

COUNCIL MEMBERS:

Suzanne Hawkins	Jim Munn	Shawn Barigar	Chris Talkington	Gregory Lanting	Don Hall	Rebecca Mills Sojka
<i>Vice Mayor</i>					<i>Mayor</i>	



AGENDA
 Meeting of the Twin Falls City Council
 Tuesday, September 2, 2014
 City Council Chambers
 305 3rd Avenue East -Twin Falls, Idaho

5:00 P.M.

PLEDGE OF ALLEGIANCE TO THE FLAG
 CONFIRMATION OF QUORUM
 CONSIDERATION OF THE AMENDMENTS TO THE AGENDA
 PROCLAMATION: None

GENERAL PUBLIC INPUT

AGENDA ITEMS

I. CONSENT CALENDAR:

- | | | | | | | | | | | | | | |
|--|--|------------------------|-------------------|--------|--------------|--------|-----------|--------|---------------|--------|----------------|--------|------------------|
| <ol style="list-style-type: none"> 1. Request to approve the Accounts Payable for: August 19-September 2, 2014 2. Request to approve the Twin Falls High School Homecoming Parade to be held on Friday, September 12, 2014, at 4:00 P.M. on Main Avenue. 3. Request to approve a Snake Harley-Davidson Customer Appreciation Concert to be held on Friday, September 19, 2014. 4. Request to approve the Findings of Fact, Conclusions of Law, and Decision for: <ol style="list-style-type: none"> a. Appeal of Special Use Permit (Denied) application for Gary Asher, applicant. b. Annexation Application for the Twin Falls School District/City of Twin Falls. 5. Request to approve the City Council Minutes for July 21, 2014, July 28, 2014, August 4, 2014, and August 11, 2014. | <table border="0"> <tr> <td><u>Purpose:</u></td> <td><u>By:</u></td> </tr> <tr> <td>Action</td> <td>Sharon Bryan</td> </tr> <tr> <td>Action</td> <td>Ryan Howe</td> </tr> <tr> <td>Action</td> <td>Dennis Pullin</td> </tr> <tr> <td>Action</td> <td>Mitchel Humble</td> </tr> <tr> <td>Action</td> <td>Leila A. Sanchez</td> </tr> </table> | <u>Purpose:</u> | <u>By:</u> | Action | Sharon Bryan | Action | Ryan Howe | Action | Dennis Pullin | Action | Mitchel Humble | Action | Leila A. Sanchez |
| <u>Purpose:</u> | <u>By:</u> | | | | | | | | | | | | |
| Action | Sharon Bryan | | | | | | | | | | | | |
| Action | Ryan Howe | | | | | | | | | | | | |
| Action | Dennis Pullin | | | | | | | | | | | | |
| Action | Mitchel Humble | | | | | | | | | | | | |
| Action | Leila A. Sanchez | | | | | | | | | | | | |

II. ITEMS FOR CONSIDERATION:

- | | | | | | | | | | | | | | | | | | | | | | | | |
|---|---|------------------------|-------------------|--------|------------------------|--------------|---------------|--------|---------------|--------|---------------|--------|---------------|--------|----------------|--------|----------------|--------|---------------|------------|------------|--------|----------|
| <ol style="list-style-type: none"> 1. Swearing in ceremony for two new Twin Falls Police Department Police Officers and Mayor Don Hall to administer the Oath of Office to Officers Kyle Skuza and Jacob Olson. 2. Presentation of a Certificate of Appreciation to Jim O'Donnell for serving on the Airport Advisory Commission. 3. Request from Jim O'Donnell on behalf of the Magic Valley Air Show to waive public safety fees (police and fire) charged by the City of Twin Falls. 4. Request to approve an FAA Grant Offer for AIP 36, Architectural Services for the Terminal Modification Project in the amount of \$380,174. 5. Request to approve an agreement for Design, Bidding, and Construction Services with CSHQA Architects for the FAA Terminal Modification Project. 6. Request from Nate Stinson to waive the non-conforming building expansion permit process for a home located at 311 Falls Avenue West. 7. Request to adopt an Ordinance for a Zoning District Change & Zoning Map Amendment to rezone 6.927 (+/-) acres from R-1 VAR to SU1 for property located west of 3236 Addison Avenue East. 8. Request to award a bid to construct the Pillar Falls and the Knievel sections of the Snake River Canyon Rim Trail to Idaho Sand & Gravel. 9. Discussion on current City sanitation process. 10. Formation of City Council committee to complete the annual performance evaluation of the City Manager and City Attorney. 11. Public input and/or items from the City Manager and City Council. | <table border="0"> <tr> <td><u>Purpose:</u></td> <td><u>By:</u></td> </tr> <tr> <td>Action</td> <td>Brian Pike
Don Hall</td> </tr> <tr> <td>Presentation</td> <td>Bill Carberry</td> </tr> <tr> <td>Action</td> <td>Jim O'Donnell</td> </tr> <tr> <td>Action</td> <td>Bill Carberry</td> </tr> <tr> <td>Action</td> <td>Bill Carberry</td> </tr> <tr> <td>Action</td> <td>Mitchel Humble</td> </tr> <tr> <td>Action</td> <td>Mitchel Humble</td> </tr> <tr> <td>Action</td> <td>Dennis Bowyer</td> </tr> <tr> <td>Discussion</td> <td>Lorie Race</td> </tr> <tr> <td>Action</td> <td>Don Hall</td> </tr> </table> | <u>Purpose:</u> | <u>By:</u> | Action | Brian Pike
Don Hall | Presentation | Bill Carberry | Action | Jim O'Donnell | Action | Bill Carberry | Action | Bill Carberry | Action | Mitchel Humble | Action | Mitchel Humble | Action | Dennis Bowyer | Discussion | Lorie Race | Action | Don Hall |
| <u>Purpose:</u> | <u>By:</u> | | | | | | | | | | | | | | | | | | | | | | |
| Action | Brian Pike
Don Hall | | | | | | | | | | | | | | | | | | | | | | |
| Presentation | Bill Carberry | | | | | | | | | | | | | | | | | | | | | | |
| Action | Jim O'Donnell | | | | | | | | | | | | | | | | | | | | | | |
| Action | Bill Carberry | | | | | | | | | | | | | | | | | | | | | | |
| Action | Bill Carberry | | | | | | | | | | | | | | | | | | | | | | |
| Action | Mitchel Humble | | | | | | | | | | | | | | | | | | | | | | |
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| Action | Dennis Bowyer | | | | | | | | | | | | | | | | | | | | | | |
| Discussion | Lorie Race | | | | | | | | | | | | | | | | | | | | | | |
| Action | Don Hall | | | | | | | | | | | | | | | | | | | | | | |

III. ADVISORY BOARD REPORTS/ANNOUNCEMENTS:

<p>IV. PUBLIC HEARINGS: 6:00 P.M.</p> <ol style="list-style-type: none"> Request from the YMCA to increase rates at the City/YMCA Swimming Pool. Request for the City Council's recommendation on the Vacation of two platted Ditch and Utility Easements on property located at 2733 Skyline Drive in the Area of Impact. Request for an amendment to Twin Falls Vision 2030- A Comprehensive Plan to expand and clarify the depth of the commercial/retail corridor along the north side of a portion of Kimberly Road and to amend the water service boundary area to include that portion of Kimberly Road being proposed with this amendment for property within the City's Area of Impact. 	<p>PH/Action PH/Action PH/Action</p>	<p>John Pauley Jenna & Blake Johnson Bradford J. Wills</p>
<p>V. ADJOURNMENT:</p> <ol style="list-style-type: none"> Executive Session 67-2345(1) (c) To conduct deliberations concerning labor negotiations or to acquire an interest in real property which is not owned by a public agency. 		

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

- Prior to opening the first Public Hearing of the session, the Mayor shall review the public hearing procedures.
 - 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.
 - 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.
 - 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.
 - 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.
 - 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.
 - The Mayor shall close the Public Hearing. The City Council shall deliberate on the request. Deliberations and decisions shall be based upon the information and testimony provided during the Public Hearing. Once the Public Hearing is closed, additional testimony from the staff, applicant or public is not allowed. Legal or procedural questions may be directed to the City Attorney.
- * Any person not conforming to the above rules may be prohibited from speaking. Persons refusing to comply with such prohibitions may be asked to leave the hearing and, thereafter removed from the room by order of the Mayor.



Date: Tuesday, September 2, 2014, Council Meeting
To: Honorable Mayor and City Council
From: Sergeant Ryan Howe, Twin Falls Police Department

Request:

Consideration of a request to approve the Twin Falls High School Homecoming event. The Twin Falls High School Homecoming Parade will be held on Friday, September 12, 2014, at 4:00 p.m. on Main Avenue.

Time Estimate:

Staff requests that this item be placed on the Consent Calendar.

Background:

The Twin Falls High School has completed a parade application for the Annual Homecoming Parade to be held on Friday, September 12, 2014, from 4:00 p.m. to 5:30 p.m. The Police briefing will be held at 3:00 p.m. Main Avenue will be closed at 3:30 p.m. from Murtaugh Street to Castleford Street to allow for traffic flow patterns to adjust to the street closure. The parade will begin at 4:00 p.m. and should conclude between 5:00 p.m. and 5:30 p.m. Opening of the street should be completed by 6:00 p.m. The parade will begin in the area of Main Avenue and Castleford Street, in the area of the Magic Valley High School, and will travel eastbound on Main Avenue to Murtaugh Street where the parade will disperse.

The event coordinators will be responsible for notifying businesses affected by the special event.

Approval Process:

Consent of the Council

Budget Impact:

This event will require seven (7) Twin Falls Police Department Officers and three (3) Twin Falls Police Department non-sworn employees for traffic control. In addition, all Traffic Officers will be on duty during this event. The cost for overtime will be \$1,320. This cost has been budgeted in the Twin Falls Police Department's 2013-2014 overtime budget.

Regulatory Impact:

N/A

Conclusion:

Relevant City Staff Members have met and approved the parade and special events application. Twin Falls Police Department Staff Members have approved this parade and the utilization of Twin Falls Police Officers and non-sworn employees.

Attachments:

N/A

DP:aed



Date: Monday, September 2, 2014, Council Meeting
To: Honorable Mayor and City Council
From: Staff Sergeant Dennis Pullin, Twin Falls Police Department

Request:

Consideration of a request by Snake Harley-Davidson to approve a customer appreciation concert at their facility, located at 2404 Addison Avenue East, on September 19, 2014, from 6:00 p.m. to 9:00 p.m. This will be the last event of the 2014 summer concert series.

Time Estimate:

The concert series has been presented and overseen very successfully over the past seven years; therefore, we are requesting that this item be included on the Consent Calendar.

Background:

This is the eighth year that Snake Harley-Davidson has presented outdoor customer appreciation concerts at their facility on Addison Avenue East. This concert, which is the last event of the 2014 summer concert series, is scheduled for Friday, September 19, 2014, from 6:00 to 9:00 p.m. A variety of food and beverages, including beer, will be available during the concert by Scooters. Over the past seven years, the concerts have been successful and have required no Police response. Snake Harley-Davidson has provided a diagram of the area in which the concerts occur; the diagram is on file with the Police Department and has been approved by the Fire Department. Identification will be checked in order to procure beer and wristbands will be provided. Additional parking and security have been arranged and, should loud music complaints be received by the Police Department, the event's coordinators will obey the directions of the on-duty Supervisor relative to its mitigation.

