



Twin Falls City Council Agenda

Monday, August 7, 2017, 5:00 PM

City Council Chambers
305 Third Avenue East - Twin Falls, Idaho

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

- 1) CALL MEETING TO ORDER/CONFIRMATION OF QUORUM
- 2) PLEDGE OF ALLEGIANCE
- 3) CONSIDERATION OF AMENDMENTS TO AGENDA
- 4) PROCLAMATIONS
 - a) Purple Heart City Day - Request made by Tami Billman
- 5) GENERAL PUBLIC INPUT
- 6) CONSENT CALENDAR
 - a) Request to approve the Accounts Payable for August 1-7, 2017.
Purpose: Action By: Sharon Bryan, Deputy City Clerk
 - b) Request to approve the July 31, 2017, City Council Minutes.
Purpose: Action By: Sharon Bryan, Deputy City Clerk
 - c) Request to approve Findings of Fact and Conclusions of Law for the following items:
Breckenridge Annexation and Ricki Lezamiz Commercial Subdivision.
Purpose: Action By: Rene'e V Carraway-Johnson, Zoning & Development Manager
 - d) Request to approve the 3rd Annual Summer Showdown Car Show to be held Saturday, August 12, 2017, from 8:00 a.m. to 6:00 p.m., at the Twin Falls City Park.
Purpose: Action By: Justin Dimond, Sergeant
 - e) Request to approve the 7th Annual Wings and Things Ultimate Tailgate Challenge to be held Saturday, September 9, 2017, from 4:00 p.m. to 7:00 p.m., at the Twin Falls City Park.
Purpose: Action By: Justin Dimond, Sergeant
 - f) Request to approve the Twin Falls Public Library's solar eclipse "Sun Block Party" to be held August 21, 2017, from 10:00 a.m. to 12:00 p.m., at the Twin Falls City Park.
Purpose: Action By: Justin Dimond, Sergeant
 - g) Request by Kirby Butler to approve the 37th Annual Door Slammer Softball Tournament and Picnic to be held Saturday, August 19, 2017, at Harmon Park.
Purpose: Action By: Justin Dimond, Sergeant

- h) Request to hold the "Lighthouse Church In the Park" event, to take place September 10, 2017, from 10:30 a.m. to 1:30 p.m., at the Twin Falls City Park.
Purpose: Action By: Justin Dimond, Sergeant
- i) Request to approve a Multi-year improvement deferral agreement for Clif Bar development located at 556 Champlin Way South.
Purpose: Action By: Troy Vitek, Assistant City Engineer
- j) Request to approve the Final Plat for Canyon Village Office Condominium No. 1, a PUD, consisting of 1 lot with 3 professional units located on Lot 3, Block 4 Canyon Village Sub No 2, a PUD north and west of Village Park Avenue and Eastland Drive North.
Purpose: Action By: Renée Carraway-Johnson, Planning & Zoning Manager

7) ITEMS OF CONSIDERATION

- a) Presentation of value awards to several City Employees by the Employee Recognition Committee.
Purpose: Presentation By: Matt Hicks, Employee Recognition Committee
- b) Presentation on the City's Wellness Program along with information related to the Wellness and Safety Coordinator position.
Purpose: Presentation By: Katy Touchette, Wellness and Safety Coordinator
- c) Request to reduce the speed on 3600 N between Washington Street South and Blue Lakes South.
Purpose: Action By: Mitchel Humble, Deputy City Manager
- d) Request to approve the acceptance of the FAA Grant Offer (AIP 39) for Joslin Field Taxiway A Project in the amount of \$3,460,768, and, authorize the Mayor to sign the grant offer.
Purpose: Action By: William Carberry, Airport Manager
- e) Request to accept a property transfer from Twin Falls County.
Purpose: Action By: Mitch Humble, Deputy City Manager
- f) Presentation of the City Manager's Recommended Budget for FY 2018.

8) GENERAL INPUT/ADVISORY BOARD REPORT/ANNOUNCEMENTS

9) PUBLIC HEARINGS

- a) Request to **Vacate** a 30' x 104' (+/-) undeveloped right of way located along the 100 Block of Morningside Drive c/o Rex Lytle on behalf of REEL, LLC (app. 2878).
Purpose: Action By: Jonathan Spendlove, Senior Planner

10) ADJOURNMENT

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

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

Public Input Procedures

1. Individuals wishing to provide public input regarding matters relevant to the City of Twin Falls shall
 - wait to be recognized by the Mayor or Chairman
 - approach the microphone/podium
 - state their name, and whether they are a resident or property owner in the City of Twin Falls, and proceed with their input.
2. The Mayor or Chairman may limit input to no less than two (2) minutes. Individuals are not permitted to give their time to other speakers.

Public Hearing Procedures for Zoning Requests

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

*Office of the Mayor
City of Twin Falls, Idaho*

Proclamation
Purple Heart City Day

WHEREAS, the City of Twin Falls has always supported its military veteran population; and

WHEREAS, the Purple Heart is the oldest military decoration in present use and was initially created as the Badge of Military Merit by General George Washington in 1782; and,

WHEREAS, the Purple Heart was the first American service award or decoration made available to common soldiers and is especially awarded to members of the United States Armed Forces, who have been wounded or paid the ultimate sacrifice in combat with a declared enemy of the United States of America; and,

WHEREAS, the mission of the Military Order of the Purple Heart is to foster an environment of goodwill among the combat –wounded veteran members and their families, promote patriotism, support legislative initiative, and most important, make sure we never forget; and,

WHEREAS, the City of Twin Falls has a large, highly decorated veteran population including many Purple Heart recipients; and,

WHEREAS, the City of Twin Falls appreciates the sacrifices our Purple Heart recipients made in defending our freedoms and believes it is important that we acknowledge them for their courage and show them the honor and support they have earned.

NOW, THEREFORE, I, Shawn Barigar, Mayor of the City of Twin Falls, do hereby proclaim Monday, August 7, 2017, as

PURPLE HEART CITY DAY

and encourage the citizens of the City of Twin Falls to show their appreciation for the sacrifices the Purple Heart recipients have made in defending our freedoms, to acknowledge their courage and to show the honor and support they have earned.

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

Mayor Shawn Barigar

Attest: Deputy City Clerk Leila A. Sanchez

Date: August 7, 2017



Twin Falls City Council Minutes

Monday, July 31, 2017, 3:30 PM

1) 3:30 P.M. - Special Meeting Notice - PUBLIC SAFETY ADMINISTRATION AND CITY HALL BUILDING TOUR

Mayor Barigar called the meeting to order at 3:30 PM

City Council toured the Pubic Safety Administration and City Hall Building.

2) CALL MEETING TO ORDER/CONFIRMATION OF QUORUM

Present: Mayor Shawn Barigar, Vice Mayor Suzanne Hawkins, Councilmembers Nikki Boyd, Chris Talkington, Greg Lanting, Christopher Reid, Ruth Pierce

Absent: None

Staff Present: City Manager Travis Rothweiler, Deputy City Manager Brian Pike, Deputy City Manager Mitch Humble, Building Official Jarrod Bordi, Zoning and Development Manager Renee Johnson, Deputy City Clerk Sharon Bryan

Mayor Barigar called the meeting to order at 05:01: PM

A quorum was present.

3) PLEDGE OF ALLEGIANCE

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

4) CONSIDERATION OF AMENDMENTS TO AGENDA

None

5) PROCLAMATIONS: None

6) GENERAL PUBLIC INPUT

Councilmember Talkington reported that downtown business likes the improvements and are tolerating the construction.

7) CONSENT CALENDAR

MOTION:

Councilmember Boyd moved to approve the consent calendar as presented. Councilmember Pierce seconded the motion. Roll call vote showed all members present voted in favor of the motion. 7 to 0.

a) Request to approve the Accounts Payable for July 25 - July 31, 2017.

- b) Request to approve the July 24, 2017, City Council Minutes.

8) ITEMS OF CONSIDERATION

- a) Presentation of appreciation plaque to Billy Bello in recognition of his service on the Twin Falls Youth Council.

Vice Mayor Hawkins presented Billy Bello, an appreciation plaque in recognition of his service on the Twin Falls Youth Council.

Billy Bello thanked City Council.

City Council thanked him for his service.

- b) Presentation of the 2017-2018 Upcoming Initiatives for SIEDO.

Connie Stopher, SIEDCO, gave a presentation of the 2017-2018 upcoming initiatives for SIEDO.

Discussion ensued on the following:

Where we are today in labor area.

Wage scale going up are we still competitive.

Reasons why some counties are not partners.

How SIEDO measure success.

SIEDO fee structure

- c) Update on status of Building Department's Scanning Project

Building Official Bordi gave update on the status of the building departments scanning project.

Discussion ensued on the following:

Payments for permits credit card.

Electronic stamp and signatures.

Contractors pleased with the electronic data

Electronic File storage.

GIS interface with other utilities.

- d) Presentation of Building Department's New Mobile Platform

Building Official Bordi presented the Building Department's new mobile platform.

Discussion ensued on the following:

City Works as a team concept.

Convenience for customers.

- e) Request to adopt an Ordinance for Annexation of property zoned R-4 CRO and R-6 consisting of 10 (+/-) acres located east of Harrison St and North of Canyon Falls, extended. (app. 2865)

Zoning and Development Manager Johnson gave staff report.

MOTION:

Councilmember Pierce made a motion to suspend the rules and place **Ordinance 2017-021** on third and final reading by title only. Councilmember Lanting seconded the motion. Roll call vote showed those voting AYE: Barigar, Boyd, Hawkins, Lanting, Pierce, Talkington. Those voting NAY: Reid. Motion passed. Approved 6 to 1

Deputy City Clerk Bryan read the ordinance by title only:

ORDINANCE NO. 2017-021

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

MOTION:

Vice Mayor Hawkins made a motion to adopt Ordinance 2017-022. Councilmember Talkington seconded the motion. Roll call vote showed those voting AYE: Barigar, Boyd, Hawkins, Lanting, Pierce, Talkington. Those voting NAY: Reid. Motion passed. Approved 6 to 1.

- f) Request to negotiate a contract and a detailed scope of work for architectural services with Pivot North, related to the possible remodel of Fire Stations 1 and 3, the relocation and construction of Fire Station 2, and the future construction of Fire Station 4.

Deputy City Manager Pike reviewed the request to negotiate a contract and a detailed scope of work for architectural services with Pivot North, related to the possible remodel of Fire Stations 1 and 3 and the relocation and construction of Fire Stations 2 and the future construction of Fire Station 4.

Discussion ensued on the following:
Location of existing Fire Stations.

MOTION:

Councilmember Talkington moved to approve the request to negotiate a contract and a detailed scope of work for architectural services with Pivot North, related to the possible

remodel of Fire Stations 1 and 3 and the relocation and construction of Fire Stations 2 and the future construction of Fire Station 4. Councilmember Pierce seconded the motion. Roll call vote showed all members present voted in favor of the motion. 7 to 0.

g) Presentation of the City Manager's Recommended Budget for FY 2018.

Deputy City Manager Pike gave a presentation of the City Manager's recommended Budget for FY 2018. - Secure Community and Prosperous Community.

Discussion ensued on the following:

Carbon Monoxide in police vehicles.

Foregone balance be considered separately from rest of budget.

City Manager Rothweiler reviewed the process for using the foregone balance.

Discussion ensued on the following:

Foregone balance taken in 2010,

Vice Mayor Hawkins not wanting to take foregone balance.

Mayor Barigar in favor of spending foregone balance - parks, downtown living, trails. Special projects addition of purchasing land for parks, community gardening. Need to invest in what community wants,

Councilmember Lanting in favor of spending some of the foregone balance for street improvements.

Councilmember Reid in favor of spending some of the foregone balance to improve Infrastructure.

Councilmember Talkington - Public fatigued with expansion. Not in favor of taking foregone balance.

Public Input:

Pete Johnston, Twin Falls asked City Council to consider those on fixed income when considering raising property taxes.

Randy Steele, Twin Falls, concerned about using the foregone balance.

9) GENERAL INPUT/ADVISORY BOARD REPORT/ANNOUNCEMENTS

Vice Mayor Hawkins reported that this is the last week for City Band Concerts. They will hold to concerts Tuesday, August 1, 2017 at Elevation 486, 7:00 PM, Thursday August 3, 2017 at City Band Shell, 8:00 PM

Vice Mayor Hawkins said that City Band Director Ted Hadley would be retiring at the end of this season.

Amy Rothweiler reported on the Twin Falls Fire Department Fill the Boot for Muscular Dystrophy. The Firemen will be at the intersection of Locust and Addison and Dutch Brothers Coffee from 9:00

AM to 6:00 PM, Friday, August 4, 2017.

Police Chief Kingsbury invited Community to come out and join the Public Safety organizations for National Night Out at City Park on Tuesday, August 2 from 5:00 to 8 PM.

10) PUBLIC HEARINGS: None

11) ADJOURNMENT

The meeting adjourned at 06:53: PM

Sharon Bryan, Deputy City Clerk



BEFORE THE CITY COUNCIL OF THE CITY OF TWIN FALLS

In Re:

Annexation & Zoning District Change, Application

Susan & Katherine Breckenridge

c/o Robert Struthers

Applicant(s)

)
)
)
)
)
)
)

FINDINGS OF FACT,

CONCLUSIONS OF LAW,

AND DECISION

This matter having come before the City Council of the City of Twin Falls, Idaho on July 17, 2017 for public hearing pursuant to public notice as required by law for Annexation with a Zoning District Change and Zoning Map Amendment for approximately 10.07 (+/-) acres to be rezoned to R-6 CRO; Residential; Muliti-houshold 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 Liner Road and the City Council having heard testimony from interested parties being fully advised in the matter, now makes the following

FINDINGS OF FACT

1. Applicant has applied for Annexation with a Zoning District Change and Zoning Map Amendment from for approximately 10.07 (+/-) acres to be rezoned to R-6 CRO; Residential; Muliti-houshold 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 Liner Road

2. All legal requirements for notice of public hearing have been met with advertisement taking place on the following date: May 25, 2017 & June 29, 2017

3. The property in question is zoned for approximately 10.07 (+/-) acres to be rezoned to R-6 CRO; Residential; Muliti-houshold 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 Liner Road pursuant to the Zoning Ordinance of the City of Twin Falls. The property is designated as R-1 VAR CROR in the duly adopted Comprehensive Plan of the City of Twin Falls.

4. The existing neighboring land uses in the immediate area of this property are: to the north, Residential/Agricultural; to the south, Medical Offices/Retail/Hotel; to the east, Agricultural/Residential/Parking Lot; to the west, Nursing Home.

Based on the foregoing Findings of Fact, the City Council hereby makes the following

CONCLUSIONS OF LAW

1. The application for Annexation with a Zoning District Change and Zoning Map Amendment for approximately 10.07 (+/-) acres to be rezoned to 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 Liner Road is consistent with the purpose of the R-6 Zone, and is not detrimental to any of the outright permitted uses or existing special uses in the area.

2. The proposed annexation is consistent with the provisions of the Comprehensive Plan and Zoning Ordinance of the City of Twin Falls, and in particular Sections 10-1-4, 10-1-5, 10-15-1(A) & (B) of the Twin Falls City Code.

3. The proposed use is proper use in the R-6 Zone, subject to the conditions, which are attached as "Exhibit No. A", and incorporated by reference as though fully set forth herein.

4. Public services may not be available at the time of development, depending upon the speed of development of this and other subdivisions and the ability of the City to obtain additional water and/or sewer capacity. Annexation of this property is not a guarantee city utilities are available. A will-serve letter will be issued upon review and approval for a final plat and/or a phase of a final plat.

5. The application for Annexation with a Zoning District Change and Zoning Map Amendment for approximately 10.07 (+/-) acres to be rezoned to 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 Liner Road should be granted, subject to all applicable requirements of the Zoning Ordinance, Adopted Standard Drawings and City code of the City of Twin Falls, and incorporated by reference as though fully set forth herein.

Based on the foregoing Conclusions of Law, the Twin Falls City Council hereby enters the following

DECISION

1. The application for Annexation with a Zoning District Change and Zoning Map Amendment for approximately 10.07 (+/-) acres to be rezoned to R-4 CRO for the property within the Canyon Rim Overlay, and R-6 for that part of the property located south of the Canyon Rim Overlay, 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 Liner Road is hereby granted, as presented.

2. The applicant shall comply with all applicable requirements of the Adopted Standard Drawings, the Zoning Ordinance, and the City Code of the City of Twin Falls and incorporated by reference as though fully set forth herein.

MAYOR - TWIN FALLS CITY COUNCIL

DATE

APPLICATION # 2865



BEFORE THE CITY COUNCIL OF THE CITY OF TWIN FALLS

In Re:	)	
	)	
<u>Final Plat</u> Application,	)	FINDINGS OF FACT,
	)	
<u>Ricki Lezamiz Commercial Subdivision</u>	)	
<u>c/o Sid Lezamiz</u>	)	CONCLUSIONS OF LAW,
Applicant(s).	)	
	)	AND DECISION

This matter having come before the City Council of the City of Twin Falls, Idaho on July 24, 2017 for consideration of the final plat of the Ricki Lezamiz Commercial Subdivision, approximately 1.58 (+/-) acres consisting of 2 lots located at the NW corner of Kimberly Road and Aspenwood Drive (aka 2441 Kimberly Rd), and the City Council having heard testimony from interested parties, having received written Findings from the Planning and Zoning Commission and being fully advised in the matter, now makes the following

FINDINGS OF FACT

1. Applicant has requested approval of the final plat of the Ricki Lezamiz Commercial Subdivision, approximately 1.58 (+/-) acres consisting of 2 lots located at the NW corner of Kimberly Road and Aspenwood Drive (aka 2441 Kimberly Rd)
2. The property in question is zoned C-1 pursuant to the Zoning Ordinance of the City of Twin Falls. The property is designated as Commercial in the duly adopted Comprehensive Plan of the City of Twin Falls.
3. The existing neighboring land uses in the immediate area of this property are: to the north, Residential; to the south, Kimberly Road/Cemetery; to the east, Adventure Motorsports; to the west, Aspenwood Drive/Commercial Daycare/Auto Dealership.
4. The City Engineering Office has reviewed the final plat and has approved the proposed street accesses and public utility extensions, subject to availability of such services at the time of development. The developer will pay all costs of public improvements, including but not limited to streets, curb gutter and sidewalks, sewer, water and pressurized

irrigation systems. The proposed development includes dedication of additional right-of-way in compliance with the Master Street Plan.

Based on the foregoing Findings of Fact and the regulations and standards set forth below, the City Council hereby makes the following

CONCLUSIONS OF LAW

1. The final plat of the Ricki Lezamiz Commercial Subdivision, approximately 1.58 (+/-) acres consisting of 2 lots located at the NW corner of Kimberly Road and Aspenwood Drive (aka 2441 Kimberly Rd) is in conformance with the objectives of the zoning ordinance and the policy for developments in Twin Falls City Code §10-1-4. Specifically, the land can be used safely for building purposes without danger to health or peril from fire, flood or other menace, proper provision has been made for drainage, water sewerage and capital improvements including schools, parks, recreation facilities, transportation facilities and improvements, all existing and proposed public improvements conform to the Comprehensive Plan.

2. The final plat is in conformance with the Comprehensive Plan as required by Twin Falls City Code §10-12-2.3(H)(2)(a).

3. Public services are currently available to accommodate the proposed development, as required by Twin Falls City Code §10-12-2.3(H) (2) (b). Public services may not be available at the time of development, depending upon the speed of development of this and other subdivisions and the ability of the City to obtain additional water and/or sewer capacity.

4. The development of streets, sewer, water, irrigation, dedication of park land and other public improvements at the cost of the developer will not adversely affect any capital improvement plan and will integrate with existing public facilities, as required by Twin Falls City Code §10-12-2.3(H)(2)(c).

5. There is sufficient public financial capability of supporting services for the proposed development, as required by Twin Falls City Code §10-12-2.3(H)(2)(d).

6. There are no other health, safety or environmental problems associated with the proposed development that were brought to the City Council's attention, per Twin Falls City Code §10-12- 2.3(H)(2)(e).

7. The final plat is in conformance with the Preliminary Plat. Based on the foregoing Conclusions of Law, the Twin Falls City Council hereby enters the following

DECISION

The request for approval of the final plat of the Ricki Lezamiz Commercial Subdivision, approximately 1.58 (+/-) acres consisting of 2 lots located at the NW corner of Kimberly Road and Aspenwood Drive (aka 2441 Kimberly Rd) is hereby granted, subject to final technical review by the City Engineer's Office and subject to the conditions which are attached as "Exhibit No. A", and incorporated by reference as though fully set forth herein. The applicant shall comply with all applicable requirements of the Adopted Standard Drawings, the Zoning Ordinance, and the City Code of the City of Twin Falls.

MAYOR - TWIN FALLS CITY COUNCIL

DATE

"EXHIBIT NO. A"

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.



Date: Monday, August 7, 2017
To: Honorable Mayor and City Council
From: Justin Dimond, Sergeant

Request:

Request to approve the 3rd Annual Summer Showdown Car Show to be held Saturday, August 12, 2017, from 8:00 a.m. to 6:00 p.m., at the Twin Falls City Park.

Time Estimate:

Staff requests that this item be placed on the Consent Calendar based on the fact that this is an annual event and that the sponsor of this event has held eleven (11) successful car shows in the Twin Falls City Park for the last several years.

