

COUNCIL MEMBERS:

SHAWN	DON	SUZANNE	GREGORY	JIM	REBECCA	CHRIS
BARIGAR	HALL	HAWKINS	LANTING	MUNN, JR.	MILLS SOJKA	TALKINGTON

Vice Mayor

Mayor

AGENDA

Meeting of the Twin Falls City Council
Monday, August 5, 2013
 City Council Chambers
 305 3rd 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: Farmers Market Week

AGENDA ITEMS	Purpose	By:
I. <u>CONSENT CALENDAR:</u> 1. Consideration of a request to approve the accounts payable for the week of July 30–August 5, 2013, total: \$873,240.63 Payroll, August 2, 2013, total: \$115,106.06 Fire Payroll, July 31, 2013, total: \$490,370.22 2. Consideration of a request to approve the July 15, 2013 and July 22, 2013, City Council Minutes.	<u>Action</u>	<u>Staff Report</u> Sharon Bryan Leila A. Sanchez
II. <u>ITEMS FOR CONSIDERATION:</u> 1. Presentation of Certificates of Appreciation to Terry Ihler in recognition of his service on the Twin Falls Planning & Zoning Commission and Sonia Alexander, Jenni Geilman and Norm Tilley in recognition for their service on the Twin Falls Historic Preservation Commission. 2. Consideration of a request to appoint John Pauley, Wendy Rice, and Nancy Taylor to the Twin Falls City Historic Preservation Commission. 3. Consideration of a request to award the Falls Ave E Widening (Walnut St. N.to Locust St. N.) Project to PMF, Inc. of Twin Falls, Idaho, in the amount of \$89,045.00. 4. Consideration of a request to approve the City's 504 ADA Transition Plan Update for August 2013. 5. Consideration of a request to adopt the Tentative Budget for the City of Twin Falls and set August 19, 2013 at 6:00 p.m. as the date and time for the public budget hearing. 6. Public input and/or items from the City Manager and City Council.	Presentation Action Action Action Action	Mitchel Humble Mitchel Humble Josh Baird Mitchel Humble Travis Rothweiler
III. <u>ADVISORY BOARD REPORTS/ANNOUNCEMENTS</u>		
IV. <u>PUBLIC HEARINGS: 6:00 p.m.</u> 1. To consider an increase to sewer rates as discussed during the 2013-2014 budget process.	Public Hearing	Lorie Race
V. <u>ADJOURNMENT:</u> Executive Session 67-2345(1)(a) To consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need, unless a vacancy in an elective office is being filled. Executive Session 67-2345(1)(b) To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member, individual agent or public school student.		

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.

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

Proclamation



FARMERS MARKET WEEK

WHEREAS, agriculture is Idaho's leading natural resource based industry, contributing over \$7.5 billion annually to the state's economy;

WHEREAS, farmers markets in Idaho are growing in size and popularity with fifty-four markets currently operating throughout the state;

WHEREAS, farmers markets stimulate the economy by directly supporting local farmers, many whom are reinvesting money back into the community;

WHEREAS, farmers markets are critically important in educating consumers about local systems and where their food comes from;

WHEREAS, consumer trends show great interest in eating produce that is grown locally;

WHEREAS, Idaho farmers markets are a great place to buy fresh local products of the highest quality;

WHEREAS, the City of Twin Falls strongly supports and promotes the development, operation, and expansion of Twin Falls Farmers Market;

Now, THEREFORE, we, Mayor Greg Lanting and Vice Mayor Don Hall, do hereby proclaim August 4th through August 10th, 2013, as

FARMERS MARKET WEEK

in Twin Falls, and urge all citizens to join us in recognizing the many benefits of the Twin Falls Farmers Market in our community.

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

Mayor Gregory Lanting

Vice Mayor Don Hall

Deputy City Clerk Leila A. Sanchez

Date: August 3, 2013

PRESENT: Shawn Barigar, Greg Lanting, Don Hall, Suzanne Hawkins, Jim Munn, Rebecca Mills Sojka, Chris Talkington
ABSENT: None
STAFF PRESENT: City Manager Travis Rothweiler, City Attorney Fritz Wonderlich, Chief Finance Officer Lorie Race, Community Development Director Mitch Humble, Human Resource Director Susan Harris, City Engineer Jacqueline Fields, Budget Coordinator Pat Lehmann, Finance Accountant Bill Baxter, Assistant to the City Manager Mike Williams, Parks & Recreation Director Dennis Bowyer, Police Chief Brian Pike, PIO Josh Palmer, Captain Matt Hicks, Fire Chief Ron Clark, Zoning & Development Manager Renee' Carraway, IS Project Coordinator Tami Lauda, Deputy City Clerk/Recording Secretary Leila A. Sanchez

Mayor Lanting called the meeting to order at 5:00 p.m., and invited all present, who wished to, to recite the Pledge of Allegiance to the Flag with him. Mayor Lanting introduced staff.

CONSIDERATION OF THE AMENDMENTS TO THE AGENDA: None

PROCLAMATIONS: None

I. CONSENT CALENDAR:

1. Consideration of a request to approve the accounts payable for the week of July 15, 2013-July 22, 2013, total: \$646,691.63.
2. Consideration of a request to approve the Alcohol Licenses for Twin Falls Brickhouse LLC (Liquor, Beer & Wine) located at 516 Hansen Street So., Teodora Caffe LLC (Beer & Wine) located at 1563 Fillmore Street, Unit 1B, and for St. Luke's Medical Center (Beer & Wine) located at 801 Pole Line Road West.
3. Consideration of a request to approve the Annual Muscular Dystrophy Fill the Boot campaign on Friday, August 9, 2013, from 10:00 a.m. to 6:00 p.m. at the intersection of Addison Avenue East and Locust.
4. Consideration of a request to approve the Findings of Fact, Conclusions of Law, and Decision for:
 - a. Zoning District Change & Zoning Map Amendment for Westpark Commercial #7
 - b. Vacation for Canyon Properties, LLC for property located between 555 Falling Leaf Lane and 583 Falling Leaf Lane within Canyon Trails Subd. #9.
 - c. Vacation for Canyon Properties, LLC for property located between Lot 1 and Lot 14, Block 14 of the Canyon Trail Subdivision #5.

Vice Mayor Hall requested that Item #5 be heard separately.

MOTION:

Vice Mayor Hall made a motion to approve the Consent Calendar as presented. The motion was seconded by Councilperson Hawkins and roll call vote showed all members present voted in favor of the motion. Approved 7 to 0.

Councilperson Munn explained that he is a reserve officer coordinator for the Sherriff's office and it may be possible that he will be deploying officers for the event described in Item #5. He recused himself at this time because of a conflict of interest.

5. Consideration of a request to approve the 33rd Annual Buffalo Hot Wings Door Slammer Softball Tournament to be held on August 23, 24, and 25, 2013; and Picnic/Barbeque to be held at Harmon Park on August 24, 2013.

MOTION:

Vice Mayor Hall made a motion to approve the request as presented. The motion was seconded by Councilperson Hawkins and roll call vote showed all members present voted in favor of the motion. Approved 6 to 0.

II. ITEMS FOR CONSIDERATION:

1. Consideration of a request to amend the approval of the Grand Opening Event for the Glanbia Corporate Office and Cheese Innovation Center to be held on Wednesday, August 7, 2013.

Staff Sergeant Pullin explained the request.

Staff recommends approval of the request.

MOTION:

Councilperson Barigar made a motion to amend the approval of the Grand Opening Event for the Glanbia Corporate Office and Cheese Innovation Center to be held on Wednesday, August 7, 2013, as presented. The motion was seconded by Councilperson Talkington and roll call vote showed all members present voted in favor of the motion. Approved 7 to 0.

2. Consideration of a request to award the US-30 Widening and Signalization Intersection to ALTA Construction, in the amount not to exceed \$727,907.80.

City Engineer Fields explained the request.

A project was developed to widen US-30 and place a signal at the Chobani employee driveway approach. The widening would reestablish the shoulders that are currently being borrowed for right turn refuge and place permanent delineation on the road for a left and right turn bay for the driveway approach. Because there is a funding opportunity to place a signal at the intersection, this was added to the project and is currently at point of discussion with ITD. The discussion with ITD is not yet complete; therefore, the project was bid with widening as the base bid of \$372,883.70, and signal installation as a deductive alternate of \$355,024.19. Should discussion with ITD result in an agreement, then the deductive alternate will be exercised and the City will enter into an agreement with ITD for maintenance and operation of the signal.

Staff recommends that the City Council authorize the Mayor to sign the contract for US-30 Widening and Signalized intersection with ALTA Construction, Inc., that includes the deductive alternate as discussed in an amount not to exceed \$727,907.80.

Council discussion followed.

-URA Board

City Manager Rothweiler stated Chobani projects have been overseen by the City. The URA has earmarked \$1.4 million specifically for the project. The contract is between the City of Twin Falls and the contractor. The URA will reimburse the City from bond proceeds.

-Completion of proposed project

City Engineer Fields stated that the project is anticipated to be complete by mid-September.

Dave Thibault, EHM Engineers, stated the contract has a completion date of November 1, 2013, but the advertisement period was extended by two weeks; therefore, he expects a request from the contractor to extend the completion date by two weeks. The intention is to complete all the road widening work prior to the beet hauling season and the truck traffic that is anticipated with the harvest.

