

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, July 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:
<b>I. <u>CONSENT CALENDAR:</u></b> 1. Consideration of a request to approve the accounts payable for the week of July 23 – 29, 2013, total: \$547,667.76.	<u>Action</u>	Staff Report Sharon Bryan
<b>II. <u>ITEMS FOR CONSIDERATION:</u></b> 1. Consideration of a request to award the renovation of the Public Works building to Stanley Associates, Inc., in the amount of \$ 152,605.00; and in addition, to approve the installation of a locker-room for approximately \$25,000. 2. Presentation of a summary of the Police Department’s request to purchase six Ford Interceptor police vehicles in the Fiscal Year 2014 budget year, including a comparison of the efficiencies the different models provide. 3. Consideration of funding the improvements to three parking lots at City owned facilities, the Oregon Trail Youth Complex, Harmon Park, and the Twin Falls Golf Club. 4. Presentation of the 9 month financial update of the Tax-Supported Funds, and Water, Wastewater and Sanitation for Fiscal Year 2012-2013. 5. Continue discussion on the City Manager’s Recommended Budget for the upcoming 2013-2014 fiscal year. 6. Public input and/or items from the City Manager and City Council.	Action  Presentation  Discussion/ Possible Action Presentation  Discussion	Rob Bohling  Capt. Matt Hicks  Dennis Bowyer Lorie Race  Travis Rothweiler
<b>III. <u>ADVISORY BOARD REPORTS/ANNOUNCEMENTS</u></b>		
<b>IV. <u>PUBLIC HEARINGS: 6:00 p.m. - None</u></b>		
<b>V. <u>ADJOURNMENT:</u></b>		

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

**Si desea esta información en español, llame Leila Sanchez al (208)735-7287.**

### 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.



**Date:** July 29, 2013, City Council Meeting  
**To:** Honorable Mayor and City Council  
**From:** Robert Bohling, Water Superintendent

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Request:

Consideration of a request to award the renovation of the Public Works building to Stanley Associates, Inc., in the amount of \$ 152,605.00; and to add to the scope of work the installation of a locker-room complete with showers for an approximate cost of \$25,000.

Time Estimate:

The staff presentation will take approximately 10 minutes.

Background:

On July 18th, 2013, four bids were received for the renovation of the Public Works building. The bid results were:

Stanley Associates, Inc.	\$152,605.00
Don Anderson Construction	\$165,101.00
Hayes Construction	\$166,989.00
Peterson Construction, Inc.	\$179,291.00

The scope of work for this project includes the renovation and construction of the office space. This project did not include some of the office area labeled "Future" because we intended to build this project in phases and as funding allowed. The purpose for this area is to install an employee locker-room complete with showers to allow employees to clean up at the shop when swamped in mud, highly chlorinated water or wastewater, rather than having to run home to change in clean dry clothes to finish their workday. To add the installation of a locker room to the scope of work is approximately \$25,000. This would finish the renovation for this year.

It should also be noted that our City Code requires that we landscape the lot. The scope of this project does not include landscaping or sidewalk, but will need to be completed some point in the near future. In addition, because we are not constructing a brand new building or changing the use of the structure, City Code does not require us to have this all done before final occupancy. We will budget for upgrades to parking areas and asphalt in the coming years to replace existing areas in need of attention.

Approval Process:

This agenda item will require council approval.

Budget Impact:

This project is estimated to be approximately \$177,605.00. Last year Water Fund budgeted \$150,000 for this renovation and discussed this expenditure with Council last September when we purchased the property; however, these funds were not expended and could not be encumbered. I would like to request to use \$150,000 from the Water Fund and the remaining funds of \$27,605.00 from this year's savings in the Wastewater Fund.

Regulatory Impact: NA

Conclusion: Staff recommends the Council to award the renovation of the Public Works building to Stanley Associates, Inc., in the amount of \$ 152,605.00; and to add to the scope of work the installation of a locker-room complete with showers for an approximate cost of \$25,000.

Attachments: None



**Date:** Monday, July 29, 2013, Council Meeting

**To:** Honorable Mayor and City Council

**From:** Captain Matthew Hicks, Twin Falls Police Department

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**Request:**

To present a summary of the Police Department's request to purchase six Ford Interceptor police vehicles in the Fiscal Year 2014 budget year, including a comparison of the efficiencies the different models provide.

**Time Estimate:**

Approximately 15 minutes will be needed for the presentation, followed by any additional time necessary to have further discussion and/or answer any questions Council Members may have.