Approval Process:

Consent of the Council.

Budget Impact:

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

Regulatory Impact:

Approval of this request will allow the applicant to proceed with the event as scheduled. Two Twin Falls County Sheriff's Reserve Deputies have been procured for security; past concerts have required no additional Police response to this location. Snake Harley-Davidson is aware that approval of each individual application is contingent upon the success of the previous concert, that is, the lack of complaints and no additional Police response thereto. We will work closely with Snake Harley-Davidson to insure the same quality of event this year as in the past.

Conclusion:

These events have been offered very successfully for the past seven years, have provided positive and contemporary entertainment for the community, and have been well received by Snake Harley-Davidson's customers. Snake Harley-Davidson has a proven and effective plan in place to present and supervise these events. Therefore, relevant City Staff Members, City and Police Staff Members, recommend that the Council approve the request as presented. If there are continued noise complaints, disturbances by those participating in the event, and non-compliance, the on-duty Patrol Supervisor shall terminate the event.

Attachments:

None

DP:aed



BEFORE THE CITY COUNCIL
OF THE CITY OF TWIN FALLS

In Re:)
))
Appeal of Special Use Permit, Denied)
) FINDINGS OF FACT,
Gary Asher)
Appellant) CONCLUSIONS OF LAW,
))
) AND DECISION
))
))

This matter having come before the City Council of the City of Twin Falls, Idaho on July 28, 2014 for public hearing on the appeal the approval of Special Use Permit #1318 for the purpose of allowing for a 24 Hour Gasoline Service Station with a drive through window on 2.7(+/-) acres on property located at the north east corner of Meadowview Lane and Kimberly Road. The City Council having heard testimony from interested parties being fully advised in the matter, now makes the following,

FINDINGS OF FACT

1. The Planning and Zoning Commission approved Special Use Permit #1318 for the purpose of allowing for a 24 Hour Gasoline Service Station with a drive through window on 2.7(+/-) acres on property located at the north east corner of Meadowview Lane and Kimberly Road. The Appellant has appealed the decision to approve the Special Use Permit.
2. All legal requirements for notice of public hearing have been met with advertisement taking place on the following date: July 10, 2014
3. The property in question is zoned C-1 pursuant to the Zoning Ordinance of the City of Twin Falls. The property is designated as Commercial/Retail in the duly adopted Comprehensive Plan of the City of Twin Falls.

4. The existing neighboring land uses in the immediate area of this property are: to the north, Residential Apartments; to the south Vacant Undeveloped/Kimberly Road; to the east; Vacant Undeveloped; and to the west, Vacant Undeveloped/Meadowview Lane.

5. The subject property fronts on Kimberly Road, a 5-lane major throughway designated as U.S. Highway 30, which is the primary entrance to the City from the east, and which carries heavy traffic throughout the day and night.

6. All through traffic desiring to use the service station and/or convenience store will likely use Kimberly Road/U.S. Highway 30 for access to and from the facility. Only local traffic from the north is likely to use Meadowview Lane for access to and from the facility. The location of the service station/convenience store, with the special conditions attached, will not adversely impact the surrounding properties.

Based on the foregoing Findings of Fact, the City Council hereby makes the following

CONCLUSIONS OF LAW

1. Special Use Permit #1318 for the purpose of allowing for a 24 Hour Gasoline Service Station with a drive through window on 2.7(+/-) acres on property located at the north east corner of Meadowview Lane and Kimberly Road should be approved.

DECISION

1. Special Use Permit #1318 for the purpose of allowing for a 24 Hour Gasoline Service Station with a drive through window on 2.7(+/-) acres on property located at the north east corner of Meadowview Lane and Kimberly Road is approved.

MAYOR - TWIN FALLS CITY COUNCIL

DATE



BEFORE THE CITY COUNCIL OF THE CITY OF TWIN FALLS

In Re:

)	
)	FINDINGS OF FACT,
<u>Annexation</u> Application)	
)	CONCLUSIONS OF LAW,
<u>Twin Falls School District/City of Twin Falls</u>)	
c/o Brad Wills)	
Applicant(s))	AND DECISION

This matter having come before the City Council of the City of Twin Falls, Idaho on August 8, 2014 for public hearing pursuant to public notice as required by law for Annexation with a zoning designation of R-1 VAR, currently zoned R-1 VAR, consisting of 53.6 (+/-) acres, located on the East side of the 500, 600 & 700 blocks of Hankins Road North aka 3200 East Road and the City Council having heard testimony from interested parties being fully advised in the matter, now makes the following

FINDINGS OF FACT

1. Applicant has applied for Annexation with a zoning designation of R-1 VAR, currently zoned R-1 VAR, consisting of 53.6 (+/-) acres, located on the East side of the 500, 600 & 700 blocks of Hankins Road North aka 3200 East Road
2. All legal requirements for notice of public hearing have been met with advertisement taking place on the following date: June 19, 2014 and July 17, 2014
3. The property in question is zoned R-1 VAR pursuant to the Zoning Ordinance of the City of Twin Falls. The property is designated as Agricultural in the duly adopted Comprehensive Plan of the City of Twin Falls.
4. The existing neighboring land uses in the immediate area of this property are: to the north, Residential; to the south, Residential; to the east, Farm/Agricultural; to the west, Hankins Road/Residential.

Based on the foregoing Findings of Fact, the City Council hereby makes the following

CONCLUSIONS OF LAW

1. The application for Annexation with a zoning designation of R-1 VAR, currently zoned R-1 VAR, consisting of 53.6 (+/-) acres, located on the East side of the 500, 600 & 700 blocks of Hankins Road North aka 3200 East Road is consistent with the purpose of the R-1 VAR Zone, and is not detrimental to any of the outright permitted uses or existing special uses in the area.

2. The proposed annexation is consistent with the provisions of the Comprehensive Plan and Zoning Ordinance of the City of Twin Falls, and in particular Sections 10-1-4, 10-1-5, 10-15-1(A) & (B) of the Twin Falls City Code.

3. The proposed use is proper use in the R-1 VAR Zone, subject to the conditions, which are attached as "Exhibit No. A", and incorporated by reference as though fully set forth herein.

4. Public services may not be available at the time of development, depending upon the speed of development of this and other subdivisions and the ability of the City to obtain additional water and/or sewer capacity. Annexation of this property is not a guarantee city utilities are available. A will-serve letter will be issued upon review and approval for a final plat and/or a phase of a final plat.

5. The application for Annexation with a zoning designation of R-1 VAR, currently zoned R-1 VAR, consisting of 53.6 (+/-) acres, located on the East side of the 500, 600 & 700 blocks of Hankins Road North aka 3200 East Road should be granted, subject to all applicable requirements of the Zoning Ordinance, Adopted Standard Drawings and City code of the City of Twin Falls and incorporated by reference as though fully set forth herein.

Based on the foregoing Conclusions of Law, the Twin Falls City Council hereby enters the following

DECISION

1. The application for Annexation with a zoning designation of R-1 VAR, currently zoned R-1 VAR, consisting of 53.6 (+/-) acres, located on the East side of the 500, 600 & 700 blocks of Hankins Road North aka 3200 East Road is hereby granted.

2. The applicant shall comply with all applicable requirements of the Adopted Standard Drawings, the Zoning Ordinance, and the City Code of the City of Twin Falls and incorporated by reference as though fully set forth herein.

MAYOR - TWIN FALLS CITY COUNCIL

DATE

APPLICATION # 2650
ORD#3075



Date: Tuesday, September 2, 2014, Council Meeting
To: Honorable Mayor and City Council
From: Chief Brian Pike, Twin Falls Police Department

Request:

Swearing in ceremony for two new Twin Falls Police Department Police Officers. It is requested that Mayor Don Hall administer the Oath of Office to **Officers Kyle Skuza** and **Jacob Olson**.

Time Estimate:

The presentation will take approximately 10 minutes.

Background - New Officers:

Kyle Skuza was hired as a full-time Police Officer on August 11, 2014.

He was born and raised in Twin Falls and graduated from Twin Falls High School in 2005. Kyle attended the College of Southern Idaho Law Enforcement Program and graduated in July 2011.

Prior to his employment with our agency, Kyle worked for the City of Bellevue, Idaho, as a Deputy Marshal since December of 2011.

Kyle received his POST Basic Certificate in July of 2012.

He has been married to Christina Dawson-Skuza for five years. Kyle loves to play all types of sports and likes to snowboard.

Jacob Olson was also hired as a full-time Police Officer on August 11, 2014.

Jacob was born in Bay City, Texas. He was the seventh of 11 children. He graduated from Bay City High School and received his Eagle Scout Award. In 2001, Jacob moved to southeast Idaho to attend Brigham Young University – Idaho and later served an LDS mission in Honduras from 2002 to 2004.

In October 2004, he joined the Army National Guard and has been deployed twice to Iraq in support of Operation Iraqi Freedom. Jacob was briefly employed by the Madison County Sheriff's Office as a detention officer before furthering his college education at Idaho State University. In May 2014, Jacob graduated with a Bachelor of Arts Degree after successfully completing the Army ROTC commissioning program and receiving his commission as a Second Lieutenant in the Idaho Army National Guard.

Jacob will be attending POST Basic Academy on September 14, 2014.

Agenda Item for September 2, 2014
From Chief Brian Pike
Page Two

Approval Process:

N/A

Budget Impact:

This will not impact the budget.

Regulatory Impact:

N/A

Conclusion:

Chief Pike would like to have the Twin Falls Police Department's two new Police Officers sworn in before the City Council, with Mayor Don Hall administering the Oath of Office on September 2, 2014.

Attachments:

None

aed



September 2, 2014 City Council Meeting

To: Honorable Mayor and City Council

From: Bill Carberry, Airport Manager

Request: An Award Presentation for Outgoing Airport Board Member Jim O'Donnell.

Time Estimate: Approximately 5 minutes

Background:

Jim O'Donnell has served one partial term and two full terms on the Airport Board including the position of Chairman. Mr. O'Donnell regularly attended meetings and served on subcommittees when additional time was required.

Jim was instrumental in providing our community with first-class air show entertainment as a founding member of Air Magic Valley beginning in 1996. His efforts culminated with the Blue Angels appearances in 2008 and 2012.

Jim also took a hands-on position in helping the airport plan and develop two live emergency training drills in 2010 and 2013. The benefits of these exercises have helped our airport be better prepared for any unfortunate incidents that may occur.

Budget Impact: None

Regulatory Impact: None

Conclusion: On behalf of the Airport Advisory Board, staff recommends City Council honor Jim O'Donnell for his service to the Airport Advisory Board.



Date: Tuesday, September 2, 2014
To: Honorable Mayor and City Council
From: Jim O'Donnell, Magic Valley Air Show

Request:

Request from Jim O'Donnell on behalf of the Magic Valley Air Show to waive public safety fees (police and fire) charged by the City of Twin Falls

Time Estimate:

The request and presentation will take approximately 10 minutes.