-Current status with ITD

City Engineer Fields stated that the City is in negotiations with ITD. Data is currently being reviewed to see if the signal is warranted.

MOTION:

Councilperson Barigar made a motion to approve a contract for the construction of widening on US-30 intersection between Hankins Road and Champlain Road for a potential signal for the amount not to exceed \$727,907.80, to ALTA Construction. The motion was seconded by Councilperson Talkington and roll call vote showed all members present voted in favor of the motion. Approved 7 to 0.

-Signal at Fillmore and North College

City Engineer Fields stated that she anticipates the signal at North College and Fillmore will be completed this season.

3. Update on the Twin Falls Police Department's efforts to curb the use of unsafe, illegal fireworks in the City of Twin Falls.

Captain Barnhart gave the presentation.

Council discussion followed.

-Citizen feedback

-Areas illegal fireworks are purchased

-Permitted regulations of illegal fireworks.

-Overtime costs

Captain Barnhart stated that some citizens were upset receiving tickets for unsafe fireworks but stated they were aware that they may be fined for illegal fireworks.

Captain Barnhart stated that public displays are permitted for unsafe fireworks and he will report back to the Council the permitting process for illegal fireworks.

Councilperson Munn stated that the Fire Chief is involved in the permitting of the CSI fireworks.

4. Continued discussion of the City Manager's Recommended Budget for the upcoming 2013-2014 fiscal year.

City Manager Rothweiler gave a PowerPoint presentation. He presented the following:

Government Funds
 Total Government Fund Revenues
 Property Taxes City of Twin Falls Tax Rate since FY 2004
 Total Property Tax Revenues Collected Since FY 2008
 How does our tax rate compare with like-size cities in Idaho?
 City Property Taxes Paid on Median Home Value in Like-Sized Cities
 How much more will I pay in property taxes next year?
 Other Significant Revenue Resources
 Building Permit Revenues
 -A Glance at Other "Significant" Revenue Sources
 Government Funds Personnel Costs
 Comparison of Budgeted Total FTE's Since FY 2008
 New Personnel Positions
 Personnel Adjustments
 -Operational Cost
 Comparison of Total M & O Budgets since FY 2008
 -Capital Expenses

Comparison of Total Capital Budgets since FY 2008
 Capital Projects
 -General Fund Capital Projects for:
 City Manager's Office
 Human Resources
 Information Systems Administration
 Police Department
 Fire Department
 Parks Department
 Recreation
 Pool
 Golf Course
 Street Fund
 Street Light Fund
 Airport Fund
 Airport Construction Fund
 Library Fund
 Use of Cash Reserves

Council discussion followed:

- Increase of health premiums
- New positions and new position upgrades
- Crime rates
- Cyber crime

Chief Pike explained that crime rates in the past ten years have decreased 31% and calls for service have declined slightly. The complexity of the calls the officers are dealing with today versus ten years ago requires more of the officers' time. Currently there are 68 sworn officers for a population of 44,000, a ratio of 1.5 officers per 1,000. Factoring an influx in the population of 60,000, the ratio drops the average to 1.1 officers per 1,000. This affects the level of service provided to the citizens of Twin Falls. Samples of the complexity of calls received are mental health issues. Region IV is a resource for providing training to officers.

Councilperson Mills Sojka requested the SUV purchase costs, operating costs, effectiveness and efficiencies.

Councilperson Hawkins stated that she would like to the City's parks conform to the City's paving standards prior to funding a community garden.

City Manager Rothweiler stated that staff has discussed the rules and guidelines of the paving standards and have identified three areas that need immediate attention. This would include the Oregon Trail facility, Harmon Park area, and the Twin Falls Golf Course. Staff will request money budgeted for the Auger Falls project is used to make improvements at the three locations.

- Bike trail
- Funds for trail connectivity
- Auger Falls Trails Project

City Manager Rothweiler explained that there is community interest in participating in the development of the trail system. \$110,000 is allocated in this year's budget for Auger Falls. It is anticipated that \$70,000 may be used for parking lots. The remaining \$40,000 would remain in place for a planning process involving community groups to re-evaluate work that was done in 2007 and 2008, to assure the plan and direction recommended then is still supported by the community.

City Manager Rothweiler continued discussion on YMCA contract and the Twin Falls Golf Club.

- Replacement of tables and chairs at the golf course

Parks & Recreation Director Bowyer explained his estimate for tables and chairs for the golf course.

- Eastland South request for funds adjusted from \$1 million to \$500,000

City Engineer Fields stated there is money in the current FY for the Eastland South project and staff will be proposing money in the next FY. The hope is to combine the funds and to bid a job that is close to \$1.2 million. This will address the main line and off site work.

- ADA LED on Pole Line West from Blue Lakes to the Grandview

City Engineer Fields stated that the conversion entails replacing only the bulb. Lights between Falls Avenue West and Grandview Drive West are LED.

- Airport
- Airport Manager Vehicle
- Restroom Study
- Animal Control
- People for Pets

The City Council will meet on July 29, 2013.

5. Public input and/or items from the City Manager and City Council.

Public Input

Helen Brown, Golf Advisory Board Member, asked for Council to consider the purchase of chairs and tables at the Golf Club.

Wayne Frantz, Sherry Lane, spoke on the enforcement of the new fireworks ordinance. He stated that bans will never work and believes the Police Department should utilize manpower elsewhere.

Virginia Undhjem, 789 Alturas Drive North, asked for Council to consider the purchase of chairs and tables at the Golf Club for safety reasons.

Teena Thompson, 486 Sophomore, spoke in favor of the purchase of tables and chairs for the Golf Club.

- Liability for any injuries that occur at public parks

City Attorney Wonderlich explained the recreation immunity statute in Idaho.

City Council Input

Vice Mayor Hall asked to discuss Councilmembers acting as liaisons to the Planning & Zoning Commission. His concern regarded the liaisons being present for P & Z hearings and receiving information outside of the Council hearing on items where the Council is acting in a quasi-judicial role. He indicated that the Planning & Zoning liaisons may be impacted by the Planning & Zoning hearing and that other Councilmembers do not have the same opportunity to receive that input.

Council discussion followed.

Council directed staff to place the topic on the next Council agenda and to invite Zoning Development Manager Renee' Carraway and Planning & Zoning Commission Chairman Tom Frank.

III. ADVISORY BOARD REPORTS/ANNOUNCEMENTS

Councilperson Mills Sojka reported that Council Hours will be held on Tuesday, July 16, 2013, in the City Council Chambers, between 5:30 p.m. to 7:00 p.m.

Councilperson Barigar reported that First Federal Bank's ground breaking will be held on Wednesday, July 17, 2013, at 10:00 a.m.

IV. PUBLIC HEARINGS: 6:00 p.m. – None

V. ADJOURNMENT: The meeting adjourned at 7:50 p.m.

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

Vice Mayor

Mayor



MINUTES

Meeting of the Twin Falls City Council
Monday, July 22, 2013
 City Council Chambers
 305 3rd 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 the week of July 16 – 22, 2013, total: \$2,246,708.92; July 19, 2013, total: \$113,892.84 2. Consideration of a request to approve the July 1 and 8, 2013, City Council Minutes.	<u>Action</u>	<u>Staff Report</u> Sharon Bryan Leila A. Sanchez
II. <u>ITEMS FOR CONSIDERATION:</u> 1. Discussion and possible action regarding the assignment of Councilmembers to be liaisons to the Planning & Zoning Commission. 2. Continue discussion on the City Manager's Recommended Budget for the upcoming 2013-2014 fiscal year. 3. Public input and/or items from the City Manager and City Council.	Discussion/ Possible Action Discussion	Mitch Humble Travis Rothweiler
III. <u>ADVISORY BOARD REPORTS/ANNOUNCEMENTS</u>		
IV. <u>PUBLIC HEARINGS: 6:00 p.m. - None</u>		
V. <u>ADJOURNMENT:</u> Executive Session 67-2345 (1)(f) to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. The mere presence of legal counsel at an executive session does not satisfy this requirement.		

****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.***

Present: Shawn Barigar, Don Hall, Suzanne Hawkins, Gregory Lanting, Jim Munn, Jr. Rebecca Mills Sojka, Chris Talkington
Absent: None
Staff Present: City Manager Travis Rothweiler, City Attorney Fritz Wonderlich, Chief Finance Officer Lorie Race, Budget Coordinator Pat Lehmann, City Engineer Jacqueline Fields, Assistant to the City Manager Mike Williams, Zoning & Development Manager Renee' Carraway, IS Project Coordinator Tami Lauda, Community Development Director Mitch Humble, PIO Josh Palmer, Public Works Coordinator Jon Caton, Finance Accountant Bill Baxter, Deputy City Clerk/Recording Secretary Leila A. Sanchez

Mayor Lanting called the meeting to order at 5:00 P.M. He then invited all present, who wished to, to recite the pledge of Allegiance to the Flag with him and Boy Scouts from Troop 68. Mayor Lanting introduced staff.

CONSIDERATION OF THE AMENDMENTS TO THE AGENDA:

City Manager Rothweiler stated that the Mayor has requested the following item be added to the agenda:

67-2345(1)(e) To consider preliminary negotiations involving matters of trade or commerce in which the governing body is in competition with governing bodies in other states or nations.

