



Twin Falls City Council Agenda

Monday, April 26, 2021, 5:00 PM

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

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

- 1) CALL MEETING TO ORDER/CONFIRMATION OF QUORUM
- 2) PLEDGE OF ALLEGIANCE
- 3) PROCLAMATIONS: None
- 4) CONSENT CALENDAR
 - a) **ACTION ITEM:** Request to approve the April 19, 2021, City Council Minutes.
By: Amy Luna, Finance Administrative Assistant
 - b) **ACTION ITEM:** Request to approve the Accounts Payable for April 15-21, 2021.
By: Amy Luna, Finance Administrative Assistant
 - c) **ACTION ITEM:** Request to approve an airport lease agreement renewal with SkyWest Airlines.
By: William Carberry, Airport Manager
 - d) **ACTION ITEM:** Request to approve an airport ground lease with Spur Aviation Services, LC.
By: William Carberry, Airport Manager
 - e) **ACTION ITEM:** Request to approve an airport ground lease with OGG, LLC
By: William Carberry, Airport Manager
 - f) **ACTION ITEM:** Request to approve the Findings of Fact and Conclusions of Law:
Zoning District Change and Zoning Map Amendment - Concept Investors LLC
Platted Easement Vacation - Bach Homes
Platted Easement Vacation - Fieldwood Subdivision
By: Jonathan Spendlove, Planning & Zoning Director
 - g) **ACTION ITEM:** Request to approve the Annual Western Days and Western Days Parade special event application.
By: Sergeant Ryan Howe, Twin Falls Police Department
 - h) **ACTION ITEM:** Request to approve the 10th Annual Kermes event.
By: Sergeant Ryan Howe, Twin Falls Police Department

- i) **ACTION ITEM:** Consider a recommendation from the Parks and Recreation Commission to accept a tree donation from Nick Robbins to be placed at Benno's Point Park

By: Wendy Davis, Parks & Recreation Director

5) ITEMS OF CONSIDERATION

- a) **ACTION ITEM:** Requesting approval for City staff to seek proposals to purchase new radios for public safety and critical dispatch equipment with CARES funding at an estimated to cost \$445,000.

By: Travis Rothweiler, City Manager

- b) **ACTION ITEM:** Requesting the City Council to allocate funding for Category B expenditures as described in the City of Twin Falls' Adopted Budget for the 2020-2021 Fiscal Year.

By: Travis Rothweiler, City Manager

- c) **ACTION ITEM:** Requesting to utilize unbudgeted airport reserve funds to expand utility services in the airport's northeast development area.

By: William Carberry, Airport Manager

- d) **DISCUSSION:** Seeking City Council priorities on the development of the FY 2021-2022 budget.

By: Travis Rothweiler, City Manager

6) GENERAL PUBLIC INPUT

7) ADVISORY BOARD REPORT/ANNOUNCEMENTS

8) PUBLIC HEARINGS: None

9) ADJOURNMENT

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

Public Input Procedures

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

Public Hearing Procedures for Zoning Requests

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



Twin Falls City Council Minutes

Monday, April 19, 2021, 5:00 PM

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

1) CALL MEETING TO ORDER/CONFIRMATION OF QUORUM

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

Absent: Council Member Shawn Barigar

Staff Present: City Manager Travis Rothweiler, Deputy City Manager Mitch Humble, City Attorney Shayne Nope, P&Z Director Jonathan Spendlove, CFO Breanna Howard, City Planner Lisa Strickland, Senior Planner Elizabeth Hart, Public Information Coordinator Josh Palmer, Police Chief Craig Kingsbury, Finance Assistant Director Brent Hyatt, P&R Director Wendy Davis, Network Administrator Dee Davidson, Finance Administrative Assistant Amy Luna.

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

2) PLEDGE OF ALLEGIANCE:

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

3) PROCLAMATIONS

- a) College of Southern Idaho Month - Requested by College of Southern Idaho
Mayor Hawkins read the Proclamation for College of Southern Idaho Month, requested by the College of Southern Idaho.
Mayor Hawkins presented the proclamation to Mr. Schwartz from the College of Southern Idaho who spoke regarding the proclamation.
- b) National Crime Victims' Rights Week, April 18–24, 2021 - Requested by Kim Burkhalter, Victim Services Coordinator
Council Member Boyd read the Proclamation for National Crime Victims' Rights Week, April 18-24, 2021 - Requested by Kim Burkhalter, Victim Services Coordinator.
Mayor Hawkins presented the proclamation to Victim Services Coordinator Burkhalter who spoke about the proclamation.
- c) Arbor Day - Requested by Wendy Davis, Parks & Recreation Director
Council Member Lanting read the Proclamation for Arbor Day - Requested by Wendy Davis, Parks & Recreation Director.
Mayor Hawkins presented the proclamation to P&R Director Davis who spoke about the planting of the tree on April 30, 2021.

4) CONSENT CALENDAR

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

- a) Request to approve the Accounts Payable for April 8-14, 2021.
- b) Request to approve the Wells Fargo Credit Commercial Card for March 2021.
- c) Request to approve April 12, 2021, City Council Minutes.
- d) Request to accept the Improvement Agreement for the purpose of developing Claret Subdivision.
- e) Request from Liz Niccum to hold the Back the Blue Community Rally.
- f) Request to approve the Crazy Dayz event.
- g) Request to hold the Magic Valley Refugee Day.
- h) Request to hold the St. Edward's Variety Show.
- i) Request to approve the 2021 Downtown Farmers Market.
- j) Request to approve the 22nd Annual Twin Falls Tonight Concert Series.

5) ITEMS OF CONSIDERATION

- a) Request to reappoint Curtis Hansen, David Detweiler, and Craig Kelley to the Planning and Zoning Commission.

P&Z Director Spendlove requested to reappoint Curtis Hansen, David Detweiler, and Craig Kelley to the Planning and Zoning Commission.

Discussion ensued on the following: None.

MOTION: Council Member Hawkins moved to approve the reappointment of Curtis Hansen, David Detweiler, and Craig Kelley to the Planning and Zoning Commission. **Council Member Boyd** seconded the motion. Roll call vote showed all members present voted in favor of the motion. 6 to 0.

- b) Request to adopt Ordinance #O-2021-006 for the Annexation and Zoning District Map Amendment for the property located at the southwest corner of Federation Road and Washington Street North.

P&Z Director Spendlove requested to adopt **Ordinance #O-2021-006** for the Annexation and Zoning District Map Amendment for the property located at the southwest corner of Federation Road and Washington Street North.

Discussion ensued on the following: None.

MOTION: Council Member Lanting made a motion to suspend the rules and place **Ordinance O-2021-006** on third and final reading by title only under suspension of the rules. **Vice Mayor Pierce** seconded the motion. Roll call vote showed all members present voted in favor of the motion. Approved 6 to 0.