Background:

Organizer Freddy Rodriguez, on behalf of the 3rd Annual Summer Showdown Car Show, is requesting to conduct their car show at the Twin Falls City Park. The park will be used to display approximately 75 to 100 vehicles which will be registered and numbered by Mr. Rodriguez and event staff. Cardboard will be placed under each vehicle in case of fluid leaks. There will be food vendors, but no alcohol will be sold or served by the organizers during this event.

Mr. Rodriguez has sponsored and organized multiple car shows in the past, which have been held at the Twin Falls City Park.

There will be amplified DJ music beginning at 10:00 a.m. and concluding at 6:00 p.m.

The event organizers have secured the necessary Certificate of Liability Insurance. There is an acceptable plan in place for waste needs from the event as well.

Approval Process:

Consent by the Council

Budget Impact:

There is no budget impact to the City of Twin Falls since alcohol will not be served and law enforcement will not be required to provide security at this event. In a review of calls for service from 2016, there were no disturbances requiring Police response.

Regulatory Impact:

N/A

History:

N/A

Analysis:

N/A

Conclusion:

Relevant City Staff members have approved this Special Event Application. Staff recommends that the Council approve the Summer Showdown Car Show application. Twin Falls Police Department Staff requests approval for the on-duty Patrol Supervisor to have the authority to close down the event based on non-compliance of noise complaints from the music or disturbances if they should arise.

Attachments:

None



Date: Monday, August 7, 2017
To: Honorable Mayor and City Council
From: Justin Dimond, Sergeant

Request:

Request to approve the 7th Annual Wings and Things Ultimate Tailgate Challenge to be held Saturday, September 9, 2017, from 4:00 p.m. to 7:00 p.m., at the Twin Falls City Park.

Time Estimate:

Since this is an annual event, Staff recommends that this request be placed on the Consent Calendar.

Background:

Dennis Bowyer, on behalf of the Twin Falls Optimist Club, has submitted a Special Event Application to hold their annual fundraiser, Wings and Things Ultimate Tailgate Challenge. This event will be held in the Twin Falls City Park on Saturday, September 9, 2017, commencing at 4:00 p.m. and concluding at 7:00 p.m.

Alcohol will not be sold or served at this event.

Organizers anticipate 750 attendees throughout the event.

The funds generated through this fundraiser will help the music departments and libraries of middle schools and high schools within the Twin Falls School District.

The Twin Falls Optimist Club has held fundraising events of this nature in past years. The 2016 event did not generate any Police calls for service. Due to the short time frame of this event and a long history of no calls for service, security is not required.

Approval Process:

Consent by the City Council

Budget Impact:

This event will not have any budget implications.

Regulatory Impact:

N/A

History:

N/A

Analysis:

N/A

Conclusion:

This Special Event Application has been approved by several relevant City Staff members and the Twin Falls Police Department Staff. It is recommended that this request be approved by the City Council as presented.

Attachments:

None



Date: Monday, August 7, 2017
To: Honorable Mayor and City Council
From: Justin Dimond, Sergeant

Request:

Request to approve the Twin Falls Public Library's solar eclipse "Sun Block Party" to be held August 21, 2017, from 10:00 a.m. to 12:00 p.m., at the Twin Falls City Park.

Time Estimate:

Due to the time and nature of this event, Staff recommends that this item be placed on the Consent Calendar.

Background:

The Twin Falls Public Library has submitted a Special Event Application for the "Sun Block Party" on August 21, 2017. This event is intended to commemorate the total solar eclipse which will take place on this date.

As a part of a grant, the Twin Falls Public Library has received glasses which will help interested members of the public view the eclipse. Additionally, there will be family-oriented games and activities for members of the community.

The organizers have reserved the southeast portion of the Twin Falls City Park for this activity. In addition, they have requested that Hansen Street East, between 4th Avenue East and 5th Avenue East, be closed during the event to help accommodate the number of people viewing the eclipse. This section of Hansen Street East separates the City Park from the Library.

Approval Process:

Consent of the Council

Budget Impact:

This event will not require security; therefore, there is no budgetary impact.

Regulatory Impact:

N/A

History:

N/A

Analysis:

N/A

Conclusion:

Relevant City Staff members have approved the Special Event Application request. Based on this request and the information provided, Staff recommends that this even be approved.

Attachments:

None



Date: Monday, August 7, 2017
To: Honorable Mayor and City Council
From: Justin Dimond, Sergeant

Request:

Request by Kirby Butler to approve the 37th Annual Door Slammer Softball Tournament and Picnic to be held Saturday, August 19, 2017, at Harmon Park.

Time Estimate:

This event has a long history of positive response from the community and generates no calls for service from the Twin Falls Police Department. Therefore, we are requesting that this item be placed on the Consent Calendar.

Background:

The 37th Annual Door Slammer Softball Tournament and Picnic are scheduled to be held on August 19, 2017, at Harmon Park. The first of approximately 70 games will commence on the evening of Friday, August 18, 2017. The games will continue on Saturday morning, August 19th, at 8:00 a.m. and on Sunday morning, August 20th, at approximately 8:00 a.m. The games will conclude at approximately 10:00 p.m. on Friday and Saturday and will conclude at approximately 5:00 p.m. on Sunday. On Saturday evening, a family barbeque/picnic will begin at approximately 5:00 p.m. and will end at 9:00 p.m. at Harmon Park. Beer will be served during the picnic only. All identifications will be checked and wristbands will be required for those consuming alcohol.

Mr. Butler has arranged to have two (2) Twin Falls County Sheriff's Reserve Deputies present during the picnic/barbeque. A review of the events for the last five years shows no calls for services or disturbances at the park that required a Police response. I have reviewed the application, and, in my opinion, there is an effective plan in place to safely provide food and sports interaction.

Approval Process:

In that this picnic/barbeque is being held in Harmon Park and alcohol will be provided to tournament participants and attendees, consent of the City Council is required.

Budget Impact:

The Council's approval of this request will not impact the City's budget.

Regulatory Impact:

Mr. Butler has arranged to have two (2) Twin Falls County Sheriff's Reserve Deputies present to provide security during the four (4)-hour picnic portion of the tournament.

All relevant Twin Falls Departments have approved the Special Event Application.

History:

N/A

Analysis:

N/A

Conclusion:

The Door Slammer Tournament has been an annual event for the past 36 years. Mr. Butler estimates the attendance at the event at approximately 500 people over the course of the tournament. The Twin Falls Police Department believes this to be a family-friendly event that is safe for the citizens of our community. The Police Department responded to no disturbances or calls for service during last year's Door Slammer and believes that two (2) Twin Falls County Sheriff's Reserve Deputies will be sufficient for security this year as well.

Based on the information provided, Staff recommends that the City Council approve the Special Event Application submitted for the 37th Annual Door Slammer Tournament and Picnic on August 19, 2017.

Attachments:

None



Date: Monday, August 7, 2017
To: Honorable Mayor and City Council
From: Justin Dimond, Sergeant

Request:

Request to hold the "Lighthouse Church In the Park" event, to take place September 10, 2017, from 10:30 a.m. to 1:30 p.m., at the Twin Falls City Park.

Time Estimate:

Due to the location, time and nature of this event, and the fact that this is an annual event, Staff is requesting that this item be placed on the Consent Calendar.

Background:

Ron Heath, representing Lighthouse Church, has submitted a Special Event Application for the 2017 "Lighthouse Church in the Park" event to be held in the Twin Falls City Park on September 10, 2017. The worship service will start at 10:30 a.m. and conclude around 1:30 p.m.

This event will take place primarily on the south side of the park near 4th Avenue East. A temporary stage will be constructed in that area for the worship service. The event is expected to draw an estimated 700 to 800 people. There will be amplified sound in the form of a church worship service, to include speakers and live music.

Following the church service, the Lighthouse Church will host a free community barbeque for attendees and residents of the downtown area. There will be a special invitation to the area refugee community.

The event organizers will be responsible for cleanup within the park and other areas affected by the event. The organizers have made arrangements to utilize their own trash receptacles for waste and cleanup.

Approval Process:

Consent of the Council

Budget Impact:

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

Regulatory Impact:

N/A

History:

N/A

Analysis:

N/A

Conclusion:

Staff recommends that the City Council approve the Special Event Application submitted for the "Lighthouse Church in the Park" event based on the information provided.

Staff recommends that the on-duty Supervisor be given authority to order event organizers to mitigate the sound of amplified music. If the noise complaints become habitual, the Patrol Supervisor shall be granted the authority to order the music to be terminated.

Attachments:

None



Date: Monday, August 7, 2017
To: Honorable Mayor and City Council
From: Troy Vitek, Assistant City Engineer

Request:

Request to approve a Multi-year improvement deferral agreement for Clif Bar development located at 556 Champlin Way South.

Time Estimate:

5 Minutes

Background:

The City of Twin Falls approved construction plans for Clif Bar development with the requirement to install Sidewalk along Champlin road per City code. The owner would like to defer that construction to coincide with their internal sidewalk network to ensure it integrates properly with the planned trail route. Clif has included a detailed letter (attached) of why the deferral is reasonable.

City code section 10-11-1 allows the improvements to be staged over a period not to exceed 3 years if the private improvements exceed 25% of the total cost with the execution of a multi-year deferral request. Staff is in support of this request and it meets City code.

Approval Process:

Budget Impact:

Regulatory Impact:

History:

N/A

Analysis:

N/A

Conclusion:

Staff recommends that the Council accept the deferral and allow the Mayor to sign.

Attachments:

1. Clif Bar Attachments



Richard A. Berger
VP of Engineering, Food Supply
314.795.9233 c
510.280.8137 f
rberger@clifbar.com

1451 SIXTY-SIXTH STREET • EMERYVILLE, CA 94608-1004 • 800 884 5254 • CLIFBAR.COM

July 10th, 2017

Troy Vitek
City Engineer
City of Twin Falls, Idaho

RE: Champlin Road Sidewalk

Dear Troy:

Per M2 zoning requirements, Clif Bar Baking Company of Twin Falls is obligated to install a sidewalk along Champlin Rd. (3300), an arterial running north-south along our east property line. This is a building permit requirement as identified on the approved construction plans and needs to be completed in order to finalize our occupancy.

The purpose of this letter and the attached signed Agreement is to request deferral on the construction of this improvement until July 10th, 2020 at the latest. The bases for this request include:

1. Ensuring the sidewalk integrates properly with the planned trail on our property, design of which will commence by 2019 and construction of which will be completed by 2020. Constructing the sidewalk now would risk throwaway costs if it doesn't end up tying in with the future internal trail.
2. Minimal community need. Although we recognize Clif Bar to be a popular destination for employees and the community, we'll see a greater community need for this sidewalk when the pedestrian infrastructure throughout the Twin Falls area further develops.
3. Financial hurdles. The estimated costs of the sidewalk would exceed 25% of the overall cost of the internal trail improvement and place undue financial stress on our Company.

I am prepared to present our request to the next City Council Meeting if needed. Please let me know next steps and dates, Troy, thank you.

Sincerely,

Rich Berger
VP of Engineering, Food Supply
Clif Bar & Company

Attach: Multi-Year Deferral Agreement, Site Plan w/ Requirement Circled, Warranty Deed

Cc: Lane Daley, Jeb Sloan, Marjorie Goux, Dale Ducommun, Clif Bar & Company
Jackie Fields, City of Twin Falls
Erik Holinka, Mike Stock, Stock Construction

MULIT-YEAR IMPROVEMENT DEFERRAL AGREEMENT

This Agreement made and entered into this _____ day of _____, 20____, by and between the CITY OF TWIN FALLS, State of Idaho, a municipal corporation, hereinafter called "City", and CLIF BAR BAKING COMPANY OF TWIN FALLS, LLC, hereinafter called "Developer", for the purpose of construction certain improvements on property sought to be developed.

WHEREAS, Developer certifies that he is owner in fee simple or the authorized agent of the owner in fee simple of the following described real property: Clif Bar Baking Company of Twin Falls, 556 Champlin Way South, Twin Falls, ID 83301; and,

WHEREAS, there is attached hereto and incorporated herein as if the same were set out in full, a certified copy of the deed to the above described real property, marked Exhibit 'A', showing ownership of said real property to be in Developer, or, as the case may be, there is attached hereto and incorporated herein as if the same were set out in full, a copy of the deed to the above-described real property showing ownership in fee simple in someone other than Developer together with a notarized authorization, signed by the real property owner, authorizing Developer to act on behalf of said real property owner; and

WHEREAS, Developer desires to develop said real property in the following manner: industrial manufacturing & shipping facility, zoned M2; and,

WHEREAS, the Developer is obligated to construct certain improvements pursuant to Title 10, Chapter 11 of the Twin Falls City Code; and,

WHEREAS, the City is authorized, pursuant to Twin Falls City Code Section 10-11-1 to defer said improvements for a period not to exceed three (3) years when the cost of the required improvements exceed twenty-five percent (25%) of the cost of the proposed private improvements; and,

WHEREAS, the City Council on _____ agreed to defer construction of the aforementioned improvements,

WITNESSETH, that for and in consideration of the mutual promises, conditions, and covenants contained herein, the parties agree as follows:

I.

City agrees: 1) defer construction of public sidewalk along Champlin Road as identified on the approved construction plans until July 10th, 2020.

II.

Developer agrees to: 1) Complete construction of the above-listed improvements on the real property described above by the above-listed dates.

III.

Developer further agrees that in the event that Developer fails to complete the aforementioned construction, the City may complete the construction at the City's expense and may file a lien against the aforementioned property for expenses incurred by the City in said construction.

IV.

Developer agrees to pay the total actual cost of all materials, labor and equipment necessary to completely construct all of improvements required herein and to construct or contract for the construction of all such improvements.

V.

Developer agrees to request in writing that the City Engineer and any other required department of the City make the following inspections and to not proceed with construction until the required inspection is complete and the work has been

approved in writing by the City Engineer or his authorized inspector. All such inspections shall be scheduled fifteen (15) days prior to beginning work and the request for an inspection shall be made one working day before the required inspection. Developer agrees to pay all costs resulting from his failure to properly schedule and request a required inspection or from proceeding with work before receiving approval to proceed. Developer agrees to remove or correct any rejected, unapproved or defective work or materials, all as required by the City Engineer.

Required inspections shall include: 1) approval of all materials before inspection; 2) approval of forms and gravel base before pouring any concrete curb-gutter or sidewalk; and 3) approval of all finished improvements.

VI.

The Developer agrees to: 1) allow the City full and complete access to the construction; 2) provide all materials necessary to conduct all tests; and 3) provide the equipment and perform or have performed any testing of manufactured materials required by the City Engineer.

VII.

Developer agrees to obtain any necessary permits from the Twin falls Highway District or the State of Idaho Department of Highways prior to constructing improvements on their respective rights-of-way if said permits are required by the aforementioned agencies. A certified copy of said permit or the original of said permit shall be submitted to the City prior to beginning construction thereon.

This Agreement shall be recorded and shall bind the parties hereto, their heirs, successors in interest, and lawful assigns.

In the event of a breach of this Agreement, or should legal action of any kind be taken to enforce the provisions hereof, the prevailing party shall be entitled to reasonable attorney fees and costs awarded by the Court.

CITY OF TWIN FALLS, IDAHO

BY _____
Mayor

DEVELOPER

RJR

*Chief Financial Officer of Clif Bar & Company, Sole
Member of Clif Bar Baking Company of Twin Falls, LLC*

STATE OF IDAHO

On this _____ day of _____,
20____, before me a notary public in
and for said State, personally
appeared

known to me to be the person who
name subscribed to the within
instrument, and acknowledged to me
that _____ executed the
same.

Notary Public
Residing at Twin Falls, Idaho

STATE OF IDAHO

On this _____ day of _____,
20____, before me a notary public in
and for said State, personally
appeared

known to me to be the person who
name subscribed to the within
instrument, and acknowledged to me
that _____ executed the
same.

Notary Public
Residing at Twin Falls, Idaho

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

CIVIL CODE § 1189

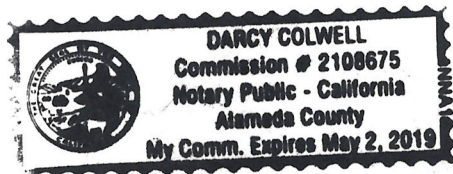
A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)
 County of Alameda)
 On July 10, 2017 before me, Darcy Colwell, Notary Public,
 Date Here Insert Name and Title of the Officer
 personally appeared Richard Boragno
 Name(s) of Signer(s)

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.



Signature Darcy Colwell
 Signature of Notary Public

Place Notary Seal Above

OPTIONAL

Though this section is optional, completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

Description of Attached Document

Title or Type of Document: _____ Document Date: _____

Number of Pages: _____ Signer(s) Other Than Named Above: _____

Capacity(ies) Claimed by Signer(s)

Signer's Name: _____

☐ Corporate Officer — Title(s): _____

☐ Partner — ☐ Limited ☐ General

☐ Individual ☐ Attorney in Fact

☐ Trustee ☐ Guardian or Conservator

☐ Other: _____

Signer Is Representing: _____

Signer's Name: _____

☐ Corporate Officer — Title(s): _____

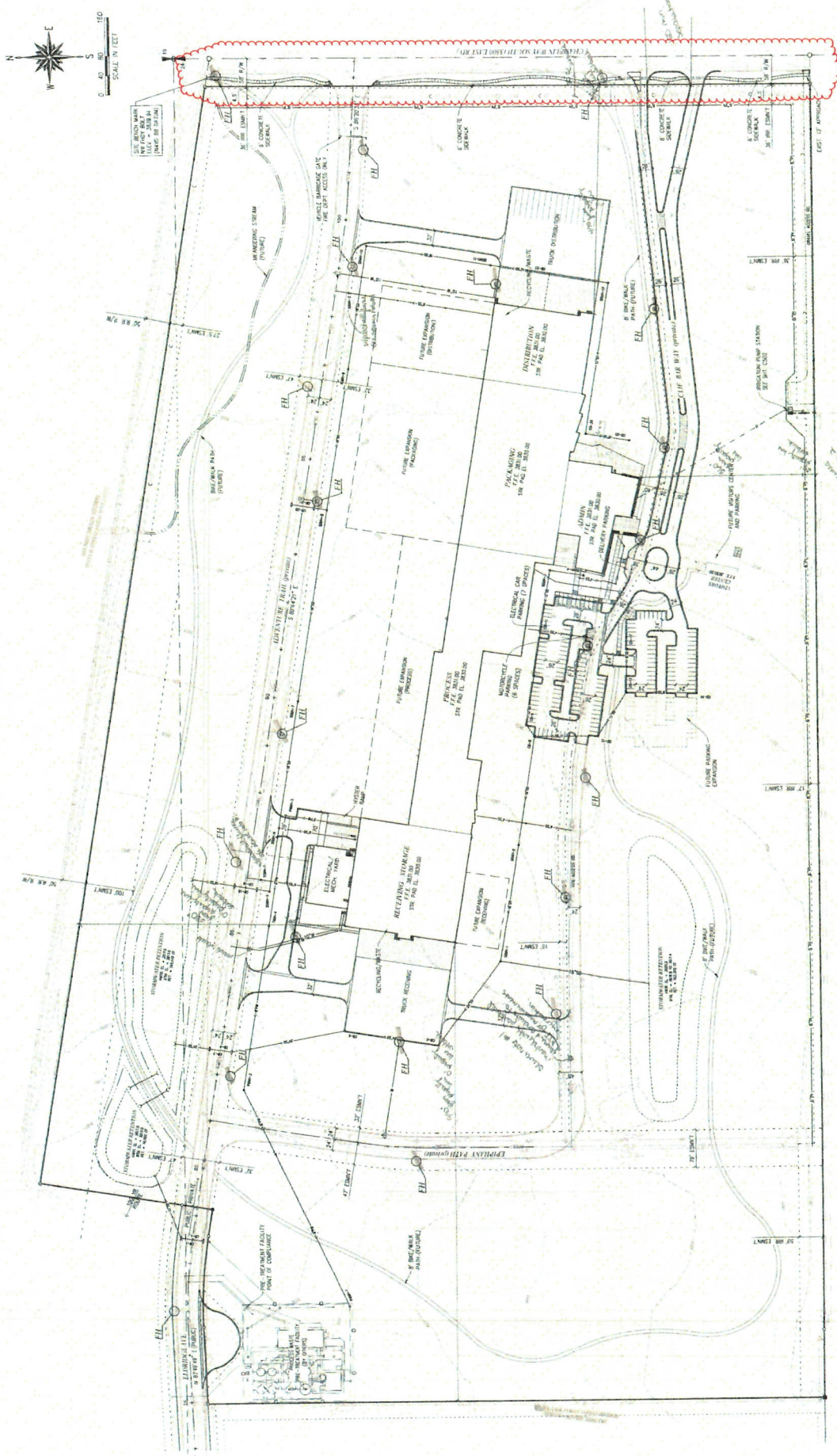
☐ Partner — ☐ Limited ☐ General

☐ Individual ☐ Attorney in Fact

☐ Trustee ☐ Guardian or Conservator

☐ Other: _____

Signer Is Representing: _____



Stormwater Calculations:

Area	Area (sq ft)	Runoff Coefficient (C)	Runoff Volume (cu ft)
Roof	10,000	0.90	9,000
Paved	20,000	0.80	16,000
Grass	30,000	0.30	9,000
Other	10,000	0.10	1,000
Total	70,000		35,000

Parking Analysis:

Category	Spaces	Access	Notes
Employee	100	10	
Visitor	50	5	
Truck	20	2	
Other	10	1	
Total	180	18	

After recording, please return to:

Givens Pursley LLP
601 N. Bannock Street
Boise, ID 83702
Attn: Deborah Nelson

TWIN FALLS COUNTY

Recorded for:

TWIN FALLS, CITY OF
2:31:38 PM 04-02-2015

2015-004981

No. Pages: 4 Fee: \$
KRISTINA GLASCOCK
County Clerk
Deputy: BHUNTER

WARRANTY DEED

FOR VALUE RECEIVED, The Urban Renewal Agency of the City of Twin Falls, a body politic, the Grantor, does hereby GRANT, CONVEY AND WARRANT unto Clif Bar Baking Company of Twin Falls, LLC, a California limited liability company, Grantee, whose address is 1451 66th Street, Emeryville, CA 94608, the following described real property in Twin Falls County, Idaho, described on the attached Exhibit A, which exhibit is made a part hereof, together with all other easements, water and water rights, ditches and ditch rights and all other appurtenances and hereditaments benefiting such real property (the "Property").

