fee Program for FY 2020.

Time Estimate:

10-20 minutes for presentation, discussion, and questions.

Background:

Per Idaho Statute, Impact Fee Programs shall conduct an annual Financial Report detailing expenditures and revenues for the fiscal Year. The FY2020 Financial Report is attached for your review. Upon acceptance of the Committee review, Staff will prepare the Final Report to City Council.

The expenditures from this past year include \$49,000 on streets improvements, and \$19,000 on paving for the Breckenridge and Storrer Trail sections.

In addition to the Finance Report, the Annual Impact Fee Report to the City Council shall include other recommendations from the Committee:

1. Periodic reports, at least annually, with respect to the Capital Improvements Plan and report to the governmental entity any perceived inequities in implementing the plan, or imposing the development impact fees; and"
2. Advise the governmental entity of the need to update or revise the land use Assumptions, Capital Improvement Plan and Development Impact Fees."

Due to the current pandemic, we have had to postpone the update on the Capital Improvement Plan Update. We are hopeful to gain some ground on that update in the upcoming year, albeit the participation may be different, we do believe it still can occur.

Staff are always available for any questions applicants may have regarding fees, projects, and expenditures made from the Impact Fee program.

Approval Process:

A motion, and simple majority vote will satisfy the requirement for recommendations to City Council.

Budget Impact:

N/A

Regulatory Impact:

N/A

History:

Analysis:**Conclusion:**

The committee is tasked with discussing and making a recommendation to the City Council on this years Annual Impact Fee Report.

A sample motion could read as follows: "Motion to approve the Annual Impact Fee Financial Report, including the program being fair and equitable in terms of implementation, and imposition, of the Impact Fees and Capital Improvement Plan."

Attachments:

1. Summarized Impact Fees through Sept 2020

City of Twin Falls
Summary of Impact Fee Activity

10/5/2020

	<u>08-09</u>	<u>09-10</u>	<u>10-11</u>	<u>11-12</u>	<u>12-13</u>	<u>13-14</u>	<u>14-15</u>	<u>15-16</u>	<u>16-17</u>	<u>17-18</u>	<u>18-19</u>	<u>19-20</u>	<u>Totals</u>
Revenue Subtotal-Police	\$ 2,820	\$ 22,567	\$ 22,138	\$ 83,665	\$ 101,445	\$ 75,572	\$ 156,949	\$ 128,695	\$ 87,009	\$ 204,746	\$ 146,330	\$ 240,095	\$ 1,272,031
PD Station - Expenditures	-	-	-	-	-	-	-	-	(26,981)	(1,401,474)	-	-	(1,428,455)
Net Revenue-Police	<u>2,820</u>	<u>22,567</u>	<u>22,138</u>	<u>83,665</u>	<u>101,445</u>	<u>75,572</u>	<u>156,949</u>	<u>128,695</u>	<u>60,028</u>	<u>(1,196,728)</u>	<u>146,330</u>	<u>240,095</u>	<u>(156,424)</u>
Revenue Subtotal-Fire	8,055	64,664	62,927	228,591	286,913	191,866	362,113	292,423	194,420	454,866	331,440	532,886	3,011,164
Future Fire Station Review - Expenditur	-	-	-	-	-	-	-	-	-	(272,780)	(30,685)	-	(303,465)
Net Revenue-Fire	<u>8,055</u>	<u>64,664</u>	<u>62,927</u>	<u>228,591</u>	<u>286,913</u>	<u>191,866</u>	<u>362,113</u>	<u>292,423</u>	<u>194,420</u>	<u>182,086</u>	<u>300,755</u>	<u>532,886</u>	<u>2,707,699</u>
Revenue Subtotal-Streets	4,065	52,319	70,231	216,196	243,498	200,837	573,620	293,682	284,501	628,564	433,576	576,490	3,577,579
Street - Expenditures	-	-	-	-	(37,260)	(373,482)	-	-	-	(31,072)	(759,151)	(49,266)	(1,250,232)
Net Revenue-Streets	<u>4,065</u>	<u>52,319</u>	<u>70,231</u>	<u>216,196</u>	<u>206,238</u>	<u>(172,645)</u>	<u>573,620</u>	<u>293,682</u>	<u>284,501</u>	<u>597,492</u>	<u>(325,575)</u>	<u>527,224</u>	<u>2,327,348</u>
Revenue Subtotal-Parks	9,150	67,402	54,270	82,022	119,510	140,432	159,464	406,902	402,522	(325,569)	321,184	421,820	1,859,109
Parks - Equipment storage bldg	-	-	-	-	-	-	(50,874)	(117,492)	-	-	-	-	(168,366)
Parks - Trails	-	-	-	-	-	-	-	-	(724,032)	(181,411)	(72,346)	(19,197)	(996,987)
Net Revenue-Parks	<u>9,150</u>	<u>67,402</u>	<u>54,270</u>	<u>82,022</u>	<u>119,510</u>	<u>140,432</u>	<u>108,590</u>	<u>289,410</u>	<u>(321,510)</u>	<u>(506,980)</u>	<u>248,837</u>	<u>402,623</u>	<u>693,757</u>
Interest Income	-	2,137	1,846	8,778	(4,411)	32,327	50,029	67,391	43,997	37,988	169,242	93,280	502,604
TOTALS	<u>\$ 24,090</u>	<u>\$ 209,089</u>	<u>\$ 211,412</u>	<u>\$ 619,252</u>	<u>\$ 709,695</u>	<u>\$ 267,553</u>	<u>\$ 1,251,301</u>	<u>\$ 1,071,601</u>	<u>\$ 261,436</u>	<u>\$ (886,142)</u>	<u>\$ 539,589</u>	<u>\$ 1,796,109</u>	<u>\$ 6,074,985</u>

Impact Fee Rates effective June 1, 2020

Impact Fee Funds & Categories	Rate
Police Fees	
Residential (per dwelling unit)	\$ 312.00
Nonresidential (per square foot)	\$ 0.16
Fire Fees	
Residential (per dwelling unit)	\$ 694.00
Nonresidential (per square foot)	\$ 0.35
Street Fees	
Single Family (per dwelling unit)	\$ 550.00
Multifamily (per dwelling unit)	\$ 361.00
Retail (per square foot)	\$ 2.63
Office (per square foot)	\$ 0.81
Industrial (per square foot)	\$ 0.58
Institutional (per square foot)	\$ 0.16
Parks & Recreation Fees	
Residential (per dwelling unit)	\$ 644.00
Nonresidential (per square foot)	N/A
Total Fees	
Single Family (per dwelling unit)	\$ 2,200.00
Multifamily (per dwelling unit)	\$ 2011.00
Retail (per square foot)	\$ 3.14
Office (per square foot)	\$ 1.32
Industrial (per square foot)	\$ 1.09
Institutional (per square foot)	\$ 0.67