MOTION: Vice Mayor Pierce moved to approve **Ordinance #O-2021-006** for the Annexation and Zoning District Map Amendment for the property located at the southwest corner of Federation Road and Washington Street North. **Council Member Reid** seconded the motion. Roll call vote showed all members present voted in favor of the motion. 6 to 0.

- c) A presentation of the City of Twin Falls' 2020 audited financial statements. The presentation will be made by Scott Hunsaker of Mahlke Hunsaker & Company, PLLC.

CFO Howard introduced Scott Hunsaker of Mahlke Hunsaker & Company, PLLC who made a presentation of the City of Twin Falls' 2020 audited financial statement.

Discussion ensued on the following: None.

Mayor Hawkins thanked Mr. Hunsaker for his presentation.

City Manager Rothweiler also thanked Mr. Hunsaker for his work and reminded everyone that the audit is on the City's website.

- d) A presentation on the finances of the City of Twin Falls for the first six months of the fiscal year 2020-2021. This presentation will be an overview of the tax-supported funds and the three major enterprise funds: Water, Wastewater, and Sanitation.

CFO Howard presented the finances of the City of Twin Falls for the first six months of FY 2020-2021.

Discussion ensued on the following:

Vice Mayor Pierce: Ton's a half year or a full year

Council Member Lanting: Asked about the franchise fees and if that can be changed. Asked how many utility accounts we have in the City at this time.

Vice Mayor Pierce: Thanked CFO Howard for her presentation.

Mayor Hawkins thanked Mrs. Howard for her presentation.

6) GENERAL PUBLIC INPUT

7) ADVISORY BOARD REPORT/ANNOUNCEMENTS

Council Member Lanting spoke about the tour of the proposed 3rd Bridge sites on Wednesday, April 21, 2021, at 1:00 p.m.

Council Member Lanting spoke about the new Parks & Recreation Board.

Council Member Hawkins spoke about the Historic Preservation Commission.

Mayor Hawkins spoke about the Teen Suicide Prevention Color Run scheduled for May 15, 2021, at 9:00 a.m.

City Manager Rothweiler reminded the Council that the Budget talks will resume next week.

8) PUBLIC HEARINGS

- a) Request to vacate a platted utility easement within the Fieldwood Subdivision on property located south of Cheney Drive West, in between Fieldstream Way and Grandview Drive c/o EHM Engineers, Inc. on behalf of Gary Nelson. (PZ21-0013)

City Planner Strickland presented a request to vacate a platted utility easement within the Fieldwood Subdivision on property located south of Cheney Drive West, in between Fieldstream Way and Grandview Drive c/o EHM Engineers, Inc. on behalf of Gary Nelson. (PZ21-0013).

The applicant spoke regarding the request.

Public Hearing Opened: 6:17 pm

Public Hearing Closed: 6:18 pm

Discussion ensued on the following:

MOTION: **Council Member Reid** moved to approve the request to vacate a platted utility easement within the Fieldwood Subdivision on property located south of Cheney Drive West, in between Fieldstream Way and Grandview Drive c/o EHM Engineers, Inc. on behalf of Gary Nelson. (PZ21-0013).

Council Member Boyd seconded the motion. Roll call vote showed all members present voted in favor of the motion. 6 to 0.

- b) Request for a Zoning District Change and Zoning Map Amendment for approximately 10 (+/-) acres from R-4 & R-6 CRO to R-4 & R-6 CRO ZDA for property located at the 500 block of Canyon Falls Drive c/o Gerald Martens on behalf of Concept Investors, LLC. (PZ21-0008)

Senior Planner Hart presented a request for a Zoning District Change and Zoning Map Amendment for approximately 10(+/-) acres from R-4 & R-6 CRO to R-4 & R-6 CRO ZDA for property located at the 500 blocks of Canyon Falls Drive c/o Gerald Martens on behalf of Concept Investors, LLC. (PZ21-0008)

The applicant spoke regarding the request.

Discussion ensued on the following:

Council Member Reid: What is the reasoning for turning the west entrance into an emergency entrance only?

Council Member Lanting: Talked about his concern for traffic at the Canyon Falls Drive intersection and asked if this is land locking the property behind.

Council Member Reid: Thanked the applicant for making this a lower density complex. Commented on the intersection and alleviating the traffic congestion.

The applicant made a closing comment.

Public Hearing Opened: 6:32 p.m.

Public Hearing Closed: 6:34 p.m.

MOTION: Council Member Lanting moved to approve the request for a Zoning District Change and Zoning Map Amendment for approximately 10(+/-) acres from R-4 & R-6 CRO to R-4 & R-6 CRO ZDA for property located at the 500 blocks of Canyon Falls Drive c/o Gerald Martens on behalf of Concept Investors, LLC. (PZ21-0008). **Council Member Hawkins** seconded the motion. Roll call vote showed all members present voted in favor of the motion. 6 to 0.

- c) Request to Vacate a portion of a platted access and public utility easement for the property located at 2013 Rivercrest Drive c/o EHM Engineers, Inc. on behalf of Bach Homes. (PZ21- 0014)

Senior Planner Hart presented a request to vacate a portion of a platted access and public utility easement for the property located at 2013 Rivercrest Drive c/o EHM Engineers, Inc. on behalf of Bach Homes. (PZ21-0014)

The applicant spoke regarding the request.

Public Hearing Opened: 6:45 pm

Public Hearing Closed: 6:46 pm

Discussion ensued on the following:

Council Member Lanting: Asked about where the trash area is going to be. Has a continued concern for the parking in the development. Asked about parking on the curve.

MOTION: Vice Mayor Pierce moved to approve the to vacate a portion of a platted access and public utility easement for the property located at 2013 Rivercrest Drive c/o EHM Engineers, Inc. on behalf of Bach Homes. (PZ21-0014). **Council Member Reid** seconded the motion. Roll call vote showed all members present voted in favor of the motion. 6 to 0.

9) ADJOURNMENT

The meeting adjourned at 06:47 PM

Amy Luna, Finance Administrative Assistant

For a full account of this meeting please visit tfid.org for the recording of this meeting



Date: Monday, April 26, 2021
To: Honorable Mayor and City Council
From: Bill Carberry, Airport Manager

Consent Calendar

Request:

Consideration of a request to approve an airport lease agreement renewal with SkyWest Airlines.

Background:

The airport has been working with SkyWest airlines to renew the airline lease agreement for their terminal operations areas and their use of airport facilities. The agreement is effective June 1, 2021. The major difference with the renewal reflects the additional leased space due to the new United operation they will be handling at the station. The airline has reviewed and signed the agreement without any concerns with the terms of the agreement.

Approval Process: A majority vote of the Council is needed to approve the request.

Budget Impact: The approval will allow for the airport to receive the rent & fees associated with the lease space and the lessee's operation.

Regulatory Impact: The airport's lease agreements are prepared by the City Attorney and terms of the agreement are wide ranging in the requirements to protect the interests of both parties. The agreements are also subordinate to the federal, state, and local laws and regulations required of the airport and the tenants.

Conclusion:

Staff recommends that the City Council approve the request for the renewal of the SkyWest Airline lease agreement, and authorize the Mayor to sign the agreement.