TO HAVE AND TO HOLD said Property, unto the said Grantee and to the Grantee's successors and assigns forever. The Grantor, for itself, its successors and assigns, does hereby covenant to and with the said Grantee, that the Grantor is the owner in fee simple of said Property; that the Property is free from all encumbrances, except those matters shown on Exhibit B, that Grantee, its successors and assigns shall be entitled to the quiet and peaceable possession of said Property; and that Grantor will warrant and defend, including attorneys' fees, the same forever from all other lawful claims whatsoever.

IN WITNESS WHEREOF, the undersigned has caused its name to be hereunto subscribed this 2nd day of April 2015.

GRANTOR:

The Urban Renewal Agency of the City of Twin Falls

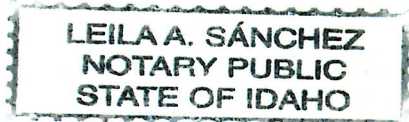


By: Daniel Brizee
Its: Vice Chairman

STATE OF IDAHO)
) ss.
County of Twin Falls)

On this 2nd day of April, in the year 2015, before me, the undersigned, a Notary Public in and for said State, personally appeared Daniel Brizee, known or identified to me to be the Vice Chairman of The Urban Renewal Agency of the City of Twin Falls that executed the instrument or the person who executed the instrument on behalf of said agency, and acknowledged to me that such agency executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year in this certificate first above written.



Leila A. Sanchez
Notary Public for Twin Falls
Residing at: Idaho
My commission expires: 5-18-2018

EXHIBIT A

A parcel of land being a portion of "Jayco Subdivision," according to the plat thereof recorded as Instrument No. 2007-023302 records of Twin Falls County, Idaho, as Vacated by City of Twin Falls Ordinance No. 3083 dated December 22, 2014 and recorded January 06, 2015 as Instrument No. 2015-000160 records of Twin Falls County, Idaho, located in Section 24, Township 10 South, Range 17 East, Boise Meridian, Twin Falls County, Idaho, being more particularly described as follows:

Commencing at the Northeast corner of Lot 4, Block 2, of "Jayco Subdivision" and being the REAL POINT OF BEGINNING;
Thence South 00°30'21" West 1253.98 feet to the Southeast corner of Lot 4, Block 4 of "Jayco Subdivision";
Thence North 89°51'36" West 2600.23 feet along the South boundary of "Jayco Subdivision";
Thence North 89°49'03" West 148.93 feet along the South boundary of "Jayco Subdivision" to the Southwest corner of Lot 4, Block 1.;
Thence North 00°00'00" East 1277.50 feet along the East boundary of Lot 1, Block 1, to the Northeast corner thereof;
Thence North 87°49'49" East 168.24 feet along the North boundary of Lot 2, Block 1;
Thence along the North boundary of Lot 2, Block 1, on an arc of 193.12 feet of a curve to the right with a radius of 968.00 feet, a central angle of 11°25'50" and a chord of 192.80 feet that bears S 86°27'16" E;
Thence South 80°44'21" East 55.74 feet along the North boundary of Lot 2, Block 1;
Thence North 09°15'39" East 64.00 feet to the Southwest corner of Lot 2, Block 2, of said subdivision;
Thence North 09°15'39" East 297.66 feet along the Westerly boundary of said Lot 2, Block 2 to the Northwest corner thereof;
Thence South 80°44'21" East 2316.66 feet along the North boundary of "Jayco Subdivision," to the REAL POINT OF BEGINNING.

EXHIBIT B

Exceptions to title

1. (a) Unpatented mining claims; (b) reservations or exceptions in patents or in Acts authorizing the issuance thereof; (c) Indian treaty or aboriginal rights, including, but not limited to, easements or equitable servitudes; or, (d) water rights, claims or title to water, whether or not the matters excepted under (a), (b), (c) or (d) are shown by the public records.
2. Taxes for 2015 and subsequent years, a lien, but not yet due or payable.
3. Levies and assessments of the Twin Falls Canal Company Irrigation District, and the rights, powers and easements of said district as by law provided.
4. Right of way for ditches, tunnels, telephone and distribution lines constructed by authority of the United States, as granted to the United States under the provisions of Section 58-604 Idaho Code.
5. Easements to the Twin Falls Canal Company for the use and maintenance of the irrigation laterals and ditches that lie within the boundaries of the before described parcel.
6. An easement for the purpose shown below and rights incidental thereto as set forth in a document:
Granted To: City of Twin Falls, Idaho
Purpose: Perpetual Water Line Easement
Recorded: June 28, 2011
Instrument No.: 2011-012045
7. An easement for the purpose shown below and rights incidental thereto as set forth in a document:
Granted To: The City of Twin Falls
Purpose: Installation, operation, maintenance, repair, and/or replacement of water lines, sewer lines, and public utilities
Recorded: October 14, 2014
Instrument No.: 2014-017295
8. An easement for the purpose shown below and rights incidental thereto as set forth in a document:
Granted To: The City of Twin Falls
Purpose: Installation, operation, maintenance, repair, and/or replacement of water lines, sewer lines, and public utilities
Recorded: October 14, 2014
Instrument No.: 2014-017296



Public Hearing: **MONDAY AUGUST 07, 2016**

To: Honorable Mayor and City Council

From: Rene'e V Carraway-Johnson, Zoning & Development Manager

ITEM

Request: Request for consideration of the **Final Plat** for Canyon Village Office Condominium No. 1, a PUD, consisting of 1 lot with 3 professional units located on Lot 3, Block 4 Canyon Village Sub No 2, a PUD north and west of Village Park Avenue and Eastland Drive North. c/o EHM Engineers, Inc. on behalf of Tony Hughes/Stone Creek Construction, LLC

Time Estimate:

There is no presentation on this request unless the City Council wishes to remove the item from the Consent Calendar for discussion.

Background:

Applicant:	Status: Owner	Size: .63 +/- Acres
Tony Hughes Stone Creek Construction, LLC PO Box 2345 Twin Falls, Idaho 83303-2345 208-731-0551 Tony.stonecreek@gmail.com	Current Zoning: Canyon Village PUD; C-1 PUD; Urban Village/Urban Infill Development	Requested Zoning: Approval of a final plat for Canyon Village Office Condominium No 1
	Comprehensive Plan: Urban Village/Infill	Lot Count: 1 lot, 3 units
	Existing Land Use: under development	Proposed Land Use: condominium office building
Representative:	Zoning Designations & Surrounding Land Use(s)	
EHM Engineers Dave Thibault 621 N College Rd #100 Twin Falls 83301 208-734-4888 dthibault@ehminc.com	North: C-1 PUD, Undeveloped	East: Eastland Drive N; The Preserve PUD-R-2 and NCO; Undeveloped Agricultural
	South: Cheney Drive East; R-1 VAR, Residential	West: R-4 and R-1 VAR-Eastpark PUD, Undeveloped Agricultural
	Applicable Regulations: 10-1-4, 10-1-5, 10-12-1 through 4; Canyon Village PUD #270	

Approval Process:

As per Twin Falls City Code 10-12-2.4 Action on Final Plat:

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

1. The regulations and standards used in evaluating the application;
2. The reasons for approval or denial; and
3. The actions, if any, that the applicant could take to obtain approval. (Ord. 2012, 7-6-1981)

The Council may approve, conditionally approve, deny or table for additional information when acting on the final plat. If tabled, approval or denial shall occur at the regular meeting following the meeting at which the plat is first considered by the Council. The action and the reasons for such action shall be stated in writing by the Administrator and forwarded to the applicant.

Budget Impact:

Approval of a final plat will allow property to be developed. Development could have an 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 property is Zoned Canyon Village C-1 PUD. This Zoning designation took place in 2014 and 2015. This zoning change went through multiple public hearings with the Planning and Zoning Commission and the City Council. The PUD Master Development Plan was approved as a mixed-use development, see Attachments. The Canyon Village PUD has been developing in compliance with the PUD Agreement and city code. Canyon Village Subdivision No 1- a PUD, was recorded in March 2015. Canyon Village Subdivision No. 2-a PUD, was recorded in August 2016. The Preliminary Plat for Canyon Village Subdivision No. 3- a PUD, was approved by the commission in Oct 2016. As of today, a final plat has not been submitted.

Analysis:

The request is for approval of the final plat of the Canyon Village Office Condominiums No 1, a PUD. This site is zoned C-1 PUD, includes 1 building showing 3 platted unit spaces on Lot 3, Block 4 of the Canyon Village Subdivision No 2, a PUD. The Canyon Village PUD has a total of 40 acres. Phase 1 & 2 are platted and under development. This condominium plat is located on one lot within Canyon Village Subdivision No. 2.

Only after a final plat has been approved by the City Council and construction plans approved, may the plat be recorded and lots/units sold for development/occupancy.

This request is in conformance with the Comprehensive Plan, The Canyon Village PUD Agreement and required site improvements found in Twin Falls City Code.

Conclusion:

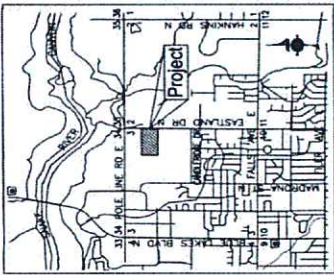
Staff recommends the Council approve the final plat of the Canyon Village Office Condominium No. 1, a PUD, as presented, and subject to the following condition:

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. Canyon Village Subdivision No 2, Final Plat
2. Canyon Village Office Condominiums No 1, Final Plat
3. Aerial Vicinity Map
4. Canyon Village PUD Master Plan

CANYON VILLAGE
SUBDIVISION NO. 2, a PUD
 A Re-Subdivision and
 Re-Numbering of a Portion of
 Lot 2, Block 1 & Lot 1, Block 2
CANYON VILLAGE
 SUBDIVISION, a PUD
 Located In
 Gov't Lot 1, Section 3
 Township 10 South, Range 17
 East Boise Meridian
 Twin Falls County, Idaho
 2016

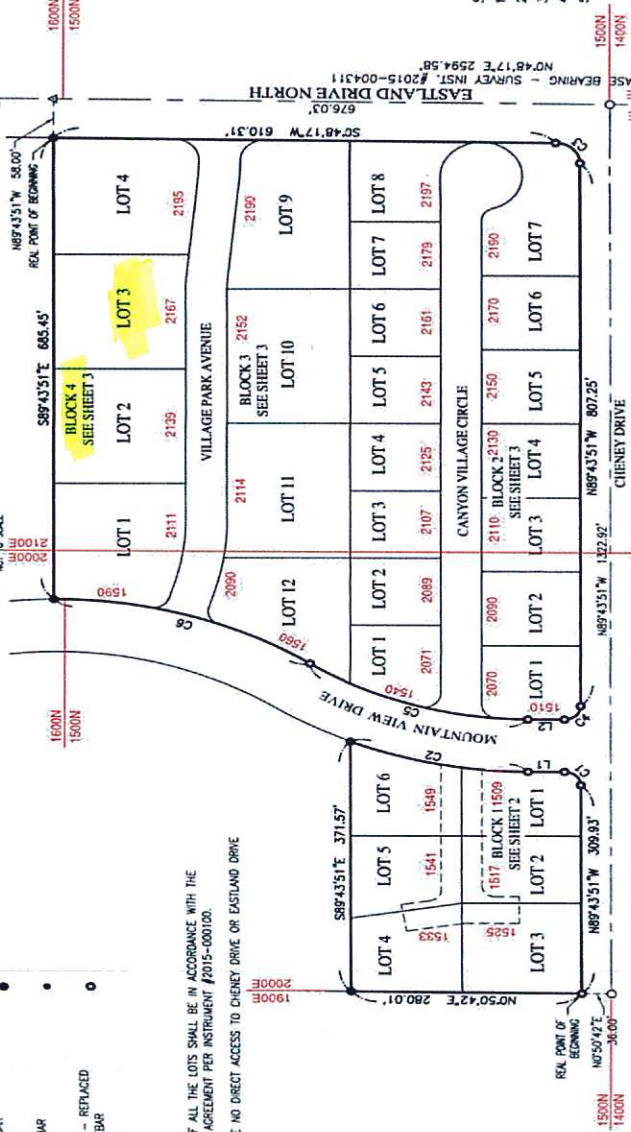


Legend

- SURVEY BOUNDARY LINE
- SECTION LINE
- - - EASEMENT LINE (SEE EASEMENT TABLE)
- - - ADJACENT PROPERTY LINE
- CENTRELINE OF STREET
- LOT LINE
- △ CALCULATED POINT (NOT SET)
- FOUND 5/8" REBAR (AS NOTED)
- FOUND 1/2" REBAR (AS NOTED)
- SET 5/8" x 24" REBAR & CAP - LS 10110
- SET 1/2" x 24" REBAR & CAP - LS 10110
- FOUND 1/2" REBAR - REFRACTED WITH 5/8" x 24" REBAR & CAP - LS 10110

Notes:

1. DEVELOPMENT OF ALL THE LOTS SHALL BE IN ACCORDANCE WITH THE APPROVED PUD AGREEMENT PER INSTRUMENT #2015-000100.
2. THERE SHALL BE NO DIRECT ACCESS TO CHENEY DRIVE OR EASTLAND DRIVE NORTH.



Sheet Index

Sheet Number	Sheet Title
1 OF 5	SUBDIVISION BOUNDARY
2 OF 5	BLOCK 1, LINE & CURVE DATA
3 OF 5	BLOCK 2, BLOCK 3 & BLOCK 4
4 OF 5	CERTIFICATE OF OWNERS
5 OF 5	ACKNOWLEDGEMENTS

Survey References

- #2014-004337
- #2008-014492
- #2000-020025
- PLAT - CANYON VILLAGE
- SUBDIVISION #2015-004311

Easement Table

- (A) EXISTING 15' WIDE UTILITY, IRRIGATION, SIDEWALK AND DRAINAGE EASEMENT
- (B) EXISTING 15' WIDE DRAINAGE EASEMENT
- (C) 15' WIDE UTILITY EASEMENT
- (D) DRAIN TILE EASEMENT
- (E) SANITARY SINKER AND STORM DRAIN EASEMENT
- (F) STORM DRAINAGE RETENTION EASEMENT
- (G) PRIVATE ACCESS, DRAINAGE AND UTILITY EASEMENT

Health Certificate

"SANITARY RESTRICTIONS AS REQUIRED BY IDAHO CODE TITLE 50, CHAPTER 13, HAVE BEEN SATISFIED BASED ON THE STATE OF IDAHO, DEPARTMENT OF ENVIRONMENTAL QUALITY (DEQ) APPROVAL OF THE DESIGN PLANS AND SPECIFICATIONS AND THE CONDITIONS IMPOSED ON THE DEVELOPER FOR CONTINUED SATISFACTION OF SANITARY RESTRICTIONS. BUYER IS CAUTIONED AT THE TIME OF THIS APPROVAL, NO DRINKING WATER OR SEWER/SEPTIC FACILITIES WERE CONSTRUCTED. BUILDING CONSTRUCTION CAN BE ALLOWED WITH APPROPRIATE BUILDING PERMITS IF DRINKING WATER OR SEWER FACILITIES HAVE SINCE BEEN CONSTRUCTED OR IF THE DEVELOPER IS SIMULTANEOUSLY CONSTRUCTING THOSE FACILITIES. IF THE DEVELOPER FAILS TO CONSTRUCT FACILITIES OR IF THE DEVELOPER DOES NOT OBTAIN A HEALTH CERTIFICATE, THE DEVELOPER SHALL BE RESPONSIBLE FOR THE CONSTRUCTION OF ANY BUILDING OR SHED REQUIRING DRINKING WATER OR SEWER/SEPTIC FACILITIES SHALL BE ALLOWED."

DATE: 8/18/16

DISTRICT HEALTH DEPARTMENT, DHS

EHM Engineers, Inc.



TWIN FALLS COUNTY
 ENGINEERS
 4003 JEFFERSON BLVD.
 2016-014585
 No. 2016-014585
 KRISTINA GLASCOCK
 County Clerk
 Deputy: BILLY NETER

NOTES:

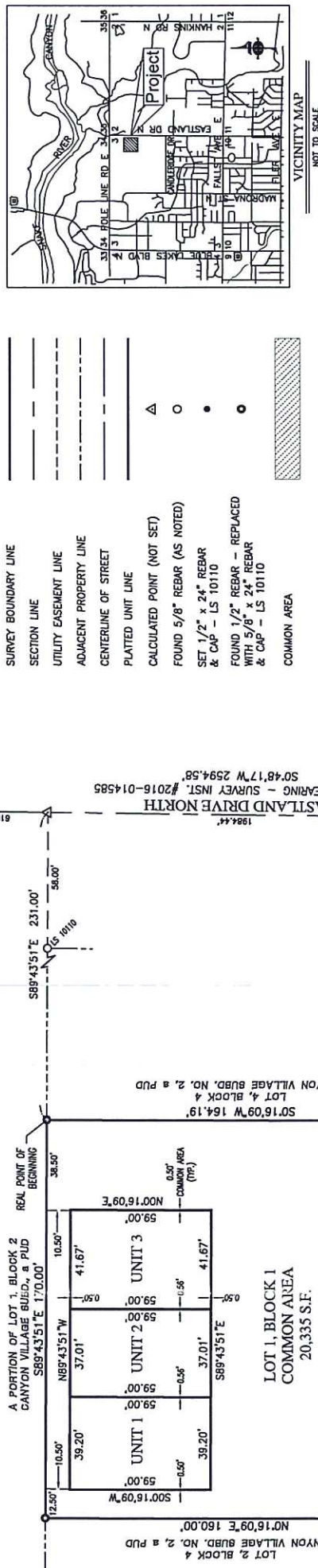
- THIS PLAT IS SUBJECT TO THE CONDOMINIUM PROJECT ACT, TITLE 55, CHAPTER 15, IDAHO CODE.
- THE COMMON AREAS ARE OWNED BY THE OWNERS OF THE CONDOMINIUMS UNITS AS THEIR INTERESTS APPEAR AND ARE SET FORTH IN THE DECLARATIONS PURSUANT TO IDAHO STATE CODE 55-1505(1)(C).
- UNIT DIMENSIONS ARE THE INTERIOR WALL LINES.
- ALL UNIT LINES ARE PARALLEL AND PERPENDICULAR UNLESS OTHERWISE NOTED. THE SURVEY TIES TO THE BUILDING SHOWN ON PLAT IS TO THE INSIDE FACE OF THE WALL.
- IN INTERPRETING THE DECLARATION, PLATS AND DEEDS, THE EXISTING PHYSICAL BOUNDARIES OF THE UNIT AS ORIGINALLY CONSTRUCTED OR AS RECONSTRUCTED IN LIEU THEREOF SHALL BE CONCLUSIVELY PRESUMED TO BE ITS BOUNDARIES RATHER THAN THE METES AND BOUNDS EXPRESSED OR DEPICTED IN THE DECLARATION, PLAT OR DEEDS. CONVEYANCES OR EASEMENTS OF THE UNIT OR ANY PART THEREOF SHALL BE CONCLUSIVE OF THE BOUNDARIES OF THE UNIT UNLESS THE DECLARATION, PLATS OR DEEDS.
- THE DECLARATION IS SUBJECT TO EASEMENTS, RIGHTS OF WAY, DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS FOR CANYON VILLAGE SUBDIVISION NO. 2, RECORDED AS INST. NO. 2016-014586, RECORDS OF TWIN FALLS COUNTY.
- THE UNITS ARE DEFINED AND THIS PLAT IS SUBJECT TO THE DECLARATION OF CONDOMINIUM FOR CANYON VILLAGE OFFICE CONDOMINIUMS NO. 1, RECORDED AS INST. NO. _____, RECORDS OF TWIN FALLS COUNTY.

