



# CITY OF TWIN FALLS, IDAHO

## SPECIAL MEETING NOTICE

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The Twin Falls City Council is scheduled to meet in the Twin Falls Council Chambers located at 305 Third Avenue East on Monday, April 29, 2013, at 5:00 P.M.

### Agenda

- Consideration of a request to approve the accounts payable for April 23 – 29, 2013.
- Discussion on solid waste.
- Consideration of funding the maintenance portion of the Hanging Flower Basket project along Shoshone Street, in a partnership with the Twin Falls Area Chamber of Commerce.
- Brief presentation by the City Manager followed by a general discussion about the City Council's FY 2014 Budget priorities and philosophies.

Leila A. Sanchez  
Deputy City Clerk/Recording Secretary

COUNCIL MEMBERS:

SHAWN	DON	SUZANNE	GREGORY	JIM	REBECCA	CHRIS
BARIGAR	HALL	HAWKINS	LANTING	MUNN, JR.	MILLS SOJKA	TALKINGTON
<i>Vice Mayor</i>			<i>Mayor</i>			



**AGENDA**  
Meeting of the Twin Falls City Council  
**Monday, April 29, 2013**  
City Council Chambers  
305 3<sup>rd</sup> Avenue East - Twin Falls, Idaho

5:00 P.M.

PLEDGE OF ALLEGIANCE TO THE FLAG  
CONFIRMATION OF QUORUM  
INTRODUCTION OF STAFF  
CONSIDERATION OF THE AMENDMENTS TO THE AGENDA:  
PROCLAMATIONS: None

AGENDA ITEMS	Purpose	By:
I. <u>CONSENT CALENDAR:</u> 1. Consideration of a request to approve the accounts payable for April 23-29, 2013, total: \$1,080,846.57 Prepay, April 23, 2013, total: \$645.56 Payroll, April 26, 2013, total: \$114,172.41	<u>Action</u>	<u>Staff Report</u> Sharon Bryan
II. <u>ITEMS FOR CONSIDERATION:</u> 1. Discussion on solid waste. 2. Consideration of funding the maintenance portion of the Hanging Flower Basket project along Shoshone Street, in a partnership with the Twin Falls Area Chamber of Commerce. 3. Brief presentation by the City Manager followed by a general discussion about the City Council's FY 2014 Budget priorities and philosophies. 4. Public input and/or items from the City Manager and City Council.	Discussion Action  Presentation/ Discussion	Chris Talkington Travis Rothweiler  Travis Rothweiler
III. <u>ADVISORY BOARD REPORTS/ANNOUNCEMENTS:</u>		
IV. <u>PUBLIC HEARINGS:</u> 6:00 P.M. - None		
V. <u>ADJOURNMENT:</u>		

*\*Any person(s) needing special accommodations to participate in the above noticed meeting should contact Leila Sanchez at (208) 735-7287 at least two working days before the meeting.*

## Twin Falls City Council-Public Hearing Procedures for Zoning Requests

1. Prior to opening the first Public Hearing of the session, the Mayor shall review the public hearing procedures.
  2. Individuals wishing to testify or speak before the City Council shall wait to be recognized by the Mayor, approach the microphone/podium, state their name and address, then proceed with their comments. Following their statements, they shall write their name and address on the record sheet(s) provided by the City Clerk. The City Clerk 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.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.
  4. A City Staff Report shall summarize the application and history of the request.
    - The City Council may ask questions of staff or the applicant pertaining to the request.
  5. The general public will then be given the opportunity to provide their testimony regarding the request. The Mayor may limit public testimony to no less than two 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. 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.
  6. Following the Public Testimony and Applicant's response, the hearing shall continue. The City Council, as recognized by the Mayor, shall be allowed to question the Applicant, Staff or anyone who has testified. The Mayor may again establish time limits.
  7. The Mayor shall close the Public Hearing. The City Council 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.



## Monday April 29, 2013 City Council Meeting

**To:** Honorable Mayor and City Council

**From:** Travis Rothweiler, City Manager

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### **Request:**

Consideration of funding the maintenance portion of the Hanging Flower Basket project along Shoshone Street, in a partnership with the Twin Falls Area Chamber of Commerce.