MOTION:

Councilperson Talkington made a motion to approve to add to the agenda Executive Session 67-2345(1) (e) as presented. The motion was seconded by Vice Mayor Hall and roll call vote showed all members present voted in favor of the motion. Approved 7 to 0.

PROCLAMATIONS: None

I. CONSENT CALENDAR:

1. Consideration of a request to approve the accounts payable for the week of July 16 – 22, 2013, total: \$2,246,708.92; July 19, 2013, total: \$113,892.84
2. Consideration of a request to approve the July 1 and 8, 2013, City Council Minutes.

Councilperson Mills Sojka asked to remove the accounts payable from the Consent Calendar. She stated that she discussed with Councilperson Hawkins the reimbursement to her for \$37.50, on the accounts payable and requested Councilperson Hawkins share the event that she attended.

Councilperson Hawkins stated she explained the reimbursement cost with Councilperson Mills Sojka prior to the meeting, and is planning to give a presentation on the Summer Festival that she attended on behalf of Mayor Lanting. The expenditure of \$37.50 was for a gift exchange with three countries and was purchased at the Visitor's Center.

Mayor Lanting stated that he deemed it appropriate to approve expenditure for a gift exchange.

MOTION:

Councilperson Barigar made a motion to approve the Consent Calendar as presented. The motion was seconded by Councilperson Munn and roll call vote showed all members present voted in favor of the motion. Approved 7 to 0.

II. ITEMS FOR CONSIDERATION:

1. Discussion and possible action regarding the assignment of Councilmembers to be liaisons to the Planning & Zoning Commission.

Community Development Director Humble explained that a concern was raised of Councilmembers acting as liaisons to the Planning & Zoning Commission. The Council indicated that it would be beneficial to have P&Z Manager Carraway and P&Z Chairman Frank attend the Council's discussion. We invited Chairman Frank, but unfortunately, he is out of town. He provided some comments on the topic in a letter to the Council. That letter is attached for Council's review. He also asked the Vice-Chairman, Lee DeVore, to attend in his place.

Vice Mayor Hall stated that he brought his concern to Council that Councilmembers acting as liaisons to the Planning & Zoning Commission are present for P&Z hearings and receiving information outside of the Council hearing on items where the Council is acting in a quasi-judicial role. Council liaison Hawkins had indicated that being involved and attending the P & Z meetings influences her differently from Council meetings, and Councilperson Barigar stated that input from Council liaisons influence his decision at the Council meetings. Council discussion followed.

- Other cities with P & Z liaisons
- Possible conflicts of interest

City Attorney Wonderlich explained that according to City Code there is not a conflict of interest because it is implied that the Council has the P & Z Commission's entire record. He confirmed that the City has a recording of the P & Z Commission meetings, as required by the Land Use Act.

Council discussion followed:

- Ex parte in a quasi-judicial role
- Appeal process

P & Z Vice Chair Lee Devore, 4128 Meadowridge Circle, on behalf of the P & Z Commission, spoke in favor of retaining the Council liaison positions.

City Manager Rothweiler stated that because of the City's Council/Managerial form of government, he is not sure if other cities have Council liaisons serving on committees.

City Attorney Wonderlich explained the statutory right to a reconsideration of a decision.

After Council discussion Vice Mayor Hall stated it appears that the Council is not ready to make a change, but wanted to bring to Council for discussion.

No action taken.

2. Continue discussion on the City Manager's Recommended Budget for the upcoming 2013-2014 fiscal year.

City Manager Rothweiler gave a PowerPoint presentation on the 2013-2014 fiscal year budget. He presented the following:

Enterprise Funds

Water Fund: Water supply, water distribution, pressurized irrigation, utility billing

Sewer Fund: Waste water treatment plant

Sanitation Fund: Sanitation and recycling program.

Dierkes/Shoshone Falls

Council discussion followed:

- Tax rate on all properties in 2014
- Arsenic fee of \$11.15 charged per meter
- Pressure irrigation fee and budget
- Blue Lakes pumps efficiencies
- Common areas metering

Chief Finance Officer Race explained that pressure irrigation revenues for the current year were \$491,000, and for next year has been projected at \$529,000. Expenses for FY 12 to 13 went from \$92,000 to \$97,000.

- Public Utilities Commission – 17% net increase
- Industrial sludge tank

Public Works Coordinator Caton explained that the existing sludge tank at Con Agra for pretreatment is failing. The cost of replacement is \$400,000.

- Expansion of the WWTP

City Engineer Fields stated that the draft facility plan for the waste water treatment plant is ready for submittal to DEQ. EPA will address the city's permit. The City is holding loads to the parameters that are currently in the permit.

- Auger Falls ponds

City Engineer Fields explained that the intent for Auger Falls is to create wetlands and park land. Project Engineer Lee Glaesemann will provide Council an update on Auger Falls project.

- Recycling incentive program
- Disposal of waste

City Manager Rothweiler stated that the public will provide information to customers who obtain a building permit or demolition permit, on the County code's disposal of waste.

- Council discussion followed:
- Landscaping at the pool
 - Impact fees

Recess at 6:37 p.m.

Reconvened at 6:42 p.m.

3. Public input and/or items from the City Manager and City Council.

City Manager Rothweiler reported that the Employees Picnic will be held on Wednesday, July 24, 2013, at 5:00 p.m. at Candy Cane Park.

Vice Mayor Hall reported that National Night Out will be held on Tuesday, July 23, 2013, at 5:00 p.m. to 8:00 p.m. at the Twin Falls City Park.

Councilperson Hawkins reported on the following:

- o Municipal Band's annual picnic to be held on Thursday, August 1, 2013, at 6:00 p.m.
- o Twin Falls Public Library Rhyme Time will be held on Monday, July 29, 2013, at 10:30 a.m. She will be the guest reader.
- o On behalf of Mayor Lanting on July 17, 2013, at Canyon Ridge High School she was on the Welcoming Committee for the City of Twin Falls and hosted and emceed the event. The Summer Festival brought in singers from China, South Israel and Korea, and in addition, the Rocky Top Cloggers. In the gift exchange, the City purchased coffee mugs and posters of Shoshone Falls at a cost of \$37.50. The City received chopsticks from China, from Israel a postcard, banner and lapel pin, and masks from Korean. The items will be displayed at City Hall in a display case.

Councilperson Mills Sojka reported that the Fire Department participated in Paint Magic. She stated that it demonstrates the City's motto of "People Serving People."

Liyah Babayan, citizen and business owner in downtown Twin Falls stated that she sent the Council a link to the Idaho Mainstream Program. The Idaho Mainstream Program is a state level entity that promotes and assists local downtown communities of various sizes to promote their efforts in revitalizing their downtown. The key function is to coordinate, assist and deliver technical services, help find local services, and train the participants to reach that goal. The underlying premise of the Mainstream Program is to encourage economic development. The approach advocates a return to the community's self-reliance, empowerment, and the rebuilding of commercial districts based on traditional assets, unique architectural, personal services and local ownership, and a sense of community. She explained the details of the program.

- Council discussion followed.
- Details of request
 - Benefits of program

Liyah Babayan is requesting the Council endorse the program and allow the Mayor to sign the Mainstream application. The application needs to be signed and mailed today. She also requested Council submit letters endorsing the accreditation program for the downtown merchants.

She clarified that she is not asking for funding. The participation rates will be raised by the downtown committee needed for the program. In the past six months the committee has raised \$600 to do collective marketing.

Services provided to the Mainstream Program communities are based on the levels of participation. The program will involve initial visits and assessments, continual visit evaluations, Mainstream 101 training sessions, assistance in hiring a program downtown manager, develop a mission statement, vision statement, board rules and board rules responsibility training, committee training, develop a first year work plan, assistance in creating a non-profit status if needed, 3 to 5 year work plans, resource team visits, telephone consultation, technical assistance, yearend program assessment, membership into the Mainstream Program, and training sessions for those vested in the downtown area.

Councilperson Talkington stated that he would not endorse anything that would cause the expenditures of public money.

Liyah Babayan stated the downtown area needs to function on its own apart from city government.

Councilperson Barigar stated that the Level 3 application discusses having an adequate operating budget and a nonprofit status. He asked if the Old Town Inc. Non-Profit has a board of directors.

Liyah Babayan answered in the affirmative. The nonprofit status is established.

Councilperson Barigar stated that an application for a Level 2 is more appropriate for downtown than a Level 3 application. In the application it states, "A commitment to using the mainstream approach, yet not having developed all the resources needing to meet most or some of the ten national accreditation standards such as developing a broad base support, developing an adequate operating budget and non-profit status."

Liyah Babayan stated that downtown events are being conducted in a non-profit status. The program will assist in the hiring of paid professional and stated reasons why she is applying for a Level 3.

Councilperson Mills Sojka stated that she would like staff and the city attorney to review the application prior to endorsement.

City Manager Rothweiler stated that in speaking briefly with the City Attorney, he would like city staff and the City Attorney to review the application for accuracies. He commended Liyah Babayan and merchants for their efforts in revitalizing downtown.

Liyah Babayan stated that she received information from merchants, City agencies, and City employees. She stated that Economic Development Director Melinda Anderson brought the Mainstream Program to her attention. Information on the application was received from Bill Baxter and Kelly Weeks. Sarah Taylor also helped gather information.

-The Mainstream Program application deadline date of July 22, 2013.

Liyah Babayan stated that the next opportunity to apply for the Mainstream Program would be 12 to 18 months from now. She will contact Jerry Miller to request an extension.