**Background:**

At the request of the Council, Captain Matthew Hicks would like to update the Council on the cost and efficiency comparisons between the Ford Crossover and Sedan Interceptor models and the Dodge Charger.

**Approval Process:**

None

**Budget Impact:**

The Police Department has requested \$285,600.00 (\$238,000.00 in General Fund Capital and \$47,600.00 in Asset Forfeiture) in the Fiscal Year 2014 budget for the purchase of six new patrol vehicles.

**Regulatory Impact:**

None

**Conclusion:**

The Police Department recently purchased three Ford Crossover Interceptor police vehicles and is requesting to purchase six additional Ford Interceptor models next year. The Police Department has been purchasing Dodge Charger police vehicles since 2008, but is requesting to switch to the Ford models to improve fuel efficiency and storage needs, and to resolve reoccurring maintenance issues.

**Attachments:**

None

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## Monday July 29, 2013 City Council Meeting

**To:** Honorable Mayor and City Council

**From:** Dennis J. Bowyer, Parks & Recreation Director

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### Request:

Consideration of funding the improvements to three parking lots at City owned facilities, the Oregon Trail Youth Complex, Harmon Park, and the Twin Falls Golf Club

### Time Estimate:

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

### Background:

City Code requires a parking and maneuvering areas to be paved. City staff has been discussing City owned parking lots that are not paved and has prioritized the top three lots that should be paved first: the Oregon Trail Youth Complex parking lot, the Harmon Park parking lot (old swimming pool location), and the overflow parking at the Twin Falls Golf Club.

There are two options for the improvements for the parking lots:

- 1) A 2" compact hot mix process
- 2) A double chip seal (same process as our chip sealing for the streets are receiving this year).

The City received an estimate from Idaho Sand & Gravel on option # 1:

\$ 33,213.13	3,253 Square Yards	Harmon Park
\$125,257.06	12,451 Square Yards	Oregon Trail Youth Complex
<u>\$ 43,538.88</u>	4,256 Square Yards	Twin Falls Golf Club
<b>\$202,009.07</b>	<b>Total Cost</b>	

Option # 2, using the same price (\$3.60 per square yard) as the double chip seal from Emery Brothers for the street chip sealing:

\$11,710.80	3,253 Square Yards	Harmon Park
\$44,823.60	12,451 Square Yards	Oregon Trail Youth Complex
\$15,321.60	4,256 Square Yards	Twin Falls Golf Club
<u>\$10,000.00</u>	Additional cost for some re-grind for prepping of the double chip seal	
<b>\$81,856.00</b>	<b>Total Cost</b>	

### Approval Process:

To expend funds for the parking lot improvements at the three City owned facilities 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, from the contingency fund, or from reserves.

There is at least \$83,000 of unused capital improvement from the three projects, the Auger Falls Development of Trails (\$70,000), the \$10,000 from the Rock Creek Canyon Parkway Trail sand slurry project, and another \$3,000 in savings from purchasing the large area mower this year.

**Regulatory Impact:**

None

**Conclusion:**

Staff is seeking direction from the City Council if the City wants to expend funds for the option # 2 improvement at the three City owned parking lots at the following facilities: Oregon Trail Youth Complex, Harmon Park, and the Twin Falls Golf Club.

**Attachment:**

None



**Date:** Monday, July 29, 2013

**To:** Honorable Mayor and City Council

**From:** Lorie Race, CFO

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**Request:**

A presentation on the finances of the City of Twin Falls for nine months of fiscal year 2012-2013. This presentation will be an overview of the tax-supported funds and the three major enterprise funds, Water, Wastewater and Sanitation.

**Time Estimate:**

I will give a presentation, followed by any questions Council may have. I would estimate this item taking approximately 20-30 minutes.

**Background:**

This is simply a review of our financial information 75% through the current fiscal year. The information I will be presenting compares budget to actual information for revenues and expenditures in the tax supported funds, and in the three major enterprise funds. I will be sharing what I am seeing and projecting for these funds.

**Budget Impact:**

There is no budget impact.

**Regulatory Impact:**

There is no regulatory impact.

**Conclusion:**

There is no action required by the City Council.

**Attachments:**

- Summary of revenues and expenditures for all tax supported funds for nine months of fiscal year 12-13.
- Summary of Water Fund revenues and expenditures for nine months of fiscal year 12-13.
- Summary of Wastewater Fund revenues and expenditures for nine months of fiscal year 12-13.
- Summary of Sanitation Fund revenues and expenditures for nine months of fiscal year 12-13.