Background:

Jim O'Donnell, on behalf of the Magic Valley Air Show, is asking the City Council to waiving police and fire costs for the recent air show. The air show was held at the Magic valley Regional Airport on June 20, 2014 through June 22, 2014. The total bill for Police and Fire Department services is \$3,237, with the police portion totaling \$800 and the fire portion totaling \$2,437 and is associated with personnel costs.

In the past, the City Council has elected to waive or not assess city personnel costs associated with Magic Valley Air Show.

Approval Process:

Approval of this request requires a simple majority (50%+1) of the members in attendance at this meeting.

Budget Impact:

Both the Police and the Fire Department's overtime budgets have sufficient funds to cover the request.

Regulatory Impact:

There is no regulatory impact.

Attachments:

1. None.



September 2, 2014 City Council Meeting

To: Honorable Mayor and City Council

From: Bill Carberry, Airport Manager

Request: Consideration of an FAA Grant Offer for AIP 36, Architectural Services for the Terminal Modification Project, in the Amount of \$380,174.00

Time Estimate: 5-10 minutes with additional time for questions.

Background: On July 14th the City Council reviewed the results of the Terminal Phase I feasibility study and gave staff direction to move forward with developing a contract with the Architect Martin Hahle of CSHQA for the remaining phases of the project to include the design, bidding, and construction services.

Budget Impact:

The contract for the architect's services for the project is \$386,886.75 The FAA deemed 91.77% of the construction space eligible for AIP funding and thus the same percentage of the contract is eligible for the grant. The grant offer from the FAA covers 93.75% of eligible cost. The remaining funding will come from the local match/PFC fund.

The FAA grant offer covers 91.77% of the following costs:

Architects contract	\$386,887		\$355,046
Administrative	\$ 55,000	(advertising, permits, testing, misc...)	\$ 50,473
Total Cost	\$441,887	<u>Total FAA Eligible Costs-</u>	\$405,519

Funding breaks down as follows:

FAA AIP 36 Grant (93.75% of eligible cost)	\$380,174
Local City/County match (6.25% of eligible costs)	\$ 25,345
Use of airport reserve & PFC fund for ineligible costs	\$ 36,368
Total Funds	\$441,887

This grant utilizes funding from the airport's annual \$1M FAA entitlement account. The airport Passenger Facility Charge fund includes the required local City/County 6.25% match. The FAA will fund 93.75% of eligible project costs.

Regulatory Impact: The grant offer will be subject to the standard assurances associated with FAA grant projects. The City Attorney has reviewed the grant offer.

Conclusion: Staff recommends the Council approve acceptance of the FAA AIP 36 Grant Offer in the amount of \$380,174.00 and authorize the Mayor to sign the grant offer.



U. S. Department
Of Transportation

**Federal Aviation
Administration**

Helena Airports District Office
2725 Skyway Drive, Suite 2
Helena, Montana 59602

Phone: (406) 449-5271
Fax: (406) 449-5274

August 15, 2014

The Honorable Don Hall, Mayor
City of Twin Falls, Idaho
305 Third Ave. E.
Twin Falls, ID 83301

Grant Offer, AIP Project No. 3-16-0036-036-2014
Contract No. DOT-FA14NM-2050
DUNs No. 156164758
Joslin Field-Magic Valley Regional Airport
Twin Falls, Idaho

Dear Mayor Hall:

We are enclosing three (3) copies of the Grant Offer for Airport Improvement Program (AIP) Project No. 3-16-0036-036-2014 at Joslin Field-Magic Valley Regional Airport, Twin Falls, Idaho. This letter outlines expectations for success. Please read the conditions and assurances carefully.

To properly enter into this agreement, you must do the following:

- The designated sponsor's representative must execute the grant, followed by your attorney's certification, by **September 5, 2014**, in order for the grant to be valid. The attorney's signature date must be on or after the sponsor's signature date.

If the sponsor's representative is other than the legal signatory for the governing body, then the governing body must provide the Airports District Office with a letter on official letterhead signed by the legal signatory of the organization, or a resolution authorizing the individual to execute the grant.

- No change may be made by you or your representative to the Grant Offer.
- We ask that you return one executed copy of the Grant Offer in the enclosed envelope to the Helena Airports District Office. Please keep one (1) executed copy of the grant for your records.

Subject to the requirements in 49 CFR § 18.21, each payment request for reimbursement under this grant must be made electronically via the Delphi eInvoicing System. Please see the attached Grant Agreement for more information regarding the use of this System.

Please note Grant Condition No. 4 requires you to complete the project without undue delay. We will be paying close attention to your progress to ensure proper stewardship of these Federal funds. **You are expected to submit payment requests for reimbursement of allowable incurred project expenses in accordance with project progress.** Should you fail to make draws on a regular basis, your grant may be placed in "inactive" status which will impact future grant offers.

Until the grant is completed and closed, you are responsible for submitting formal reports as follows:

- A signed/dated SF-270 (non-construction projects) or SF-271 or equivalent (construction projects) and SF-425 annually, due 90 days after the end of each federal fiscal year in which this grant is open (due December 31 of each year this grant is open); and
- Quarterly Performance Reports are due within 30 days from the end of every quarter.

Once the project(s) is completed and all costs are determined, we ask that you close the project without delay and submit the final closeout report documentation as required by your Airports District Office.

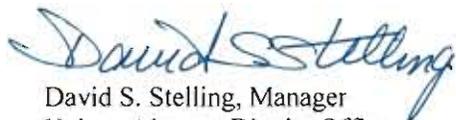
Please print and attach a copy of the new Airport Sponsor Assurances dated 3/2014 to your grant application dated June 23, 2014. The Airport Sponsor, Planning and Nonairport Sponsor Assurances can all be obtained from the FAA website at: (http://www.faa.gov/airports/aip/grant_assurances/). The applicable assurances are required to be included with each grant agreement.

A copy of an "A-133 Single Audit Certification Form" is enclosed. Please complete and return a copy to the office with the executed Grant Agreement. Please make a copy for your files.

In accordance with **OMB Circular A-133 "Audits of States, Local Governments, and Non-Profit Organizations"**, if your organization expends \$500,000 or more a year (calendar or fiscal) in total Federal financial assistance, then you must conduct an audit in accordance with OMB Circular A-133 and submit it to the Federal Audit Clearinghouse, regardless of whether there are any significant findings. In accordance with your AIP grant agreement, you must also provide a copy of the audit information to this office.

Steve Engebrecht is the assigned program manager for this grant and is available to assist you with the requirements stated herein. We sincerely value your cooperation in these efforts and look forward to working with you to complete this important project. If you have any questions regarding the Grant Offer or the Audit Certification Form, please contact this office at (406) 449-5271.

Sincerely,



David S. Stelling, Manager
Helena Airports District Office

Enclosures (5)

IDENTICAL LETTER SENT TO:

The Honorable Terry Kramer, Chairman
Twin Falls County Commission
630 Addison Ave. W
P.O. Box 126
Twin Falls, Idaho 83303

cc: Via e-mail
Bill Carberry, Manager, Joslin Field-Magic Valley Regional Airport
Kent Atkin, Riedesel Engineering, Twin Falls, ID
Melissa Kaplan, Idaho Transportation Department – Division of Aeronautics



A-133 Single Audit Certification Form

The Single Audit Act of 1984, implemented by OMB Circular A-133 (Audits of States, Local Governments, and Non-Profit Organizations) establishes audit requirements for State and local governments that receive Federal aid. State or local governments (City, County, Airport Board) that expend \$500,000 or more a year (calendar or fiscal) in **total** Federal financial assistance must conduct an audit and submit it to the Federal Audit Clearinghouse. For more information on the Single Audit Act requirements please reference the following web site:
<http://harvester.census.gov/sac/>

This notice is our request for a copy of your most recent audit, whether or not there are any significant findings. In accordance with your Airport Improvement Program (AIP) grant agreement, you must also provide that information to your local Airports District Office (ADO). Please fill out the information below by checking the appropriate line(s), sign, date, and return this form to the FAA local ADO identified at the bottom of the form.

Airport Sponsor Information:

_____	_____
Sponsor Name	Fiscal/Calendar Year Ending

Airport Name	
_____	_____
Sponsor's Representative Name	Representative's Title
_____	_____
Telephone	Email

Please check the appropriate line(s):

- We are subject to the A-133 Single Audit requirements (expended \$500,000 or more in **total** Federal funds for the fiscal/calendar year noted above) and are taking the following action:
- The A-133 single audit for this fiscal/calendar year has been submitted to the FAA.
 - The A-133 single audit for this fiscal/calendar year is attached.
 - The A-133 single audit report will be submitted to the FAA as soon as this audit is available.
- We are exempt from the Single Audit A-133 requirements for the fiscal/calendar noted above.

Sponsor Certification:

_____	_____
Signature	Date

Return to: FAA, Helena Airports District Office
2725 Skyway Drive, Suite 2
Helena, MT 59602



U.S. Department
of Transportation
Federal Aviation
Administration

GRANT AGREEMENT

PART I – OFFER

Date of Offer	<u>August 15, 2014</u>
Airport/Planning Area	<u>Joslin Field-Magic Valley Regional Airport (TWF)</u>
AIP Grant Number	<u>3-16-0036-036-2014 (Contract No. DOT-FA14NM-2050)</u>
DUNS Number	<u>156164758</u>
TO:	<u>City of Twin Falls and County of Twin Falls, Idaho (herein called the "Sponsor")</u>

FROM: The United States of America (acting through the Federal Aviation Administration, herein called the "FAA")

WHEREAS, the Sponsor has submitted to the FAA a Project Application dated **June 23, 2014**, for a grant of Federal funds for a project at or associated with Joslin Field-Magic Valley Regional Airport, Twin Falls, Idaho, which is included as part of this Grant Agreement; and

WHEREAS, the FAA has approved a project for Joslin Field-Magic Valley Regional Airport (herein called the "Project") consisting of the following:

Expand Terminal Building (phase I – design)

which is more fully described in the Project Application.

NOW THEREFORE, According to the applicable provisions of the former Federal Aviation Act of 1958, as amended and recodified, 49 U.S.C. 40101, et seq., and the former Airport and Airway Improvement Act of 1982 (AAIA), as amended and recodified, 49 U.S.C. 47101, et seq., (herein the AAIA grant statute is referred to as "the Act"), the representations contained in the Project Application, and in consideration of (a) the Sponsor's adoption and ratification of the Grant Assurances dated 3/2014 and updated on April 3, 2014, and the Sponsor's acceptance of this Offer, and (b) the benefits to accrue to the United States and the public from the accomplishment of the Project and compliance with the Grant Assurances and conditions as herein provided,

THE FEDERAL AVIATION ADMINISTRATION, FOR AND ON BEHALF OF THE UNITED STATES, HEREBY OFFERS AND AGREES to pay **93.75** percent of the allowable costs incurred accomplishing the Project as the United States share of the Project.