Councilperson Hawkins stated that she did not receive information from Ms. Babayan and did not have access to the information. She stated that she will need to review the information prior to endorsing.

Councilperson Munn, Vice Mayor Hall, and Mayor Lanting stated their concern that they have not seen a completed application, and therefore could not support her request at this time. The application would need to be reviewed by City staff and the City Attorney prior to endorsing.

No action taken.

III. ADVISORY BOARD REPORTS/ANNOUNCEMENTS

IV. PUBLIC HEARINGS: 6:00 p.m. - None

V. ADJOURNMENT:

Executive Session 67-2345 (1)(f) to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. The mere presence of legal counsel at an executive session does not satisfy this requirement.

(e) To consider preliminary negotiations involving matters of trade or commerce in which the governing body is in competition with governing bodies in other states or nations.

MOTION:

Councilperson Talkington made a motion to adjourn to Executive Session 67-2345(1) (f) and 67-2345(1) (e) as presented. The motion was seconded by Councilperson Hall and roll call vote showed all members present voted in favor of the motion. Approved 7 to 0.

The meeting adjourned at 7:40 p.m.



Date: Monday, August 5, 2013
To: Honorable Mayor and City Council
From: Mitchel Humble, Community Development Director

Request:

Presentation of Certificates of Appreciation to Terry Ihler in recognition of his service on the Twin Falls Planning & Zoning Commission and Sonia Alexander, Jenni Geilman and Norm Tilley in recognition for their service on the Twin Falls Historic Preservation Commission.

Time Estimate:

Staff presentation will take approximately 5 minutes.

Background:

Terry Ihler served a partial term of two years on the Planning and Zoning Commission. Terry had to resign from the Commission due to conflicts with his work schedule. Sonia Alexander and Norm Tilley both served 2 full terms, six years, on the Historic Preservation Commission. Jenni Geilman was appointed to a partial term. She was then reappointed to a full term, but recently had to resign due to work conflicts. She has served a total of three years on the Historic Preservation Commission.

Approval Process:

None

Budget Impact:

The cost of the plaques

Regulatory Impact:

None

Conclusion:

Staff recommends that the City Council honor Terry Ihler for his service on the Twin Falls Planning & Zoning Commission and Sonia Alexander, Jenni Geilman, and Norm Tilley for their service on the Twin Falls Historic Preservation Commission.

Attachments:

Certificates of Appreciation

Certificate of Appreciation

We, the Mayor and City Council of the City of Twin Falls, Idaho, do hereby award this certificate to

Terry Ihler

in recognition of his 2 years of service to this great City and its residents as a member of the City of Twin Falls Planning & Zoning Commission. We do express our sincere gratitude and honor him for his demonstrated civic pride and duty, reminiscent of that of the ancient Athenians.

Awarded this 5th day of
August, 2013



Mayor

The Athenian Oath

We will never bring disgrace to this our city by any act of dishonesty or cowardice, nor ever desert our suffering comrades in the ranks; We will fight for the ideals and sacred things of the city, both alone and with many; We will revere and obey this city's laws and do our best to incite to a like respect and reverence those who are prone to annul or set them at naught; We will strive unceasingly to quicken the public sense of public duty; That this, in all these ways, we will transmit this city, not only, not less, but greater, better and more beautiful than it was transmitted to us.

Certificate of Appreciation

We, the Mayor and City Council of the City of Twin Falls, Idaho, do hereby award this certificate to

Sonia Alexander

in recognition of her 6 years of service to this great City and its residents as a member of the City of Twin Falls Historic Preservation Commission. We do express our sincere gratitude and honor her for her demonstrated civic pride and duty, reminiscent of that of the ancient Athenians.

Awarded this 5th day of
August, 2013



Mayor

The Athenian Oath

We will never bring disgrace to this our city by any act of dishonesty or cowardice, nor ever desert our suffering comrades in the ranks; We will fight for the ideals and sacred things of the city, both alone and with many; We will revere and obey this city's laws and do our best to incite to a like respect and reverence those who are prone to annul or set them at naught; We will strive unceasingly to quicken the public sense of public duty; That this, in all these ways, we will transmit this city, not only, not less, but greater, better and more beautiful than it was transmitted to us.

Certificate of Appreciation

We, the Mayor and City Council of the City of Twin Falls, Idaho, do hereby award this certificate to

Jenni Geilman

in recognition of her 3 years of service to this great City and its residents as a member of the City of Twin Falls Historic Preservation Commission. We do express our sincere gratitude and honor her for her demonstrated civic pride and duty, reminiscent of that of the ancient Athenians.

Awarded this 5th day of
August, 2013



Mayor

The Athenian Oath

We will never bring disgrace to this our city by any act of dishonesty or cowardice, nor ever desert our suffering comrades in the ranks; We will fight for the ideals and sacred things of the city, both alone and with many; We will revere and obey this city's laws and do our best to incite to a like respect and reverence those who are prone to annul or set them at naught; We will strive unceasingly to quicken the public sense of public duty; That this, in all these ways, we will transmit this city, not only, not less, but greater, better and more beautiful than it was transmitted to us.

Certificate of Appreciation

We, the Mayor and City Council of the City of Twin Falls, Idaho, do hereby award this certificate to

Norm Tilley

in recognition of his 6 years of service to this great City and its residents as a member of the City of Twin Falls Historic Preservation Commission. We do express our sincere gratitude and honor his for his demonstrated civic pride and duty, reminiscent of that of the ancient Athenians.

Awarded this 5th day of
August, 2013



Mayor

The Athenian Oath

We will never bring disgrace to this our city by any act of dishonesty or cowardice, nor ever desert our suffering comrades in the ranks; We will fight for the ideals and sacred things of the city, both alone and with many; We will revere and obey this city's laws and do our best to incite to a like respect and reverence those who are prone to annul or set them at naught; We will strive unceasingly to quicken the public sense of public duty; That this, in all these ways, we will transmit this city, not only, not less, but greater, better and more beautiful than it was transmitted to us.



MONDAY August 5, 2013

To: Honorable Mayor and City Council

From: Mitchel Humble, Community Development Director

Request:

Consideration of a request to appoint John Pauley, Wendy Rice, and Nancy Taylor to the Twin Falls City Historic Preservation Commission.

Background:

In July 2013, Jenni Geilman resigned from the Historic Preservation Commission due to conflicts with her new work schedule. We were sorry to see her go, and her knowledge and passion will be missed. Jenni was originally appointed in August of 2010 for a one year term. In August 2011 she was re-appointed for a three year term.

In July 2013 two of our Historic Preservation commissioners', Norm Tilley and Sonia Alexander, terms expired. They both served two, three year terms on the commission. We are sorry to see them go. Their knowledge and passion will also be missed.

Staff posted the vacancies and received several applications. On Tuesday, July 30, 2013, a selection committee made up of Mayor Greg Lanting, Councilman Don Hall, HPC Chairman, Randall Watson, and City Planner, Kelly Weeks, interviewed the applicants. The selection committee recommends that the City Council appoint John Pauley to finish Jenni's term, which expires on July 1, 2014. John would be eligible for two full terms following completion of this partial term. The selection committee also recommends that the City Council appoint, Wendy Rice and Nancy Taylor to the Historic Preservation Commission for three year terms, which would expire July 1, 2016.

Budget Impact:

There is no significant budget impact associated with the Council's approval of this request.

Regulatory Impact:

Approval of this request will get the Historic Preservation Commission back to full membership.

Conclusion:

The selection committee recommends that the Council appoint John Pauley to the Historic Preservation Commission to serve a partial term expiring on July 1, 2014 and appoint Wendy Rice and Nancy Taylor to serve full terms expiring on July 1, 2016.

Attachments:

1. Application letter from John Pauley
2. Application letter from Wendy Rice (2)
3. Application letter from Nancy Taylor

To Whom It May Concern:

My name is John Pauley and I have been a resident of Twin Falls for 5 years. I am sending this letter to be considered for one of the open positions on the Twin Falls Historic Preservation Committee.

I earned my Bachelor's degree at Western Illinois University in History with a minor in International Relations in 2007. While studying history I learned that if I understand what happened in the past it helps me understand the present. One can only learn so much in a book. It means so much more when I learn about something by seeing or experiencing it. If we do not preserve our past, then it is hard to understand where our future will lead us.

I am currently the Aquatics Director for the YMCA of Twin Falls. My primary responsibility is the management and program creation for the Y/City Pool. I have discussed the Historic Preservation Committee opening with my supervisor and he is OK with me modifying my work schedule so that I can make the Historic Preservation Committee meetings.

Thank you for your time and the opportunity to apply for the Historic Preservation Committee.

Sincerely,

John Pauley

July 15, 2013

Mayor Greg Lanting & Twin Falls City Council:

I am writing to apply to be on the Twin Falls Historic Preservation Commission. I became aware of this organization this spring in my effort to restore the historic streetlights where I have lived for over 15 years. Our Lincoln Street lights are on the National Register of Historic Places and are in an advanced state of decay. The Historic Preservation Commission (HPC) has been an invaluable resource to locate and apply for a grant to restore the lights to working order and to preserve them for generations of Twin Falls residents to enjoy.

