

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, 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.

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, IS Project Coordinator Tami Lauda, IS Manager Mick Turner, Police Chief Brian Pike, Community Development Director Mitch Humble, PIO Josh Palmer, Finance Accountant Bill Baxter, Fire Chief Ron Clark, Staff Engineer Josh Baird, 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. Mayor Lanting introduced staff.

CONSIDERATION OF THE AMENDMENTS TO THE AGENDA: None

AGENDA ITEMS

I. CONSENT CALENDAR:

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.

MOTION:

Councilperson Hawkins made a motion to approve the Consent Calendar 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.

II. ITEMS FOR CONSIDERATION:

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.

Community Development Director Humble explained that 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.

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.

Mayor Lanting and HPC Liaison Vice Mayor Hall presented Certificates of Appreciation to Norm Tilley and Jenni Geilman.

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

Community Development Director Humble stated a selection committee made up of Mayor Lanting, Vice Mayor 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.

Council discussion followed.

- Number of applications submitted
- Requirements for residency for advisory commission members
- Requirements for residency for the Planning & Zoning Commission members

Community Development Director Humble stated that ten applications were received. The residency requirement for advisory commission members can be found in City Code 2-2-1. Planning and Zoning Commission members are required to be a resident of Twin Falls for a minimum period of two years.

John Pauley, Wendy Rice, and Nancy Taylor introduced themselves to the Council.

MOTION:

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

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.

Staff Engineer Baird explained the request.

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.

Council discussion followed.

- Contract period
- Water on Locust across Falls
- Idaho Power poles

Staff Engineer Baird explained that the contract completion date is 42 calendar days. Raising the new valley gutter 5 to 6 inches should address the water on Locust across Falls. Idaho Power stated that their intent is to move the power poles before the project begins or in conjunction with the project. He believes the power poles that will be installed will be above ground.

MOTION:

Councilperson Mills Sojka made a motion to award the Falls Ave E Widening Project to PMF, Inc. of Twin Falls, Idaho, in the amount of \$89,045.00. The motion was seconded by Councilperson Barigar and roll call vote showed all members present voted in favor of the motion. Approved 7 to 0.

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

Community Development Director Humble explained the request.

The Council's approval of the 504 ADA Transition Plan Update will help the City facilities become ADA compliant and more accessible to residents with limited accessibility. Approval will also help the City comply with requirements for acceptance of the Community Development Block Grants for the Chobani project.

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

Council discussion followed.

- Existing ramp and railing at the Hansen building.

Community Development Director Humble stated that the adjacent property owner is not interested in allowing the City to access their ADA compliant handicap ramp. The existing railing is not ADA compliant.

MOTION:

Councilperson Talkington made a motion to approve the City's 504 ADA Transition Plan Update for August 2013. 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.

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.

City Manager Rothweiler explained the request.

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

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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.”

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. The City is 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.

Council discussion followed.

-Increases in Personnel

City Manager Rothweiler explained the following:

-Description of the 9 full time positions: Grant Writer, Plans Examiner, Meter Reader, 3 Patrol Officers, Administrative Assistant in the Engineering Department, Mechanic in the City Shop, Administrative Assistant in Economic Development Department.

-Second of third phase plan designed to create a more competitive compensation model

-Performance based adjustment of 3.5% competent or better employees

Police Chief Pike stated that a School Resource Officer will be placed at the Magic Valley Alternative High School.

Personnel Director Harris explained the adjustments to the Salary Table of 2% and Compression ratio adjustment process.

-Status of the signage on Falls Avenue project

City Engineer Fields stated that the project was eliminated in its current form and the City's contribution of a \$1,000 was returned to the City. It is the hope of the coordinator to bundle the project that will secure signs.

-City Manager budget substantial increase in personnel training

-City Manager budget increase of full time salaries and wages increase of 6.5%

City Manager Rothweiler stated personnel training of \$40,000 is for increased training opportunities for Senior Staff at the Senior Executive Institute through the University of Virginia and training for Public Information Officer Josh Palmer. There are significant training dollars across the organization for everyone in the organization.

-Police Department – Admin/Support Services

Police Chief Pike stated that the majority of the increase is for the department's remodeling plan of \$100,000.