Line Table

LINE #	BEARING	DISTANCE
L1	N84°03'00"W	33.68'

Curve Table

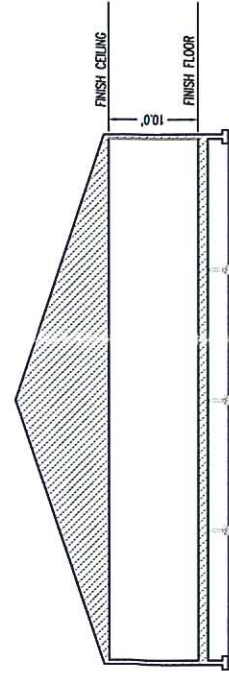
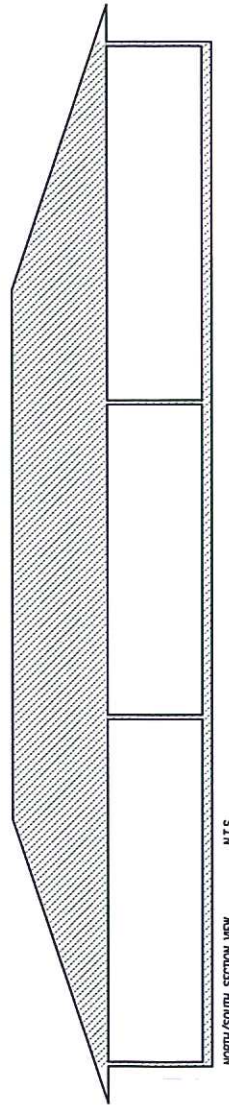
CURVE #	DELTA	RADIUS	ARC	CHORD	TANGENT	CHORD BRG
C1	5°40'51"	175.00'	17.35'	17.34'	8.68'	N86°53'25"W



Health Certificate

"SANITARY RESTRICTIONS AS REQUIRED BY IDAHO CODE TITLE 50, CHAPTER 13, HAVE BEEN SATISFIED BASED ON THE STATE OF IDAHO, DEPARTMENT OF ENVIRONMENTAL QUALITY (DEQ) APPROVAL OF THE DESIGN PLANS AND SPECIFICATIONS AND THE CONDITIONS IMPOSED ON THE DEVELOPER FOR CONTINUED SATISFACTION OF SANITARY RESTRICTIONS. BUYER IS CAUTIONED AT THE TIME OF THIS APPROVAL, NO DRINKING WATER OR SEWER/SEPTIC FACILITIES WERE CONSTRUCTED. BUILDING CONSTRUCTION CAN BE ALLOWED WITH APPROPRIATE BUILDING PERMITS IF DRINKING WATER OR SEWER FACILITIES HAVE SINCE BEEN CONSTRUCTED OR IF THE DEVELOPER IS SIMULTANEOUSLY CONSTRUCTING THOSE FACILITIES. IF THE DEVELOPER FAILS TO CONSTRUCT FACILITIES OR MEET OTHER CONDITIONS OF DEQ, THEN SANITARY RESTRICTIONS MAY BE RE-IMPOSED, IN ACCORDANCE WITH SECTION 50-1326, IDAHO CODE, BY THE ISSUANCE OF A CERTIFICATE OF DISAPPROVAL, AND NO CONSTRUCTION OF ANY BUILDING OR SHELTER REQUIRING DRINKING WATER OR SEWER/SEPTIC FACILITIES SHALL BE ALLOWED."

DISTRICT HEALTH DEPARTMENT, EHS DATE: _____



CERTIFICATE

OF

OWNERS

THIS IS TO CERTIFY THAT THE UNDERSIGNED IS THE OWNER OR REPRESENTATIVE OF THE OWNERS IN FEE SIMPLE OF THE FOLLOWING DESCRIBED PROPERTY, BEING ALL OF LOT 3, BLOCK 4 AS SHOWN ON THAT CERTAIN PLAT ENTITLED "CANYON VILLAGE SUBDIVISION NO. 2, A PUD," RECORDED AUGUST 19, 2016, AS INSTRUMENT NO. 2016-014585, OF OFFICIAL RECORDS, IN THE OFFICE OF THE COUNTY RECORDER OF TWIN FALLS COUNTY, LOCATED IN A PORTION OF GOVERNMENT LOT 1, SECTION 3, TOWNSHIP 10 SOUTH, RANGE 17 EAST, BOISE MERIDIAN, TWIN FALLS COUNTY, IDAHO; SAID PROPERTY BEING MORE SPECIFICALLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHEAST CORNER OF SAID LOT 3, BLOCK 4 AND BEING THE REAL POINT OF BEGINNING;
THENCE, SOUTH 00°16'09" WEST 164.19 FEET ALONG THE EAST BOUNDARY OF SAID LOT 3, BLOCK 4 TO THE SOUTHEAST CORNER THEREOF;
THENCE, NORTH 84°03'00" WEST 33.68 FEET ALONG THE SOUTH BOUNDARY OF SAID LOT 3, BLOCK 4;
THENCE, CONTINUING ALONG SAID SOUTH BOUNDARY, ALONG THE ARC OF A TANGENT 175.00 FOOT RADIUS CURVE TO THE LEFT, THROUGH A CENTRAL ANGLE OF 05°40'51", AN ARC DISTANCE OF 17.35 FEET AND A CHORD DISTANCE OF 17.34 FEET THAT BEARS NORTH 86°53'28" WEST;
THENCE, CONTINUING ALONG SAID SOUTH BOUNDARY, NORTH 89°43'51" WEST 119.16 FEET TO THE SOUTHWEST CORNER THEREOF;
THENCE, SOUTH 00°16'09" EAST 160.00 FEET ALONG THE WEST BOUNDARY OF SAID LOT 3, BLOCK 4 TO THE NORTHWEST CORNER THEREOF;
THENCE, SOUTH 89°43'51" EAST 170.00 FEET ALONG THE NORTH BOUNDARY OF SAID LOT 3, BLOCK 4 TO SAID REAL POINT OF BEGINNING.

THE GROSS AREA CONTAINED IN THIS PLATTED LAND AS DESCRIBED IS 27,290 SQUARE FEET.

IT IS THE INTENTION OF THE UNDERSIGNED TO, AND THEY DO HEREBY INCLUDE SAID LAND IN THIS PLAT, THE EASEMENTS INDICATED ON THIS PLAT ARE NOT DEDICATED TO THE PUBLIC, BUT THE RIGHTS TO USE SAID EASEMENTS ARE HEREBY PERPETUALLY RESERVED FOR PUBLIC UTILITIES AND SUCH OTHER USES DESIGNATED ON THIS PLAT, NO STRUCTURE OTHER THAN FOR SUCH UTILITY AND OTHER DESIGNATED PUBLIC USES ARE TO BE ERRECTED WITHIN THE LINES OF SAID EASEMENTS.

PURSUANT TO IDAHO CODE 50-133⁴, WE, THE UNDERSIGNED, AS OWNERS, DO HEREBY STATE THAT THE LOTS ON THIS PLAT ARE ELIGIBLE TO RECEIVE WATER SERVICE FROM THE CITY OF TWIN FALLS MUNICIPAL WATER SYSTEM.

PURSUANT TO IDAHO CODE 31-380², WE, THE UNDERSIGNED, AS OWNERS, DO HEREBY STATE THAT THE IRRIGATION WATER RIGHTS APPURTENANT AND THE ASSESSMENT OBLIGATION OF THE LANDS IN THIS PLAT HAVE NOT BEEN TRANSFERRED FROM SAID LANDS AND THAT A SATISFACTORY IRRIGATION WATER DELIVERY SYSTEM IS PROVIDED FOR AND HAS BEEN APPROVED BY THE TWIN FALLS CITY COUNCIL. LOTS WITHIN THE SUBDIVISION WILL BE ENTITLED TO WATER RIGHTS AND WILL BE OBLIGATED FOR ASSESSMENTS FROM THE IRRIGATION DISTRICT / CANAL COMPANY.

STONE CREEK CONSTRUCTION, LLC, AN IDAHO LIMITED LIABILITY COMPANY

BY: TONY HUGHES, MANAGER

ACKNOWLEDGMENT

STATE OF } ss
COUNTY OF }

ON THIS DAY OF 2017, AT M., BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR SAID STATE, PERSONALLY APPEARED TONY HUGHES, KNOWN OR IDENTIFIED TO ME TO BE A MEMBER OF STONE CREEK CONSTRUCTION, LLC, TO BE THE MEMBER OF THE LIMITED LIABILITY COMPANY THAT EXECUTED THIS CERTIFICATE OR THE PERSON WHO EXECUTED THE CERTIFICATE ON BEHALF OF SAID LIMITED LIABILITY COMPANY, AND ACKNOWLEDGED TO ME THAT SUCH LIMITED LIABILITY COMPANY EXECUTED THE SAME.

NOTARY PUBLIC

RESIDING AT

COMMISSION EXPIRES



CERTIFICATE OF SURVEYOR

THIS IS TO CERTIFY THAT I, CHRISTOPHER S. HARMISON, A PROFESSIONAL LAND SURVEYOR IN THE STATE OF IDAHO, MADE THE SURVEY OF THE LAND DESCRIBED IN THE CERTIFICATE OF OWNER AND THAT THIS PLAT IS A TRUE AND ACCURATE REPRESENTATION OF SAID SURVEY AS MADE AND STAKED UNDER MY SUPERVISION AND ACCURATELY REPRESENTS THE POINTS PLATTED THEREON, AND IS IN CONFORMITY WITH THE STATE OF IDAHO CODE RELATING TO CONDOMINIUM, PLATS AND SURVEYS.



APPROVAL OF CITY COUNCIL

THIS PLAT WAS ACCEPTED AND APPROVED BY THE CITY COUNCIL OF TWIN FALLS, IDAHO AT THEIR MEETING ON THIS _____ DAY OF _____, 2017.

MAYOR

CITY CLERK

APPROVAL OF CITY ENGINEER

I HAVE REVIEWED THE ACCOMPANYING PLAT AND HEREBY CERTIFY THAT IT CONFORMS WITH THE APPLICABLE ORDINANCES OF THE CITY OF TWIN FALLS, IDAHO.

CITY ENGINEER

ATTEST

COUNTY SURVEYOR'S CERTIFICATE

I, GEORGE A. YERON, COUNTY SURVEYOR IN AND FOR TWIN FALLS, IDAHO, DO HEREBY CERTIFY THAT I HAVE CHECKED THIS PLAT AND THAT IT COMPLIES WITH THE STATE OF IDAHO CODE RELATED TO PLATS AND SURVEYS.

GEORGE A. YERON
COUNTY SURVEYOR

DATE

ACKNOWLEDGMENT

STATE OF _____ } ss
COUNTY OF _____ }

ON THIS _____ DAY OF _____, 2017, AT _____, M., BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR SAID STATE, PERSONALLY APPEARED GEORGE A. YERON, PERSONALLY KNOWN OR IDENTIFIED TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE ABOVE CERTIFICATE AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME. IN WITNESS WHEREOF, I HAVE HEREUNTO SET MY HAND AND AFFIXED MY OFFICIAL SEAL THE DAY AND YEAR IN THIS CERTIFICATE FIRST ABOVE WRITTEN.

NOTARY PUBLIC

RESIDING AT

COMMISSION EXPIRES

COUNTY TREASURER'S CERTIFICATE

COUNTY TREASURER IN AND FOR THE COUNTY OF TWIN FALLS, IDAHO PER THE REQUIREMENTS OF IDAHO CODE 50-1308, DO HEREBY CERTIFY THAT ALL COUNTY PROPERTY TAXES DUE FOR THE PROPERTY INCLUDED IN THIS PLAT HAVE BEEN PAID IN FULL. THIS CERTIFICATION IS VALID FOR THE NEXT THIRTY DAYS ONLY.

COUNTY TREASURER

DATE

COUNTY RECORDER'S CERTIFICATE

INSTRUMENT NO. _____
STATE OF IDAHO } ss
COUNTY OF TWIN FALLS }

ON THIS _____ DAY OF _____, 2017, AT _____, M., THE FOREGOING PLAT WAS FILED FOR RECORD IN THE OFFICE OF THE RECORDER OF TWIN FALLS COUNTY, IDAHO AND DULY RECORDED IN PLAT BOOK _____, ON PAGE _____.

DEPUTY

EX-OFFICIO RECORDER



Aerial Photo Map Reference Only

POLE LINE RD E

POLE LINE RD E

Canyon Village #3

Canyon Village #1
Previously Recorded

Canyon Village #2
Previously Recorded

EASTLAND DR N

VILLAGE PARK AVENUE

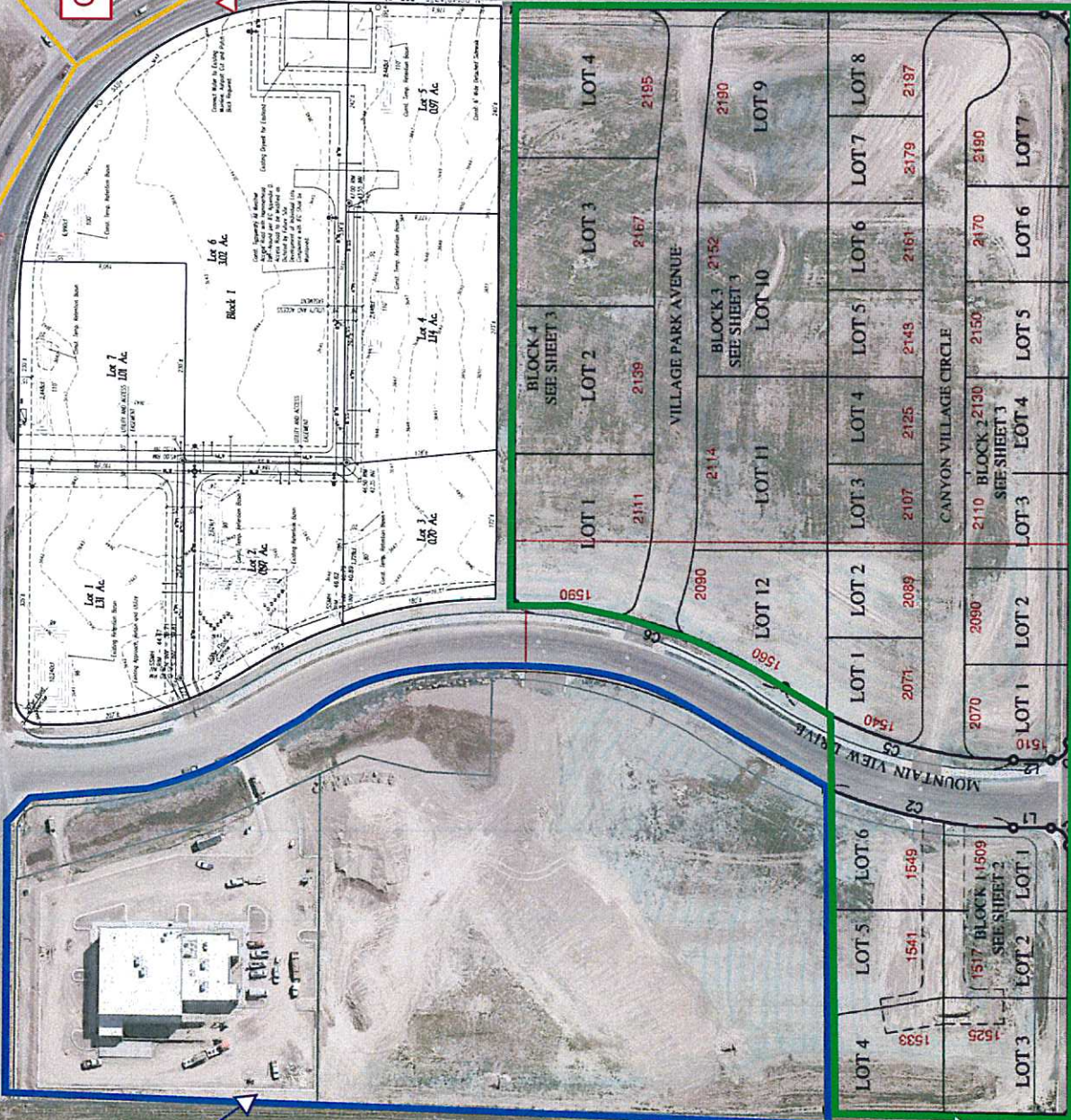
CANYON VILLAGE CIRCLE

400 Feet DR

200

0

Aerial Photo - April 2016





Date: Monday, August 7, 2017
To: Honorable Mayor and City Council
From: Matt Hicks, Employee Recognition Committee

Request:

Presentation of value awards to several City Employees by the Employee Recognition Committee.

Time Estimate:

Staff presentation will take approximately fifteen (15) minutes.

Background:

Purpose and Scope

In an effort to publicly recognize outstanding acts of public service performed by its employees, the City of Twin Falls has developed a formal award recognition program. The purpose of this document is to outline the award criteria, committee structure, nomination and review process, and approval procedure for this program.

The City of Twin Falls recognizes that praiseworthy acts have occurred in the past. In order to create equitable and definitive criteria under contemporary organizational standards, award nominations will be accepted and reviewed by the organization's "Employee Recognition Committee" on an ongoing basis to determine if a specific act or completed service meets the criteria for official recognition.

Awards

The program will focus on recognizing employees that demonstrate behaviors consistent with the adopted Employee Values, but they may expand to recognize other actions or behaviors as identified by the Executive Leadership Team (ELT). Our Employee Values were selected by the entire employee corps of the City of Twin Falls in 2015 and formally established by the organization in 2016. They are as follows: Integrity, Connection, Honesty, Commitment, and Teamwork. The formal awards to be issued through this program will result after an employee or group of employees exhibit(s) specific behaviors that abide by one or more of these values.

Award recipients shall receive a distinctive token depicting the symbol of the specific Employee Value(s) they displayed during the applicable event. Employees who receive coins from all five Employee Values during their tenure may receive a special award from the City of Twin Falls. In addition, each award recipient shall receive a formal commendation in order to document and record the event and their noteworthy actions. A copy of this commendation shall be maintained in the employee's personnel file.

Employee Recognition Committee

The Employee Recognition Committee (ERC) is responsible for the initial development and continuing function of the program. The structure of the ERC is as follows: The ERC is made up of seven city employees from a variety of departments and levels throughout the City of Twin Falls. Employees interested in serving on the ERC will indicate their interest to the ELT. The ELT will appoint the members of the ERC. Initial appointments to the ERC shall be made as follows: two 1-year terms; two 2-year terms

and three 3-year terms. All subsequent appointments shall be made for three years. Team members may be appointed for additional terms. Vacancies shall be filled in the same manner as original appointment, and the appointee shall serve for the remainder of the expired term. One member of the ELT shall serve as a liaison between the ELT and the ERC.

Award Criteria and Eligibility

The employees of the City of Twin Falls perform admirable and remarkable acts of service every day. While all of these deeds deserve some manner of acknowledgement, it is identified that certain behaviors and actions deserve a higher form of recognition.

It is the intention of the program to formally recognize:

- those outstanding specific acts of service which rise above what is normally performed of the employees involved.
- only those employees who were directly, actively involved in performing the eligible
- act or service acts of service which exemplify the spirit and character of one or more of the Employee Values: Integrity, Connection, Honesty, Commitment, and Teamwork.

Nomination and Review Process

The ERC has created the "Employee Recognition Nominee Form" and this document shall be used to complete a formal nomination of an employee or group of employees. This form shall be maintained on the City's computer network and website; hard copies will be provided to each City Department. Every effort to advertise this program should be made. A description of the program and the nomination process should be advertised regularly through media releases; team, department, or organizational meetings; social media accounts; and the City's electronic mail system.

Each form shall require the name(s) and department of those employee(s) directly involved in the specific event, as well as a detailed description of the behavior or act observed. Any supporting documentation (news report, official report, letter of appreciation, etc.) should also be attached to the nomination form to provide additional detail. The current electronic mail address to send nominations to is: erc@tfid.org and the mailing address is P.O. Box 1907, Twin Falls, Idaho, 83303. The nomination form is also located on the City of Twin Falls computer network at N:\Cityshared\City Forms and Info\Employee Recognition Nominee Form.

The ERC shall meet on a regular basis to review all nominations submitted for review. The committee may ask the nominating person or an event witness to provide additional information prior to deciding if the nomination meets the award criteria. Each nomination shall be voted upon, and the majority vote of the committee will determine whether the award will be recommended for formal recognition. Those who are nominated, yet not selected for an award, will receive a formal acknowledgement of the nomination from the ERC.

Approval Process and Issuance

Each award nomination that is recommended for formal recognition shall be forwarded to the Human Resource Department for review. After the Human Resource Director evaluates the nomination, the Department Head of the nominated employee(s) and the ELT shall be informed.

The circumstances of the issuance of each award will be determined between the ERC and the award recipient's Department Head. The award should be given in a public setting, preferably a Twin Falls City Council meeting. Each award issued shall be advertised following public recognition at the City Council meeting in the City's employee newsletter, on social media accounts, and in media releases.

Approval Process:

Budget Impact:

Regulatory Impact:

History:

N/A

Analysis:

N/A

Conclusion:

Tonight the Employee Recognition Committee has invited the recipients of the values awards to attend the City Council meeting for recognition of their outstanding public service and dedication to the City of Twin Falls and its citizens.

Attachments:

1. Employee Recognition Form

Employee Recognition Nominee Form

Do you know an employee who, through performance, attitude, behavior or actions exemplifies the City's Core Values? If so, we want to recognize them. Complete the form below to nominate them for Employee Recognition. We ask that you please be as detailed as possible about the event or action that prompted you to want to recognize exemplary services of another employee. **Please feel free to add additional supporting documents.**

Nominee Information

Date Submitted: _____

Name: _____

Department: _____ Contact No: _____

Core Value Category(s)

_____ Integrity _____ Connection _____ Honesty _____ Commitment _____ Teamwork

Date of Event or Action: _____

Details of Event or Action

Other Active Participants

Name: _____ Contact No. _____

Name: _____ Contact No. _____

Nominator Information (If you prefer to remain anonymous to nominee please check here _____)

Name: _____

Department: _____ Contact No: _____

Please submit completed form electronically to erc@tfid.org, fold and put in Employee Recognition Mailbox in mailroom, or mail to P.O Box 1907 Twin Falls, ID 83303 Attn: Employee Recognition Committee.