Attachments: SkyWest Airport Lease Agreement



Date: Monday, April 26, 2021
To: Honorable Mayor and City Council
From: Bill Carberry, Airport Manager

Consent Calendar

Request:

Consideration of a request to approve an airport ground lease with Spur Aviation Services, LC.

Background:

The airport has been working with the applicants, Todd Hitchcock, owner of Spur Aviation Services, to lease ground associated with the construction of a self-fueling ramp to place fuel tanks to service their owned and operated aircraft. This development is collocated next to the same type facility as Rob Green and Gregg Olsen which is a companion item on the consent calendar agenda.

The Airport Board formed a sub-committee in 2018, consisting of Board members and tenants, to develop policies for self-fueling of private aircraft, chief amongst them, no commercial sales of fuel are allowed and the location of the fuel storage facility must be in an approved, centrally located area away from structures. This project was introduced in the spring of 2020 and the Board met with the City Fire Marshall, the surrounding tenants near the proposed location, the FAA, and others. The project was approved by the Board to move forward contingent upon an acceptable development plan. The applicants have satisfied all the requirements of the development plan and has applied to the County for a building permit for construction.

Approval Process: A majority vote of the Council is needed to approve the request.

Budget Impact: The approval will allow for the airport to receive the ground rent & fuel flowage fees.

Regulatory Impact: The airport's ground lease agreements are prepared by the City Attorney and terms of the agreement are wide ranging in the requirements to protect the interests of both parties. The agreements are also subordinate to the federal, state, and local laws and regulations required of the airport and the tenants.

Conclusion:

Staff recommends that the City Council approve the request to issue an airport ground lease agreement with Spur Aviation Services, and authorize the Mayor to sign the agreement.

Attachments: Airport Ground Lease



Date: Monday, April 26, 2021
To: Honorable Mayor and City Council
From: Bill Carberry, Airport Manager

Consent Calendar

Request:

Consideration of a request to approve an airport ground lease with OGG, LLC.

Background:

The airport has been working with the applicants, Rob Green and Gregg Olsen to lease ground associated with the construction of a self-fueling ramp to place fuel tanks to service their owned and operated aircraft. This development is collocated next to the same type facility as Spur Aviation which is a companion item on the consent calendar agenda.

The Airport Board formed a sub-committee in 2018, consisting of Board members and tenants, to develop policies for self-fueling of private aircraft, chief amongst them, no commercial sales of fuel are allowed and the location of the fuel storage facility must be in an approved, centrally located area away from structures. This project was introduced in the spring of 2020 and the Board met with the City Fire Marshall, the surrounding tenants near the proposed location, the FAA, and others. The project was approved by the Board to move forward contingent upon an acceptable development plan. The applicants have satisfied all the requirements of the development plan and has applied to the County for a building permit for construction.

Approval Process: A majority vote of the Council is needed to approve the request.

Budget Impact: The approval will allow for the airport to receive the ground rent & fuel flowage fees.

Regulatory Impact: The airport's ground lease agreements are prepared by the City Attorney and terms of the agreement are wide ranging in the requirements to protect the interests of both parties. The agreements are also subordinate to the federal, state, and local laws and regulations required of the airport and the tenants.

Conclusion:

Staff recommends that the City Council approve the request to issue an airport ground lease agreement with OGG, LLC and authorize the Mayor to sign the agreement.

Attachments: Airport Ground Lease



BEFORE THE CITY COUNCIL OF THE CITY OF TWIN FALLS

In Re:)
)
Zoning District Change & Zoning Map Amendment,) FINDINGS OF FACT,
Application,)
) CONCLUSIONS OF LAW,
Concept Investors LLC)
c/o Gerald Martens) AND DECISION

Applicant(s)

This matter having come before the City Council of the City of Twin Falls, Idaho on Monday, April 19, 2021 for public hearing pursuant to public notice as required by law for a Zoning District Change and Zoning Map Amendment from R4 CRO and R6 to R4 and R6 ZDA for the property located at the 500 block of Canyon Falls Drive and the City Council having heard testimony from interested parties, and being fully advised in the matter, now makes the following

FINDINGS OF FACT

1. Applicant has applied for a Zoning District Change and Zoning Map Amendment from R4 CRO and R6 to R4 and R6 ZDA for the property located at the 500 block of Canyon Falls Drive.
2. All legal requirements for notice of public hearing have been met with advertisement taking place on the following dates: March 4, 2021 & April 1, 2021.
3. The property in question is zoned R4 CRO and R6 pursuant to the Zoning Ordinance of the City of Twin Falls. The property is designated as Mixed Use 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/Canyon Rim; to the south, Commercial; to the east, Residential/Commercial; to the west, Mixed Use.

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

CONCLUSIONS OF LAW

1. The application for a Zoning District Change and Zoning Map Amendment from R4 CRO and R6 to R4 and R6 ZDA for the property located at the 500 block of Canyon Falls Drive is consistent with the purpose of the R4 and R6 ZDA Zone, and is not detrimental to any of the outright permitted uses or existing special uses in the area.

2. The proposed use 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, 10-6-1, 10-4-6, 10-4-19, 10-14, of the Twin Falls City Code.

3. The proposed use is proper use in the R4 and R6 ZDA 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. A rezone 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 a Zoning District Change and Zoning Map Amendment from R4 CRO and R6 to R4 and R6 ZDA for the property located at the 500 block of Canyon Falls Drive 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 to the conditions which are attached as "Exhibit No. A", 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 a for a Zoning District Change and Zoning Map Amendment from R4 CRO and R6 to R4 and R6 ZDA for the property located at the 500 block of Canyon Falls Drive.

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 to the conditions which are attached as "Exhibit No. A", and incorporated by reference as though fully set forth herein.

MAYOR - TWIN FALLS CITY COUNCIL

DATE

"EXHIBIT NO. A"

1. Subject to site plan amendments as required by Building, Engineering, Fire and Zoning Officials to comply with applicable City Codes and standards.

APPLICATION #: PZ21-0008



BEFORE THE CITY COUNCIL OF THE CITY OF TWIN FALLS

In Re:

Vacation Application,

Gary Nelson
c/o EHM Engineers, Inc.

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 Monday, April 19, 2021 for public hearing pursuant to public notice as required by law for Vacation of a platted utility easement with the Fieldwood Subdivision on property located south of Cheney Drive West, in between Fieldstream Way and Grandview Drive and the City Council of the City of Twin Falls having heard testimony from interested parties and being fully advised in the matter, now makes the following

FINDINGS OF FACT

1. Applicant has applied for Vacation of a platted utility easement with the Fieldwood Subdivision on property located south of Cheney Drive West, in between Fieldstream Way and Grandview Drive.
2. All legal requirements for notice of public hearing have been met with advertisement taking place on the following dates: April 1, 2021 and April 8, 2021.
3. The property in question is zoned R-2 pursuant to the Zoning Ordinance of the City of Twin Falls. The property is designated as Town Neighborhood 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; to the south, Residential; to the east, Residential; to the west, Residential.