This Offer is made on and **SUBJECT TO THE FOLLOWING TERMS AND CONDITIONS:**

CONDITIONS

1. **Maximum Obligation.** The maximum obligation of the United States payable under this Offer is **\$380,174.00.**
For the purposes of any future grant amendments which may increase the foregoing maximum obligation of the United States under the provisions of 49 U.S.C. § 47108(b), the following amounts are being specified for this purpose:
 - \$0.00 for planning
 - \$380,174.00** for airport development or noise program implementation
 - \$0.00 for land acquisition.
2. **Ineligible or Unallowable Costs.** The Sponsor must not include any costs in the project that the FAA has determined to be ineligible or unallowable.
3. **Determining the Final Federal Share of Costs.** The United States' share of allowable project costs will be made in accordance with the regulations, policies and procedures of the Secretary. Final determination of the United States' share will be based upon the final audit of the total amount of allowable project costs and settlement will be made for any upward or downward adjustments to the Federal share of costs.
4. **Completing the Project Without Delay and in Conformance with Requirements.** The Sponsor must carry out and complete the project without undue delays and in accordance with this agreement, and the regulations, policies and procedures of the Secretary. The Sponsor also agrees to comply with the assurances which are part of this agreement.
5. **Amendments or Withdrawals before Grant Acceptance.** The FAA reserves the right to amend or withdraw this offer at any time prior to its acceptance by the Sponsor.
6. **Offer Expiration Date.** This offer will expire and the United States will not be obligated to pay any part of the costs of the project unless this offer has been accepted by the Sponsor on or before **September 5, 2014**, or such subsequent date as may be prescribed in writing by the FAA.
7. **Improper Use of Federal Funds.** The Sponsor must take all steps, including litigation if necessary, to recover Federal funds spent fraudulently, wastefully, or in violation of Federal antitrust statutes, or misused in any other manner in any project upon which Federal funds have been expended. For the purposes of this grant agreement, the term "Federal funds" means funds however used or dispersed by the Sponsor that were originally paid pursuant to this or any other Federal grant agreement. The Sponsor must obtain the approval of the Secretary as to any determination of the amount of the Federal share of such funds. The Sponsor must return the recovered Federal share, including funds recovered by settlement, order, or judgment, to the Secretary. The Sponsor must furnish to the Secretary, upon request, all documents and records pertaining to the determination of the amount of the Federal share or to any settlement, litigation, negotiation, or other efforts taken to recover such funds. All settlements or other final positions of the Sponsor, in court or otherwise, involving the recovery of such Federal share require advance approval by the Secretary.
8. **United States Not Liable for Damage or Injury.** The United States is not be responsible or liable for damage to property or injury to persons which may arise from, or be incident to, compliance with this grant agreement.
9. **System for Award Management (SAM) Registration And Universal Identifier.**
 - A. Requirement for System for Award Management (SAM): Unless the Sponsor is exempted from

this requirement under 2 CFR 25.110, the Sponsor must maintain the currency of its information in the SAM until the Sponsor submits the final financial report required under this grant, or receives the final payment, whichever is later. This requires that the Sponsor review and update the information at least annually after the initial registration and more frequently if required by changes in information or another award term. Additional information about registration procedures may be found at the SAM website (currently at <http://www.sam.gov>).

B. Requirement for Data Universal Numbering System (DUNS) Numbers

1. The Sponsor must notify potential subrecipient that it cannot receive a contract unless it has provided its DUNS number to the Sponsor. A subrecipient means a consultant, contractor, or other entity that enters into an agreement with the Sponsor to provide services or other work to further this project, and is accountable to the Sponsor for the use of the Federal funds provided by the agreement, which may be provided through any legal agreement, including a contract.
2. The Sponsor may not make an award to a subrecipient unless the subrecipient has provided its DUNS number to the Sponsor.
3. Data Universal Numbering System: DUNS number means the nine-digit number established and assigned by Dun and Bradstreet, Inc. (D & B) to uniquely identify business entities. A DUNS number may be obtained from D & B by telephone (currently 866-492-0280) or the Internet (currently at <http://fedgov.dnb.com/webform>).

10. **Electronic Grant Payment(s).** Unless otherwise directed by the FAA, the Sponsor must make each payment request under this agreement electronically via the Delphi Invoicing System for Department of Transportation (DOT) Financial Assistance Awardees.
11. **Informal Letter Amendment of AIP Projects.** If, during the life of the project, the FAA determines that the maximum grant obligation of the United States exceeds the expected needs of the Sponsor by \$25,000 or five percent (5%), whichever is greater, the FAA can issue a letter to the Sponsor unilaterally reducing the maximum obligation. The FAA can also issue a letter to the Sponsor increasing the maximum obligation if there is an overrun in the total actual eligible and allowable project costs to cover the amount of the overrun provided it will not exceed the statutory limitations for grant amendments. If the FAA determines that a change in the grant description is advantageous and in the best interests of the United States, the FAA can issue a letter to the Sponsor amending the grant description.

By issuing an Informal Letter Amendment, the FAA has changed the grant amount or grant description to the amount or description in the letter.

12. **Air and Water Quality.** The Sponsor is required to comply with all applicable air and water quality standards for all projects in this grant. If the Sponsor fails to comply with this requirement, the FAA may suspend, cancel, or terminate this grant.
13. **Financial Reporting and Payment Requirements.** The Sponsor will comply with all federal financial reporting requirements and payment requirements, including submittal of timely and accurate reports.
14. **Buy American.** Unless otherwise approved in advance by the FAA, the Sponsor will not acquire or permit any contractor or subcontractor to acquire any steel or manufactured products produced outside the United States to be used for any project for which funds are provided under this grant. The Sponsor will include a provision implementing Buy American in every contract.

15. **Maximum Obligation Increase For Primary Airports.** In accordance with 49 U.S.C. § 47108(b), as amended, the maximum obligation of the United States, as stated in Condition No. 1 of this Grant Offer:
- A. may not be increased for a planning project;
 - B. may be increased by not more than 15 percent for development projects;
 - C. may be increased by not more than 15 percent for land project.
16. **Audits for Public Sponsors.** The Sponsor must provide for a Single Audit in accordance with 2 CFR Part 200. The Sponsor must submit the Single Audit reporting package to the Federal Audit Clearinghouse on the Federal Audit Clearinghouse's Internet Data Entry System at <http://harvester.census.gov/facweb/>. The Sponsor must also provide one copy of the completed 2 CFR Part 200 audit to the Airports District Office.
17. **Suspension or Debarment.** The Sponsor must inform the FAA when the Sponsor suspends or debars a contractor, person, or entity.
18. **Ban on Texting When Driving.**
- A. In accordance with Executive Order 13513, Federal Leadership on Reducing Text Messaging While Driving, October 1, 2009, and DOT Order 3902.10, Text Messaging While Driving, December 30, 2009, the Sponsor is encouraged to:
 1. Adopt and enforce workplace safety policies to decrease crashes caused by distracted drivers including policies to ban text messaging while driving when performing any work for, or on behalf of, the Federal government, including work relating to a grant or subgrant.
 2. Conduct workplace safety initiatives in a manner commensurate with the size of the business, such as:
 - a. Establishment of new rules and programs or re-evaluation of existing programs to prohibit text messaging while driving; and
 - b. Education, awareness, and other outreach to employees about the safety risks associated with texting while driving.
 - B. The Sponsor must insert the substance of this clause on banning texting when driving in all subgrants, contracts and subcontracts.
19. **Trafficking in Persons.**
- A. Prohibitions: The prohibitions against trafficking in persons (Prohibitions) that apply to any entity other than a State, local government, Indian tribe, or foreign public entity. This includes private Sponsors, public Sponsor employees, subrecipients of private or public Sponsors (private entity) are:
 1. Engaging in severe forms of trafficking in persons during the period of time that the agreement is in effect;
 2. Procuring a commercial sex act during the period of time that the agreement is in effect; or
 3. Using forced labor in the performance of the agreement, including subcontracts or subagreements under the agreement.
 - B. In addition to all other remedies for noncompliance that are available to the FAA, Section 106(g) of the Trafficking Victims Protection Act of 2000 (TVPA), as amended (22 U.S.C. 7104(g)), allows the FAA to unilaterally terminate this agreement, without penalty, if a private entity –
 1. Is determined to have violated the Prohibitions; or

2. Has an employee who the FAA determines has violated the Prohibitions through conduct that is either—
 - a. Associated with performance under this agreement; or
 - b. Imputed to the Sponsor or subrecipient using 2 CFR part 180, “OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement),” as implemented by the FAA at 49 CFR Part 29.
20. **Exhibit A Incorporated by Reference.** The Exhibit “A” updated **August 2012**, and attached to the Airport Layout Plan approved on August 16, 2012, is incorporated herein by reference.
21. **Co-Sponsor.** The Co-Sponsors understand and agree that they jointly and severally adopt and ratify the representations and assurances contained therein and that the word “Sponsor” as used in the application and other assurances is deemed to include all co-sponsors.

SPECIAL CONDITIONS

22. **NEW AIRPORT SPONSOR ASSURANCES:** The new “Assurances for Airport Sponsors” dated 3/2014 are hereby incorporated herein and made a part of the Project Application submitted by the Sponsor dated **June 23, 2014**. The applicable assurances are required to be included with each grant application.
23. **FINANCIAL REPORTING REQUIREMENTS:** The Sponsor agrees to submit a **Federal Financial Report** (FAA Form SF-425) for all open grants to the Airports District Office within 90 days following the end of each Federal fiscal year and with each Final Project Closeout Report.

The Sponsor further agrees to submit an **Outlay Report and Request for Reimbursement** (FAA Form SF-271 for construction projects) or **Request for Advance or Reimbursement** (FAA Form SF-270 for non-construction projects) to the Airports District Office within 90 days following the end of each Federal fiscal year and with each Final Project Closeout Report.

24. **FINAL PAYMENT:** The Sponsor understands and agrees that in accordance with 49 USC 47111, no payments totaling more than 90 percent of United States Government’s share of the project’s estimated allowable cost may be made before the project is determined to be satisfactorily completed.

If the project is determined to be satisfactorily complete and proper documentation is submitted by the Sponsor to the Airports District Office (ADO), then the ADO may approve payments up to 97.5 percent of United States Government’s share of the project’s estimated allowable cost. “Satisfactorily complete” means the following: (1) The project results in a complete, usable unit of work as defined in the grant agreement; and (2) The sponsor submits necessary documents showing that the project is substantially complete per the contract requirements, or has a plan (that FAA agrees with) that addresses all elements contained on the punch list.