The grant we have selected to apply for is through the Idaho Heritage Trust. In doing research for this grant, I have met wonderful professionals who are guiding this process so the lights can be restored to the highest degree of historical integrity and cost effectiveness. I appreciate especially the interest and encouragement of the HPC chairman Randall Watson & committee member Darrell Buffaloe, who have allowed me to present to the committee to inform this process.

My education and work as a registered dietician have not focused on history or even in the humanities; however, I have found time spent researching the grant application enlightening and fun. In my current position, I am fortunate to travel throughout the mountain west and southwest and am impressed by the efforts being made to preserve the unique history of our region. It is my hope residents and visitors to the Twin Falls area will be impressed by our efforts to highlight and preserve significant features of our history as well.

My intention is to complete the grant application for the Lincoln Street lights, and I would be honored to continue with the HPC as a member. Please don't hesitate to contact me if I can answer any questions regarding my education, background or interest.

Sincerely,



Wendy Rice

147 Lincoln Street

Twin Falls, ID 83301

(208) 731-9932

wrice@ahcfacilities.com



Wendy Rice, M.S., R.D., L.D.

147 Lincoln Street
Twin Falls, ID 83301
wrice@ahcfacilities.com
(208) 731-9932

Work Experience:

Corporate Dietician - 3/2011 to present
Advanced Health Care, based in Fruitland, ID with sites in Idaho, Utah, Colorado, Nevada, Arizona, & New Mexico

Corporate dietician responsible for company-wide policy and menu development, implementation, evaluation and reporting of quality and financial outcomes. Reports monthly to Chief of Operations.

Chief Clinical Dietician - 1/2005 to 3/2011
Clinical Dietician - 1995-1998

Saint Luke's Magic Valley, Twin Falls, ID

Manager of the Clinical Nutrition department at 240 bed acute-care hospital. Responsible for planning and approving all patient menus, budgeting and staff development for the Clinical Nutrition department. Coordinated and reports quality assurance for both the Clinical Nutrition and Foodservice Departments. Member of the Ste. Luke's Institutional Review Board 2009-2011.

Consultant Dietician -12/1994 to present
Long-term Care and Rehabilitation, Twin Falls and Burley, ID

Consultant dietician responsible for planning nutrition care for high risk clients, menu approval, and staff in-service education. Reports monthly quality assurance and represents facilities at State surveys. Facilities have included skilled nursing, assisted living, rural and psychiatric hospitals.

Research Assistant -8/1991 – 12/1994
Utah State University, Nutrition & Food Science Lab, Logan, UT

Graduate research -planned, implemented, analyzed and published research related to thesis.

Education:

Master of Science -1995
Nutrition and Food Science, Utah State University, Logan, UT

Thesis: The effect of Iron fortification on the chemical, physical and sensory properties of Mozzarella Cheese. Publication: Journal of Dairy Science, 81:318, 1998.

Bachelor of Science -1991
Nutrition and Food Science, emphasis Dietetics, Utah State University, Logan, UT.

Coordinated Undergraduate Program; senior clinical internship at the University of Utah.

References available upon request.

Nancy Taylor • 635 Quincy St. • Twin Falls, ID 83301 • 702-465-6445
nanreber_taylor@yahoo.com

July 23, 2013

Kelly Weeks
City of Twin Falls
321 2nd Ave. East
Twin Falls, ID 83301

Kelly:

I am submitting this letter in response to the City's request for members to serve on the Historic Preservation Committee.

I have a true passion for historic preservation and education. I believe that it is a responsibility we cannot take lightly. We are only the caretakers to insure that our history and memories are passed to future generations.

My experience includes:

- President and Board Member, Gaslamp Quarter Historical Foundation (San Diego)
 - ~ Researched and wrote "Quarternotes," the quarterly newsletter of the Foundation
 - ~ Planned logistics for major fund-raising events for the Foundation
 - ~ Liaison with the International Downtown Association (IDA) for grant funding
 - ~ Wrote criteria for placing historic properties on the National Register of Historic Places
- Docent, Gaslamp Quarter Historical Foundation
 - ~ Led walking tours of the Gaslamp Quarter and the pioneer William Heath Davis House
- Board Member, El Cajon Historical Society (a community of 55,000 outside of San Diego)
 - ~ Assisted with research for a major oral history project and transcribed tapes

I currently volunteer at the Visitor's Center, Twin Falls.

I look forward to hearing from you.

Best,
Nancy Taylor



Date: Monday, August 5, 2013, City Council Meeting

To: Honorable Mayor and City Council

From: Josh Baird, Staff Engineer

Request:

Consideration of a request to award the Falls Ave E Widening (Walnut St N to Locust St N) Project to PMF, Inc. of Twin Falls, Idaho, in the amount of \$89,045.00.

Time Estimate:

The staff presentation will take approximately 5 minutes.

Background:

On Monday, April 22, 2013, the Twin Falls City Council authorized the City to enter an agreement with Wright Physical Therapy to construct roadway improvement including paving, sidewalk, curb and gutter, and ADA approaches on Falls Avenue East in exchange for right-of-way. As part of the agreement, Wright Physical Therapy will construct the curb, gutter, and sidewalk along Walnut St N and the City will patchback to the new curb.

The agreement was subsequently signed and City staff designed the Falls Ave E widening project between Walnut St N and Locust St N. The project was advertised for bid on July 15 and July 22, 2013.

On Thursday, August 1, 2013, bids were opened for the project. Three bids were received that ranged from \$89,045.00 to \$151,404.00. The lowest bid came from PMF, Inc. of Twin Falls, Idaho in the amount of \$89,045.00. The bid package from PMF, Inc. was checked for completeness and no irregularities were found.

Approval Process:

A majority vote of the Council to approve the Award of Contract.

Budget Impact:

The funding for this project is coming from funds allocated for reconstruction projects in the general Construction Projects line item of the Street Department budget.

Conclusion:

Staff recommends that City Council award the Falls Ave E Widening (Walnut St N to Locust St N) project to PMF, Inc. in the amount of \$89,045.00.

Attachments:

1. Vicinity Map
2. Bid Tabulation

UNIT PRICE BID TABULATION

**Falls Ave E Widening (Walnut St N to Locust St N)
Twin Falls, Idaho**

Opened at: City Council Chambers, 305 3rd Avenue East

On this Date: August 1, 2013

At this Time: 10:00 am (local time)