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

CONCLUSIONS OF LAW

1. The application for Vacation of a platted utility easement with the Fieldwood Subdivision on property located south of Cheney Drive West, in between Fieldstream Way and Grandview Drive is consistent with the purpose of the R-2 Zone, and is not detrimental to any of the outright permitted uses or existing special uses in the area.

2. The proposed use 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, 10-4-4, 10-12, Twin Falls City Code.

3. The proposed use is proper use in the R-2 Zone, subject to the conditions which are attached as "Exhibit No. A", and incorporated by reference as though fully set forth herein.

4. The application for Vacation of a platted utility easement with the Fieldwood Subdivision on property located south of Cheney Drive West, in between Fieldstream Way and Grandview Drive should be granted, subject to all applicable requirements of the Zoning Ordinance, Adopted Standard Drawings and City code of the City of Twin Falls.

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

DECISION

1. The application Vacation of a platted utility easement with the Fieldwood Subdivision on property located south of Cheney Drive West, in between Fieldstream Way and Grandview Drive is hereby granted.

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.

MAYOR - TWIN FALLS CITY COUNCIL

DATE

Exhibit No. A

1. Subject to continued compliance with all local, state, and federal code requirements and other standards as applicable.

APPLICATION #: PZ21-0013



BEFORE THE CITY COUNCIL OF THE CITY OF TWIN FALLS

In Re:

Vacation Application,

Nick Mason, Bach Homes
c/o EHM Engineers, Inc.

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 Monday, April 19, 2021 for public hearing pursuant to public notice as required by law for Vacation of a portion of an access and public utility easement for the property located at 2013 Rivercrest Drive and the City Council of the City of Twin Falls having heard testimony from interested parties and being fully advised in the matter, now makes the following

FINDINGS OF FACT

1. Applicant has applied for Vacation of a portion of an access and public utility easement for the property located at 2013 Rivercrest Drive.
2. All legal requirements for notice of public hearing have been met with advertisement taking place on the following dates: April 1, 2021 and April 8, 2021.
3. The property in question is zoned C-1, Commercial Highway pursuant to the Zoning Ordinance of the City of Twin Falls. The property is designated as Mixed Use 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, Mixed Uses; to the south, Retail and Vacant Land; to the east, Commercial to the west, Residential.

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

CONCLUSIONS OF LAW

1. The application for Vacation of a portion of an access and public utility easement for the property located at 2013 Rivercrest Drive is consistent with the purpose of the C-1 Zone, and is not detrimental to any of the outright permitted uses or existing special uses in the area.

2. The proposed use 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, 10-16-1, Twin Falls City Code.

3. The proposed use is proper use in the C-1 Zone, subject to the conditions which are attached as "Exhibit No. A", and incorporated by reference as though fully set forth herein.

4. The application for Vacation of a portion of an access and public utility easement for the property located at 2013 Rivercrest Drive should be granted, subject to all applicable requirements of the Zoning Ordinance, Adopted Standard Drawings and City code of the City of Twin Falls.

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

DECISION

1. The application Vacation of a portion of an access and public utility easement for the property located at 2013 Rivercrest Drive is hereby granted.

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.

MAYOR - TWIN FALLS CITY COUNCIL

DATE

Exhibit No. A

1. Subject to continued compliance with all local, state, and federal code requirements and other standards as applicable.

APPLICATION #: PZ21-0014



Date: Monday, April 26, 2021

To: Honorable Mayor and City Council

From: Sergeant Ryan Howe, Twin Falls Police Department

Request:

Consideration of a request to approve the Annual Western Days and Western Days Parade special event application.

Time Estimate:

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

Background:

The opening ceremony for the Annual Twin Falls Western Days event are scheduled for Friday June 4th, 2021, at 5:00 p.m. in the City Park. The Western Days Committee has requested the following:

- Friday June 4, 2021 12:00 p.m. (noon) to 9:00 p.m. – Opening ceremonies at the City Park at 5:00 p.m.; amplified sound in the form of pre-recorded music and also live bands. Food and Craft vendors; carnival and amusement rides provided in the park until 10:00 p.m.; there will be a beer garden open until 9:00 p.m.
- Saturday June 5, 2021 9:00 a.m. to 10:00 p.m. – Parade to start at 9:00 a.m. and conclude by 1:00 p.m.; Live music from 1:00 p.m. to 10:00 p.m.; 4th Ave East closure between Shoshone St. and Hansen St. and Hansen St. between 4th Ave East and 6th Ave East and 6th Ave East from Shoshone St to Hansen St East. There will be a car show on 4th Avenue East Carnival and amusement rides provided in the park until 10:00 p.m.; there will be a beer garden open until 9:00 p.m.
- Sunday June 6, 2021 10:00 a.m. to 7:00 p.m. – Food and craft vendors from 10:00 a.m. to 7:00 p.m.; Live music from 12:30 p.m. to 7:00 p.m.; Carnival and amusement rides provided in the park from 12:00 p.m. to 7:00 p.m.; there will be a beer garden open until 6:00 p.m.

The Western Days Parade will be held on Saturday, June 5, 2021 and will begin promptly at 9:00 a.m. The staging area for the parade will be on Falls Avenue, from Blue Lakes Boulevard North to Harrison Street. The event organizer has arranged with Fred Meyer for parking in the area. Additionally, Fillmore St between Caswell Ave and Falls Ave will be closed as a staging

area for parade participants. The area of Falls Avenue will be closed to traffic from Harrison Street to Blue Lakes Boulevard North. All road closures will take place at 7:00 a.m.

The parade route will start at the intersection of Falls Avenue and Blue Lakes Boulevard North. The parade will travel from that intersection, south on Blue Lakes Boulevard North to the intersection of Shoshone Street East/North where it will travel down Shoshone Street to the intersection of 2nd Avenue West/South, the ending point of the parade. Those participating in the parade will disperse in the 100 block of 2nd Ave South.

The Western Days Committee is requesting to host Rainier Amusements LLC carnival company from Portland, Oregon for the 2021 Western Days Event. There will be several amusement rides contained within the boundaries of the Twin Falls City Park, located primarily on the north side of the park.

The Western Days Committee is requesting to serve beer in the beer garden during the event. Koto Brewing Company has obtained the alcohol catering permit for the event. The proposed beer garden schedule is as follows:

Friday June 4, 2021	5:00 p.m. to 9:00 p.m.
Saturday, June 5, 2021	11:00 a.m. to 9:00 p.m.
Sunday, June 6, 2021	12:00 a.m. to 6:00 p.m.

Identification bracelets will be issued and required to be worn in order to be served at the designated beer garden. Those purchasing and consuming beer will have to remain in the designated beer garden boundaries and will not be allowed to possess or consume alcohol outside of the designated boundary. The boundary will be constructed of fencing, which will be marked as the designated beer garden. This area will be approximately 70 feet by 70 feet.