25. **SPONSOR PERFORMANCE REPORT:**
 - A. **For non-construction projects** – the Sponsor understands and agrees that in accordance with 49 CFR 18.40 the Sponsor shall submit a Quarterly Performance Report to the Airports District Office (ADO) within 30 calendar days from the end of the quarter, beginning in the quarter in which the project begins, and for each following quarter until the project is substantially complete. If a major project or schedule change occurs between Quarterly Performance

Reports, the sponsor must submit an out of cycle performance report to the ADO. The performance report for non-construction projects shall include the following as a minimum:

1. A comparison of proposed objectives to actual accomplishments.
 2. Reasons for any slippage or lack of accomplishment in a given area.
 3. Impacts on other AIP-funded projects.
 4. Impacts to projects funded by PFC, other FAA programs, or the sponsor.
 5. Identification and explanation of any anticipated cost overruns.
- B. **For construction projects** – FAA Form 5370-1 Construction Progress and Inspection Report satisfies the performance reporting requirement. The sponsor must submit FAA Form 5370-1 to the ADO on a **weekly basis** during construction and at least quarterly when the project is in winter shutdown, until the project is substantially complete. Form 5370-1 requires the following information:
1. Estimated percent completion to date of construction phases.
 2. Work completed or in progress during the period.
 3. Brief Weather Summary during the period including approximate rainfall and period of below freezing temperature.
 4. Contract time: Number of days charged to date and last working day charged.
 5. Summary of laboratory and field testing during the period.
 6. Work anticipated by the contractor for the next period.
 7. Problem areas and other comments.

26. **PHASE I - DESIGN**: This first phase grant is being issued in order to allow the design to be completed for terminal building expansion. It is understood and agreed by the parties hereto that within **two (2)** years from the execution of this agreement that the sponsor will accept, subject to the availability of federal funding as identified in the Airport Capital Improvement Plan (ACIP), a grant to complete the final construction of the project in order to provide a useful and useable facility.
27. **GRANT APPROVAL BASED UPON CERTIFICATION**: The FAA and the Sponsor agree that the FAA approval of this grant is based on the Sponsor's certification to carry out the project in accordance with policies, standards, and specifications approved by the FAA. The Sponsor Certifications received from the Sponsor for the work included in this grant are hereby incorporated into this grant agreement. The Sponsor understands that:
- A. The Sponsor's certification does not relieve the Sponsor of the requirement to obtain prior FAA approval for modifications to any AIP standards or to notify the FAA of any limitations to competition within the project;
 - B. The FAA's acceptance of a Sponsor's certification does not limit the FAA from reviewing appropriate project documentation for the purpose of validating the certification statements;
 - C. If the FAA determines that the Sponsor has not complied with their certification statements, the FAA will review the associated project costs to determine whether such costs are allowable under AIP.
28. **BUILDING AIP PRORATION**: For purposes of computing the United States' share of the allowable project costs of the project, the allowable cost of the terminal building expansion (phase I-design) must not exceed **91.77** percent of the phase I – design costs.

The Sponsor's acceptance of this Offer and ratification and adoption of the Project Application incorporated herein shall be evidenced by execution of this instrument by the Sponsor, as hereinafter provided, and this Offer and Acceptance shall comprise a Grant Agreement, as provided by the Act, constituting the contractual obligations and rights of the United States and the Sponsor with respect to the accomplishment of the Project and compliance with the assurances and conditions as provided herein. Such Grant Agreement shall become effective upon the Sponsor's acceptance of this Offer.

**UNITED STATES OF AMERICA
FEDERAL AVIATION ADMINISTRATION**


(Signature)

David S. Stelling

(Typed Name)

Manager, Helena Airports District Office

(Title)

PART II - ACCEPTANCE

The Sponsor does hereby ratify and adopt all assurances, statements, representations, warranties, covenants, and agreements contained in the Project Application and incorporated materials referred to in the foregoing Offer, and does hereby accept this Offer and by such acceptance agrees to comply with all of the terms and conditions in this Offer and in the Project Application.

I declare under penalty of perjury that the foregoing is true and correct.¹

Executed this _____ day of _____, _____.

City of Twin Falls, Idaho

(Name of Sponsor)

(Signature of Sponsor's Designated Official Representative)

By:

(Typed Name of Sponsor's Designated Official Representative)

Title:

(Title of Sponsor)

CERTIFICATE OF SPONSOR'S ATTORNEY

I, _____, acting as Attorney for the Sponsor do hereby certify:

That in my opinion the Sponsor is empowered to enter into the foregoing Grant Agreement under the laws of the State of Idaho. Further, I have examined the foregoing Grant Agreement and the actions taken by said Sponsor and Sponsor's official representative has been duly authorized and that the execution thereof is in all respects due and proper and in accordance with the laws of the said State and the Act. In addition, for grants involving projects to be carried out on property not owned by the Sponsor, there are no legal impediments that will prevent full performance by the Sponsor. Further, it is my opinion that the said Grant Agreement constitutes a legal and binding obligation of the Sponsor in accordance with the terms thereof.

Dated at _____ this _____ day of _____, _____.

By _____

(Signature of Sponsor's Attorney)

¹ Knowingly and willfully providing false information to the Federal government is a violation of 18 U.S.C. Section 1001 (False Statements) and could subject you to fines, imprisonment, or both.

PART II - ACCEPTANCE

The Sponsor does hereby ratify and adopt all assurances, statements, representations, warranties, covenants, and agreements contained in the Project Application and incorporated materials referred to in the foregoing Offer, and does hereby accept this Offer and by such acceptance agrees to comply with all of the terms and conditions in this Offer and in the Project Application.

I declare under penalty of perjury that the foregoing is true and correct.²

Executed this _____ day of _____, _____.

County of Twin Falls, Idaho

(Name of Sponsor)

(Signature of Sponsor's Designated Official Representative)

By:

(Typed Name of Sponsor's Designated Official Representative)

Title:

(Title of Sponsor)

CERTIFICATE OF SPONSOR'S ATTORNEY

I, _____, acting as Attorney for the Sponsor do hereby certify:

That in my opinion the Sponsor is empowered to enter into the foregoing Grant Agreement under the laws of the State of Idaho. Further, I have examined the foregoing Grant Agreement and the actions taken by said Sponsor and Sponsor's official representative has been duly authorized and that the execution thereof is in all respects due and proper and in accordance with the laws of the said State and the Act. In addition, for grants involving projects to be carried out on property not owned by the Sponsor, there are no legal impediments that will prevent full performance by the Sponsor. Further, it is my opinion that the said Grant Agreement constitutes a legal and binding obligation of the Sponsor in accordance with the terms thereof.

Dated at _____ this _____ day of _____, _____.

By _____
(Signature of Sponsor's Attorney)

² Knowingly and willfully providing false information to the Federal government is a violation of 18 U.S.C. Section 1001 (False Statements) and could subject you to fines, imprisonment, or both.



Date: Tuesday, September 2, 2014
To: Honorable Mayor and City Council
From: Bill Carberry, Airport Manager

Request:

Consideration of an Agreement for Design, Bidding, and Construction Services with CSHQA Architects for the FAA Terminal Modification Project.

Time Estimate:

The request will take approximately 5-10 minutes with additional time needed for any questions.

Background:

On July 14th the City Council reviewed the results of the Terminal Phase I Feasibility Study and gave staff direction to move forward with developing a contract with the Architect, Martin Hahle of CSHQA, for the remaining phases of the project to include the design, bidding, and construction services.

The enclosed contract is for all services related to the construction of the project to include project design, bidding and construction services.

When FAA Airport Improvement Program (AIP) projects include architectural/engineering contracts in excess of \$100,000, airports are required by the FAA to obtain an independent fee estimate (IFE) from another architectural/engineering firm as a means to help compare and negotiate contracts. Staff used the services of Mead & Hunt, a leading airport architectural & engineering firm, to help develop the independent fee estimate based on the defined scope of work for the project.

Budget Impact:

- The CSHQA Contract- The cost of the contract, inclusive of design, bidding and construction services, totals \$386,886.75. The independent fee estimate provided by Mead & Hunt is \$421,931.75. The fee for the contract provided by CSHQA is approximately 9% lower than the independent fee estimate. The FAA generally considers fee proposals within 10-15% of each other as a reasonable comparison.
- Construction Costs- Estimated construction costs for the terminal modification project is \$2,554,548 as identified in the recently completed terminal feasibility study.
- FAA Funding- Staff has been working with the FAA to develop the associated grant offer for the CSHQA contract. The grant offer is also on the agenda for City Council consideration in conjunction with this contract.
- Design/Bidding/Grant Offer/Construction – The schedule calls for designing of the project through December 2014. Staff will work with the FAA to assure that grant authorization is in place before bidding the construction documents. If there are no unforeseen delays, the project will be bid in early 2015 with the bid awarded, the grant offer, and the beginning of construction in the spring of 2015. The project should be completed by the last quarter of 2015.

- Local Match-The 2014 airport construction fund includes the locally required City and County 6.25% matching dollars for FAA grants.

Regulatory Impact:

The Architects contract will be subject to the standard FAA grant assurances and regulatory requirements. The architect was selected using a qualification based selection process.

Conclusion:

Based on review of the contract proposal and the independent fee estimate with our FAA project manager, staff finds the fee reasonable and recommends the City Council approve the agreement for architectural & engineering services with CSHQA in the amount of \$386,886.75, contingent upon FAA concurrence and available funding.

Attachments:

1. CSHQA Contract/Scope of Work
2. Independent Fee Estimate Cover Letter



August 14, 2014

Mr. Bill Carberry, Airport Manager
 City of Twin Falls
 Joslin Field, Magic Valley Regional Airport
 Twin Falls, ID 83301

Subject: Design & Construction Administration Services Independent Fee Estimate (IFE)
 Twin Falls Magic Valley Regional Airport Terminal Expansion & Renovation

Dear Mr. Carberry:

We send our estimate of design and construction administration services for the proposed terminal expansion and renovation of Joslin Terminal for your use.

In developing the fee estimate we took into consideration the scope of the work, cost of construction and level of complexity in construction phasing. The last is for construction administration services. We apply our experience in design phase services and construction administration to develop staffing projections, utilizing our in-house architecture and engineering design professionals.

Given the size of the project and scope of work as we understand it, we estimate the fee for this project to be as follows:

Base Services

Task 02: Design Development Through Bidding	\$249,500.00
Task 03: Construction Administration	\$133,005.00
Reimbursable Expenses	\$5,836.60
Subtotals	\$388,341.60

Specialty Consultant Services

Task 02: Design Development Through Bidding	\$16,940.00
Task 03: Construction Administration	\$13,433.75
Reimbursable Expenses	\$3,216.40
Subtotals	\$33,590.15

Bill Carberry, Airport Manager

August 14, 2014

Page 2

Summary Total By Task

Task 02: Design Development Through Bidding	\$266,440.00
Task 03: Construction Administration	\$146,438.75
Reimbursable Expenses	\$9,053.00
Grand Total	\$421,931.75

We appreciate the opportunity to work on this independent fee estimate for you and Magic Valley Regional Airport. Please call to discuss at your earliest convenience.

Respectfully submitted,

MEAD & HUNT, Inc.



Herbert P. Jensen, AIA

Manager – Aviation Architecture

Attachment: IFE Worksheet (Excel Format)

August 5, 2014 - Revised

July 17, 2014

Mr. Bill Carberry, Airport Manager
City of Twin Falls
Joslin Field, Magic Valley Regional Airport
Twin Falls, ID 83301

Re: Phase II Design Services
Magic Valley Regional Airport
Terminal Building Expansion and Remodel Project
Twin Falls, ID
Project No. 14051.000

Dear Mr. Carberry:

CSHQA is pleased to submit this fee proposal for architectural, interior design, engineering (civil, structural, mechanical, electrical, and communications), commissioning, baggage convey design, and geotechnical services for the above referenced project. This proposal is based on the approved building program and 30% complete design documents prepared in Phase I/Task 01: Schematic Design Feasibility Study.