**City of Twin Falls**  
**Summary of Tax-Supported Funds**  
**June 30, 2013**

		9 of 12 months	75.00%			
	Budgeted Rev	Actual Rev	% Received to Date	2012	2011	2010
Property Taxes	\$ 16,600,941	\$ 11,001,022	66.3%	62.0%	62.6%	61.6%
Franchise Taxes	\$ 1,548,300	\$ 1,311,148	84.7%	78.1%	74.2%	82.8%
Permits	\$ 610,250	\$ 597,318	97.9%	97.0%	63.9%	83.1%
Revenue Sharing-County, State, Liquor	\$ 2,935,000	\$ 2,371,011	80.8%	79.5%	76.2%	74.9%
State Liquor Apportionment	\$ 485,000	\$ 403,944	83.3%	88.5%	95.1%	86.7%
Street Fund-Highway Monies	\$ 2,191,000	\$ 1,669,885	76.2%	72.6%	75.3%	71.6%
Court Revenues	\$ 260,000	\$ 143,381	55.1%	86.2%	62.9%	80.5%
Street Sweeping	\$ 247,000	\$ 187,014	75.7%	74.2%	83.3%	78.6%
Contributions	\$ -	\$ 2,926	100.0%			
Grants	\$ 43,200	\$ 34,032	78.8%	87.8%	127.4%	114.3%
Misc	\$ 296,494	\$ 442,433	149.2%	137.4%	103.3%	112.1%
E-911	\$ 454,000	\$ 403,823	88.9%	66.3%	82.7%	71.9%
Recreation Fees	\$ 175,500	\$ 151,812	86.5%	79.0%	67.9%	66.4%
Airport Revenues	\$ 824,895	\$ 749,423	90.9%	67.0%	85.5%	85.3%
Investment Interest	\$ 342,200	\$ (62,931)	-18.4%	71.6%	53.2%	59.7%
Fire District	\$ 395,552	\$ 378,658	95.7%	58.8%	57.7%	57.1%
Transfers	\$ 1,985,168	\$ 4,388,876	221.1%	78.1%	84.5%	77.7%
Surplus Reserves	\$ 747,000	\$ -				
Revenue Totals	\$ 30,141,500	\$ 24,173,775	80.2%	55.0%	69.5%	65.0%
	Budgeted Exp	Actual Exp				
Personnel	\$ 17,357,040	\$ 11,977,002	69.0%	69.5%	67.6%	69.4%
Supplies	\$ 589,928	\$ 286,320	48.5%	49.4%	43.0%	57.2%
M & O	\$ 5,600,878	\$ 3,728,191	66.6%	66.7%	64.1%	68.3%
Capital	\$ 5,687,823	\$ 3,158,850	55.5%	36.5%	43.2%	89.8%
Transfers	\$ 905,831	\$ 679,373	75.0%	57.7%	95.9%	212.8%
Expenditure Totals	\$ 30,141,500	\$ 19,829,736	65.8%	60.6%	63.1%	77.7%
Excess/<Deficit>	\$ -	\$ 4,344,039				

**City of Twin Falls**  
**Water Fund**  
**Fiscal Year 2012-2013**

	9 of 12 months	75.00%			
		<b>2012-2013</b>	<b>2012-2013</b>		
		<b>Budget</b>	<b>Actuals</b>		<b>Difference</b>
<b>Revenues</b>					
	Water revenue	\$ 6,020,075	\$ 3,992,995	66.3%	\$ 2,027,080
	Flat rate-Arsenic compliance	\$ 2,052,000	\$ 1,568,432	76.4%	\$ 483,568
	Tap fees	\$ 26,262	\$ 70,747	269.4%	\$ (44,485)
	Irrigation revenue	\$ 491,495	\$ 367,161	74.7%	\$ 124,334
	Investment income	\$ 94,172	\$ (89,007)	-94.5%	\$ 183,179
	Other	\$ 150,011	\$ 245,304	163.5%	\$ (95,293)
	Transfers	\$ 267,208	\$ 200,406	75.0%	\$ 66,802
	Reserves	\$ -	\$ -		\$ -
		<u>\$ 9,101,223</u>	<u>\$ 6,356,037</u>	69.8%	
<b>Expenditures</b>					
	Personnel	\$ 1,739,161	\$ 1,094,284	62.9%	\$ 644,877
	M&O	\$ 2,183,426	\$ 1,302,644	59.7%	\$ 880,782
	Capital	\$ 1,253,000	\$ 378,792	30.2%	\$ 874,208
	Debt	\$ 2,997,854	\$ 4,335,010	144.6%	\$ (1,337,156)
	Transfers	\$ 927,782	\$ 695,837	75.0%	\$ 231,945
		<u>\$ 9,101,223</u>	<u>\$ 7,806,566</u>	85.8%	
		\$ -	\$ (1,450,530)		