All event activities in the park will cease by 10:00 p.m. on Friday and Saturday and 8:00 p.m. on Sunday. During the after-hours time frame of the Western Days Event, the Western Days Committee must have someone stay on site at the beer garden while beer is left at the park. The beer at the beer garden cannot be left unattended at any time.

Event organizers are required to arrange for all trash to be picked up after each day's activities.

After a review of last year's event, the Twin Falls Police Department's Administrative Staff has decided that Twin Falls Police Officers will provide security in the park for these events. The Officers will be scheduled to begin providing security when the beer garden opens and will continue until one (1) hour after the beer garden is closed each day.

The schedule for Officers will be as follows:

Friday, June 4, 2021	5:00 p.m. to 10:00 p.m.	Six (6) Police Officers
Saturday June 5, 2021	12:00 p.m. to 10:00 p.m.	Eight (8) Police Officers
Sunday June 6, 2021	1:00 p.m. to 7:00 p.m.	Four (4) Police Officers

Officer deployment is being kept the same as the previous five years for each day of the event.

The Western Days Committee has requested a street closure for the event to accommodate a car show in the 100 block of 4th Ave East and the 400 Block of Hansen St. East.

Our evaluation of this event considered the following factors:

1.) History: 2019 Western Days Event

- Since there was no Western Days in 2020, We will include information for the 2019 event. The 2019 Western Days Event included 16 calls for police service. This was double the calls for service reported the prior year but included five parking issues include the previous year. Each call (with the exception of parking calls) required a minimum two officer response due to the crowd size.
- Friday May 31, 2019
 - 2 calls for service
 - 2 parking issues at park
- Saturday June 1, 2019
 - 10 calls for service
 - 1 disturbance call
 - 1 drug call
 - 5 parking calls
 - 1 missing child call
 - 1 runaway/missing juvenile call
 - 1 drunk call
- Sunday June, 2, 2019
 - 4 calls for service
 - 1 Drunk call
 - 1 missing child
 - 1 theft/lost property
 - 1 parking

2.) Expected Crowd Size:

- Based on previous years' estimates, 30,000 to 40,000 people will be attending the three-day event, to include spectators watching the parade.

3.) Traffic Concerns:

- The parade requires the closure of numerous intersections and coordination between various City Departments, Road Work Ahead and the Idaho Transportation Department.
- The Twin Falls Police Department has contracted with Road Work Ahead for the traffic control plan. This plan will conform with the Manual on Uniform Traffic Control Devices as required by law and by ITD as a requirement for the parade. ITD has also required that the parade be staffed by sworn Police Officers. In my opinion,

there is an effective plan in place which addresses the traffic issues related to the event.

- This year, the Western Days Committee has requested to close 6th Avenue East, 4th Avenue East, and Hansen Street East between 6th and 4th Avenues East. This closure combined with the previous year's closures eliminates approximately 120 available parking spaces immediately surrounding the park.

4.) Beer Sales/Live Amplified Music:

- Alcohol will be sold in conjunction with the live bands playing amplified music for several hours during each day of the event. Those purchasing and consuming alcohol will be required to stay within the designated boundaries of the beer garden. Twin Falls City Code does not allow outside alcohol in the park during this event.

5.) Electrical Concerns:

- The Twin Falls Building Department requires that an electrical permit be purchased by the Western Days Committee in the event any electrically powered rides or entertainment are provided for the public, excluding the use of the Band Shell. The power source and equipment must pass an electrical inspection by the Twin Falls City Electrical Inspector.

6.) Insurance Security Bond:

- The Western Days Committee has provided the required comprehensive general liability insurance policy in the amount of One Million Dollars (\$1,000,000) per incident, with the City of Twin Falls named as a certificate holder, written by a company authorized to write insurance policies within the State of Idaho and filed with the Chief of Police or his/her designee. Applicants must also execute indemnification and hold harmless provisions contained within the application.

7.) Interest to City of Twin Falls:

- The Twin Falls Police Department and the City of Twin Falls feel the necessity to make this a safe event for the citizens of our community. And to comply with required rules, regulations, and laws in the implementation of a traffic control plan. The Twin Falls Police required security, and a MUTCD compliant traffic plan is an effort to ensure the safety of all participants and citizens, and visitors to Twin Falls.

Approval Process:

Staff requests that the City Council take into consideration the recommendations provided below when approving the Special Event Application submitted by the Western Days Committee.

Budget Impact:

The Council's approval of this request will impact the City budget as follows:

TFFPD has required that 12 of our employees staff this event to cover the parade route and road closures. Special events of this kind require a briefing of personnel, sufficient time to block intersections and allow traffic to become accustomed to the change, the event itself, and the breakdown of traffic control devices. Based on the average overtime rate for police officers,

and that I anticipate this event to take approximately six (6) hours, the approximate overtime cost to the City will be \$4,500.

Historically, costs associated with this special event were included in the Police Department's overtime budget. Because we have contracted with Road Work Ahead to ensure that the parade and road closures are MUTCD compliant, the cost for this event has increased from past Western Days events. The estimated cost from Road Work Ahead to rent required traffic control devices, set up and take down these devices, and to staff closures as needed is approximately \$15,200. This would result in the total cost of the parade coverage to be \$19,700.

The total overtime hours for sworn officers to provide security for all three days in the park is 134 hours; therefore, the total cost of overtime is \$8,383.04 if all security is provided by the Twin Falls Police Department. The overtime rate the city will charge for security provided by TFPD is currently \$62.56 per officer. The Western Days Committee has requested to use Twin Falls County Sheriff's Deputies for a portion of the security in the park. The costs for security if manpower is divided between the Twin Falls Police Department and the Twin Falls County Deputies will be approximately \$5,306.40 for the City of Twin Falls and approximately \$2,200 for the County Deputies. This reduces the total security cost to \$7,506.40, an overall savings to the Western Days Committee while still providing adequate security staffing.

Representatives from the Western Days Committee were advised that they will be responsible for the overtime costs associated with security. These have been included in the recommendations to Council. The Western Days Committee will be responsible for additional security costs if more officers are required to respond to the City Park during this event. Any additional costs incurred by the Western Days Committee or their vendors, such as electrical company call outs for the City Park or other incidents which incur a billing, will be paid by the Western Days Committee. The Western Days Committee will be required to make payment in full to the City of Twin Falls within sixty (60) days of the conclusion of the event for the total cost of security and any additional costs incurred.

Regulatory Impact:

N/A

Conclusion:

Several relevant City Staff members have reviewed and approved the Special Events Application submitted for the annual Twin Falls Western Days Parade and festivities to be held June 4th through June 6, 2021, based on the information provided above.

Twin Falls Police Staff recommends that the City Council approve the Special Events Application as presented.

Attachments:

None.



Date: Monday, April 26, 2021, Council Meeting
To: Honorable Mayor and City Council
From: Sergeant Ryan Howe, Twin Falls Police Department

ACTION ITEM

Request:

Consideration of a request to approve the 10th Annual Kermes event.