-Parks & Recreation Department Shelter at Ascension Park

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Parks & Recreation Director Bowyer stated that the \$45,000 costs include the shelter, installation of the shelter, and power.

-City Manager budget increase of full time salaries and wages increase of 6.5%

Chief Finance Officer stated that the Public Information Officer position is now included in the City Manager's budget causing an increase in personnel. Previously the position was paid by the Urban Renewal Agency.

Council wishes to continue to withhold the foregone of \$1.5 million.

MOTION:

Councilperson Talkington made a motion to set the amount of \$52,937,917 as 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. 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.

Councilperson Mills Sojka asked staff if it was possible to prepare every dollar amount of every tax increment increase of 1%, 2%, and up to 3%, for the upcoming public hearing.

Council discussion followed.

City Manager Rothweiler stated he will have to provide the Council with three different revenue numbers. For example, a 3% rate adjustment of revenue generates a total of \$685,000, and each rate adjustment generates roughly \$227,000 for every 1% that may not be included on the revenue side. A similar reduction will need to be made on the expenditure side.

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

Vice Mayor Hall stated that he would like to discuss with Council the possibility of placing the Municipal City Band as a line item in the budget. Currently the process requires the City band apply for the Municipal Powers Outsource Grant.

Councilperson Mills Sojka stated that at the time MPOG was awarded to the City Band, her spouse was not in the City band. Her spouse is now in the City band and because of a conflict of interest recused herself from the discussion.

Council discussion followed.

-Importance and differences of the City Band from other MPOG participants
-MPOG process

Councilperson Barigar recommended a review of all MPOG participants to determine which functions are important to City services, and include those as line items, foregoing the MPOG process.

III. ADVISORY BOARD REPORTS/ANNOUNCEMENTS

IV. PUBLIC HEARINGS: 6:00 p.m.

1. To consider an increase to sewer rates as discussed during the 2013-2014 budget process.

Chief Finance Officer Race explained the increase to sewer rates using a PowerPoint presentation.

The citizens of Twin Falls voted to support a bond for \$38 million dollars for improvements to the wastewater treatment plant. In working with Zion's Band to estimate the new annual debt payment, it has been determined that an increase of 27% will cover the new debt.

Idaho Code Section 63-13411A states if an entity is proposing to increase an existing fee by an amount that exceeds a 10% of the last fee collected, then that entity must hold a public hearing to allow public comment.

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.

Council discussion followed.

-Ramifications of the denial of the proposed rate increase

City Manager Rothweiler explained that in discussion with City Attorney Wonderlich the City could not enter into a state of indebtedness.

Councilperson Mills Sojka asked for an explanation of the increase of \$.29 for code enforcement. She stated that she has received citizen complaints requesting less enforcement of the City's code.

Chief Finance Officer Race stated that the increase is for more personnel in sanitation and code enforcement.

Mayor Lanting stated that he has received citizen complaints from those who are requesting more code enforcement.

City Manager Rothweiler explained that increase is due to reorganization of City staff and enforcement now includes parking enforcement. Revenue decreased \$59,000 to \$60,000 for the previous parking enforcement, and this year, the City is collecting \$30,000.

Mayor Lanting opened up the public input portion of the hearing.

Max Newlin, 328 7th Avenue East, spoke in favor of spending money and time on bike paths.

Mayor Lanting closed the public comment portion of the hearing.

City Manager Rothweiler stated that consideration of the adoption of the budget will be August 19, 2013. Conversation has been made on how revenues have to equal expenditures coming into the system. If the revenues are not going to be materialized, staff needs to be prepared to have a conversation about what those expenditures are and the ramifications of what that looks like if the rate adjustments on the enterprise funds are not included in the budget. He is seeking Council direction.

Mayor Lanting stated that the majority of the Council is in favor of the proposed sewer fees.

Mayor Lanting stated that the August 12, 2013, City Council meeting is cancelled.

V. ADJOURNMENT:

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.

MOTION:

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

The meeting adjourned at 6:50 p.m.

Leila A. Sanchez
Deputy City Clerk/Recording Secretary