### **Time Estimate:**

Staff presentation will take approximately 10 minutes. Following the presentation, we expect some time for questions and answers.

### **Background:**

The Chamber of Commerce and their Beautification Committee managed this hanging flower basket project for approximate 15 years. The last several years it was getting harder and harder for them to secure sponsors for the flower baskets and new bids for the maintenance portion of the program exceeded program revenue. The last year the flower baskets were hung on the decorative street lights was 2010.

There are 72 decorative street lights with brackets along Shoshone Street from 6<sup>th</sup> Avenue to Washington Street South almost to Glanbia. From 6<sup>th</sup> Avenue to Minidoka there are 54 decorative street lights and to the railroad tracks there are 56 of them.

The flower baskets were hung on the poles from Memorial Day weekend to the end of September for approximately 18 weeks. The flower baskets were to be watered daily in the morning, to be fertilized weekly and to be treated with a systemic insecticide monthly. Kimberly Nurseries received the bids to water the baskets. Speaking with Dave Wright of Kimberly Nurseries, he said it took two employees approximately 2 ½ to 3 ½ hours to water, dependent on the traffic and how hot it was. They had a 100 gallon tank that had to be re-filled to water all the baskets. Kimberly Nurseries added a water-soluble fertilizer to the water tank three times a week. The only time they had to water more than once a day was during the first week the baskets were up. A truck was donated by Wills Toyota that Kimberly Nurseries used to water the baskets during the project.

On the decorative street lights, there are missing brackets, the street side brackets are for the flower baskets and the brackets on the other side are for the signs. There are 2 street side brackets missing and 5 sign brackets missing. Currently there is one decorative street light missing, but it is on order and should arrive very soon and the IS Department will install it once it arrives.

The Chamber of Commerce has done research on the plant costs. Moss Greenhouses is able to provide up to 72 baskets for the 2013 season at a cost of \$75 each. These baskets will be slightly smaller than those done in the past, which were previously special-ordered in January and grown by Moss Greenhouses specifically for this project. In addition, the Chamber will work with Lytle Signs to provide sponsor lettering on individual sponsorship signs that need updated with new sponsor names and to replace or repair signs, as needed. These costs will be covered by individual sponsorship solicited by the Chamber.

**Approval Process:**

To expend funds for the ongoing maintenance associated with the hanging flower basket project requires a majority vote of the City Council.

**Budget Impact:**

There are no funds budgeted this year for this project. Funds would have to come from unused capital improvement projects from this year, or from the contingency fund, or from reserves.

Cost estimates are:

72 baskets @ \$75 per	\$5,400
Sign repair / lettering	\$1,440
Missing Brackets	\$2,000
<b>Chamber expenses:</b>	<b>\$8,840</b>

Labor to water baskets	\$5,040-\$7,500
Labor to hang baskets	\$150
Fuel	\$900
Pump, & misc expenses	\$400
<b>City expenses:</b>	<b>\$6,490-\$8,950</b>

Greg Wills with Wills Toyota said they will supply a vehicle to the City at no cost during the 18 week season, but the City must include the vehicle on its insurance.

**Regulatory Impact:**

None

**Conclusion:**

Staff is seeking direction from the City Council if the City wants to partner with the Chamber of Commerce on the Hanging Flower Baskets project.

**Attachment:**

Photo of Hanging Flower Basket



WELCOME TO

TWIN FALLS



GREETINGS FROM

Historic  
Downtown  
Twin Falls



**Date:** Monday, April 29, 2013  
**To:** Mayor and City Council  
**From:** Travis Rothweiler, City Manager

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### **Request**

A brief presentation by the City Manager followed by a general discussion about the City Council's FY 2014 Budget priorities and philosophies.

### **Time Estimate**

The estimated amount of time this item will take is 30 minutes.

### **Background**

The purpose of this agenda item is to have a general discussion about the City Council's 2014 fiscal year budget. This is the first of three sessions that will occur before the City's Manager's recommended budget for the 2014 budget is presented to the members of the City Council for its review and debate in early July.

A budget is more than numbers appearing in a chart of accounts or a spreadsheet. Budgeting is the "life-blood" of government. The City creates a budget that is balanced, fiscally prudent and sustainable & fiscally-sound; protects and keep our citizens safe; enhances the community's quality of life; increases opportunities in the areas of economic development, and; maintains and develop City facilities and infrastructure.