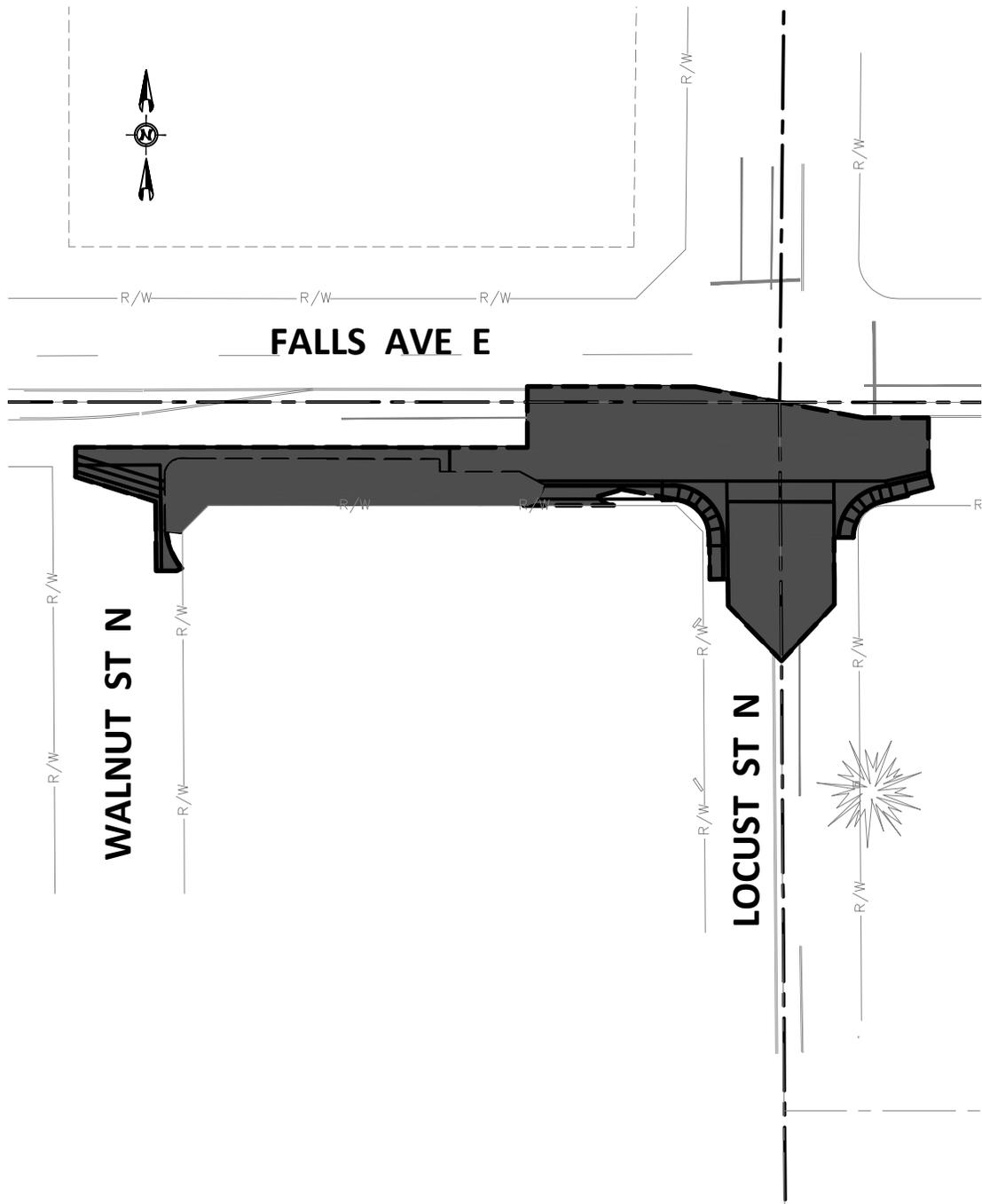
SPEC. PAY REF.	BID ITEM DESCRIPTION	UNIT	ESTD QNTY	Engineer's Estimate		Idaho Sand & Gravel		Kloepfer Inc.		PMF Inc.	
				BID UNIT PRICE	BID PRICE	BID UNIT PRICE	BID PRICE	BID UNIT PRICE	BID PRICE	BID UNIT PRICE	BID PRICE
DIVISION 400 - TECHNICAL SPECIFICATIONS											
402-1	Sidewalk	SY	164	\$45.00	\$7,380.00	\$86.50	\$14,186.00	\$86.00	\$14,104.00	\$30.00	\$4,920.00
403-1	Curb and Gutter	LF	316	\$25.00	\$7,900.00	\$38.50	\$12,166.00	\$31.00	\$9,796.00	\$25.00	\$7,900.00
404-1	Valley Gutter - 6' Width	LF	34	\$70.00	\$2,380.00	\$177.00	\$6,018.00	\$145.00	\$4,930.00	\$55.00	\$1,870.00
404-2	Valley Gutter - 8' Width	LF	41	\$90.00	\$3,690.00	\$256.00	\$10,496.00	\$165.00	\$6,765.00	\$65.00	\$2,665.00
411-1	Excavation	CY	490	\$20.00	\$9,800.00	\$31.50	\$15,435.00	\$48.00	\$23,520.00	\$16.00	\$7,840.00
412-1	Base Course	CY	216	\$40.00	\$8,640.00	\$81.50	\$17,604.00	\$62.00	\$13,392.00	\$30.00	\$6,480.00
412-2	Leveling Course	CY	162	\$50.00	\$8,100.00	\$67.00	\$10,854.00	\$64.00	\$10,368.00	\$35.00	\$5,670.00
413-1	Plant Mix Pavement	TONS	185	\$110.00	\$20,350.00	\$109.00	\$20,165.00	\$139.00	\$25,715.00	\$120.00	\$22,200.00
426-1	Surveying, Testing, and Inspection	LS	1	\$10,000.00	\$10,000.00	\$12,458.00	\$12,458.00	\$11,218.00	\$11,218.00	\$4,500.00	\$4,500.00
SPECIAL PROVISIONS											
SP-1	Sawcut	LF	950	\$2.00	\$1,900.00	\$2.50	\$2,375.00	\$1.20	\$1,140.00	\$2.00	\$1,900.00
SP-2	Adjust Valves	EA	3	\$2,000.00	\$6,000.00	\$711.00	\$2,133.00	\$600.00	\$1,800.00	\$200.00	\$600.00
SP-3	Best Management Practices (BMPs)	LS	1	\$5,000.00	\$5,000.00	\$2,350.00	\$2,350.00	\$1,200.00	\$1,200.00	\$2,500.00	\$2,500.00
SP-4	Traffic Control	LS	1	\$15,000.00	\$15,000.00	\$25,164.00	\$25,164.00	\$23,880.00	\$23,880.00	\$20,000.00	\$20,000.00
TOTAL OF ALL BID PRICES				\$106,140.00		\$151,404.00		\$147,828.00		\$89,045.00	
Low-Bid Ranking						3		2		1	
Percentage of Low Bid				119%		170%		166%		100%	

Addendum Acknowledged?	Yes	Yes	Yes
Proposal (202)?	Completed	Completed	Completed
Bid Schedule (203)?	Completed	Completed	Completed
Minimum Bid Security Amount	\$7,570.20	\$7,391.40	\$4,452.25
Bid Security (204)?	Completed w/ Technicalities	Completed	Completed

VICINITY MAP

Falls Ave E Widening

(Walnut St N to Locust St N)





MONDAY August 5, 2013

To: Honorable Mayor and City Council

From: Mitchel Humble, Community Development Director

Request:

Consideration of a request to approve the City's 504 ADA Transition Plan Update for August 2013.

Time Estimate:

The staff presentation will take about 5 minutes. Time will be needed for discussion and questions.

Background:

The City from time to time has applied for and accepted Community Development Block Grants from the State of Idaho. These grants bring with them several requirements regarding fair housing and Americans with Disabilities Act (ADA) compliance. We typically hire Region IV Development to assist us with administering these grant monies and program requirements. We are currently working on compliance related to the City's acceptance of grant funds for projects that supported the Chobani construction.

One of the requirements associated with these grants is that the City needs to identify City facilities that do not comply with the ADA building requirements and then prepare a plan to come into compliance. That plan is called a "504 ADA Transition Plan." The City currently has such a plan. With each grant we accept, we are required to provide an update to that plan. Staff has worked with Region IV Development to prepare the 504 ADA Transition Plan Update for August 2013. The Update is attached for your review.

This update includes improvements that are needed at the City's development services building at 324 Hansen Street East. Those improvements include a ramp into the building, accessible parking, and restroom improvements. The cost of the needed ramp and parking improvements totals up to \$41,000 and is due for completion by the end of 2014. The ramp is the significant hold-up for compliance. We will need some time to work through potential property or easement acquisition to have room to either construct a new ramp, or obtain the right to use the existing ramp at the building. The ramp location needs to be determined in order to best locate the accessible parking. The idea is to work through the property/easement questions in the coming year, then provide budget requests for whatever improvements are identified for the FY2015 budget, to be expended and completed before the end of calendar year 2014.

In addition to the ramp and parking improvements, there are some minor restroom improvements that total \$2,000. Staff will review the capital improvement fund in the coming weeks to determine if any left-over funds will be available that can be used to complete these minor improvements. If not, then contingency funds could be used to complete the last few remaining restroom improvements.

The Update also mentions the new building the City purchased on South Park Avenue for the public works department operation. That building is currently going through a remodel process. The remodel will comply with ADA standards. That compliance is built into the plans and cost for the project and will not require further investment.

Region IV needs to include this Update in their grant documentation for the Chobani Community Development Block Grants. The Update needs to be approved by the Council and signed by the Mayor. Staff recommends that the Council approve the attached 504 ADA Transition Plan Update and authorize the Mayor to sign it.

Budget Impact:

The attached update indicates that the City will complete certain physical improvements to the Hansen and South Park buildings to comply with ADA standards. These improvements have a cost. Staff plans to complete the South Park improvements with the remodel that has already been planned with funds in the current budget. The parking and ramp improvements to the Hansen building will be planned in the coming year and budgeted for in the following

fiscal year. The minor restroom improvements at the Hansen building are proposed to be completed in the next two months and paid for with savings in the Capital Improvement Fund or with the Contingency Fund.

Regulatory Impact:

The Council's approval of the attached Update will help the City facilities included to become ADA compliant and more accessible to our residents with limited accessibility. Approval will also help the City comply with requirements being placed on us for acceptance of the Community Development Block Grants for the Chobani project.

Conclusion:

Staff recommends that the Council approve the attached 504 ADA Transition Plan Update and authorize the Mayor to sign it.

Attachments:

Proposed 504 ADA Transition Plan Update for August 2013

504 / ADA TRANSITION PLAN UPDATE - AUGUST 2013

CITY OF TWIN FALLS

Previous Updates: 2004, 2008, and 2011

Facility	Modification Required	Estimated Cost	Estimated Completion Date	Explanation of Progress
324 Hansen Street East	1) Designate & stripe accessible space(s)	\$ 14,000 - \$20,000	Dependant up securing easements. City hopes for completion by the end of 2014.	For items 1-3 the City has encountered difficulties in completing the needed parking because of various reasons. For example, the limited parking area available is not located on City property and is being used with the permission of the land owner. Further, parking along Hansen Street East is limited to 20 minute parking and no curb cuts are in the block. In order for the City to achieve the necessary parking, more negotiations with neighboring businesses will need to be completed and/or curb cuts will need to be installed to facilitate the accessible entrance.
	2) Put in parking space sign for "Van Accessible" - enough height so they are not obstructed by cars.			
	3) Add signage to identify where accessible parking is located			
	4) Ramp & handrail needed to main front entry	\$ 15,000 to \$ 20,000	Dependant up securing easements. City hopes for completion by the end of 2014.	Addition of the ramp and handrail to the building entrance has also encountered the same type of difficulties as the parking - the property in which the current ramp is located is not on City property. The City is interested in pursuing an Easement with this individual, but it is not completed at this time.
	5) Replair/replace existing handrail on SW side of main entrance/exit	\$ 1,000.00		
	6) Change door knobs to lever style		Completed in 2011	This item has been completed
	7) Add textile signage to restrooms	\$ 500.00	December 31, 2013	For items 7-9 the City will order the signage, grab bars and stall closures. City crews will install these items. It is anticipated that these items will be completed by December 2013.
	8) Add grab bars to accessilbe stalls in restrooms	\$ 1,000.00		
	9) Add closures to accessible bathroom stalls - operable with a closed fist	\$ 500.00		
119 South Park Avenue	Modify the front portion of the building to house the water department heads and staff members. The remaining of the building and out buildings will not be open for public access.	Over \$50,000	2014	Building was purchased in 2012. Renovations to the building are being bid out for construction beginning in August 2013 and will reflect the needs of the water department. All renovations being completed will follow the current building codes and follow ADA accessible guidelines. The building will be used strictly for the City's water department. It will contain an office for the water department heads and staff. It is anticipated that no public will have access to this building - save and except for the department offices - which will be fully accessible upon completion. The City does not anticipate completion of the renovations until 2014.