Design Team:

Base Services (prime consultant)

- Architectural - CSHQA, a professional association (CSHQA)
- Interior Design - CSHQA
- Structural Engineering - CSHQA
- Mechanical Engineering - CSHQA
- Electrical Engineering - CSHQA
- Communications Engineering – CSHQA

Specialty Consultant Services

- Technical Advisor - Harald Gerber (Original building Architect)
- Commissioning - SEEDIdaho P.C.
- Baggage Conveyor Design - CAGE, Inc.
- Financial Feasibility (update report at 100% CD level) - Ricondo & Associates
- Civil Engineering/Land Survey/A-E Local Liaison - Riedesel Engineering (Exhibit B)
- Geotechnical - Terracon Consultants, Inc. (Exhibit C)

Project Scope:

Phase II design services include Task 02 – Design Development through Bidding, and Task 03 – Construction Administration. A basic brief description of the services is noted below; refer to the Total

Mr. Bill Carberry

Page 2

August 5, 2014 - Revised

Labor and Reimbursable Summary Schedule (Exhibit A) for a detailed description of the tasks, labor rates, and hours of labor. Refer to the enclosed Exhibit documents for specialty consultant proposals and detailed description of services.

Task 02 – Design Development through Bidding

- Meet with Client and review the Schematic Design documents to obtain comments to be incorporated into the design during the Design Development (DD) phase.
- Prepare DD Documents (60 % documents).
 - Prepare 3-D renderings of the design including up to three exterior and interior renderings.
 - Prepare 60% baggage conveyor design-build drawings and specifications.
 - DD Quality Control review.
 - Update Opinion of Probable Construction Cost.
 - Confirm project budget with financial plan.
 - Review the DD documents with the Client.
 - Confirm project schedule.
 - Obtain approval from Client to move forward with Construction Documents (CD).
- Prepare CDs (100 % documents).
 - Prepare Construction Documents including a Project Manual with Bidding and Contract Documents based on AIA Documents in addition to the Technical Specifications for the project.
 - Prepare 100% baggage conveyor design-build drawings and specifications.
 - CD Quality control review.
 - Update Opinion of Probable Construction Cost.
 - Update the financial feasibility report (calculations) based on the final Opinion of Probable Construction Cost.
 - Confirm project budget with financial plan.
 - Submit CDs to Client for final approval.
 - Confirm project schedule.
 - Obtain approval to move forward with Permitting and Bidding.
- Submit the CDs to the Building Department for review and approval. Submit the CDs in person and attend a meeting with the plan reviewer to help streamline the review process.
- Incorporate Agency comments.
- Administer the Bidding process. CSHQA and Riedesel will manage the Bidding process, including distribution of Construction Documents, plan holders list, Addenda and participate in the bid opening. All Documents for the Bidding process will be distributed in PDF format. Contractors will be responsible for printing documents. No Reimbursable Expenses have been included for printing of Documents during this phase.
- Attend the pre-bid conference.
- Address Contractor comments and questions during the Bidding process.
- Review bids with Client.
- Assist Client with requesting FAA grant funding to move forward with construction.

Mr. Bill Carberry

Page 3

August 5, 2014 - Revised

We propose to provide Design Development through Bidding services on a Fixed Fee basis plus Reimbursable Expenses as listed in the enclosed Total Labor & Reimbursable Summary Schedule (Exhibit A).

Task 03 - Construction Administration

- Attend Preconstruction Conference.
- Attend weekly Construction meetings.
- Manage the "Submittal Exchange" On-line Construction Administration data base, for use by Client and Design Team.
 - CSHQA purchased the "Submittal Exchange" service for the project during Task 01. This is an on-line data base and communication tool for managing project information, including; drawings, specifications, RFIs, Submittals, Architect's Supplemental Instructions, Change Orders, Applications and Certificate for Payment, etc. This software application will improve coordination, save time and labor expenses, and serve as an archival record at the end of Construction. Access to the on-line site is secure and accessible only by those with authorized access.
- Prepare Construction meeting agendas and meeting minutes.
- Provide Architectural/Engineering local Liaison services, which is detailed in Riedesel Engineer's proposal.
- Respond to RFI's.
- Review submittals and substitution requests.
- Prepare Construction Change documents.
- Review pay applications.
- Perform a preliminary and final punch list walk through.
- Assist the Client with FAA Grant close-out.
- Scan contractor "redline as-built drawings" to create PDF record drawings.

We propose to provide Construction Administration services on a Payroll Cost basis plus Reimbursable Expenses with a not-to-exceed value as listed in the enclosed Total Labor & Reimbursable Summary Schedule.

Proposed Project Schedule:

Task 02: August 2014 – February 2015

Task 03: March 2015 – November 2015

Reimbursable Expenses such as, but not limited to, materials, supplies, reproduction costs (plans, manuals, reports), travel-related expenses, and permit fees will be charged at a multiple of one and ten-hundredths (1.10) times the actual cost to the Architect. Employee's time for Additional Tasks including modifications to the above scope will be charged at 2.75 times the employee's direct personnel expense or as negotiated on a Fixed Fee basis with the Client prior to commencing services.

Mr. Bill Carberry

Page 4

August 5, 2014 - Revised

The following services are not included in the above scope but are available as an Additional Task.

- Special Inspections Testing (required by code). We recommended that the Client contract with an independent third party consultant for special inspections.
- Environmental Testing (asbestos, Lead, soil contamination, or any other).
- Hazardous Materials Abatement.
- LEED Certification.
- Change Orders initiated by the Client to add scope or re-design after design approval.
- TSA - Mini-inline or integrated entry EDS baggage conveyor system design.
- Value engineering after design development drawing approval.

Enclosed is a Task Order Authorization for the above services. Upon your approval of these services, please sign the Authorization and return an executed copy to this office. Commencement of the services described above will be initiated upon receipt of an executed Authorization. If the services noted in this fee proposal are not contracted within 60-days from the date of the letter, then the proposal shall be subject to review and subsequent revisions.

We appreciate this opportunity and look forward to working with you on this project. If you have any questions, please do not hesitate to call.

Sincerely,

CSHQA, a professional association



Martin Hahle, AIA

Encl: Task Order Authorization
Phase II Services - Total Labor & Reimbursable Summary Schedule (Exhibit A)
Riedesel Engineering - Civil Engineering Proposal Phases 2 and 3 dated June 6, 2014 (Exhibit B)
Terracon Consultants, Inc. – Proposed Geotech Eng Svcs dated June 16, 2104 – Revision 2 (Exhibit C)
SeedIdaho P.C – Commissioning and Optimization Services dated July 31, 2014 (Exhibit D)
Cage Inc. – Baggage Handling System Services dated July 17, 2014 (Exhibit E)

TASK ORDER AUTHORIZATION

Date: August 5, 2014 Task Order Nos. 02 and 03

Client: City of Twin Falls Project Number: 14052.000

Address: Joslin Field – Magic Valley Regional Airport
Twin Falls, ID 83301

Project Name: Magic Valley Regional Airport
Terminal Building Modification Project
Twin Falls, ID

Description of Services:

Task 02 – Design Development through Bidding services as detailed in the enclosed revised proposal letter dated August 5, 2014.

Task 03 - Construction Administration services as detailed in the enclosed proposal letter dated August 5, 2014.

The terms and conditions of the original contract dated March 14, 2014 shall apply to the services provided in this Task Order Authorization. This Authorization shall be considered an addendum to the original contract with the Architect/Engineer.

Compensation shall be as follows:

Task 02 - Fixed Fee basis of \$234,186.00

Task 03 – Payroll Cost basis not-to-exceed \$144,032.75

plus Reimbursable Expenses estimated at \$8,668.00

as detailed on the Exhibit A

This Task Order Authorization constitutes your acceptance and authorization for the Architect and/or Engineer to proceed with the services described above.

Approved for CLIENT
Twin Falls County Commission

By: _____
Terry Kramer, Chairman
Date: _____

City of Twin Falls

By: _____
Don Hall, Mayor
Date: _____

Approved for ARCHITECT
CSHQA, a professional association

By: _____
Kent A. Hanway, President
Date: August 5, 2014

Attest

By: _____
Date: _____

Magic Valley Regional Airport
Terminal Building Modification Project
Twin Falls, ID
Project No. 14051.000 Tasks 2-3
August 5, 2014

We appreciate this opportunity and look forward to continue working with you on this project. Please contact this office if you have any questions.

Sincerely,

CSHQA



Martin A. Hahle, AIA

Joslin Field - Magic Valley Regional Airport
Terminal Building Modification Project
Phase II Design Services - Total Labor & Reimbursable Summary Schedule
Exhibit A

TOTAL LABOR & REIMBURSABLES	CSHQA Architectural	CSHQA Structural	CSHQA Mechanical	CSHQA Electrical	CSHQA Communications	Harald Gerber Technical Advisor	SEEDIGALO P.C. Commissioning Services	CAGE, Inc. Baggage Conveyor Design	Ritondo & Associates Financial Planner	Riedesel Civil/ Land Survey/ A-E Local Liaison	Tetracon Geotechnical Report	Totals
Base Services												
Task 02: Design Development - Bidding	\$112,272.00	\$11,938.00	\$21,597.00	\$22,217.00	\$10,557.00							\$178,581.00
Task 03: Construction Administration	\$48,795.00	\$2,472.00	\$5,616.00	\$4,008.00	\$3,037.00							\$63,928.00
Reimbursable Expenses (Estimated)	\$4,642.00	N/A	N/A	N/A	N/A	N/A						\$4,642.00
Subtotals	\$165,709.00	\$14,410.00	\$27,213.00	\$26,225.00	\$13,594.00							\$247,151.00
Specialty Consultant Services												
Consultant services will be invoiced to the client at a multiplier of 1.10 to cover management, coordination, and administrative expenses.												
Task 02: Design Development - Bidding						\$594.00	\$1,386.00	\$9,900.00	\$1,100.00		\$3,960.00	\$55,605.00
Task 03: Construction Administration						\$519.75	\$10,714.00	\$2,200.00			\$66,671.00	\$80,104.75
Reimbursable Expenses						N/A		\$809.60				\$4,026.00
Subtotals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,113.75	\$12,100.00	\$12,100.00	\$1,100.00		\$7,176.40	\$139,735.75
Grand Total	\$165,709.00	\$14,410.00	\$27,213.00	\$26,225.00	\$13,594.00	\$1,113.75	\$12,100.00	\$12,100.00	\$1,100.00		\$7,176.40	\$386,886.75

SUMMARY TOTAL BY TASK	Totals
Task 02: Design Development - Bidding	\$234,186.00
Task 03: Construction Administration	\$144,032.75
Reimbursable Expenses	\$8,668.00
Grand Total	\$386,886.75