Time Estimate:

Staff is requesting that this item be placed on the Consent Calendar.

Background:

The 10th Annual Kermes event, also known as the Hispanic Food Festival, is a fundraising event for St. Edwards Parish and the St. Edwards Catholic School. This event will be held in Twin Falls City Park on August 1, 2021 from 12:00 p.m. to 8:00 p.m.

The Kermes event is described as being a family friendly, community social event open to the public. Admission to the event is free and it will include activities for the entire family. There will be specific activities planned for children to include bounce houses. Local vendors will have booths set up to sell food and miscellaneous items.

There will be amplified sound at this event. There will be five (5) live bands playing in the park band shell from 1:00 p.m. to 8:00 p.m.

It is estimated that there will be approximately 300-400 people attending the event this year. This estimate is based on last year's attendance.

There will be amplified music and sound at this event.

Arrangements have been made for additional trash receptacles and portable toilets to be in the park during the event.

There will be no alcohol sold at this event.

There were no calls for service generated for the Twin Falls Police Department at last year's event, therefore no security is required.

Approval Process:

Consent of the Council

Budget Impact:

There is no budget impact.

Regulatory Impact:

N/A

Conclusion:

Twin Falls Police Department Staff and several relevant City Staff members have approved this application request. Staff recommends that the City Council approve the Special Event Application based on the information provided.

The Twin Falls Police Department Staff recommends that the on-duty Patrol Supervisor be given the authority to order the event organizers to mitigate the sound of amplified music if necessary. If there are continued noise complaints, disturbances by those participating in the event, and non-compliance, the on-duty Patrol Supervisor shall have authority to terminate the event.

Attachments:

None



Date: Monday, April 26, 2021

To: Parks and Recreation Commission

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

ACTION ITEM

Request:

Consider a recommendation from the Parks and Recreation Commission to accept a tree donation from Nick Robbins to be placed at Benno's Point Park

Time Estimate:

N/A

Background:

City of Twin Falls adopted a Donation Policy on July 20, 2009, and updated it August 17 of 2020. The purpose is to support and encourage donations to enhance the recreational value of the City's managed parks and facilities. Types of donations include park equipment, trees and landscaping, and major park amenities. All proposed donations shall be reviewed by the Twin Falls Parks and Recreation Commission and a recommendation made to the Twin Falls City Council.

Nick Robbins, a Senior Operator with the Twin Falls Parks Department, is requesting to remove a flowering pear tree from his yard and place it in Benno's Point Park located in his neighborhood. Nick wants a different tree in his yard, but would like to save the tree. He has family connections to the Deter's, and it has a lot of meaning to Nick to place the tree at Benno's Point Park.

Nick will pay for the tree to be spaded and moved to the park as his donation. He will work with the Parks Department to determine placement, and the best time to move the tree.

Approval Process:

A simple majority will approve this request.

Budget Impact:

None

Regulatory Impact:

Approval will allow the donor to move forward with the donation.

History:

Analysis:

Conclusion:

Parks and Recreation Commission recommends approval of this request.

Attachments:

None



Date: Monday, April 26, 2021
To: Mayor and City Council
From: Travis Rothweiler, City Manager

Request

ACTION – Approve City staff to seek proposals to purchase new radios for public safety and critical dispatch equipment with CARES funding at an estimated cost of \$445,000.

Time Estimate

The estimated amount of time this item will take is 10 minutes, plus time to answer questions.

Background

This is a critical public safety issue.

This past year the City of Twin Falls activated a new digital radio system for public safety. This includes the Emergency Communications Center (9-1-1), Police Department (PD), and Fire Department (FD).

The digital system allows for improvement to the overall functionality and capability for our first responders. However, once the system went live it became readily apparent that our current P-25 capable radios were not sufficient to adequately handle the new system.

In the Police Department, most of the portable (handheld) radios experienced missed radio traffic and an inability to transmit. This was especially true with the handheld mics that were attached to the radios. For several weeks police officers and emergency communications officers have struggled to communicate. Obviously, this is very dangerous for our officers and our community.

The Fire Department has not switched over to the new digital system due to programming concerns. The current handheld radios will not program to a configuration that will allow for use of the digital emergency activation system to meet desired safety standards. New handheld radio technology would be capable of this programming.

The City has worked with our current vendor to reprogram and fix our older radios to improve communications. Some of the issues have been resolved; however, we are still experiencing anomalies that go away when an older handheld radio is replaced with a current model. Most of our handheld radios were purchased between 2012 and 2015. The average life expectancy is between 5 to 7 years.

We have been told that purchasing new radios will improve our situation. This request will allow the City to replace all of its existing radios at one time.

The City Manager, IS Director, Chief of Police and Fire Chief will then implement a plan to purchase new radios on a regular replacement, over a period of time. The plan will allow the City to develop a rotation cycle based on life-expectancy and best practices (5 to 7 years) and avoid the possibility of having to replace all the radios at one time again.

It is the policy of the City to replace mobile radios in vehicles whenever a vehicle is purchased to replace a fleet vehicle.

The Police Department needs 115 new handheld radios and up to 10 mobile radios at an estimated cost of \$235,000. The Fire Department needs 32 new handheld radios and up to 25 mobile radios, at an estimated cost of \$135,000.

The Emergency Communication Center's radio consoles are the equivalent of a police officer's or firefighter's handheld radio. The Emergency Communication Officers (ECO) answer all public safety radio traffic through these consoles, and the equipment is used 24/7, 365 days a year. The radio console hardware is over five years old and the operating system is no longer supported by Microsoft, so the radio software cannot be updated to the latest version. The cost associated with upgrading the equipment in the Emergency Communications Center is \$75,000.

Approval

The approval process is 50% +1 of the members of the City Council that are present.

Budget Impact:

If approved, items approved as a part of this request will be included in the City's annual budget amendment ordinance.

The City of Twin Falls has \$822,180.53 in additional CARES funding that can be used to cover the entire cost of this expenditure. This CARES allocation can only be used for Public Safety expenditures. The City has already received the funds.

Regulatory Impact:

- Idaho Code §50-1002 requires the city council of each city in the State of Idaho to pass a budget, referred to as an annual appropriation ordinance.
- Section 50-1003 of the Idaho Code states "...the city council of each city shall, prior to the commencement of each fiscal year, pass an ordinance to be termed the annual appropriation ordinance, which in no event shall be greater than the amount of the proposed budget, in which the corporate authorities may appropriate such sum or sums of money as may be deemed necessary to defray all necessary expenses and liabilities of such corporation, not exceeding in the aggregate the amount of tax authorized to be levied during that year in addition to all other anticipated revenues."



Date: Monday, April 26, 2021
To: Mayor and City Council
From: Travis Rothweiler, City Manager

Request

ACTION – Requesting the City Council to allocate funding for Category B expenditures as described in the City of Twin Falls’ Adopted Budget for the 2020-2021 Fiscal Year.