Approved on ____ day of August, 2013.

Greg Landing, Mayor - City of Twin Falls



Date: Monday, August 5, 2013
To: Honorable Mayor and City Council
From: Travis Rothweiler, City Manager

Request:

Adoption of the Tentative Budget for the City of Twin Falls and set August 19, 2013 at 6:00 p.m. as the date and time for the public budget hearing.

Time Estimate:

City Staff will provide a brief presentation. The staff presentation will take approximately 10 minutes, plus any additional time needed to address questions presented by Council members.

Background:

The purpose of this agenda is to adopt the tentative budget and set the public hearing date. Both of these actions are required by Idaho Code (*see "Regulations Section" of the agenda statement*).

The FY 2014 budget is directly linked to the City of Twin Falls' 2030 Strategic Plan, which provides a series of pathways that will allow the City to realize its mission and the newly established 2030 vision. The budget recommends maintaining service levels designed to protect our citizen's health, safety, and welfare. It funds projects and initiatives designed to enhance our citizen's quality of life. It continues our reputation for being a strong, fiscally-sound municipal government. It is a financial plan that will move our City toward achieving the newly established strategic vision within constraints of available resources. The proposed budget is balanced and in accordance with the state law and Government Finance Officers' Association (GFOA) best practices.

Continuation of sound financial and operational philosophies has guided the development of this proposed budget. By definition, preparation of any budget is the allocation of scarce resources. There will always be more needs than available funds, so the challenge is to ensure that available resources are dedicated to the community and City Council's highest priorities.

The budget building process includes four key components:

- Determination of program and service plan based on the prioritization of the majority of citizens
- Determination of the value and cost of each service based on the level of service needed and/or desired by our citizens
- Determination of optimal service delivery methods based on value to ensure efficient, effective delivery of the services our citizens expect
- Determination of the scope and value of government in relation to the availability of revenue for the City

The goal is to best align services delivered with the needs identified as priorities by the community. The reality of any budget is that it consists of a collection of purchasing decisions. The City of Twin Falls was looking for an innovative and intuitive approach that would engage our citizens, stakeholders and employees in the budgeting process, which, in turn, could lead to the transformation of our government. After reviewing many different processes, we found "Budgeting for Outcomes."

Budgeting for Outcomes approach allowed us to make our budgeting process more robust, complete and inclusive. Instead of starting with the previous year's budget and justifying increases or cuts from that budget, we begin our

discussion by reflecting on our performance in the prior fiscal year and the strategic planning goals for the upcoming fiscal year. We allocate funds needed to realize intended outcomes/results. This model also allowed us to link our recently completed 2030 Strategic Plan with the budget.

The budgeting for outcomes concepts allows us to: Better Engage Our Citizens; Transform Our Government; Engage Our Employees, and; Bring Common Sense to Our Budget and Budgeting Process.

The FY 2014 budget was developed from the conversations with Twin Falls citizens, City Council members, input from department leaders, review of the City's strategic plan, and the City's long-term plan. The FY 2014 budget sets forth the City's financial plan for the upcoming fiscal year, and allocates resources accordingly. The total citywide budget, which encompasses both operating and capital improvements funds is \$52,937,917 and represents an increase of \$3,683,439 million from the previous year's budget. Total authorized positions citywide equal 274 full-time equivalents (FTE) and represent an increase of 9 FTE from the previous year's budget. Budget concepts and funding strategies grew out of many internal conversations, public informational listening sessions and planning meetings. Five primary focus areas were developed. Those areas are:

Implement 2030 City of Twin Falls Strategic Planning goals and objectives to realize outcomes – Several of the Ongoing and Priority 1 goals and objectives that are expressed in the City of Twin Falls 2030 Strategic Plan receive funding in the FY 2014 Budget. The specific items are delineated in the City Manager's message and in the individual department's narratives.

Limit Tax Collections and Corresponding Revenues – The recommended budget is balanced with a state statutorily 3% increase and by incorporating the growth formula. It does not require the use of any of the City's foregone balance, which is \$1,478,577.

Continue with Phase II of the City's Compensation Strategy – This budget includes funding to adjust the City's salary table by 2.0%, makes adjustments to assist with wage compression in all departments including public safety, and provides an across-the-board adjustment of 3.5% for all employees who meet minimum job performance standards. A 2.0% adjustment to the salary table does not constitute a 2.0% compensation adjustment for all employees. Employees that are below market wage for their position will receive the larger increases, while those above the market wage will receive little to no adjustment associated with moving the salary table. Health insurance benefit levels remain unchanged.

Develop Funding Solutions for Infrastructure Systems and Enhance Water Redundancy – The recommended budget for FY 2014 provides increased funding for maintenance and planning activities in the City's Street, Water and Waste Water funds.

Streets Fund – We are recommending increased funding for road maintenance activities from \$995,000 to \$1,015,000, which represents an increase of \$20,000 or 2.0%.

Additionally, the street fund has allocations made to complete miscellaneous road projects such as ADA ramps, storm drains, valley gutters, culverts, etc. (\$692,840), Eastland South Reconstruction (\$500,000), Orchard Reconstruct (\$400,000), and L-HTAC Projects designed to illuminate the Pole Line and Eastland intersection and provide a signal at the Addison and Carriage intersection (\$614,000).

Water Fund – We are recommending increased funding levels for both line maintenance and system planning activities. In the Water Fund, we are recommending funding for the acquisition of real property to be used as a future well site (\$350,000), the replacement of pumps at the Blue Lakes well field (\$800,000), and upgrades to water mainlines (\$350,000).

Waste Water Fund – We are recommending funding for the Auger Falls effluent project (\$100,000), the sewer line collection system modeling (\$200,000), industrial sludge tank construction (\$400,000), and upgrades to sewer mainlines (\$350,000).

Continue to Pursue Innovative Strategies and Find More Effective Outcomes – In our continued pursuit of excellence, we will continue to review our processes beyond the budget conversations. This budget allocates funding to implement the City's new strategic planning objectives, update water and waste water facility master plans, and update development and implement a performance measurement and management system as developed by the International City Management Association's Center for Performance Measurement.

2014 Fiscal Year Budget Summary & Overview

The total recommended net budget for FY 2014 is \$52,937,917, an increase of \$3,683,439, or 7.48% compared to the 2013 fiscal year adopted net budget.

Of the total recommended FY 2014 budget, \$31,416,419 is from the Government Funds and \$21,521,498 is in the non-tax supported funds. In 2013, the City appropriated \$29,536,459 in the Government Fund and \$19,718,019 in the non-tax supported funds.

The FY 2014 Budget is fiscally conservative, stable and sustainable. We are able to maintain a competitive tax rate and user fees. This budget provides funding for an essential, slightly larger staff, and estimated operational cost and funds capital needs received the highest priority. When compared to FY 2013, the recommended budget for FY 2014 has some noteworthy changes. Those changes are the following:

- Total personnel cost will increase from \$20,153,852 in FY 13 to \$21,113,423, or by \$959,571 or 4.8%. The recommended FY 2014 budget implements the second of a three-phase plan designed to create a more competitive compensation model. Like last fiscal year, this budget proposes a movement of the salary table (2%), continuation of the compression-ratio adjustment process, and provides an average performance-based adjustment of 3.5% to competent or better employees.
- Overall operating costs are projected to increase from \$14,871,208 to \$15,588,479 or by \$717,271 or 4.8%. Most significant increases are anticipated electrical costs and professional service contracts to assist the City staff meet increased workload obligations without adding long-term obligations of full-time employees.
- Total funding for capital improvements and acquisitions are scheduled to increase from \$10,011,690 to \$10,189,838, or by \$178,148 or 1.8%. This does not include any work associated with the \$2.1 million Cheney Drive Project or \$38 million improvements to the City's waste water treatment plant and collection system that are scheduled to begin in this fiscal year.

Property Tax Overview & Analysis

For the first time in three years, the City's total taxable value, or tax base, increased. The increase in the taxable value can be attributed to several factors: decrease in the maximum homeowner's exemption and an increase associated with new growth and construction. For 2014, the total taxable value of the City was \$2,335,649,471, or an increase of \$183,594,257, compared to 2013's total taxable value of \$2,152,055,214. The total taxable value for the upcoming calendar year is higher than the taxable value of calendar year 2009, which was \$2,331,983,468 and represented the previous high.

For FY 2014, the City of Twin Falls relies on property taxes to raise 55% of the net revenue needed to support municipal operations in the Government-Type Funds. The FY 2014 budget is balanced with an estimated property tax rate of \$7.40 per \$1,000 of taxable value. The FY 2014 budget incorporates the revenues received from the statutorily allowed three-percent (3%) and new construction value into the revenue stream. It does not require the use of any portion of the City's foregone balance, which is \$1,478,577. We anticipate total property tax collections for FY 2014 to be \$17,286,791, an increase of \$685,850 compared to FY 2013's collections of \$16,600,941.