Joslin Field - Magic Valley Regional Airport
Terminal Building Modification Project
Phase II Design Services - Total Labor & Reimbursable Summary Schedule
Exhibit A

ARCHITECTURAL	CSHQA							Total Hours
	Principal Architect	Project Manager	Job Captain	AIT Designer	Interior Designer	CAD Tech	Admin Asst	
Task 02: Design Development - Bidding								
Client meeting to review the schematic design documents and get direction to proceed with DD (includes travel time)	8.00		8.00					16.00
Make client requested revisions to the schematic design plans to distribute to the design team.	8.00		32.00					40.00
Prepare Design Development Documents base on approved schematic docs (60% design drawings)								
Update Title Sheet	1.00		2.00					3.00
Update Code Plan	2.00		4.00					6.00
Update Site Plan	2.00		6.00					8.00
Update Demo Plan	2.00		12.00					14.00
Update Floor Plan	8.00		24.00	8.00				40.00
Update Ceiling Plan	2.00		4.00	4.00				10.00
Update Roof Plan	2.00		2.00	4.00				8.00
Update Exterior Elevations	3.00		4.00	8.00				15.00
Update Building Sections	6.00		8.00	8.00				22.00
Update Interior Elevations	2.00		4.00	16.00	4.00			34.00
Phasing plans	2.00		16.00	16.00				34.00
Interior details	4.00		16.00	16.00	4.00			44.00
Millwork details	2.00		16.00	16.00				34.00
Exterior details	4.00		16.00	16.00				36.00
Wall section details	4.00		8.00	8.00				20.00
Enlarged floor plans	4.00		8.00	8.00				20.00
Rated and non-rated assemblies drawing (wall types, floor types, roof/ceiling types)	2.00		4.00	4.00				10.00
Update the 3-D model	4.00		4.00	24.00				32.00
Coordination with engineers and consultants	8.00		16.00					24.00
Prepare baggage conveyor design and specifications	8.00		4.00					12.00
Prepare the specifications manual	24.00		40.00				16.00	84.00
Quality control review	4.00		4.00					8.00
Update the Opinion of Probable Construction Cost	4.00		48.00	8.00				60.00
Confirm the project budget with the client	2.00							2.00
Review the Design Development documents with the client (includes 4 hours travel time)	8.00							8.00
Client meeting to review the design development documents and get direction to proceed with DD (includes travel time)	8.00		8.00					16.00
Prepare Construction Documents base on approved schematic docs (100% design drawings)								
Update Title Sheet	1.00		2.00					3.00
Update Code Plan	2.00		2.00					4.00
Update Site Plan	2.00		4.00					6.00
Update Demo Plan	2.00		4.00	4.00				10.00
Update Floor Plan	16.00		36.00	8.00				60.00
Update Ceiling Plan	2.00		4.00	2.00				8.00
Update Roof Plan	2.00		4.00	4.00				10.00
Update Exterior Elevations	2.00		4.00	4.00				10.00
Update Building Sections	4.00		8.00	8.00				20.00

Architectural

Update Interior Elevations	2.00		4.00	4.00	4.00	4.00	8.00	22.00
Update Phasing plans	4.00		4.00					8.00
Update Interior details	2.00		16.00	16.00	4.00	4.00		42.00
Update Millwork details	2.00		4.00	16.00				22.00
Update Exterior details	4.00		16.00	16.00	16.00			52.00
Update Wall section details	4.00		16.00	16.00				36.00
Update Enlarged floor plans	4.00		8.00	8.00	16.00			36.00
Update Rated assemblies drawing (wall types, floor types, roof/ceiling types)	2.00		2.00	4.00				8.00
Coordination with engineers and consultants	8.00		16.00					24.00
Prepare baggage conveyor design and specifications	8.00		4.00					12.00
Update the specifications manual	24.00	40.00	4.00				16.00	84.00
Prepare bidding and contract documents for front end of project manual based on AIA contract documents	24.00						16.00	40.00
Quality control review	4.00		4.00					8.00
Update the Opinion of Probable Construction Cost	4.00		14.00	8.00				26.00
Confirm the project budget with the client	2.00							2.00
Submit documents for final owner review and approval	2.00		4.00					6.00
Prepare the building department permit review application	8.00		8.00					16.00
Submit the plans for permit review (Includes meeting with building department and travel time)	12.00		4.00					16.00
Respond to plan review comments	4.00		8.00					12.00
Bidding								
Prepare the construction documents for bidding. CSHQA and Riedesel will manage the bidding process, including distribution of bid documents, plan holders list, distribution of Addendums and bid opening. All bid documents will be distributed as PDF files. Contractors will be responsible for printing documents. Attend the prebid conference (includes 4 hours of travel time)	8.00		24.00				24.00	56.00
Prepare the prebid conference agenda and exhibit documents	4.00		4.00					8.00
Prepare the prebid conference meeting minutes	2.00		2.00					4.00
Respond to RFIs	8.00		16.00					24.00
Review substitution requests	4.00		4.00					8.00
Prepare addendums	8.00		24.00				8.00	40.00
Meet with client to review bids and discuss funding (conference call)	2.00							2.00
Assist with grant approval process and provide supporting documentation	16.00		16.00					32.00
								0.00
Total Hours	339.00	80.00	544.00	282.00	48.00	80.00	24.00	0.00
Hourly Rate	\$120.00	\$93.00	\$69.00	\$60.00	\$78.00	\$58.00	\$57.00	\$57.00
Total Labor	\$40,680.00	\$7,440.00	\$37,536.00	\$16,920.00	\$3,744.00	\$4,560.00	\$1,392.00	\$112,272.00
Task 03: Construction Administration								
Attend preconstruction conference (includes 4 hours travel time)	8.00		8.00					16.00
Prepare agenda and meeting notes for preconstruction conference	2.00		2.00					4.00
Attend weekly construction meetings (1.5 hour per week for 32 weeks, except for monthly meetings)	45.00		39.00					84.00
Attend monthly construction meetings (on site once a month, including 4 hours travel time, 1.5 hour meeting, 1.5 hour site observation x 8 months)	16.00		48.00					64.00
Prepare meeting agenda and meeting notes for weekly construction meetings.	2.00		30.00					32.00

Joslin Field - Magic Valley Regional Airport
Terminal Building Modification Project
Phase II Design Services - Total Labor & Reimbursable Summary Schedule
Exhibit A

Harald Gerber (Existing building Architect)									
Technical Advisor	Technical Advisor						Admin Asst	Total Hours	
Task 02: Design Development - Bidding									
Review Design Development drawings and identify technical issues or concerns (related to the existing building modification) that require special attention.									
	4.00							4.00	
								0.00	
Total Hours	4.00	0.00	0.00	0.00	0.00	0.00	0.00	4.00	
Hourly Rate	\$135.00							0.00	
Total Labor	\$540.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$540.00	
Task 03: Construction Administration									
Provide technical advice (related to the existing building) during construction if any unforeseen issues are uncovered during demolition.									
	3.50							3.50	
								0.00	
Total Hours	3.50	0.00	0.00	0.00	0.00	0.00	0.00	3.50	
Hourly Rate	\$135.00							0.00	
Total Labor	\$472.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$472.50	

Joslin Field - Magic Valley Regional Airport
Terminal Building Modification Project
Phase II Design Services - Total Labor & Reimbursable Summary Schedule
Exhibit A

CSHQA									
Structural	Engineer-in-Charge	Sr Struct Engineer	Project Manager	Designer/EIT	Sr CAD Tech	CAD Tech	Admin Asst	Total Hours	
Task 02: Design Development - Bidding									
Prepare DD drawings (60% Docs)									
Structural general notes sheet		2.00		2.00	4.00			8.00	
Foundation plan		1.00		2.00	2.00			5.00	
Structural framing plan		1.00		4.00	4.00			9.00	
Structural building sections		1.00		3.00	4.00			8.00	
Structural section details		1.00		2.00	2.00			5.00	
General structural details				4.00	16.00			20.00	
Structural schedules				2.00	2.00			4.00	
Structural calculations				8.00				8.00	
Structural specifications		2.00						2.00	
Quality control review		2.00		4.00				6.00	
Print drawings for review and comment					2.00			2.00	
Prepare CD drawings (100% Docs)									
Update Structural general notes sheet		1.00		1.00	1.00			3.00	
Foundation plan		1.00		4.00	4.00			9.00	
Structural framing plan		1.00		4.00	4.00			9.00	
Structural building sections		1.00		4.00	4.00			9.00	
Structural section details				4.00	4.00			8.00	
General structural details				8.00	8.00			16.00	
Structural schedules				2.00	2.00			4.00	
Structural calculations		2.00		12.00			1.00	15.00	
Structural specifications		2.00					1.00	3.00	
Quality control review		2.00		2.00				4.00	
Print drawings for permit plan review					2.00			2.00	
Respond to plan review comments		2.00		2.00				4.00	
Print drawings for bidding					2.00			2.00	
Respond to bidding RFIs		1.00		1.00				2.00	
Prepare structural addendums		1.00		1.00	2.00			4.00	
								0.00	
Total Hours	0.00	24.00	0.00	76.00	69.00	0.00	2.00	171.00	
Hourly Rate	\$125.00	\$108.00	\$90.00	\$67.00	\$60.00	\$58.00	\$57.00		
Total Labor	\$0.00	\$2,592.00	\$0.00	\$5,092.00	\$4,140.00	\$0.00	\$114.00	\$11,938.00	
Task 03: Construction Administration									
Respond to RFIs		4.00		8.00				12.00	
Review Submittals		4.00		16.00				20.00	
								0.00	
Total Hours	0.00	8.00	0.00	24.00	0.00	0.00	0.00	32.00	
Hourly Rate	\$125.00	\$108.00	\$90.00	\$67.00	\$60.00	\$58.00	\$57.00		
Total Labor	\$0.00	\$864.00	\$0.00	\$1,608.00	\$0.00	\$0.00	\$0.00	\$2,472.00	

Joslin Field - Magic Valley Regional Airport
Terminal Building Modification Project
Phase II Design Services - Total Labor & Reimbursable Summary Schedule
Exhibit A

