



AGENDA
Meeting of the Twin Falls Economic Development Ready Team
Monday, August 4, 2014
City Hall Police Department Classroom
321 Second Avenue East - Twin Falls, Idaho

AGENDA ITEMS

3:30 P.M.

1. CALL MEETING TO ORDER
2. AGENDA MODIFICATIONS
3. Approval of the June 2, 2014, Ready Team Minutes.
4. Update on downtown project.
5. Discussion Business Retention Expansion (BRE).
6. Other Topics and Items of Discussion from Committee Members.
7. Next Meeting on September 8, 2014.

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 (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.



MINUTES

Meeting of the Twin Falls Economic Development Ready Team

June 2, 2014, Monday

City Hall Police Department Classroom
321 Second Avenue East - Twin Falls, Idaho

AGENDA ITEMS

1. CALL MEETING TO ORDER
2. AGENDA MODIFICATIONS
3. Approval of the February 18, 2014 and March 7, 2014 Meeting Minutes
4. Update on downtown project.
5. Discussion Business Retention Expansion (BRE).
6. Other Topics and Items of Discussion from Committee Members.
7. Next Meeting on July 7, 2014 at 3:30 p.m.

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 (208)735-7287.

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Members Present:

Jeff Fox - College of Southern Idaho

Debbie Dane - Southern Idaho Tourism

Wiley Dobbs - Twin Falls School District

Rebecca Wildman - Business Plus

Dexter Ball – URA Secretary

Cindy Bond – URA Chair

Ruth Pierce -SIEDO /Business Plus representative

Council Present:

Don Hall (Liaison)

Suzanne Hawkins (Liaison)

Chris Talkington

Rebecca Mills Sojka

Staff Members:

City Manager Travis Rothweiler

Chief Finance Officer Lorie Race

Community Development Director Mitchel Humble

Economic Development Director Melinda Anderson

City Engineer Jacqueline Fields

Public Information Officer Josh Palmer

Recording Secretary Leila A. Sanchez

1. Call meeting to order.

Travis Rothweiler brought the meeting to order at 3:30 p.m.

2. Agenda Modifications – None

At a future meeting Wiley Dobbs will discuss the location of the new schools.

3. Approval of the February 18, 2014 and March 7, 2014, Meeting Minutes

MOTION:

Ruth Stevens moved to approve the Minutes as presented. The motion was seconded by Wiley Dobbs. Voice vote showed all members present voted in favor of the motion. Approved.

4. Update Downtown Project

Melinda Anderson discussed Business Retail Expansion (BRE).

At the April 14, URA board meeting, the board directed staff to begin researching firms that could help facilitate the downtown revitalization visionary process. Submission deadline for Request for Proposals deadline was May 30, 2014. A subcommittee will be formed to evaluate responses and make a recommendation to the URA.

The URA agreed to pay for a full-time engineer that would work 100% on URA projects.

The Ready Team discussed the following:

-Renovation of sewer and water lines

-Concern of time schedule of proposed project

-Ramifications of construction affecting business owners and shoppers

-Involving the public in the process

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Dexter Ball stated that seven applications were received and consideration will be made on experience, timeliness and logistics.

The Team recommended the following be considered in the selection process:

- Background checks
- Review of references
- Facilitation experience with downtown visioning
- Contact other cities in which the applicants have worked

Don Hall arrived at the meeting at 4:00 p.m.

- Engaging the community

Jacqueline Fields explained that prior to the reconstruction of Blue Lakes ITD held workshops in which the public were invited to attend and participate.

Melinda Anderson explained in 2007-08 the City and the TFURA hired Leland Consulting Group to help develop a downtown vision. Leland provided great concepts for a 4-block area in our Old Town along with redevelopment ideas for Main Ave. Due to the downturn of the economy in 2008, the City and TFURA were unable to implement those sound concepts. The idea is to use the Leland information as a base.

6. Other Topics and Items of Discussion from Committee Members.

Travis Rothweiler discussed building relationships with private businesses and the importance of retaining established business.

Discussion followed on how to build a BRE locally:

- Incentives for business retention
- Concerns (city issues)
- Group to conduct interviews and create a database
- Growth
- Incentive
- Work force development – CSI
- BRE to be proactive
- build bridges and relationship/connection
- Community outreach
- Hospitality role
- Seminars to educate businesses
- CSI Small Business Program

Rebecca Wildman, Cindy Bond and Ruth Pierce will report back to the Team as to what other communities are doing to retain businesses.

7. Next Meeting on July 7, 2014 at 3:30 p.m.

The July 7, 2014, meeting has been cancelled and the next meeting will be held on August 2, 2014.

The meeting adjourned at 4:45 p.m.

Leila A. Sanchez, Recording Secretary