INTEGRITY	CONNECTION	HONESTY	COMMITMENT	TEAMWORK
We: Take pride in our actions. Are good and faithful stewards. Display a positive, courteous attitude. Treat everyone with fairness, consistency, and understanding. Have courage to always do the right thing. Hold ourselves to high standards.	We: Actively listen. Engage in open dialogue in all directions. Explain the "why". Seek to provide clarity and be "on the same page." Continually strive for ways to effectively communicate. Are consistent. Respect the opinions of others and promote open dialogue.	We: Are genuine and transparent. Trust decisions of others. Are accountable for our actions. Do what we say. Lead by example.	We: Foster a supportive culture. Appreciate that each individual is an investment. Recognize that the little things sometimes make the biggest difference. Provide necessary tools and resources. Promote career progression and personal growth. Advocate for the health and safety of everyone. Celebrate our successes.	We: Are stronger as a team than individually. Collaborate at all levels to seek solutions. Strive for unity and understanding. Share knowledge. Encourage creativity, fresh ideas, and critical thinking. Recognize the talents and capabilities of each individual. Cultivate meaningful relationships. Are dedicated to each other.



Date: Monday, August 7, 2017
To: Honorable Mayor and City Council
From: Katy Touchette, Wellness and Safety Coordinator

Request:

Presentation on the City's Wellness Program along with information related to the Wellness and Safety Coordinator position.

Time Estimate:

Approximately ten minutes.

Background:

The City of Twin Falls Wellness Team was formed in 2016 as a parallel group to address the question of how to help our City employees improve their health. Simple goal, not so simple to achieve, but with dedication and brainstorming and a lot of teamwork, strides are being made (no pun intended) to improve the health and therefore the lives of the 300 or so City employees and by extension, their families and our community as a whole.

The team is made up from a cross-section of City departments, including HR, Engineering, Fire, Community Development/Code Enforcement, Public Works, Economic Development, Parks and Rec, Airport, and City Administration. When I became the Wellness and Safety Coordinator for the City, I stepped into the role of coordinating the team, not doing all the work, just helping to move things along in the direction the team had already begun to go.

Last year when Susan Harris was still HR Director, she met with the team to get things started, and in November 2016 the City of Twin Falls entered into a HealthyLiving contract with Select Health. The contract was that at least 30% of all City employees who had Select Health would accomplish the following within one year:

- Sign up on-line with Select Health and complete a health assessment
- Participate in a health education and screening event (annual health evaluation)
- Complete up to 11 digital coaching sessions
- Participate in at least 2 team-based challenges (can do up to 6)
- Participate in healthy habit challenges (limited to 12)
- Get a flu shot

At that time the Wellness Team discussed ways to offer incentives for those who completed these "tasks" and they came up with a system in which points earned would translate into gift cards. When we earn 60 points we get a \$25 gift card and when we earn 110 points we get a \$75 gift card. To date we have given away a total of \$5425 in gift cards and will continue to award the cards through the end of the HealthyLiving contract. For the most part these gift cards are to places that support our healthy activities, including several local sporting goods/fitness stores.

We have received reports from Select Health since April to show our participation percentages for the

HealthyLiving contract, and our numbers continue to rise. The first report showed 17% for health assessment completions, and the June report showed that percentage increased to 36%. Digital coaching completions rose from 14% in April to 29% in June. I haven't gotten the updated report from Select Health to show our percentages for team-based challenges, but I know that number has increased as well, based simply on the number of City employee teams that participated in the latest group challenge.

If you were ever in doubt, rest assured that the spirit of competition is alive and well among City employees. The group challenges that are part of our HealthyLiving contract have brought out the best (beast) in some of us, and although we were slow getting started, we are now working hard to complete the group challenges, with at least 10 teams made up of City employees taking part in the US National Parks challenge. This is a virtual journey zigzagging across the country from Crater Lake in Oregon to Acadia National Park in Maine, and the steps that team members log then translate to miles. The competition between teams and even within teams has helped motivate those of us who might be binge-watching "Gilmore Girls" again to put down the remote and head out the door for an evening walk, or bike ride, or swim, or workout in the gym. Every little bit helps us to be healthier. And in case you were wondering, the next group challenge should be the Australian Outback, so we should start hydrating NOW.

Another incentive offered to City employees was that the City would reimburse their entry fee for the Spirit of Magic Valley fun run/walk that was held at the end of May in conjunction with Western Days. Several employees took advantage of the offer and completed the run/walk, even bringing along spouses, children, and grandchildren. So the employee who paid an entry fee and completed the run/walk was later reimbursed for the entry fee. Not a bad way to spend a Saturday morning!

The Wellness Team also decided that challenges NOT required by the contract would be fun to do for any City employee who chose to participate, and we started with Wellness Blackout Bingo, allowing two weeks to complete a bingo card that included all sorts of health and wellness exercises. Three winners were chosen in a random drawing, at which time we gave away 3 fitness trackers. Having gotten off to a good start, the next challenge was called the ABCs of Wellness, where we had a specific time frame in which to complete 26 health and wellness challenges, from "eat an apple" (for A) to "go one day without using Ziploc or other disposable plastic items" (for Z). We did a random drawing at the end of the contest and the winner was given a \$25 gift card. Switching gears to dental health, our current in-house challenge is a 3-week flossing challenge, in which each participant logs three consecutive weeks of daily flossing. A random drawing at the end will award one lucky winner with a Sonicare toothbrush donated by our provider Delta Dental. To kick off this challenge Sawtooth Dentistry kindly donated toothbrushes, toothpaste, and floss to each City employee. This challenge will end September 4.

We've also begun to offer Lunch and Learn events, where all employees are invited to listen to a speaker and share a light lunch provided by the City. For the first Lunch and Learn, which brought in over 80 City employees during a lunch hour, Melanie Gonzales from St. Luke's/MSTI spoke about the warning signs and dangers of skin cancer and how to care for our skin, even bringing a skin analyzer where we could see damage already done to our skin and hopefully get us to think about using sunscreen, hats, sunglasses, etc., in the future. The next Lunch and Learn was offered by Day Egusquiza, founder of Patient Financial Navigator Foundation, Inc., who spoke about our health insurance plan and what it does and does not cover and how to understand the language of EOBs. Her goal is to educate on the intricacies of health care plans and benefit plans so that no one will ever be surprised by what they do and do not have to pay for health care. Day is an advocate for individuals and not for specific plans or

benefit offerings, so she entertained questions we brought in about our own concerns, confusion, and misunderstandings about EOBs and our specific health care plan. Approximately 35 employees attended this Lunch and Learn event.

Our plan is to continue to offer Lunch and Learns on a variety of topics that are of interest and/or concern to us as City of Twin Falls employees. The possibilities seem to be endless for relevant topics and we've had employees forward us their suggestions for future events.

The most recent quarterly employee breakfast was also an opportunity to focus on healthy eating while still offering a good, diverse breakfast to all City employees. We provided handouts that explained the good and bad of food choices and how to look for a balance in what we eat for breakfast. The turnout was good as always, and the nutrition information was available for anyone who wished to read it. No heavy-handed tactics were used and I understand a good time was had by all (I missed this breakfast as my first grandbaby was born that morning!)

And speaking of healthy eating habits, City employees were also offered the chance to participate in a pre-diabetic/Type 2 diabetes prevention class sponsored by Treasure Valley YMCA and St. Luke's. For employees with Select Health who met the requirements for being pre-diabetic, the class was free (as long as the employee committed to the program and stayed with it). This class, which lasts almost a year, cost \$200 without insurance and it has been well worth the time and effort committed to the program. We've also been invited to attend FREE pre-diabetic/Type 2 diabetes prevention classes that are once a month, meeting at St. Luke's on the 3rd Wednesday of every month for an hour, to discuss topics such as exercise, diet, blood sugar goals, and decreasing risk for developing diabetes. We know from the health value report completed by St. Luke's that maintaining a healthy weight is increasingly important as it relates to hypertension, pre-diabetes, and overall wellness.

Wellness is more than just healthy eating and getting enough exercise: it includes mental and emotional well-being, too, and we plan to include those topics in future wellness offerings. Gretchen and I had the opportunity to meet with a representative from BPA to discuss the many and varied offerings City employees can access through our Employee Assistance Program and through the EAP website. Most people think of the EAP as somewhere to turn when personal or family crises arise, but it's so much more than that. We have access to financial and legal resources through EAP, and it is our goal to make sure that City employees are aware of all that EAP can do for us. This is something that new employees are told when they are first hired, but we need to expand on that...a good topic for a future Lunch and Learn!

I have been given the opportunity to travel to Omaha at the end of this month to attend the WELCOA 2017 Summit, which focuses on workplace wellness and employee wellbeing. This three-day summit will feature sessions from the extremely practical (Mastering Wellness Rules: Learn about the Various Laws that Impact Workplace Wellness Program Creation and Implementation) to "Leading Positive Organizations," "Free Your Mind, Your Heart Will Follow," "Harmonious Passion: A Healthy Balance of, and Engagement In, Life's Purposes," and "Breaking Barriers: How to Turn Obstacles Into Opportunities." And the pre-breakfast sessions offer your choice of meditation, yoga, or running. The choices of sessions and speakers are pretty exciting, and I hope to learn a lot and bring back new and fresh ideas for our City wellness program.

In addition to the emphasis on wellness, part of my job is to plan safety classes, events, and training for City employees. With the expertise of some of our Twin Falls Firefighters (thanks to Mitchell Brooks,

Brian Rice, Gerry Dillman, and Zak Fleming) several CPR/First Aid classes have been set up, and with a maximum of 20 people per class, we had about 80 people sign up for the first four classes and had to offer an additional class, looking to offer still more classes in the future. It's great that we were able to offer the training in-house with our own co-workers doing the training.

Another aspect of my job has been to attend monthly Employer Advisory Council meetings at St. Luke's, which has been very educational and a great way to learn about and connect with community partners, talking about innovative health and wellness plans and programs from the medical profession, CSI, non-profit organizations, etc. Every month's meeting features a different speaker (which is where I first met Day Egusquiza who spoke at our last Lunch and Learn). And even if they didn't serve breakfast, I would still go!

In the last budget year \$30,000 was earmarked for the Wellness program, and we have asked for \$45,000 for the new budget year. It is a big jump, but we have big plans. We want to continue offering the incentives for the HealthyLiving program, as they have not only been well received but have provided good incentive for City employees to sign-up with Select Health and track their wellness progress (as well as being able to keep tabs on their own medical claims, deductibles, etc.) We also want to set aside funds for Lunch and Learns and a small fund that might be used for wellness-related expenditures. Fostering a culture of wellness in the City of Twin Falls might be relatively new for us, but we have embraced it and hope that it grows every year. If we can help just one City employee or one of their family members avoid Type 2 diabetes, that is a giant step in the right direction. The financial savings are important, but the health of our friends and co-workers is even more important. We want to be not only One City, but One Healthy City.

Approval Process:

N/A

Budget Impact:

The budget impact is \$50,000.

Regulatory Impact:

N/A

History:

N/A

Analysis:

N/A

Conclusion:

N/A

Attachments:

None



Date: Monday, August 7, 2017
To: Honorable Mayor and City Council
From: Jacqueline Fields, City Engineer

Request:

Request to reduce the speed on 3600 N between Washington Street South and Blue Lakes South.

Time Estimate:

15 minutes

Background:

The South Hills Middle School is located on Harrison St. S on a parcel that is approximately 475' north of 3600 N. The parcel between the school property and 3600 N will eventually be developed by others. 3600 N is an arterial roadway that is gradually developing and, in this area, it is two lanes wide. Currently, the average traffic is 1900 vehicles/day (ADT). The school building is about 800' from 3600 N which is an arterial (main roadway).

By comparison, O'Leary Middle School is actually on an arterial roadway. Eastland Dr. is 4 lanes wide in the area and the ADT is 15,000 vehicles/day. The nearest classroom building is about 275' from Eastland. While the vehicle count on Eastland is much higher than 3600 N for both trucks and cars, the speed on Eastland is set at 35 mph.

Staff tested variable school zone speed signs at O'Leary several years ago and found that compliance "when it counts" was excellent. More modern versions of the variable school zone speeds signs have since been placed at Bickel and Lincoln. The initial concept was to consider a similar configuration for 3600 N near the new middle school.

Staff had worked with the Twin Falls School District during their siting efforts to locate the school in a location where it could be supported by the infrastructure. Staff worked with the School District during platting and design to address safety issues associated with access. The School District encouraged a safety audit. We engaged the Traffic Safety Commission in a short series of conversations regarding access to the middle school and tried to address concerns that have been voiced by citizens during the development. The Traffic Safety Commission conducted a field trip that included the Twin Falls Highway District and school representatives (the safety audit) to review the physical environment. At the next Traffic Safety meeting, Engineering presented a potential plan for the area. Individuals who voiced concerns about the school during the Planning and Zoning public hearing on a nearby subdivision were notified of the Traffic Safety Commission meeting and the Chair invited them to participate.

The plan includes placement of no parking signs on the east side of Harrison Street South between 3600 N and northern property line of the school. The east side of the road is very narrow and there is a fundamental problem with random student crossings mid-block amid the short-lived but measurable change in congestion that typically accompanies student arrival and departure. It is much safer to use the School's onsite drop off area.

There had been some concern voiced about children crossing Orchard and walking through the

unplatted/ farmed area, at least 3/4 mile away. School District indicated that it will bus students from the north side of Orchard to school. They will also bus students on the west side of Washington St. S to the school. This will help alleviate concern about crossing busy roadways and discontinuous sidewalk.

Variable speed zone signs will be placed on Harrison St. South near the school and on 3600 N near the school crossings to reduce the speed to 20 mph during the time periods when students are going to and returning from school.

The land adjacent to 3600 N either was platted without sidewalk or is undeveloped. There is concern about pedestrians crossing from the existing Skylane Mobile Home Park and from the Sundance subdivision, which is currently in the platting process. The intersection of 3600 N and Harrison St. S is planned as a signalized intersection but the phasing of the Sundance development affects when the intersection will be built sufficiently to place a signal permanently. Meanwhile, a temporary pedestrian crossing is planned near the new pressurized irrigation station to provide access across 3600N. Students from both subdivisions could walk on the south side of the road to the crossing. The School District representative, Brady Dickens, indicated that a pedestrian path would be developed from the PI station to the school parking lot. This pedestrian crossing is within the school zone and is intended to look like the ped-activated signs on Shoshone and Main St.

Normally, luminaries are placed shortly after the subdivision construction. Based on observations from the public, staff has begun the process of placing luminaries at Harrison St. S and at the planned temporary pedestrian crossing so that it is easier to see students trying to cross the roadway.

Tonight, staff is requesting that the City Council consider reducing the speed on 3600 N. The City of Twin Falls has jurisdiction of the south side on both sides of the road from Washington St. S to Harrison St. S and on the south side of the road from Harrison St. S to 1/4 west of Blue Lakes S. The Twin Falls Highway District (TFHD) has jurisdiction of the remainder of the road. The TFHD will allow the school zone speed reduction and the signs to be located near Briarwood. They support a speed reduction to 35 mph over the entire segment (from Blue Lakes S. to Washington St S.), including their jurisdiction. This makes the advanced signing for the school zone a good logical progression. The plan is consistent with the School Zone signing on O'Leary at Eastland, even though the South Hills Middle School is not actually on 3600 N. This posting would not be supported by a speed study (85th percentile), however, I believe that this proposal acknowledges and balances the growth in the immediate area and the reality that there will be more middle school pedestrians with optimized probability of voluntary compliance with the speed zone signs. Voluntary compliance (good citizenship) really is the key to on-term safety.

Approval Process:

City Code 9-3-1 authorizes the City to post speed limits as determined by the City Council. A simple majority vote will provide the authority to staff.

Budget Impact:

The signs and posts for the speed reduction are included in the normal operations budget for Streets sign materials. (Establishment of the school zone and placement of the variable speed signs are part of the Streets budget under signal repair.)

Regulatory Impact:

Approval of this request will establish a different speed zone on 3600 N between Blue Lakes S and

Washington St S. The TFHD has indicated their support for this speed reduction and will post within their jurisdiction upon concurrence by the City Council.

History:

N/A

Analysis:

N/A

Conclusion:

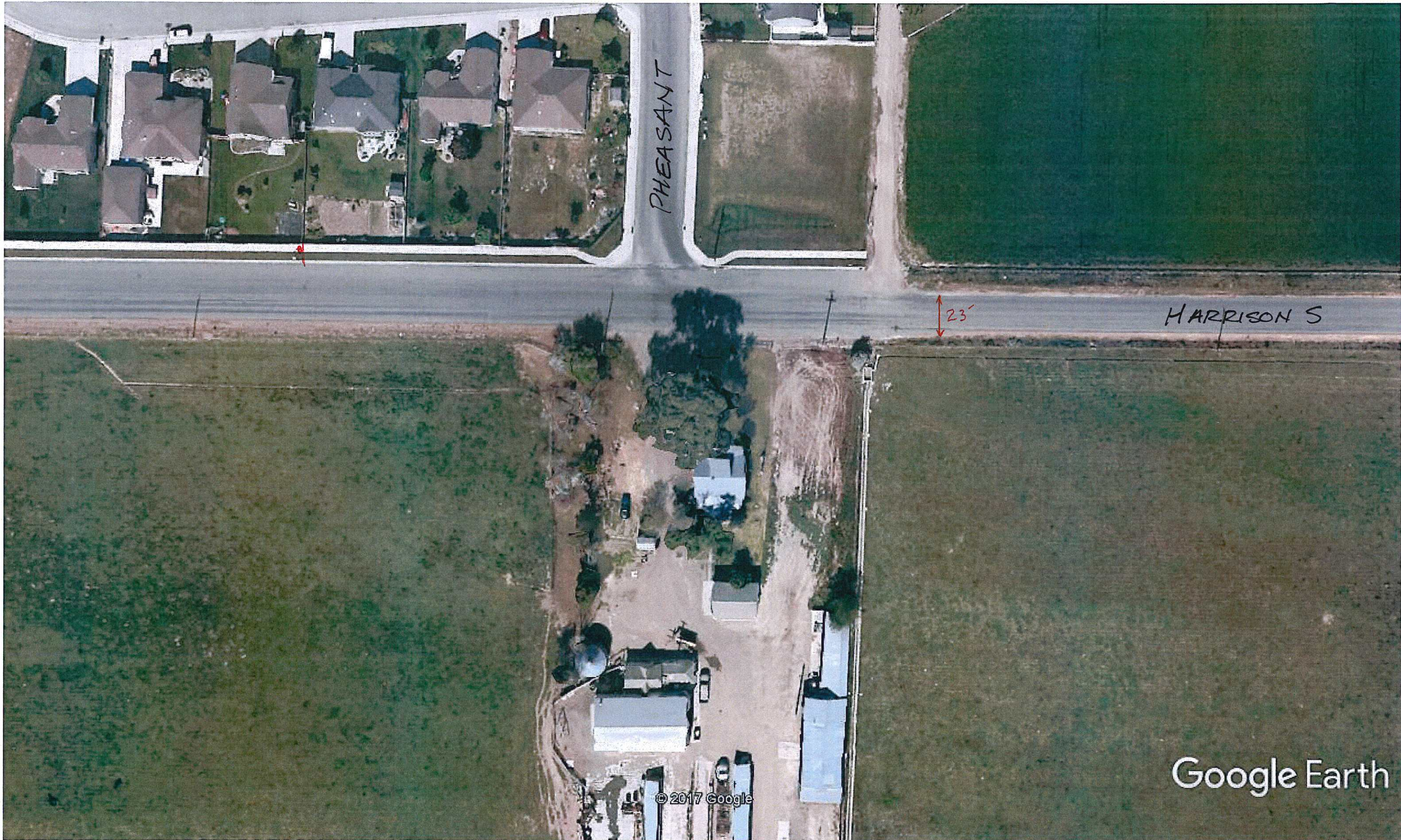
Staff recommends that the City Council approve a speed reduction on 3600 N between Washington St S and Blue Lakes S to 35 mph.

Attachments:

1. South Hills Aerial
2. Harrison St S Striping
3. Middle School Signs
4. DRAFT Traffic Safety Minutes



Able beacons
for Zouph school
 $\frac{1}{8}$ from edge.
No P from 3600N to ~~East~~ on N/B Hanson.