Through the budgeting process, funds received from tax collections, user-fees, and other revenues are transformed into tangible goods and services. The City Council sets the goals and the priorities for the upcoming year, while being mindful of the future advantages or consequences. Those goals and objectives are contained in the City of Twin Falls 2030 Community Strategic Plan.

Over the course of the past two years, the preliminary conversations assisted in guiding the previous budget concepts and strategies. From several internal conversations, public informational listening sessions and planning meetings, the City Council developed four goals:

- *Limit tax increases to statutory maximum and no more than \$1,000,000 of foregone balance*
- *Fund a compensation strategy the brings employees closer or to a "market wage"*
- *Develop funding solutions to make improvements to our infrastructure systems*
- *Continue to pursue innovative strategies and find more efficient outcomes*

The purpose of this session and the other preliminary sessions that will follow is to discuss tax and users fee revenues levels and the specific elements of the strategic plan the City Council would like to advance in the upcoming fiscal year.

### **Approval**

There is no approval process.

### **Budget Impact:**

There are no budgetary or financial impacts from the conversation.

### **Regulatory Impact:**

There is no regulatory impact.

### **Attachments**

1. FY 2014 Budget Calendar.

## FY 2014 Budget Calendar

### April

Thursday, April 4	Budget Packets Distributed to Departments
Thursday, April 25	Budget Packets Completed
Tuesday, April 30	Notify Twin Falls County of Public Hearing Date for the FY 2014 Budget

### May

Monday, May 6	Begin Preliminary Revenue Estimates
Monday, May 6	Discussion with City Council on FY 2014 Budget Strategies
Monday, May 13	Discussion with City Council on FY 2014 Budget Strategies - <i>Continued</i>
Tuesday, May 21	Departmental Budget Meetings & Internal Budget Hearings
Wednesday, May 22	Departmental Budget Meetings & Internal Budget Hearings
Thursday, May 23	Departmental Budget Meetings & Internal Budget Hearings

### June

Monday, June 10	Public Input Session - "In-Progress" FY 2014 Budget Update with the City Council
Wednesday, June 12	Revised Revenue Estimates
Thursday, June 13 - if needed	All Departments Budget Meeting - (Big Budget Balancing Meeting)
Monday, June 17	"In-Progress" FY 2014 Budget Update with the City Council (Cont'd)
Monday, June 24	Budgets Distributed to City Council for review

### July

Monday, July 1	Presentation of Proposed Preliminary Budget to City Council
Monday, July 8	Discussion on Tax Supported Funds - Personnel, Operations & Capital
Monday, July 15	Discussion on Water, Sewer and Sanitation Funds - Personnel, Operations & Capital
Monday, July 22	General Discussion on FY 2014 Budget
Thursday, July 25 & August 1	<i>Publish Notice of Public Hearing on Proposed Rate Adjustments</i>
Monday, July 29 (optional mtg)	General Discussion on FY 2014 Budget

### August

Monday, August 5	General Discussion on FY 2014 Budget
Monday, August 5	City Council to Adopt Tentative FY 2014 Budget and Set Maximum Expenditures
Monday, August 5	Public Hearing on Proposed Rate Adjustments
Thursday, August 8 & 15	<i>Publish Notice of Public Hearing on FY 2014 Budget</i>
Monday, August 12	City Council Budget Discussions - Open Discussions
Monday, August 19	City Council Budget Discussions - Open Discussions (Continued)
Monday, August 19	Public Hearing - FY 2014 Proposed Budget
Monday, August 19	Council Adoption of FY 2014 Budget
Thursday, August 22, 2013	Publish Appropriations Ordinance & Send Copy to Secretary of State
Week of August 26	Certify Tax Levy to County
Friday, August 30, 2013	Budget Finalized

### September

Wednesday, September 4, 2013	Last Day for Budget Hearing and Adoption of FY 2014 Budget
Thursday, September 5, 2013	Last Day to Certify Tax Levy to County
Monday, September 30, 2013	Final Date to Publish Appropriations Ordinance

	Published Notices
	City Council
	Public Hearings
	Statutory Guidelines and "Drop Dead" dates.