Water Fund – Revenues and Expenditures

The Water Fund supports the following water-related activities: water supply, water distribution, pressurized irrigation, and utility billing. To support each of these functions in FY 2014, we are recommending total system expenditures in the amount of \$9,786,385, an increase of \$685,162 or 7.53% when compared to the total allocation of \$9,101,223 in FY 2013. The FY 2014 recommended budget for the Water Fund calls for a 4% rate increase in the water operations and a \$0.40/month decrease in the assessed arsenic fee. The net increase to the average water user defined as a user who consumes 18,000 gallons per month, is 2.2%, or \$12.40 annually (\$1.03 per month).

Sewer Fund – Revenues and Expenditures

The sewer system is also a vital, critical component of a *Healthy Community*. The Sewer Fund is used to support all waste water services provided by the City of Twin Falls, namely waste water collections and waste water treatment. For FY 2014, the budget calls for the collection of \$9,339,189 in total waste water revenues, which is an increase of \$2,008,697 when compared to FY 2013 Sewer Fund budgeted revenues of \$7,330,492.

For FY 2014, staff is requesting a rate adjustment of 27% to the assessed rates. This increase equals an average increase of \$5.21 per month, or \$62.52 annually for an “average” residential user. An average user is one who typically produces 8,000 gallons per month of waste water. The driving factor causing the rate increase: passage of the revenue bond will cause an increased annual debt service by approximately \$2,121,000 and requires a rate adjustment of 27%. Increased costs associated with operations, namely increase in electrical and power, have been included without an additional adjustment to the waste water rate.

Sanitation Fund – Revenues and Expenditures

The City's Sanitation Fund supports the City's sanitation and recycling program. The City of Twin Falls is the only City in the Magic Valley to offer its residents a curbside single stream recycling program. The program was started in 2011. Since the creation of the program, the City has diverted over 5,000 tons from entering into the regional landfill. Although we have seen a slight decrease in participation, the City's recycling program continues to meet and/or exceed initial expectations. It remains one of the highest rated services offered by the City.

Overall, we are recommending an increase of \$.46 per month, which equals a 2.79% increase to our customers. The rate adjustment is influenced by several factors: an increase of 1.3% requested by the City's contracted service provider (PSI, Inc.), increases in operational costs, and internal accounting adjustments associated with the reorganization of this department, namely the creation of the Code Enforcement division. PSI, Inc.'s rate adjustment request has been included in the City Manager's recommended budget and represents \$.13 per month of the total increase provided above.

Public Input and Transparency

The City of Twin Falls strives to communicate, operate, function, and conduct the business of the people in an open and transparent manner. The City of Twin Falls has taken additional steps designed to illustrate our commitment to effective community involvement in the annual budget process. In April and May 2013, the City Council shared its priorities and helped staff develop the key drivers for the FY 2014 budget. The Council provided an opportunity for our citizens and stakeholders to communicate their thoughts about specific programs, strategic initiatives and priorities for the upcoming fiscal year prior to the more customary, internal staff conversations.

A summary presentation of the proposed budget has been placed on the City's website. Tonight, the City Council will adopt the tentative budget and set the public hearing date for August 19th, the current date scheduled to adopt the budget.

Approval Process:

Approving the tentative/preliminary budget requires a simple majority (50%+1) of the members in attendance at this meeting.

Budget Impact:

This is the appropriations ordinance for the 2013-2014 fiscal year.

Regulatory Impact:

Section 50-811 (8) of the Idaho Code states the City shall "prepare and submit to the council a tentative budget for the next fiscal year."

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."

Conclusion:

City Staff recommends the adoption of the tentative/preliminary budget for the 2013-2014 Fiscal Year.

Attachments:

1. None.



Date: Monday, August 5, 2013

To: Honorable Mayor and City Council

From: Lorie Race, CFO

Request: A public hearing to consider an increase to sewer rates, as discussed during the 2013-2014 budget process.

Time Estimate: 7-10 minutes for staff report, plus additional time for public comment.

Background: The City held an election in May asking the citizens if they would support a bond for \$38 million dollars of improvements to the wastewater treatment plant. The answer, by almost 70%, was "Yes." We worked with Zions to estimate the new annual debt payment. Based on that information, we determined that we would need to raise sewer rates 27% to cover the new debt. As we have worked our way through the wastewater budget for 2013-2014, we feel confident this is the only adjustment needed.

The current maximum sewer rate for residential customers is \$19.29 per month. A 27% rate increase would increase that amount by \$5.21 per month to \$24.50. The effect on other users is dependent on the metered water use each month.

Approval Process: Idaho Code Section 63-1311A states if an entity is proposing to increase an existing fee by an amount that exceeds a 105% of the last fee collected, then that entity must hold a public hearing to allow public comment.

Budget Impact: The Fiscal Year 2013-2014 budget contains the anticipated revenues that would be generated by increasing sewer rates by 27%.

Regulatory Impact: None.

Conclusion: Staff recommends moving forward with the proposed rate increase to monthly sewer fees as presented in the 2014 budget in order to be able to cover the increased debt associated with improvements at the wastewater treatment plant.

Attachments:

Utility Rates for FY 2013-2014

City of Twin Falls
Utility Rates 2013-2014
October 1, 2013

	<u>Current Rate</u>	<u>Proposed Rate</u>	<u>% Change</u>	<u>\$ Change</u>
Monthly Water User Rates				
Minimum monthly charge (includes first 2,000 gallons)	\$ 10.121	\$ 10.526	4.000%	\$ 0.405
Additional charges per 1,000 gallons:				
3,000 to 150,000 gallons	\$ 1.607	\$ 1.671	4.000%	\$ 0.064
151,000 to 10,000,000 gallons	\$ 0.726	\$ 0.755	4.000%	\$ 0.029
10,001,000 and above	\$ 0.552	\$ 0.574	4.000%	\$ 0.022
Arsenic compliance-Flat fee	\$ 11.15	\$ 10.75	-3.587%	\$ (0.400)
Monthly Pressurized Irrigation User Rates				
Monthly rate per square foot of total lot size.				
Residential	\$ 0.001866067	\$ 0.001940710	4.000%	\$ 0.000074643
Residential-no shoulder water	\$ 0.001586157	\$ 0.001649603	4.000%	\$ 0.000063446
Commercial	\$ 0.001866067	\$ 0.001940710	4.000%	\$ 0.000074643
Monthly Sewer User Rates				
Minimum monthly charge, all services	\$ 15.9340	\$ 20.236	27.000%	\$ 4.302
Additional charges per 1,000 gallons of water usage				
Residential, single family				
0 to 8,000 gallons	\$ 0.4190	\$ 0.532	27.000%	\$ 0.113
Multi-family dwelling				
Commercial Group I-no volume charge	\$ 12.9170	\$ 16.405	27.000%	\$ 3.488
Commercial Group I-Add'l charge per 1,000 gallons of water usage	\$ 1.5570	\$ 1.977	27.000%	\$ 0.420
Commercial Group II	\$ 1.0290	\$ 1.307	27.000%	\$ 0.278
Commercial Group III	\$ 2.2620	\$ 2.873	27.000%	\$ 0.611
Institutional	\$ 1.0540	\$ 1.339	27.000%	\$ 0.285
Schools, per student per month				
Elementary	\$ 0.2510	\$ 0.319	27.000%	\$ 0.068
Other	\$ 0.4550	\$ 0.578	27.000%	\$ 0.123
Industrial and municipal, as measured and tested				
Flow, per 1,000 gallons	\$ 0.4190	\$ 0.532	27.000%	\$ 0.113
Biological Oxygen Demand (BOD), per pound	\$ 0.1860	\$ 0.236	27.000%	\$ 0.050
Total Suspended Solids (TSS), per pound	\$ 0.1820	\$ 0.231	27.000%	\$ 0.049
Monthly Sanitation User Rates				
Regular				
Sanitation	\$ 9.84	\$ 9.97		
Landfill charge	\$ 3.71	\$ 3.75		
Street Sweeping	\$ 1.32	\$ 1.32		
Administration	\$ 1.66	\$ 1.95		
Total	\$ 16.53	\$ 16.99	2.8%	\$ 0.460
One Can				
Sanitation	\$ 4.50	\$ 4.56		
Landfill charge	\$ 1.26	\$ 1.27		
Street Sweeping	\$ 1.32	\$ 1.32		
Administration	\$ 1.66	\$ 1.95		
Total	\$ 8.74	\$ 9.10	4.146%	\$ 0.362
Combined monthly user charges at sample usages: Water, Sewer and Sanitation				
Sample bills:				
5,000 gallons used	\$ 60.65	\$ 66.18	9.110%	\$ 5.53
10,000 gallons used	\$ 69.94	\$ 76.13	8.845%	\$ 6.19
15,000 gallons used	\$ 77.98	\$ 84.49	8.346%	\$ 6.51
18,000 gallons used	\$ 82.80	\$ 89.50	8.093%	\$ 6.70
25,000 gallons used	\$ 94.05	\$ 101.20	7.603%	\$ 7.15
50,000 gallons used	\$ 134.22	\$ 142.98	6.525%	\$ 8.76