Google Earth

feet
meters

200

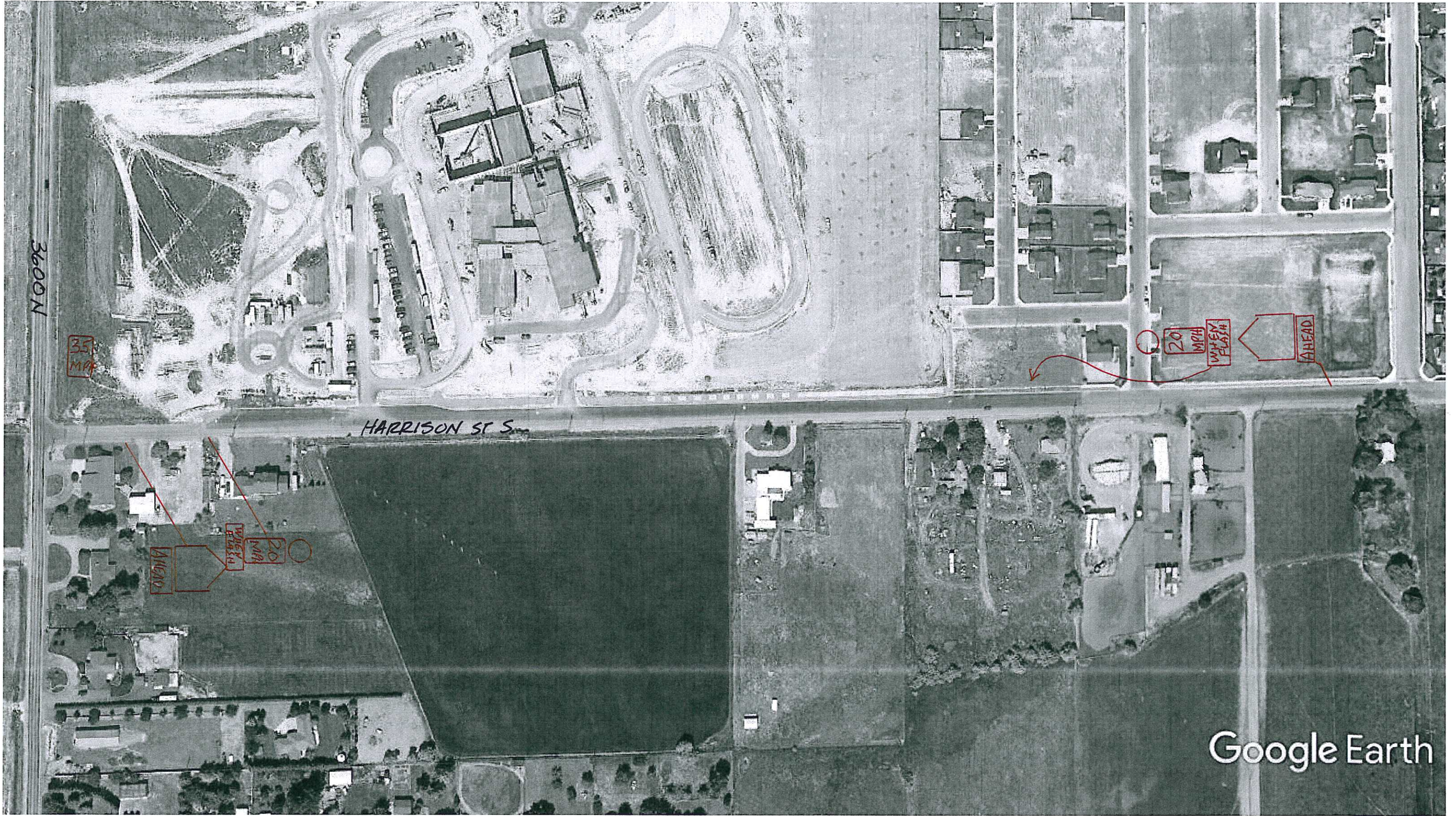
700











Google Earth

feet
meters





Google Earth

feet
meters





Google Earth

feet
meters





Twin Falls Traffic Safety Commission Minutes

Thursday, July 13, 2017, 9:00 AM

City Council Chambers
305 Third Avenue East - Twin Falls, Idaho

Commissioners: Randall Watson, Chair; Brady Dickinson, Dennis Magill, Ted Warren, Brenda Hughes, Ken Weismore Sr., John Kapeleris

Ex officio: Jackie Fields, City Engineer; Craig Kingsbury, Chief of Police; Ryan Howe, Sergeant Traffic Unit; Mike Sullivan, Traffic Technician; and Nikki Boyd, City Council Liaison

1) Confirmation of Quorum/Call Meeting to Order

Commission Chair Randall Watson called the meeting to order at 9:05 AM

A quorum was established with all Commissioners being present.

Ex officio members attending were: Jackie Fields, Mike Sullivan, Nikki Boyd, and Officer Samir Smriko representing the TFPD for Sergeant Ryan Howe.

2) Consideration of Amendments to the Agenda

None

3) Consent Calendar

a) Consideration of the Minutes for June 8, 2017,

Commission Chair Watson called for a motion to approve the minutes of the June 8, 2017 meeting.

MOTION: Commissioner Kapeleris moved to approve the June 8, 2017 minutes. Commissioner Warren seconded the motion. The motion was approved by all present.

4) Items of Consideration

a) Follow up on field trip to the South Hills Middle School

Ms. Fields discussed the needs and types of signage, establishing school zones, street sizing, crossing points, new developments in the area, and need for a permanent speed reduction in the South Hills Middle School area with emphasis on 3600 North and Harrison Street South. She had made preliminary contact with the Twin Falls Highway District.

Commissioner Kapeleris suggested the possibility of obtaining a grant for funding, and Ms. Fields stated that a grant would not be viable due to time constraints.

Commission Chair Watson opened the floor to hear comments from the public. Those speaking were: Charles Boss, Larry Amen, Dan Kohring, Jamin Wills, and Jared Povey. The speakers shared similar concerns with increased traffic flow, need for turn lanes, heavy truck use, lighting, lack of police presence, sunrise and sunset issues, narrow roadways, and lack of sidewalks and crosswalks.

Officer Samir Smriko discussed the redevelopment of the Traffic Team and the increased

involvement in traffic control within the city.

Commissioner Warren discussed the success of signage and changes implemented in the Pillar Falls area.

Commissioner Dickinson discussed timing, safety busing opportunities, much larger drop off area, and the school being a "closed campus." Ms. Fields responded that she is hoping to get our recommendations to the Council by July 24, 2017, and getting as much of the signage and striping completed prior to the start of school. Luminaries would take longer.

Mr. Brian Lancaster, Director of the Highway District, stated the Highway District is all in favor of 35 miles per hour. Ms. Fields thanked the Highway District for their cooperation.

MOTION: Commissioner Dickinson moved to recommend to City Council to proceed with the general proposal issued by Ms. Fields plus the addition of two illuminaires. Commissioner Kapeleris seconded the motion. The motion was approved.

Commissioner Dickinson made another motion to direct Ms. Fields to bring more information regarding a four-way stop at the Harrison and 3600 North intersection to the next meeting. Commissioner Warren seconded the motion, and it was approved. Ms. Fields will also attempt to address the other issues expressed in Mr. Kohring's letter at the next meeting.

- b) Request for traffic accident reports from the TF Police Department
- Commission Chair Watson called for any other new business and as there was no response. The Chair declared no further business and asked for a motion to adjourn.

5) Public Hearings - Published Start Time

6) Adjournment

MOTION: Commissioner Warren moved to adjourn the meeting. Commissioner Wiesmore seconded the motion. The motion was approved, and the meeting adjourned.

Kathy Minard, Recording Secretary



Date: Monday, August 7, 2017
To: Honorable Mayor and City Council
From: William Carberry, Airport Manager

Request:

Request to approve the acceptance of the FAA Grant Offer (AIP 39) for Joslin Field Taxiway A Project in the amount of \$3,460,768, and, authorize the Mayor to sign the grant offer.

Time Estimate:

5 minutes with additional time for questions.

Background:

This grant offer from the FAA will cover the costs of the Taxiway A reconstruction Project. The grant amount is based on the bid from Idaho Materials and Construction earlier this spring.

Approval Process:

A majority of the City Council is required to approve the grant offer acceptance.

Budget Impact:

This grant covers 93.75% of the cost of the project with the remaining local match funded through the airport's Passenger Facility Charge funds

Regulatory Impact:

The grant offer will be subject to the standard assurances associated with FAA grant projects. The City Attorney has reviewed the grant offer.

History:

N/A

Analysis:

N/A

Conclusion:

Staff recommends the Council approve acceptance of the FAA AIP 39 Grant Offer in the amount of \$3,460,768 and authorize the Mayor to sign the grant offer.

Attachments:

1. AIP 039 Grant Offer



U. S. Department
Of Transportation

**Federal Aviation
Administration**

Helena Airports District Office
2725 Skyway Drive, Suite 2
Helena, Montana 59602

Phone: (406) 449-5271
Fax: (406) 449-5274

July 18, 2017

The Honorable Terry Rae Kramer, Chairperson
Twin Falls County Commission
PO Box 126
Twin Falls, ID 83303

Grant Offer, AIP Project No. 3-16-0036-039-2017
Contract No. DOT-FA17NM-2034
DUNs No. 156164758
Joslin Field-Magic Valley Regional Airport
Twin Falls, ID

Dear Chairperson Kramer:

We are enclosing three (3) copies of the Grant Offer for Airport Improvement Program (AIP) Project No. 3-16-0036-039-2017, Joslin Field-Magic Valley Regional Airport, Twin Falls, Idaho. This letter outlines expectations for success. Please read the conditions and assurances carefully.

To properly enter into this agreement, you must do the following:

- The sponsor's authorized representative must execute the grant, followed by your attorney's certification, no later than **August 10, 2017**, in order for the grant to be valid. The attorney's signature date must be on or after the sponsor's authorized representative's signature date.

If the sponsor's authorized representative is other than the legal signatory for the governing body, then the governing body must provide the Airports District Office with a letter on official letterhead signed by the legal signatory of the organization, or a resolution authorizing the individual to execute the grant.
- You may not make any modification to the text, terms, or conditions of the Grant Offer.
- We ask that you return one executed copy of the Grant Offer in the enclosed envelope. Please keep one (1) executed copy of the grant for your records.

Subject to the requirements in 2 CFR §200.305, each payment request for reimbursement under this grant must be made electronically via the Delphi eInvoicing System. Please see the attached Grant Agreement for more information regarding the use of this System.

Please note Grant Condition No. 5 requires you to complete the project without undue delay. We will be paying close attention to your progress to ensure proper stewardship of these Federal funds. **You are expected to submit payment requests for reimbursement of allowable incurred project expenses in accordance with project progress.** Should you fail to make draws on a regular basis, your grant may be placed in "inactive" status which will impact future grant offers.

Until the grant is completed and closed, you are responsible for submitting formal reports as follows:

- A signed/dated SF-270 (non-construction projects) or SF-271 or equivalent (construction projects) and SF-425 annually, due 90 days after the end of each federal fiscal year in which this grant is open (due December 31 of each year this grant is open); and
- Quarterly Performance Reports are due within 30 days from the end of every quarter.

A copy of a "**Single Audit Certification Form**" is also enclosed. Please complete and return a copy to this office with the executed Grant Agreement. Please make a copy for your files. As a condition of receiving Federal assistance under this award, you must comply with audit requirements as established under 2 CFR part 200. Subpart F requires non-Federal entities that expend \$750,000 or more in Federal awards to conduct a single or program specific audit for that year. Note that this includes Federal expenditures made under other Federal-assistance programs. Please take appropriate and necessary action to assure your organization will comply with applicable audit requirements and standards.

Once the project(s) is completed and all costs are determined, we ask that you close the project without delay and submit the final closeout report documentation as required by your Airports District Office.

Gary Gates is the assigned program manager for this grant and is available to assist you with the requirements stated herein. We sincerely value your cooperation in these efforts and look forward to working with you to complete this important project. If you have any questions, please contact this office at (406) 449-5271.

Sincerely,



William C. Garrison, Manager
Helena Airports District Office

IDENTICAL LETTER SENT TO:

The Honorable Shawn Barigar, Mayor
City of Twin Falls
PO Box 1907
Twin Falls, ID 83301

Enclosures (5)

cc: Via e-mail
Bill Carberry, Airport Manager
Kent Atkin, JUB Engineers
Bill Statham, Idaho Division of Aeronautics
Melissa Kaplan, Idaho Division of Aeronautics



Single Audit Certification Form

As a condition of receiving Federal assistance under the Airport Improvement Program, you must comply with audit requirements as established under 2 CFR §200 (Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards).

Subpart F requires non-Federal entities that expend \$750,000 or more in Federal awards to conduct a single or program specific audit for that year. Note that this includes Federal expenditures made under other Federal-assistance programs. Please take appropriate and necessary action to assure your organization will comply with applicable audit requirements and standards. For more information on the audit requirements please reference the following web site: <https://harvester.census.gov/facweb>.

In accordance with your Airport Improvement Program (AIP) grant agreement, you must provide a copy of your audit to your local Airports District Office (ADO), whether or not there are any significant findings. Please fill out the information below by checking the appropriate line(s), sign, date, and return this form to the FAA local ADO identified at the bottom of the form.

Airport Sponsor Information:

_____ Sponsor Name	_____ Fiscal/Calendar Year Ending
_____ Airport Name	
_____ Sponsor's Representative Name	_____ Representative's Title
_____ Telephone	_____ Email

Please check the appropriate line(s):

- ☐ We are subject to the Single Audit requirements and are taking the following action:
- ☐ The Single Audit for this fiscal/calendar year has been submitted to the FAA.
 - ☐ The Single Audit for this fiscal/calendar year is attached.
 - ☐ The Single Audit report will be submitted to the FAA as soon as this audit is available.
- ☐ We are exempt from the Single Audit requirements for the fiscal/calendar noted above.

Sponsor Certification:

_____ Signature	_____ Date
--------------------	---------------

Return to: FAA, Helena Airports District Office
2725 Skyway Drive, Suite 2
Helena, MT 59602



U.S. Department
of Transportation
Federal Aviation
Administration

GRANT AGREEMENT

PART I –OFFER

Date of Offer	<u>July 18, 2017</u>
Airport/Planning Area	<u>Joslin Field - Magic Valley Regional</u>
AIP Grant Number	<u>3-16-0036-039-2017 (DOT-FA17NM-2034)</u>
DUNS Number	<u>156164758</u>
TO:	<u>County of Twin Falls and City of Twin Falls</u> (herein called the "Sponsor")

FROM: **The United States of America**(acting through the Federal Aviation Administration, herein called the "FAA")

WHEREAS, the Sponsor has submitted to the FAA a Project Application dated June 27, 2017, for a grant of Federal funds for a project at or associated with the Joslin Field - Magic Valley Regional Airport, which is included as part of this Grant Agreement; and

WHEREAS, the FAA has approved a project for the Joslin Field - Magic Valley Regional Airport (herein called the "Project") consisting of the following:

Rehabilitate Taxiway A (mill and overlay); Reconstruct Taxiway

which is more fully described in the Project Application.

NOW THEREFORE, According to the applicable provisions of the former Federal Aviation Act of 1958, as amended and recodified, 49 U.S.C. § 40101, et seq., and the former Airport and Airway Improvement Act of 1982 (AAIA), as amended and recodified, 49 U.S.C. § 47101, et seq., (herein the AAIA grant statute is referred to as "the Act"), the representations contained in the Project Application, and in consideration of (a) the Sponsor's adoption and ratification of the Grant Assurances dated March 2014, and the Sponsor's acceptance of this Offer; and, (b) the benefits to accrue to the United States and the public from the accomplishment of the Project and compliance with the Grant Assurances and conditions as herein provided.

THE FEDERAL AVIATION ADMINISTRATION, FOR AND ON BEHALF OF THE UNITED STATES, HEREBY OFFERS AND AGREES to pay 93.75 percent of the allowable costs incurred accomplishing the Project as the United States share of the Project.

This Offer is made on and **SUBJECT TO THE FOLLOWING TERMS AND CONDITIONS:**

CONDITIONS

1. **Maximum Obligation.** The maximum obligation of the United States payable under this Offer is \$3,460,768.

The following amounts represent a breakdown of the maximum obligation for the purpose of establishing allowable amounts for any future grant amendment, which may increase the foregoing maximum obligation of the United States under the provisions of 49 U.S.C. § 47108(b):

\$0 for planning
\$3,460,768 for airport development or noise program implementation; and,
\$0 for land acquisition.

The source of this Grant may include funding from the Small Airport Fund.

2. **Period of Performance.** The period of performance begins on the date the Sponsor formally accepts this agreement. Unless explicitly stated otherwise in an amendment from the FAA, the end date of the period of performance is 4 years (1,460 calendar days) from the date of formal grant acceptance by the Sponsor.

The Sponsor may only charge allowable costs for obligations incurred prior to the end date of the period of performance (2 CFR §200.309). Unless the FAA authorizes a written extension, the sponsor must submit all project closeout documentation and liquidate (pay off) all obligations incurred under this award no later than 90 calendar days after the end date of the period of performance (2 CFR §200.343).

The period of performance end date does not relieve or reduce Sponsor obligations and assurances that extend beyond the closeout of a grant agreement.

3. **Ineligible or Unallowable Costs.** The Sponsor must not include any costs in the project that the FAA has determined to be ineligible or unallowable.
4. **Determining the Final Federal Share of Costs.** The United States' share of allowable project costs will be made in accordance with the regulations, policies, and procedures of the Secretary. Final determination of the United States' share will be based upon the final audit of the total amount of allowable project costs and settlement will be made for any upward or downward adjustments to the Federal share of costs.
5. **Completing the Project Without Delay and in Conformance with Requirements.** The Sponsor must carry out and complete the project without undue delays and in accordance with this agreement, and the regulations, policies, and procedures of the Secretary. The Sponsor also agrees to comply with the assurances which are part of this agreement.
6. **Amendments or Withdrawals before Grant Acceptance.** The FAA reserves the right to amend or withdraw this offer at any time prior to its acceptance by the Sponsor.
7. **Offer Expiration Date.** This offer will expire and the United States will not be obligated to pay any part of the costs of the project unless this offer has been accepted by the Sponsor on or before August 10, 2017, or such subsequent date as may be prescribed in writing by the FAA.
8. **Improper Use of Federal Funds.** The Sponsor must take all steps, including litigation if necessary, to recover Federal funds spent fraudulently, wastefully, or in violation of Federal antitrust statutes, or misused in any other manner for any project upon which Federal funds have been expended. For the purposes of this grant agreement, the term "Federal funds" means funds however used or dispersed by the Sponsor, that were originally paid pursuant to this or any other Federal grant agreement. The Sponsor must obtain the approval of the Secretary as to any determination of the amount of the Federal share of such funds. The Sponsor must return the recovered Federal share, including funds recovered by settlement, order, or judgment, to the Secretary. The Sponsor must furnish to the Secretary, upon request, all documents and records pertaining to the determination of the amount of the Federal share or to any settlement, litigation, negotiation, or other efforts taken to recover such funds. All settlements or other

final positions of the Sponsor, in court or otherwise, involving the recovery of such Federal share require advance approval by the Secretary.

9. **United States Not Liable for Damage or Injury.** The United States is not responsible or liable for damage to property or injury to persons which may arise from, or be incident to, compliance with this grant agreement.

10. **System for Award Management (SAM) Registration And Universal Identifier.**

- A. Requirement for System for Award Management (SAM): Unless the Sponsor is exempted from this requirement under 2 CFR 25.110, the Sponsor must maintain the currency of its information in the SAM until the Sponsor submits the final financial report required under this grant, or receives the final payment, whichever is later. This requires that the Sponsor review and update the information at least annually after the initial registration and more frequently if required by changes in information or another award term. Additional information about registration procedures may be found at the SAM website (currently at <http://www.sam.gov>).
- B. Data Universal Numbering System: DUNS number means the nine-digit number established and assigned by Dun and Bradstreet, Inc. (D & B) to uniquely identify business entities. A DUNS number may be obtained from D & B by telephone (currently 866-705-5771) or on the web (currently at <http://fedgov.dnb.com/webform>).

11. **Electronic Grant Payment(s).** Unless otherwise directed by the FAA, the Sponsor must make each payment request under this agreement electronically via the Delphi eInvoicing System for Department of Transportation (DOT) Financial Assistance Awardees.

12. **Informal Letter Amendment of AIP Projects.** If, during the life of the project, the FAA determines that the maximum grant obligation of the United States exceeds the expected needs of the Sponsor by \$25,000 or five percent (5%), whichever is greater, the FAA can issue a letter amendment to the Sponsor unilaterally reducing the maximum obligation.

The FAA can also issue a letter to the Sponsor increasing the maximum obligation if there is an overrun in the total actual eligible and allowable project costs to cover the amount of the overrun provided it will not exceed the statutory limitations for grant amendments. The FAA's authority to increase the maximum obligation does not apply to the "planning" component of condition No. 1.

The FAA can also issue an informal letter amendment that modifies the grant description to correct administrative errors or to delete work items if the FAA finds it advantageous and in the best interests of the United States.

An informal letter amendment has the same force and effect as a formal grant amendment.

13. **Air and Water Quality.** The Sponsor is required to comply with all applicable air and water quality standards for all projects in this grant. If the Sponsor fails to comply with this requirement, the FAA may suspend, cancel, or terminate this agreement.

14. **Financial Reporting and Payment Requirements.** The Sponsor will comply with all federal financial reporting requirements and payment requirements, including submittal of timely and accurate reports.

15. **Buy American.** Unless otherwise approved in advance by the FAA, the Sponsor will not acquire or permit any contractor or subcontractor to acquire any steel or manufactured products produced outside the United States to be used for any project for which funds are provided under this grant. The Sponsor will include a provision implementing Buy American in every contract.