Time Estimate

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

Background

On August 24, 2021, the City Council adopted the annual budget for the City of Twin Falls for the 2020-2021 Fiscal Year. During the budgeting process and in the middle economic uncertainty caused by the COVID-19 pandemic, the City work collectively to build a sustainable, thoughtful budget that could adapt to an ever-changing economy.

The FY 2021 budget was been created with following philosophies in mind:

- Create a nimble, agile, adaptable budget that allows the City to react in this dynamic, uncertain and ever-changing local economy;
- Develop a budget that is sensitive to our operating environment and local economic conditions;
- Connect all expenditures directly to the City’s 2030 Strategic Plan;
- Limit tax collections by considering not taking 3% and preserve the entirety of the \$1,416,814 foregone balance;
- Minimize all utility rate increases;
- Place a high level of value on our employees.

During the budget process, the City Manager developed a budget process that assigned capital projects and acquisitions into categories. This is commonly referred to as Category A and Category B projects. The City Manager committed

As illustrated in last week’s second quarter presentation, the City’s revenues are exceeding projections. Based on the information provided, the City Manager and the City’s Chief Financial Officer are comfortable recommending the acquisition of all items contained on the Category B list.

At the conclusion of the second quarter of FY 2020-2021, the City has collected 62.95% of the total revenues budgeted (\$48.839M collected compared to \$77.583M budgeted). In the general fund, the City has collected 73.02% of the total revenues budgeted (\$21.620M collected compared to \$29.607M). Expenditures are below the 50% threshold at the half-way point of the fiscal year.

In addition, the City placed \$1.9M in the capital fund cash reserves. The funds are a result of the revenues over expenditures in the General Fund at the conclusion of FY 2019-2020.

The total cost of the projects classified as Category B is \$517,470: \$491,470 in Government Fund and \$26,000 in from the Water Fund, and includes:

Building:	<i>Vehicle replacement</i>	\$ 26,500
Engineering:	<i>Vehicle replacement</i>	\$ 25,000
Golf Course:	<i>Club House Flooring</i>	\$ 26,000
Parks:	<i>Phase 2 of Pickle Ball Courts*, Holiday Lights*, vehicles</i>	\$304,500
Inform Technology:	<i>Printer Replacement, Security Cameras</i>	\$ 50,100
Pool:	<i>Plastic Lockers, Inflatable Paly Equipment and Lane Lines:</i>	\$ 36,000
Recreation:	<i>Facility Maintenance and Improvements at Field Facilities</i>	\$ 10,000
Shop:	<i>Security Cameras</i>	\$ 13,370
Water:	<i>Security Cameras</i>	\$ 26,000

The City Council approved the Category B items for Police and Fire when the FY 2020-2021 Budget was adopted by the City Council. Based on actual revenues collected and updated forecasts, the City will collect enough revenue to cover the cost of these projects.

Approval

The approval process is 50% +1 of the members of the City Council that are present. By adopting the ordinance, the City Council will create the 2020-2021 Budget for the City of Twin Falls, Idaho.

Budget Impact:

If approved, items approved as a part of this request will be included in the City's annual budget amendment ordinance.

If approved, this action will not change or have any impact on the City's tax rate or the amount or money collected in the form of property taxes. Unanticipated revenues from other sources are being used to cover the different projects.

Regulatory Impact:

- 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."
- Idaho Code §50-235 empowers each city council of each city to levy taxes for general revenue purposes.
- Idaho Code §50-1002 requires the city council of each city in the State of Idaho to pass a budget, referred to as an annual appropriation ordinance.
- Section 50-1003 of the Idaho Code states "...the city council of each city shall, prior to the commencement of each fiscal year, pass an ordinance to be termed the annual appropriation ordinance, which in no event shall be greater than the amount of the proposed budget, in which the corporate authorities may appropriate such sum or sums of money as may be deemed necessary to defray all necessary expenses and liabilities of such corporation, not exceeding in the aggregate the amount of tax authorized to be levied during that year in addition to all other anticipated revenues."
- Idaho Code §63-802 sets limitations on all taxing district budget requests on the amount of property tax revenues that can be used to fund programs and services. This section also states that taxing entities can only increase property tax collections by a maximum of three percent (3%) annually, plus value of new construction and annexation added during the previous calendar year, and forgone taxes that have been accumulated and reserved in prior fiscal years.



Date: Monday, April 26, 2021
To: Honorable Mayor and City Council
From: Bill Carberry, Airport Manager

Request: Consideration to utilize airport reserve funds to expand utility services in the airport's northeast development area.

Background: One of the City's primary strategic planning goals for the airport is for expansion of utilities to assist with economic development investment and opportunities.

In the late stages of the Fiscal 2021 budgeting process last summer, the airport budget received \$94,745.00 from the City Council's capital funding apportionments applied to various capital projects being considered. This funding will help supplement the airport budget with the design, bid, and installation of an estimated \$130,000.00 phase I sewer line to help serve the newly developing N.E. hangar area. This project was budgeted in the airport fund along with \$35,000.00 for a power line, currently being designed and costed by Idaho Power.

During the intervening months, I've worked with JUB Engineering to design and estimate costs for additional phases of utilities to include looping a water line and expanding sewer line beyond the initial phase. Although actual project costs await bidding results, these additional phases of sewer and waterlines are estimated to cost \$328,092.00

At a recent City Council meeting March 29, 2021, I discussed the potential utilization of Airport reserve funds, made healthy by recent CARES grants, to target strategic investments in airport utility infrastructure. I will be presenting diagrams and cost options for expanding both water and sewer lines. With approval to move forward at this time, the installation of new water and sewer pipe would be narrowly ahead of the schedule for paving the ramp and taxi lanes planned for later this spring. Installing water and sewer lines would ideally be done ahead of paving.

Approval Process: A majority vote of the Council is needed to approve the use of unbudgeted airport reserves for this fiscal year 2021 request.

Budget Impact: The cost for improving utility infrastructure at the airport for hangar development is not eligible for FAA funding and is considered a local improvement. The potential use of airport reserve funds will be aided through the \$2.3 million already granted through the first two CARES relief grants with one additional grant pending.

Regulatory Impact: JUB will be working within the regulations of the Dept. of Environmental Quality and local construction standards. The projects will be bid in accordance with requirements of the State of Idaho.

Conclusion: Staff recommends that the City Council review the plan presented at the meeting for additional sewer and water line phases and approve the use of \$328,092.00 from airport reserve funds and bid the project this spring.