**City of Twin Falls**  
**Wastewater Fund**  
**Fiscal Year 2012-2013**

	9 of 12 months	75.00%			
		<b>2012-2013</b>	<b>2012-2013</b>		
		<b>Budget</b>	<b>Actuals</b>		<b>Difference</b>
<b>Revenues</b>					
	Residential & commercial	\$ 4,440,023	\$ 3,274,031	73.7%	\$ 1,165,992
	Industrial	\$ 2,417,373	\$ 1,761,988	72.9%	\$ 655,385
	Municipal	\$ 141,393	\$ 101,450	71.8%	\$ 39,943
	Capacity fees	\$ 115,000	\$ 97,105	84.4%	\$ 17,895
	Investment income	\$ 21,637	\$ (86,312)	-398.9%	\$ 107,949
	Other	\$ 39,166	\$ 525,779	1342.4%	\$ (486,613)
	DAF Portion of payment	\$ 155,900	\$ -	0.0%	\$ 155,900
	Grants	\$ -	\$ 133,657		\$ (133,657)
	Transfer-General Fund	\$ -	\$ -		\$ -
		<u>\$ 7,330,492</u>	<u>\$ 5,807,699</u>	79.2%	<u>\$ 1,522,793</u>
	Industrial Sewer Safeguards		\$ 51,797		
<b>Expenditures</b>					
	Personnel	\$ 518,466	\$ 401,789	77.5%	\$ 116,677
	M&O	\$ 3,678,260	\$ 2,649,284	72.0%	\$ 1,028,976
	Capital	\$ 1,338,000	\$ 1,058,163	79.1%	\$ 279,837
	Debt	\$ 1,219,874	\$ 5,634,254	461.9%	\$ (4,414,380)
	Transfers	\$ 575,892	\$ 3,331,919	578.6%	\$ (2,756,027)
		<u>\$ 7,330,492</u>	<u>\$ 13,075,410</u>	178.4%	<u>\$ (5,744,918)</u>

City of Twin Falls					
Sanitation Fund					
Fiscal Year 2012-2013					
	9 of 12 months		75.00%		
		<b>2012-2013</b>	<b>2012-2013</b>		
		<b>Budget</b>	<b>Actuals</b>		<b>Difference</b>
<b>Revenues</b>					
	Garbage & Refuse Collection	\$ 1,758,092	\$ 1,309,853	74.5%	\$ 448,239
	Admin Fee	\$ -	\$ 114,856	#DIV/0!	\$ (114,856)
	Refuse & Weed Removal	\$ 8,000	\$ 10,178	127.2%	\$ (2,178)
	Landfill Fees	\$ 630,360	\$ 462,463	73.4%	\$ 167,897
	Recycle Revenue	\$ 20,000	\$ 1,012	5.1%	\$ 18,988
	Code Violations	\$ -	\$ 692		\$ (692)
	Penalties & Interest	\$ -	\$ 1,087		\$ (1,087)
	Interest Income	\$ 8,000	\$ (5,051)	-63.1%	\$ 13,051
	Miscellaneous Revenues	\$ 405,900	\$ -		\$ 405,900
	Surplus Reserves	\$ -	\$ -		\$ -
		<u>\$ 2,830,352</u>	<u>\$ 1,895,089</u>	67.0%	<u>\$ 935,263</u>
<b>Expenditures</b>					
		<b>Budget</b>	<b>Actual</b>		
	Personnel	\$ 208,210	\$ 158,620	76.2%	\$ 49,590
	M&O	\$ 2,456,793	\$ 1,483,590	60.4%	\$ 973,203
	Capital	\$ -	\$ -		\$ -
	Debt	\$ -	\$ -		\$ -
	Transfers	\$ 165,349	\$ 124,012	75.0%	\$ 41,337
	<b>Totals</b>	<u>\$ 2,830,352</u>	<u>\$ 1,766,222</u>	62.4%	<u>\$ 1,064,130</u>