16. **Maximum Obligation Increase For Primary Airports.** In accordance with 49 U.S.C. § 47108(b), as amended, the maximum obligation of the United States, as stated in Condition No. 1 of this Grant Offer:

- A. May not be increased for a planning project;
- B. May be increased by not more than 15 percent for development projects;
- C. May be increased by not more than 15 percent for land project.

17. Audits for Public Sponsors. The Sponsor must provide for a Single Audit or program specific audit in accordance with 2 CFR part 200. The Sponsor must submit the audit reporting package to the Federal Audit Clearinghouse on the Federal Audit Clearinghouse's Internet Data Entry System at <http://harvester.census.gov/facweb/>. Provide one copy of the completed audit to the FAA if requested.

18. Suspension or Debarment. When entering into a "covered transaction" as defined by 2 CFR §180.200, the Sponsor must:

- A. Verify the non-federal entity is eligible to participate in this Federal program by:
 - 1. Checking the excluded parties list system (EPLS) as maintained within the System for Award Management (SAM) to determine if the non-federal entity is excluded or disqualified; or
 - 2. Collecting a certification statement from the non-federal entity attesting they are not excluded or disqualified from participating; or
 - 3. Adding a clause or condition to covered transactions attesting individual or firm are not excluded or disqualified from participating.
- B. Require prime contractors to comply with 2 CFR §180.330 when entering into lower-tier transactions (e.g. Sub-contracts).
- C. Immediately disclose to the FAA whenever the Sponsor (1) learns they have entered into a covered transaction with an ineligible entity or (2) suspends or debar a contractor, person, or entity.

19. Ban on Texting While Driving.

- A. In accordance with Executive Order 13513, Federal Leadership on Reducing Text Messaging While Driving, October 1, 2009, and DOT Order 3902.10, Text Messaging While Driving, December 30, 2009, the Sponsor is encouraged to:
 - 1. Adopt and enforce workplace safety policies to decrease crashes caused by distracted drivers including policies to ban text messaging while driving when performing any work for, or on behalf of, the Federal government, including work relating to a grant or subgrant.
 - 2. Conduct workplace safety initiatives in a manner commensurate with the size of the business, such as:
 - a. Establishment of new rules and programs or re-evaluation of existing programs to prohibit text messaging while driving; and
 - b. Education, awareness, and other outreach to employees about the safety risks associated with texting while driving.
- B. The Sponsor must insert the substance of this clause on banning texting while driving in all subgrants, contracts and subcontracts.

20. AIP Funded Work Included in a PFC Application.

Within 90 days of acceptance of this award, Sponsor must submit to the Federal Aviation Administration an amendment to any approved Passenger Facility Charge (PFC) application that contains an approved PFC project also covered under this grant award. The airport sponsor may not make any expenditure under this award until project work addressed under this award is removed from an approved PFC application by amendment.

21. Exhibit "A" Property Map. The Exhibit "A" Property Map dated August 2012, is incorporated herein by reference or is submitted with the project application and made part of this grant agreement.

22. Employee Protection from Reprisal.

A. Prohibition of Reprisals –

1. In accordance with 41 U.S.C. § 4712, an employee of a grantee or subgrantee may not be discharged, demoted, or otherwise discriminated against as a reprisal for disclosing to a person or body described in sub-paragraph (A)(2), information that the employee reasonably believes is evidence of:
 - i. Gross mismanagement of a Federal grant;
 - ii. Gross waste of Federal funds;
 - iii. An abuse of authority relating to implementation or use of Federal funds;
 - iv. A substantial and specific danger to public health or safety; or
 - v. A violation of law, rule, or regulation related to a Federal grant.
2. Persons and bodies covered: The persons and bodies to which a disclosure by an employee is covered are as follows:
 - i. A member of Congress or a representative of a committee of Congress;
 - ii. An Inspector General;
 - iii. The Government Accountability Office;
 - iv. A Federal office or employee responsible for oversight of a grant program;
 - v. A court or grand jury;
 - vi. A management office of the grantee or subgrantee; or
 - vii. A Federal or State regulatory enforcement agency.
3. Submission of Complaint – A person who believes that they have been subjected to a reprisal prohibited by paragraph A of this grant term may submit a complaint regarding the reprisal to the Office of Inspector General (OIG) for the U.S. Department of Transportation.
4. Time Limitation for Submittal of a Complaint - A complaint may not be brought under this subsection more than three years after the date on which the alleged reprisal took place.
5. Required Actions of the Inspector General – Actions, limitations and exceptions of the Inspector General's office are established under 41 U.S.C. § 4712(b)
6. Assumption of Rights to Civil Remedy - Upon receipt of an explanation of a decision not to conduct or continue an investigation by the Office of Inspector General, the person submitting a complaint assumes the right to a civil remedy under 41 U.S.C. § 4712(c).

23. Lighting. The Sponsor must operate and maintain the lighting system during the useful life of the system in accordance with applicable FAA standards.

24. DBE Plan. The Sponsor understands and agrees that the FAA will not make nor be obligated to make any payments on this grant until the Sponsor has submitted its DBE Plan to the FAA Office of Civil Rights.

25. Co-Sponsor. The Co-Sponsors understand and agree that they jointly and severally adopt and ratify the representations and assurances contained therein and that the word "Sponsor" as used in the application and other assurances is deemed to include all co-sponsors.

26. Small Airport Fund. The source of this grant may include funding from the Small Airport Fund.

27. Pavement Maintenance Management Program. The Sponsor agrees that it will implement an effective airport pavement maintenance management program as required by Grant Assurance Pavement Preventive Management. The Sponsor agrees that it will use the program for the useful life of any

pavement constructed, reconstructed, or repaired with federal financial assistance at the airport. The Sponsor further agrees that the program will:

- A. Follow FAA Advisory Circular 150/5380-6, "Guidelines and Procedures for Maintenance of Airport Pavements," for specific guidelines and procedures for maintaining airport pavements, establishing an effective maintenance program, specific types of distress and its probable cause, inspection guidelines, and recommended methods of repair;
- B. Detail the procedures to be followed to assure that proper pavement maintenance, both preventive and repair, is performed;
- C. Include a Pavement Inventory, Inspection Schedule, Record Keeping, Information Retrieval, and Reference, meeting the following requirements:
 - 1. Pavement Inventory. The following must be depicted in an appropriate form and level of detail:
 - a. Location of all runways, taxiways, and aprons;
 - b. Dimensions;
 - c. Type of pavement; and,
 - d. Year of construction or most recent major rehabilitation.
 - 2. Inspection Schedule.
 - a. Detailed Inspection. A detailed inspection must be performed at least once a year. If a history of recorded pavement deterioration is available, i.e., Pavement Condition Index (PCI) survey as set forth in the Advisory Circular 150/5380-6, the frequency of inspections may be extended to three years.
 - b. Drive-By Inspection. A drive-by inspection must be performed a minimum of once per month to detect unexpected changes in the pavement condition. For drive-by inspections, the date of inspection and any maintenance performed must be recorded.
 - 3. Record Keeping. Complete information on the findings of all detailed inspections and on the maintenance performed must be recorded and kept on file for a minimum of five years. The type of distress, location, and remedial action, scheduled or performed, must be documented. The minimum information is:
 - a. Inspection date;
 - b. Location;
 - c. Distress types; and
 - d. Maintenance scheduled or performed.
 - 4. Information Retrieval System. The Sponsor must be able to retrieve the information and records produced by the pavement survey to provide a report to the FAA as may be required.

28. Project which Contain Paving Work in Excess of \$500,000. The Sponsor agrees to:

- A. Furnish a construction management program to the FAA prior to the start of construction which details the measures and procedures to be used to comply with the quality control provisions of the construction contract, including, but not limited to, all quality control provisions and tests required by the Federal specifications. The program must include as a minimum:
 - 1. The name of the person representing the Sponsor who has overall responsibility for contract administration for the project and the authority to take necessary actions to comply with the contract;

2. Names of testing laboratories and consulting engineer firms with quality control responsibilities on the project, together with a description of the services to be provided;
 3. Procedures for determining that the testing laboratories meet the requirements of the American Society of Testing and Materials standards on laboratory evaluation referenced in the contract specifications (D 3666, C 1077);
 4. Qualifications of engineering supervision and construction inspection personnel;
 5. A listing of all tests required by the contract specifications, including the type and frequency of tests to be taken, the method of sampling, the applicable test standard, and the acceptance criteria or tolerances permitted for each type of test; and
 6. Procedures for ensuring that the tests are taken in accordance with the program, that they are documented daily, and that the proper corrective actions, where necessary, are undertaken.
- B. Submit at completion of the project, a final test and quality assurance report documenting the summary results of all tests performed; highlighting those tests that indicated failure or that did not meet the applicable test standard. The report must include the pay reductions applied and the reasons for accepting any out-of-tolerance material. Submit interim test and quality assurance reports when requested by the FAA.
- C. Failure to provide a complete report as described in paragraph b, or failure to perform such tests, will, absent any compelling justification; result in a reduction in Federal participation for costs incurred in connection with construction of the applicable pavement. Such reduction will be at the discretion of the FAA and will be based on the type or types of required tests not performed or not documented and will be commensurate with the proportion of applicable pavement with respect to the total pavement constructed under the grant agreement.
- D. The FAA, at its discretion, reserves the right to conduct independent tests and to reduce grant payments accordingly if such independent tests determine that sponsor test results are inaccurate.
- 29. Financial Reporting Requirements.** The Sponsor agrees to submit a Federal Financial Report (FAA Form SF-425) for all open grants to the Airports District Office within 90 days following the end of each Federal fiscal year and with each Final Project Closeout Report.
- The Sponsor further agrees to submit an **Outlay Report and Request for Reimbursement** (FAA Form SF-271 for construction projects) or **Request for Advance or Reimbursement** (FAA Form SF-270 for non-construction projects) to the Airports District Office within 90 days following the end of each Federal fiscal year and with each Final Project Closeout Report.
- 30. Final Payment.** The Sponsor understands and agrees that in accordance with 49 USC 47111, no payments totaling more than 90 percent of United States Government's share of the project's estimated allowable cost may be made before the project is determined to be satisfactorily completed.
- If the project is determined to be satisfactorily complete and proper documentation is submitted by the Sponsor to the Airports District Office (ADO), then the ADO may approve payments up to 97.5 percent of United States Government's share of the project's estimated allowable cost. "Satisfactorily complete" means the following: (1) The project results in a complete, usable unit of work as defined in the grant agreement; and (2) The sponsor submits necessary documents showing that the project is substantially complete per the contract requirements, or has a plan (that FAA agrees with) that addresses all elements contained on the punch list.
- 31. Sponsor Performance Report.**
- a. **For non-construction projects** – the Sponsor understands and agrees that in accordance with 2 CFR §200.328 the Sponsor shall submit a Quarterly Performance Report to the Airports District Office

(ADO) within 30 calendar days from the end of the quarter, beginning in the quarter in which the project begins, and for each following quarter until the project is substantially complete. If a major project or schedule change occurs between Quarterly Performance Reports, the sponsor must submit an out of cycle performance report to the ADO. The performance report for non-construction projects shall include the following as a minimum:

- i. A comparison of proposed objectives to actual accomplishments.
 - ii. Reasons for any slippage or lack of accomplishment in a given area.
 - iii. Impacts on other AIP-funded projects.
 - iv. Impacts to projects funded by PFC, other FAA programs, or the sponsor.
 - v. Identification and explanation of any anticipated cost overruns.
- b. **For construction projects** – FAA Form 5370-1 Construction Progress and Inspection Report satisfies the performance reporting requirement. The sponsor must submit FAA Form 5370-1 to the ADO on a **weekly basis** during construction and at least quarterly when the project is in winter shutdown, until the project is substantially complete. Form 5370-1 requires the following information:
- 1. Estimated percent completion to date of construction phases.
 - 2. Work completed or in progress during the period.
 - 3. Brief Weather Summary during the period including approximate rainfall and period of below freezing temperature.
 - 4. Contract time: Number of days charged to date and last working day charged.
 - 5. Summary of laboratory and field testing during the period.
 - 6. Work anticipated by the contractor for the next period.
 - 7. Problem areas and other comments.

32. Grant Approval Based Upon Certification. The FAA and the Sponsor agree that the FAA approval of this grant is based on FAA acceptance of the Sponsor's certification to carry out the project in accordance with FAA policies, standards, and specifications. The Sponsor Certifications received from the Sponsor for the work included in this grant are hereby incorporated into this grant agreement. The Sponsor understands that:

- A. The Sponsor's certification does not relieve the Sponsor of the requirement to obtain prior FAA approval for modifications to any AIP standards or to notify the FAA of any limitations to competition within the project;
- B. The FAA's acceptance of a Sponsor's certification does not limit the FAA from reviewing appropriate project documentation for the purpose of validating the certification statements;
- C. If the FAA determines that the Sponsor has not complied with their certification statements, the FAA will review the associated project costs to determine whether such costs are allowable under AIP.

The Sponsor's acceptance of this Offer and ratification and adoption of the Project Application incorporated herein shall be evidenced by execution of this instrument by the Sponsor, as hereinafter provided, and this Offer and Acceptance shall comprise a Grant Agreement, as provided by the Act, constituting the contractual obligations and rights of the United States and the Sponsor with respect to the accomplishment of the Project and compliance with the assurances and conditions as provided herein. Such Grant Agreement shall become effective upon the Sponsor's acceptance of this Offer.

**UNITED STATES OF AMERICA
FEDERAL AVIATION ADMINISTRATION**


(Signature)

William C. Garrison
(Typed Name)

Manager, Helena Airports District Office
(Title of FAA Official)

PART II - ACCEPTANCE

The Sponsor does hereby ratify and adopt all assurances, statements, representations, warranties, covenants, and agreements contained in the Project Application and incorporated materials referred to in the foregoing Offer, and does hereby accept this Offer and by such acceptance agrees to comply with all of the terms and conditions in this Offer and in the Project Application.

I declare under penalty of perjury that the foregoing is true and correct.¹

Executed this _____ day of _____, _____.

City of Twin Falls, Idaho

(Name of Sponsor)

(Signature of Sponsor's Authorized Official)

By:

(Typed Name of Sponsor's Authorized Official)

Title:

(Title of Sponsor's Authorized Official)

CERTIFICATE OF SPONSOR'S ATTORNEY

I, _____, acting as Attorney for the Sponsor do hereby certify:

That in my opinion the Sponsor is empowered to enter into the foregoing Grant Agreement under the laws of the State of Idaho. Further, I have examined the foregoing Grant Agreement and the actions taken by said Sponsor and Sponsor's official representative has been duly authorized and that the execution thereof is in all respects due and proper and in accordance with the laws of the said State and the Act. In addition, for grants involving projects to be carried out on property not owned by the Sponsor, there are no legal impediments that will prevent full performance by the Sponsor. Further, it is my opinion that the said Grant Agreement constitutes a legal and binding obligation of the Sponsor in accordance with the terms thereof.

Dated at _____ (location) this _____ day of _____, _____.

By:

(Signature of Sponsor's Attorney)

¹Knowingly and willfully providing false information to the Federal government is a violation of 18 U.S.C. Section 1001 (False Statements) and could subject you to fines, imprisonment, or both.

PART II - ACCEPTANCE

The Sponsor does hereby ratify and adopt all assurances, statements, representations, warranties, covenants, and agreements contained in the Project Application and incorporated materials referred to in the foregoing Offer, and does hereby accept this Offer and by such acceptance agrees to comply with all of the terms and conditions in this Offer and in the Project Application.

I declare under penalty of perjury that the foregoing is true and correct.²

Executed this _____ day of _____, _____.

County of Twin Falls, Idaho

(Name of Sponsor)

(Signature of Sponsor's Authorized Official)

By:

(Typed Name of Sponsor's Authorized Official)

Title:

(Title of Sponsor's Authorized Official)

CERTIFICATE OF SPONSOR'S ATTORNEY

I, _____, acting as Attorney for the Sponsor do hereby certify:

That in my opinion the Sponsor is empowered to enter into the foregoing Grant Agreement under the laws of the State of Idaho. Further, I have examined the foregoing Grant Agreement and the actions taken by said Sponsor and Sponsor's official representative has been duly authorized and that the execution thereof is in all respects due and proper and in accordance with the laws of the said State and the Act. In addition, for grants involving projects to be carried out on property not owned by the Sponsor, there are no legal impediments that will prevent full performance by the Sponsor. Further, it is my opinion that the said Grant Agreement constitutes a legal and binding obligation of the Sponsor in accordance with the terms thereof.

Dated at _____ (location) this _____ day of _____, _____.

By:

(Signature of Sponsor's Attorney)

²Knowingly and willfully providing false information to the Federal government is a violation of 18 U.S.C. Section 1001 (False Statements) and could subject you to fines, imprisonment, or both.



Date: Monday, August 7, 2017
To: Honorable Mayor and City Council
From: Mitch Humble, Deputy City Manager

Request:

Request to accept a property transfer from Twin Falls County.

Time Estimate:

The staff presentation will take two to three minutes for this request. We anticipate some discussion following the presentation.

Background:

The Castlewood subdivision was developed back in 2004. As is required by City Code, a retention area was developed as part of the subdivision. That retention area was located on Block 4, Lot 1 of the subdivision, and that lot was dedicated to the homeowners association. As the property owner, the association is required to maintain the property and pay the property taxes on the lot. A few years ago, the association disbanded and stopped paying taxes on the property. Therefore, the County recently seized the property for back taxes. The County has no need for the property and has approached the City to take ownership of it. Since the property still includes the retention area and retention in the neighborhood is still a need, the City has an interest in maintaining that use on the property. In the absence of a viable homeowners association, the City should take ownership of the property from the County.

Approval Process:

Accepting the property transfer from the County requires a simple majority vote of the City Council.

Budget Impact:

There is no immediate cost of accepting the property transfer from the County. However, there will be perpetual annual costs to the Parks Department to maintain the property. The Department maintains several retention area lots around town. This one will be added to that existing maintenance rotation. The cost for this maintenance will be covered by the departmental operations budget.

Regulatory Impact:

If this request is approved, the County will record the attached deed, transferring the property ownership to the City. The City will then need to provide regular maintenance of the property, which includes making sure the retention works as planned and keeping the weeds in control. Our Parks Department performs these same maintenance activities on properties around town. They are capable of doing the work.

History:

N/A

Analysis:

N/A

Conclusion:

Staff recommends that the City Council approve the request from the County and accept the property transfer as described above.

Attachments:

1. Location Map
2. Deed



QUITCLAIM DEED

FOR VALUE RECEIVED, the County of Twin Falls (Grantor), does hereby convey, release, remise and forever quit claim unto the City of Twin Falls (Grantee), the following described premises:

Twin Falls Castlewood Subdivision, Lot 1, Block 4
Parcel number RPT08110040010A

Also known as the “water retention lot”

TO HAVE AND TO HOLD the said premises, unto the said grantees, heirs, and assigns forever.

DATED this ____ day of _____, 2017.

TWIN FALLS COUNTY BOARD OF COMMISSIONERS

Terry Ray Kramer, Chairman

Jack Johnson, Commissioner

Don Hall, Commissioner

State of Idaho)
) ss
County of Twin Falls)

On this ____ day of _____, 2017, before me, Kristina Glascock, Clerk of the District Court of Twin Falls County, personally appeared Terry Ray Kramer, Jack Johnson, and Don Hall, known to me to be the Twin Falls County Commissioners that executed the said instrument, and acknowledged to me that they executed the same in their official capacities.

Kristina Glascock, Clerk

Grantee, City of Twin Falls, accepts quit claim of the above-described premises and agrees that the City of Twin Falls' special assessment(s), fees, penalty, and interest on this parcel should be cancelled.

DATED this _____ day of _____, 2017.

CITY OF TWIN FALLS

By
Grantee

State of Idaho)
) ss
County of Twin Falls)

On this _____ day of _____, 2017, before me a notary public, personally appeared _____, known or identified to me to be the person whose name is subscribed to the within instrument and acknowledged to me that he/she executed same in his/her official capacity on behalf of the City of Twin Falls.

Notary Public for Idaho
Residing in: _____
Commission Expires: _____



Date: Monday, August 7, 2017
To: Honorable Mayor and City Council
From: Travis Rothweiler, City Manager

Request:

Presentation of the City Manager's Recommended Budget for FY 2018.

Time Estimate:

Approximately 25 minutes.

Background:

See attached City Manager's Recommended Budget for FY 2018 followed by citizen input.

Approval Process:

No action required tonight.

Budget Impact:

Regulatory Impact:

No regulatory impact.

History:

N/A

Analysis:

N/A

Conclusion:

Recommended Budget for FY 2018 can be found online.

Attachments:

1. City Manager's Recommended Budget



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 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:

- Implement 2030 City of Twin Falls Strategic Planning goals and objectives to realize outcomes. 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.