Attachments: JUB Project Estimates

City of Twin Falls
MVRA Sewer and Water Extension - Engineer's Opinion of Probable Construction Cost
90% Submittal - Revised 04.15.21

BASE BID UNIT PRICE SCHEDULE

Pay Item		Estimated Quantity	Unit	Unit Price	Total Price
ISPCW Reference	Description				
302.4.1.A.1	Rock Excavation	400	CY	\$180.00	\$72,000.00
307.4.1.A.7	Miscellaneous Surface Restoration (Natural Ground)	1,500	LF	\$20.00	\$30,000.00
307.4.1.G.1	Type "P" Surface Restoration (Asphalt Roadway)	52	SY	\$90.00	\$4,680.00
401.4.1.A.1	Water Main Pipe - 8" PVC	824	LF	\$60.00	\$49,440.00
401.4.1.C.1	Hot Tap Existing Water Main - 10" x 8"	1	EA	\$3,500.00	\$3,500.00
401.4.1.C.1	Hot Tap Existing Water Main - 6" x 4"	1	EA	\$3,500.00	\$3,500.00
402.4.1.A.1	Valve - 8" Gate	2	EA	\$2,000.00	\$4,000.00
403.4.1.A.1	Hydrant	2	EA	\$6,250.00	\$12,500.00
501.4.1.B.1	Gravity Sewer Pipe - 8" PVC	732	LF	\$60.00	\$43,920.00
502.4.1.A.1	Sanitary Sewer Manhole - 48" Type A	4	EA	\$6,500.00	\$26,000.00
502.4.1.F.1	Connection to Existing Manhole - 48"	1	EA	\$3,500.00	\$3,500.00
2010.4.1.A.1	Mobilization	1	LS	\$13,162.00	\$13,162.00
2040.4.1.D.1	Remove and Reset Fence	25	LF	\$30.00	\$750.00
SP-3000.4.1.A.1	2" Fiber Optic Conduit	630	LF	\$15.00	\$9,450.00
	Contingency (15%)	1	LS	\$41,460.30	\$41,460.30
	Engineering	1	LS	\$33,730.00	\$33,730.00
Total Base Bid Unit Price Schedule:					\$351,592.30

BID ALTERNATE UNIT PRICE SCHEDULE

Pay Item		Estimated Quantity	Unit	Unit Price	Total Price
ISPCW Reference	Description				
302.4.1.A.1	Rock Excavation	175	CY	\$180.00	\$31,500.00
307.4.1.A.7	Miscellaneous Surface Restoration (Natural Ground)	650	LF	\$20.00	\$13,000.00
401.4.1.A.1	Water Main Pipe - 8" PVC	100	LF	\$60.00	\$6,000.00
402.4.1.A.1	Valve - 8" Gate	2	EA	\$2,000.00	\$4,000.00
402.4.1.B.1	4" Blow-off Assembly	2	EA	\$3,000.00	\$6,000.00
501.4.1.B.1	Gravity Sewer Pipe - 8" PVC	550	LF	\$60.00	\$33,000.00
502.4.1.A.1	Sanitary Sewer Manhole - 48" Type A	2	EA	\$6,500.00	\$13,000.00
Total Bid Alternate Unit Price Schedule:					\$106,500.00

Total Base Bid + Bid Alternate: \$458,092.30



Date: Monday, April 26, 2021
To: Honorable Mayor and City Council
From: Travis Rothweiler, City Manager

Request: Seeking City Council priorities on the development of the FY 2021-2022 budget.

Time Estimate: Approximately 30 minutes.

Background:

The purpose of this agenda item is to provide a brief update on the status of the City of Twin Falls' 2021-2022 fiscal year (FY 2022) budget. This is the last step in the budget development process prior to the presentation of the City Manager's recommended budget for FY 2022 in July 2021.

Over the past several years, these preliminary discussions have assisted in guiding and developing previous budget concepts and strategies.

The City views its planning and operations in a strategic manner. Our fiscal, operational and organizational strategies are governed and directed by the City's 2030 Strategic Plan. The strategic plan contains eight vision statements, that when viewed collectively, will allow us to create and maintain an accessible, healthy, learning, environmental, responsible, prosperous, and secure community with a strong internal organization designed to be able meet the needs of our citizens, businesses and visitors. For each focus area, there is a description of the vision for that topic in the year 2030. To review the vision descriptions, please see the City of Twin Falls 2030 Strategic Plan.

The City's leadership teams are working to develop a balanced budget that advances the City's Strategic Priorities while recognizing the impact the coronavirus has had on our local economy, residents and businesses.

To deal with a tremendous amount of uncertainty, the City Manager and City's leadership teams developed an innovative approach during the FY 2021 budget process: Category A and Category B funding plans.

The City Manager's recommended budget is constructed around the following:

Personnel

- Adds personnel strategically
- Provides compensation adjustments to remain competitive in the market (salary and benefits) for all employees. Health Insurance increases, market-based competitive salaries, and implementation of the recommended kinds and levels movements that might occur after we complete the review of our position description. Every 1% salary increase will cost \$207,000 in the tax supported funds (\$232,000 in total). A 10% increase in health insurance will be approximately \$420,000.
- Supports development and training to improve employee knowledge, skills, and abilities
- Continues to build partnerships with public and private partners

General

- Property Tax reform will occur. We will continue to wait to see what the final bill looks like.
- Continued implementation of our various plans, including the 2030 Strategic Plan, utility facility plans, Comprehensive Plan, parks improvement plans, and transportation plans. We do a great job linking projects and plans to one another. Where we struggle is in sharing the accomplishments from previous budget years. A new GFOA requirement to have performance measurement system. Performance measurement will allow us to link our budget to our strategic plan and our strategic plan to our outcomes.

- Continued funding of improved technology
- Continued expansion of community branding, talent attraction, work force attraction and business retention.

Capital

- Improvement of existing sidewalks near and around city assets and neighborhoods
- Continued improvements to the City's infrastructure, including parks, trails, streets, water lines, sewer, and pressurized irrigation

Programs & Services

- Increased funding to support our expanding role in public transportation
- Increased fees to maintain and enhance recreation programs and city pool programs
- Establishing a Metropolitan Planning Organization (MPO)
- Implementing Consolidated Plan as a HUD CBDG entitlement community
- Unprecedented Growth – Twin Falls & surrounding communities

The purpose of this presentation is to have a conversation with the City Council regarding the FY2022 budget's connection to the City's Strategic Plan, overall spending, capital projects, and overall strategy regarding property taxes and rate adjustments. The conversation will also help ensure City staff is able to address the Council's priorities for the upcoming fiscal year.

Since FY 2019, the City Council allocated \$770,000 of property tax dollars towards capital projects. The list of projects is decided by the City Council. The FY 2020 budget funded the following Council priority capital projects:

- \$94,745 towards WW utility extension to serve the new hangar area at the airport (total cost was \$130,000)
- \$500,000 for the Harmon Park parking lot @ Elizabeth and Madrona
- \$175,225 towards Wendell Street sidewalk (Robbins Ave. to Falls Ave.) (total cost was \$419,100)

For FY 2022, the City staff is recommending the City Council consider some of the items on the attached list.

- Evil Knievel – construct road and parking lot - \$700,000
- Baxter's Park – Curb, gutter and sidewalk - \$108,629
- Facility improvements at the pool (replace lockers, lane lines, First Aid/CPR tools) - \$25,000

The City's Manager's recommended budget for the 2021 Fiscal Year will be presented to the members of the City Council for its review and deliberation in early July 2021.