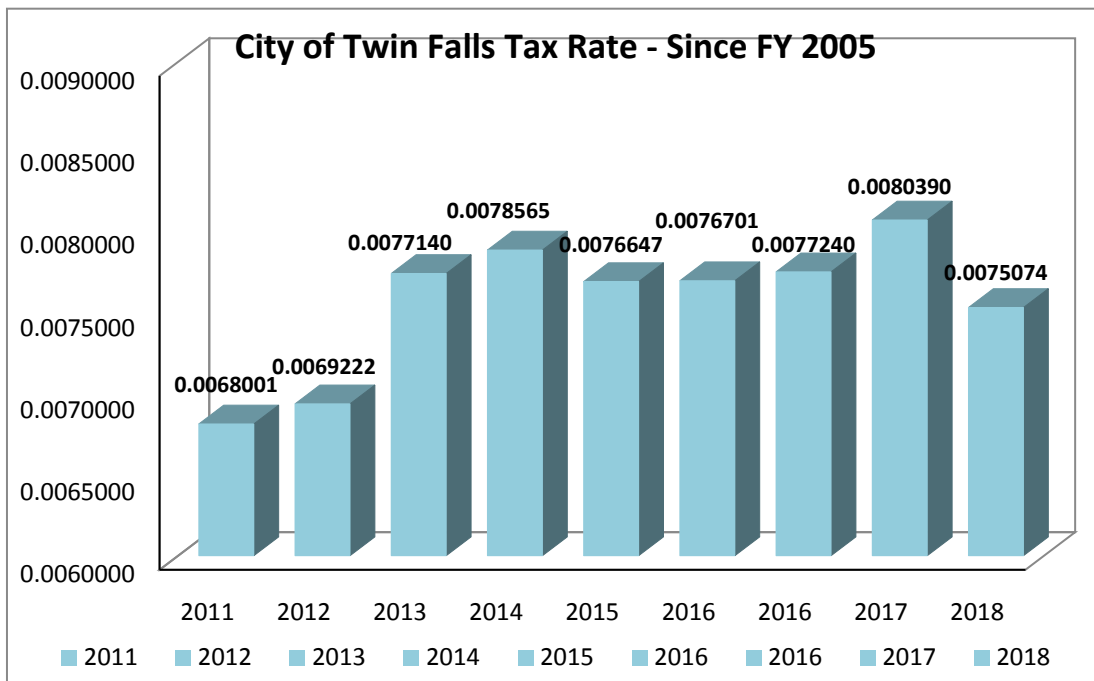
Water Fund – The Recommended Budget recommends increasing the total capital funding in the Water Fund from \$1,299,500 to \$2,829,095, which represents an increase of \$1,529,595 or 117.71%. The FY 2018 allocation is derived from anticipated revenues totaling \$11,893,191, an increase of \$1,709,202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



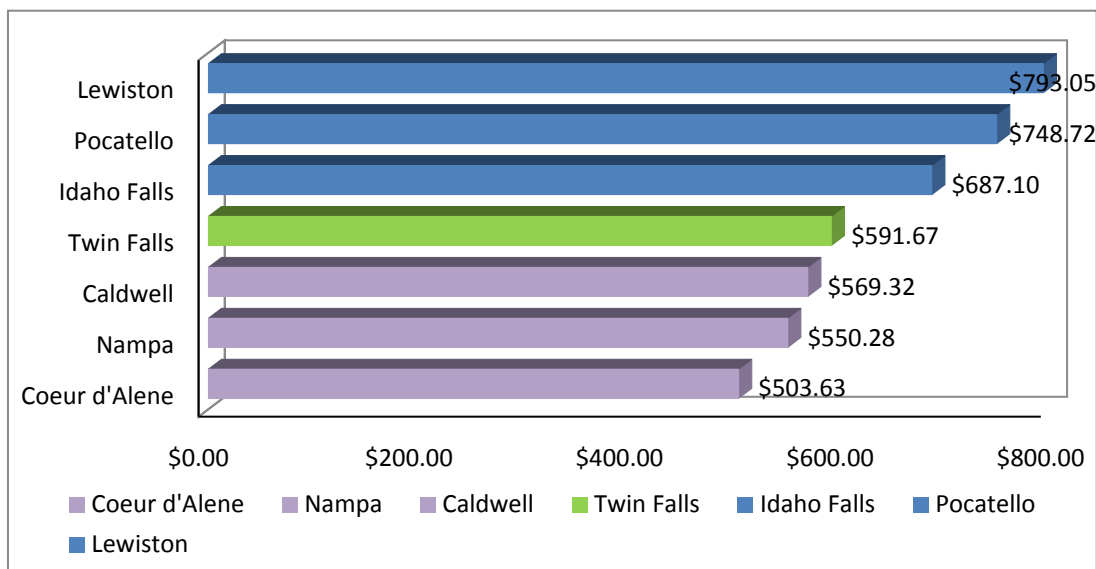
Additional property tax collections and comparison, rate adjustments, expenditures and economic indexes are discussed in great detail in subsequent sections of the City Manager's Recommended Budget Message.

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

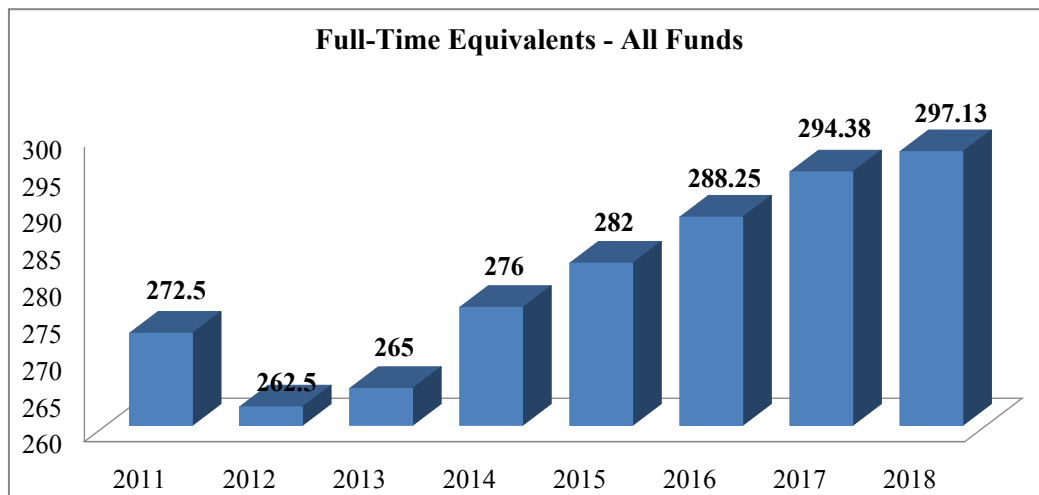
The General Fund is the chief operating fund of the city, and is used to account for all financial resources except those required by Generally Accepted Accounting Principles (GAAP) to be accounted for in another fund. The General Fund supports many departments, programs and contracts, which include 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 residential sewer billing at 8,000 gallons, even when water usage exceeds that amount.

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

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.



Date: Monday, August 7, 2017
To: Honorable Mayor and City Council
From: Jonathan Spendlove, Senior Planner

Request:

Request to **Vacate** a 30' x 104' (+/-) undeveloped right of way located along the 100 Block of Morningside Drive c/o Rex Lytle on behalf of REEL, LLC (app. 2878).

Time Estimate:

Background:

Approval Process:

Budget Impact:

Regulatory Impact:

History:

N/A

Analysis:

N/A

Conclusion:

Attachments:

1. Narrative-REEL, LLC
2. Zoning Map-REEL, LLC
3. Aerial Map-REEL, LLC
4. Utility Letters-REEL, LLC
5. Teasley Plat-REEL, LLC
6. Photos-REEL, LLC



5/15/2017

To whom it may concern:

REEL, LLC is seeking a land vacation for the city street right of way on the southern terminus of Morningside Drive in Twin Falls, Idaho. The right of way extends thirty feet into our northern property boundary before terminating in the middle of our commercial property-we own all land around it.

REEL, LLC is seeking this vacation because we wish to expand our business improvements on the property in the future and a road right of way would prevent these types of real property improvements. The right of way terminates on our property with no reasonable possibility of tying into other city streets and therefore we feel this is a justified request. All applicable utilities have also signed off on the vacation request and waived their future rights. Thank you in advance for your consideration.

Sincerely,

Rex E. Lytle, Member

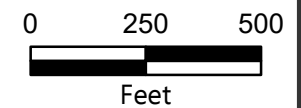
REEL, LLC

P.O. Box 332

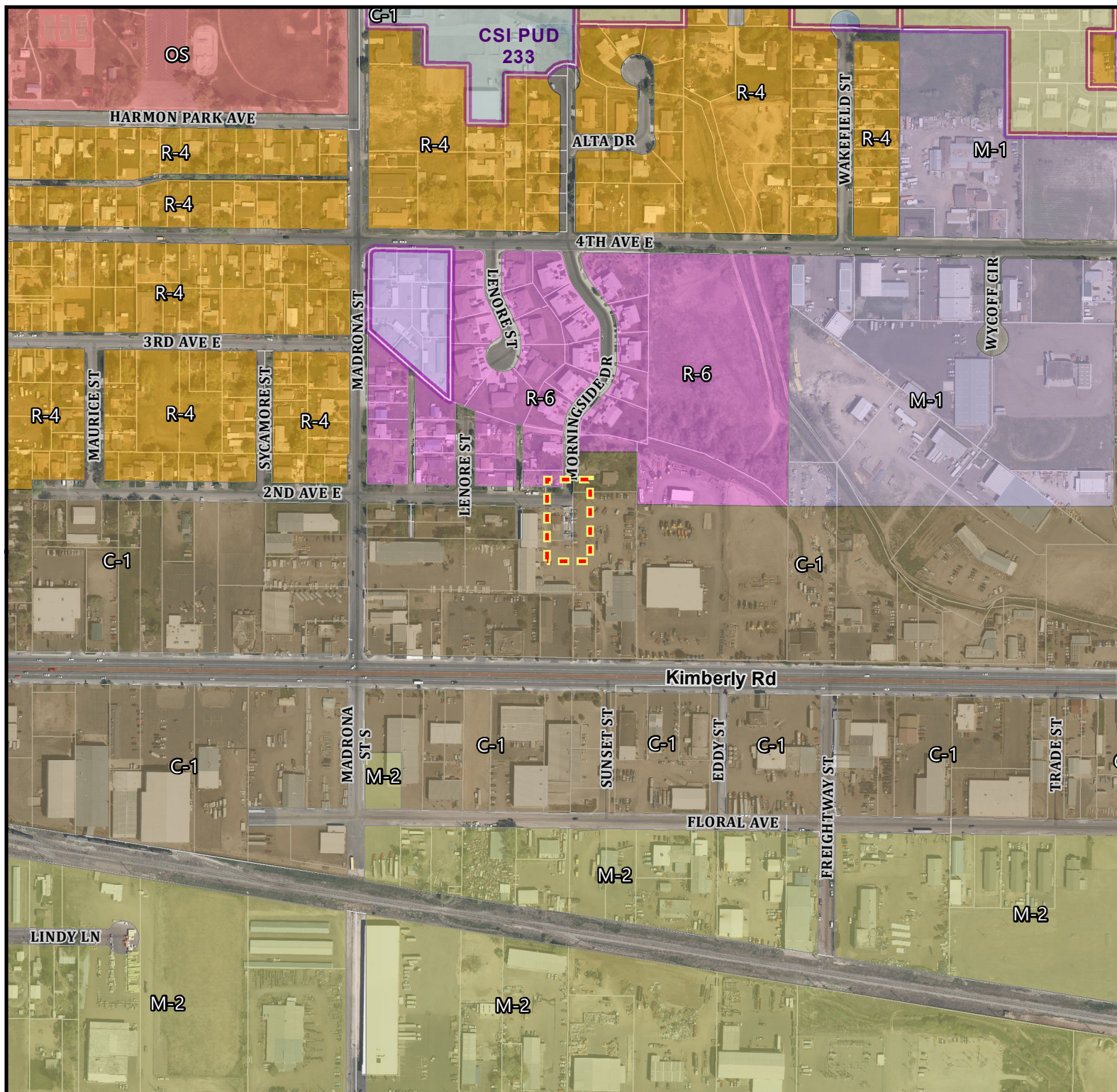
Twin Falls, ID 830303

Zoning Vicinity Map

-  PUD
-  C-1
-  M-1
-  M-2
-  OS
-  R-2
-  R-4
-  R-6



**AERIAL PHOTO APRIL 2016
REFERENCE ONLY**





1857
2ND A

1893 2ND A

1917 2ND A

2ND AVE E

174
LENORE

1890 2ND A

1901 B KIM

1935 KIMBE

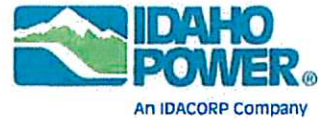
Aerial Map



NORTH

0 25 50
Feet

AERIAL PHOTO APRIL 2016
REFERENCE ONLY



May 4, 2017

Kelly Weeks
Planning & Zoning
City of Twin Falls
324 Hansen Street E
Twin Falls, Idaho 83303

Re: Request to vacate a portion of Morningside Drive, Twin Falls, Idaho.

Dear Mr. Weeks:

Idaho Power is in receipt of an application dated April 24, 2017 which requests Idaho Power approval of the partial vacation of Morningside Drive.

Idaho Power's records indicate that the Company does not maintain electrical facilities within the Right-of-Way, and therefore does not object to the proposed vacation of this area.

Please consider this comment letter a written request for a copy of the recorded resolution of the City of Twin Falls' determination on this matter, and any other instrument that would pertain to a conveyance of the subject property, should the City of Twin Falls approve the requested vacation.

Idaho Power Company thanks you for providing the opportunity to comment on the vacation petition/application.

Thank you,

Mary K. Alandt
Associate Real Estate Specialist
Land Management and Permitting Department
Phone: (208) 388-2699
Email: malandt@idahopower.com



Watch us make you smile.

261 EASTLAND DRIVE
P.O. Box 1946
TWIN FALLS, IDAHO 83301
PH: 208•733•6230
FX: 208•733•6296

May 10, 2017

RE: Road / Easement Vacation Request of Morningside Dr.

Mr. Rex E. Lytle
1925 Kimberly Road
P.O. Box 305
Twin Falls, Idaho 83305-0305

Dear Sir,

We agree to abandon the 30 Road R.O.W. / Easement Located East of Lots 6,7,8,9, & 10
Block 4 in the Teasley Subdivision in the City of Twin Falls, Idaho.

Thank you,

A handwritten signature in purple ink, appearing to read "Ron Burns".

Ron Burns
Cable One Construction
261 Eastland Dr.
P.O. Box 1946
Twin Falls, Idaho 83301
208-733-6877 Ext. 7150
208-539-9886



CenturyLink

Brad McNew
216 South Park Ave
Twin Falls, Id. 83301

Office (208) 736-8760

April 20, 2017

RE: Vacation of Easement
Morningside Dr.
Rex E Lytle
PO Box 305
Twin Falls, Id. 83303

To whom it may concern,

Reference is made to your request for CenturyLink to vacate the existing easement of Morningside Dr that currently terminates in the middle of your property. CenturyLink has no need to use the utility easement at this time and have no plans to utilize them in the future. Based upon this we have no objections to the requested vacation of easement. If any Centurylink facilities are located within said easement construction charges would apply if needing relocation.

Please call me if you have any questions.

Sincerely,

Brad McNew



451 Alan Dr, Jerome, Id 83338-5505

Office: (208) 737-6300 • Fax: (208) 737-6342 • In-State: 1-800-548-8771 • www.intgas.com

May 5, 2017

To Whom It May Concern:

We, the undersigned public utility company, INTERMOUNTAIN GAS COMPANY, release rights for the 30' right of way section of Morningside Dr, East of Lots 6, 7, 8, 9, 10 Block 4 located in the Teasley Subdivision, Twin Falls, Idaho,


_____, Sawtooth District Manager
Intermountain Gas Company
451 Alan Dr,
Jerome, ID 83338



TWIN FALLS CANAL COMPANY

357 6TH AVE WEST
POST OFFICE BOX 326
TWIN FALLS, IDAHO 83303-0326



April 24, 2017

Lytle Signs
PO Box 305
Twin Falls, Idaho 83303-305

C/O JJ McBride

RE: Lytle Signs/ Morningside Drive

Dear Mr. McBride,

I have reviewed the easement vacation documents for the vacation of easement for Morningside Drive on Lytle Signs property. This Letter is to inform you that the Twin Falls Canal Company has no facilities in the area and therefore has no issues with the vacation.

If you have any questions, please contact me at 733-6731.

Sincerely,

Jay Barlogi
Twin Falls Canal Company

3RD AV. E

STREET

MADRONA

2ND AVE. S89 32E. EAST

LENORE

MORNINGSIDE ST.

TEASLEY SUBDIVISION TWIN FALLS, IDAHO.

IN THE W² SW⁴ SE⁴ SEC. 15 T.10S. R.17E.
1"=100'

KIMBERLY S89 32E ROAD

SOUTH QUARTER
CORNER SECTION
15, T.10S. R.17E.

TEASLEY SUBD.

STATE OF IDAHO
COUNTY OF TWIN FALLS S.S.
KNOW ALL MEN BY THESE PRESENTS:- THAT WE THE UNDERSIGNED DO HEREBY CERTIFY THAT THE FOLLOWING IS A TRUE AND CORRECT DESCRIPTION OF THE LAND INCLUDED IN THE "TEASLEY SUBDIVISION" LOCATED IN THE SW⁴ SE⁴ SECTION 15, T.10S., R.17E. B.M. WHICH IS INCLUDED HERewith. SAID LAND BEING SHOWN AND DESCRIBED AS FOLLOWS:- BEGINNING AT A POINT ON THE CENTER LINE OF SECTION 15, FROM WHICH THE SOUTH $\frac{1}{4}$ SECTION CORNER, BEARS S. 0°17'E., 250 FEET DISTANT; THENCE N. 0°17'W. 805.2 FEET. TO TWIN FALLS CANAL CO. LATERAL. THENCE SOUTHEASTERLY ALONG SAID LATERAL 760 FEET + OR -, TO THE CENTER LINE OF THE SW $\frac{1}{4}$ SE $\frac{1}{4}$; THENCE S. 0°12'E. 478.7 FEET, TO THE NORTHEAST CORNER OF THE EVERGREEN COURT TRACT; THENCE N. 89°32'W., 660.8 FEET, CONTIGUOUS TO THE EVERGREEN COURT AND HOAG HOME TRACT, TO THE PLACE OF BEGINNING.
AND WE DO FURTHER CERTIFY THAT IT IS OUR INTENTION TO INCLUDE THE SAME IN SAID PLAT. AND WE DO FURTHER HEREBY DECLARE THAT IN CONSIDERATION OF THE FILING OF SAID PLAT BY THE RECORDER OF TWIN FALLS COUNTY, IDAHO AND THE ACCEPTANCE BY THE PUBLIC OF THE STREETS AND ALLEYS SHOWN THEREUPON WE DO FURTHER GIVE AND GRANT TO THE PUBLIC FOREVER, IN FEE SIMPLE, SUCH PORTIONS OF THE PREMISES PLATTED AS ARE ON SAID PLAT SET APART FOR STREETS AND ALLEYS FOR PUBLIC USE FOREVER.
SUBSCRIBED AND SWORN TO BEFORE ME THIS 13TH DAY OF JUNE 1946.

F.C. Shemberger NOTARY PUBLIC
V.R. Teasley
Blanche E. Teasley

STATE OF IDAHO
COUNTY OF TWIN FALLS S.S.
I HEREBY CERTIFY THAT I PREPARED THE MAP OF THE TEASLEY SUBDIVISION WHICH IS LOCATED IN THE W² SW⁴ SE⁴ SEC. 15 T.10S., R.17E. AND THAT THE SEVERAL BLOCKS AND LOTS ARE STAKED TO CONFORM THEREWITH. SAID LAND BEING SHOWN AND DESCRIBED AS FOLLOWS:- BEGINNING AT A POINT ON THE CENTER LINE OF SECTION 15, FROM WHICH THE SOUTH $\frac{1}{4}$ SECTION CORNER, BEARS S. 0°17'E., 250 FEET DISTANT; THENCE N. 0°17'W. 805.2 FEET. TO TWIN FALLS CANAL CO. LATERAL. THENCE SOUTHEASTERLY ALONG SAID LATERAL 760 FEET + OR -, TO THE CENTER LINE OF THE SW $\frac{1}{4}$ SE $\frac{1}{4}$; THENCE S. 0°12'E. 478.7 FEET, TO THE NORTHEAST CORNER OF THE EVERGREEN COURT TRACT; THENCE N. 89°32'W., 660.8 FEET, CONTIGUOUS TO THE EVERGREEN COURT AND HOAG HOME TRACT, TO THE PLACE OF BEGINNING.
SUBSCRIBED AND SWORN TO BEFORE ME THIS 31ST DAY OF MAY 1946.

F.C. Shemberger NOTARY PUBLIC
J.B. Hays CITY ENGINEER

APPROVED AND ACCEPTED BY THE MAYOR AND COUNCIL
OF THE CITY OF TWIN FALLS, IDAHO THIS 17TH DAY OF
JUNE 1946.

[Signature] MAYOR
[Signature] CITY CLERK

STATE OF IDAHO
COUNTY OF TWIN FALLS S.S.
I HEREBY CERTIFY THAT THIS INSTRUMENT WAS FILED FOR RECORD AT THE REQUEST OF F.C. Shemberger AT 11:45 O'CLOCK A.M. THIS 19TH DAY OF JUNE 1946 IN MY OFFICE AND DULY RECORDED IN BOOK OF PLATS NO. 5-42.
[Signature] DEPUTY
[Signature] EX OFFICIO RECORDER

W.D. Stearns
Mary H. Stearns
Phone 860

TEASLEY SUBDIVISION P-7-1



Public Notice on Morningside Dr & 2nd Ave E



Morningside Dr looking South to ROW



Approximate Location of ROW

East side looking West