MECHANICAL	CSHQ							Total Hours
	Engineer-in-Charge	Sr Mech Engineer	Project Manager	Designer/EIT	Sr CAD Tech	CAD Tech	Admin Asst	
Task 02: Design Development - Bidding								
Prepare DD drawings (60% Docs)								
Mechanical general notes sheet		2.00		1.00				3.00
Mechanical HVAC demo plan		2.00		2.00				4.00
Mechanical HVAC Plan		16.00		20.00				36.00
Mechanical schedules		2.00		1.00				3.00
Plumbing demo plan		2.00		2.00				4.00
Plumbing plan		8.00		8.00				16.00
Plumbing schedules		2.00		1.00				3.00
Mechanical calculations		4.00						4.00
Plumbing calculations		4.00						4.00
Mechanical and plumbing specifications		16.00						16.00
Quality control review		2.00		2.00				2.00
Print drawings for review and comment				2.00				2.00
Prepare CD drawings (100% Docs)								
Mechanical general notes sheet		1.00		1.00				2.00
Mechanical HVAC demo plan		1.00		2.00				3.00
Mechanical HVAC Plan		16.00		20.00				36.00
Mechanical schedules		2.00		1.00				3.00
Plumbing demo plan		2.00		2.00				4.00
Plumbing plan		8.00		8.00				16.00
Plumbing schedules		2.00		1.00				3.00
Replacement cooling tower design		12.00		12.00				24.00
Mechanical calculations		4.00						4.00
Plumbing calculations		4.00						4.00
Mechanical and plumbing specifications		24.00						24.00
Quality control review		2.00		2.00				2.00
Print drawings for permit plan review				2.00				2.00
Respond to plan review comments		4.00						4.00
Print drawings for bidding				1.00				1.00
Respond to bidding RFIs		2.00						2.00
Prepare addendums		2.00						2.00
								0.00
Total Hours	0.00	146.00	0.00	87.00	0.00	0.00	0.00	233.00
Hourly Rate	\$125.00	\$108.00	\$90.00	\$67.00	\$60.00	\$58.00	\$57.00	
Total Labor	\$0.00	\$15,768.00	\$0.00	\$5,829.00	\$0.00	\$0.00	\$0.00	\$21,597.00
Task 03: Construction Administration								
Respond to RFIs		16.00						16.00
Review Submittals		24.00						24.00
Attend Punch List Walk-Thru (includes 4 hours of travel time)		12.00						12.00
								0.00
Total Hours	0.00	52.00	0.00	0.00	0.00	0.00	0.00	52.00

Mechanical

Hourly Rate	\$125.00	\$108.00	\$90.00	\$67.00	\$60.00	\$58.00	\$57.00
Total Labor	\$0.00	\$5,616.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,616.00

Joslin Field - Magic Valley Regional Airport
Terminal Building Modification Project
Phase II Design Services - Total Labor & Reimbursable Summary Schedule
Exhibit A

COMMUNICATIONS	CSHQA							Total Hours
	Engineer- in-Charge	Sr Comm Designer	Project Manager	Designer/ EIT	Sr CAD Tech	CAD Tech	Admin Asst	
Task 02: Design Development - Bidding								
Prepare DD drawings (60% Docs)								
Access Control demo plans		3.00				0.50		3.50
Access Control plans		6.00				0.50		6.50
Video surveillance plans		6.00				0.50		6.50
Voice and data demo plans		4.00				0.50		4.50
Voice and data plans		8.00				0.50		8.50
Sound and Paging demo plans		2.00				0.50		2.50
Sound and Paging plans		4.00				0.50		4.50
Schedules, and single line diagram		6.00				0.50		6.50
Communications specifications		4.00				0.50		4.50
Electronic Security specifications		6.00				0.50		6.50
Quality control review	2.00	3.00				0.50		5.50
Print drawings for review and comment		2.00				0.50		2.50
Prepare CD drawings (100% Docs)								0.00
Access Control demo plans		1.00				0.50		1.50
Access Control plans		2.00				0.50		2.50
Video surveillance plans		2.00				0.50		2.50
Voice and data demo plans		1.00				0.50		1.50
Voice and data plans		2.00				0.50		2.50
Sound and Paging demo plans		1.00				0.50		1.50
Sound and Paging plans		2.00				0.50		2.50
Schedules, and single line diagram		2.00				0.50		2.50
Communications specifications		1.00						1.00
Electronic Security specifications		1.00						1.00
Quality control review	2.00	2.00				2.00		6.00
Print drawings for permit plan review		2.00				1.00		3.00
Respond to plan review comments		2.00				1.00		3.00
Print drawings for bidding		1.00				2.00		3.00
Respond to bidding RFIs		2.00					1.00	2.00
Prepare addendums		4.00						5.00
Review test results		2.00						2.00
Total Hours	4.00	84.00	0.00	0.00	0.00	16.00	1.00	105.00
Hourly Rate	\$125.00	\$108.00	\$90.00	\$67.00	\$60.00	\$58.00	\$57.00	
Total Labor	\$500.00	\$9,072.00	\$0.00	\$0.00	\$0.00	\$928.00	\$57.00	\$10,557.00
Task 03: Construction Administration								
Respond to RFIs		8.00				1.00		11.00
Review Submittals		8.00					1.00	9.00
Attend Punch List Walk-Thru (includes 4 hours of travel time)		10.00						10.00
Total Hours	0.00	26.00	0.00	0.00	0.00	1.00	3.00	30.00
Hourly Rate	\$125.00	\$108.00	\$90.00	\$67.00	\$60.00	\$58.00	\$57.00	

Communications

Total Labor	\$0.00	\$2,808.00	\$0.00	\$0.00	\$0.00	\$58.00	\$171.00	\$3,037.00
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Joslin Field - Magic Valley Regional Airport
Terminal Building Modification Project
Phase II Design Services - Total Labor & Reimbursable Summary Schedule
Exhibit A

Reidesel Engineering, Inc.										
Civil/ Land Survey/ A-E Local Liaison	Civil In-Charge	Sr Civil Engineer	Project Manager	Surveyor	Designer/EIT	Constr Obsr/ Ins	Sr CAD Tech	CAD Tech	Admin Asst	Total Hours
Task 02: Design Development - Bidding										
DD Coordination with Architect	4.00	8.00								12.00
Category Ex Environmental Check List		8.00								8.00
DD site plan		6.00			16.00		20.00			42.00
DD site utilities plan		8.00			8.00		20.00			36.00
DD site demolition plan		8.00			8.00		20.00			36.00
DD cost estimating support	2.00	4.00					4.00			10.00
DD quality control review	4.00	6.00								10.00
CD coordination with architect	4.00	8.00								12.00
CD civil specifications		4.00			8.00		20.00		12.00	44.00
CD cost estimating support		2.00					4.00			6.00
CD quality control review	2.00	8.00							2.00	12.00
CD plans in hand walk through	2.00	4.00					4.00			10.00
Bidding - Attend prebid conference		4.00					4.00			8.00
Bidding - Respond to RFIs		4.00			12.00		16.00			32.00
Bidding - Review substitution requests		8.00								8.00
Bidding - Prepare civil addendum items	1.00	4.00							4.00	9.00
Explore Landfill limits	2.00	10.00		3.00	4.00					19.00
Total Hours	21.00	104.00	0.00	3.00	56.00	0.00	112.00	0.00	18.00	314.00
Hourly Rate	\$150.00	\$140.00	\$130.00	\$100.00	\$110.00	\$90.00	\$90.00	\$80.00	\$50.00	
Total Labor	\$3,150.00	\$14,560.00	\$0.00	\$300.00	\$6,160.00	\$0.00	\$10,080.00	\$0.00	\$900.00	\$35,150.00
Task 03: Construction Administration										
Attend preconstruction conference		4.00								4.00
Attend weekly construction meetings		32.00								32.00
Weekly construction observation reports		12.00								12.00
Respond to civil RFIs		8.00								8.00
Review civil submittals	2.00	12.00								14.00
A-E Local Liaison (On site activity 7 hours a week for 32 weeks + owner project management advisor/support for 2 hours a week for 32 weeks)	20.00	60.00		40.00		288.00				408.00
Grant administration	1.00	20.00								21.00
Final walk through / Civil punch list		8.00								8.00
Prepare grant close-out documentation	4.00	20.00							40.00	64.00
										0.00
										0.00
Total Hours	27.00	176.00	0.00	40.00	0.00	288.00	0.00	0.00	40.00	571.00
Hourly Rate	\$150.00	\$140.00	\$130.00	\$100.00	\$110.00	\$90.00	\$90.00	\$80.00	\$50.00	
Total Labor	\$4,050.00	\$24,640.00	\$0.00	\$4,000.00	\$0.00	\$25,920.00	\$0.00	\$0.00	\$2,000.00	\$60,610.00

Joslin Field - Magic Valley Regional Airport
Terminal Building Modification Project
Phase II Design Services - Total Labor & Reimbursable Summary Schedule
Exhibit A

CSHQA				
REIMBURSABLES (Estimated)	Quantity	Unit of Measure	Unit Price	Extended Amount
Airfare	0	Trip	\$0	\$0
Nightly Lodging	0	Night	\$120	\$0
Meals	28	Day	\$30	\$840
Rental Car (including fuel)	14	Day	\$170	\$2,380
Parking	0	Day	\$0	\$0
Mileage	0	Mile	\$0.56	\$0
Printing	1	Lump Sum	\$1,000	\$1,000
Courier	0	Lump Sum	\$25	\$0
TOTAL EXPENSES				\$4,220

Riedesel Engineering Inc.				
REIMBURSABLES (Estimated)	Quantity	Unit of Measure	Unit Price	Extended Amount
Airfare	0	Trip	\$0	\$0
Nightly Lodging	0	Night	\$0	\$0
Meals	10	Day	\$30	\$300
Rental Car (including fuel)	0	Day	\$0	\$0
Parking	0	Day	\$0	\$0
Mileage	600	Mile	\$0.56	\$336
Printing	1	Lump Sum	\$100	\$100
Courier	0	Lump Sum	\$25	\$0
TOTAL EXPENSES				\$736

June 6, 2014



Exhibit B

Martin A. Hahle, AIA
CSHQA
200 Broad Street
Boise, ID 83702

RE: Joslin Magic Valley Regional Airport
AIP 3-16-0036-036
Terminal Building Expansion
Civil Engineering Proposal Phase 2 and 3

Dear Mr. Hahle:

Thank you for the opportunity to present Riedesel Engineering's proposal for providing Civil Engineering Services to CSHQA for the above referenced project.

The engineering services primarily include FAA grant administration, site design, airside layout, utilities, land survey and AE local liaison.

The tasks are shown in the attached scope of work for Civil Engineering Services.

Thank you for your consideration in this project.

Sincerely,

A handwritten signature in black ink, appearing to read "M. Kent Atkin".

M. Kent Atkin, PE
Project Manager

202 Falls Avenue
Twin Falls, ID 83301
208/733-2446
Fax 208/734-2748

850 E. Franklin, Suite 403
Meridian, ID 83642
208/898-9165
Fax 208/734-2748

77 Southway, Suite C
Lewiston, ID 83501
208/743-3818
Fax 208/743-3819

1845 Terminal Drive, Suite 150
Richland, WA 99352
509/946-3559
Fax 509/946-3554

1 of 4

SCOPE FOR CIVIL ENGINEERING SERVICES

JOSLIN FIELD, MAGIC VALLEY REGIONAL AIRPORT TERMINAL BUILDING PROJECT

Task 1 – Schematic Design & Feasibility Study ~ completed under separate contract.

Task 2 – Design Development - Bidding

This task includes preparation of design development (DD) documents (60% Design) , preparation of construction documents(CD - 100% design) and bidding. Task 2 services shall include:

- 2.1 Design Coordination. Coordinate project schedule and requirements in project review meeting with the Architect.
- 2.2 Complete Northwest Mountain Cat Ex checklist for FAA approval
- 2.3 DD - CD Site Drawings. Draft, final design grading and drainage drawings incorporating information and requirements for building and adjoining area.
- 2.4 DD - CD Utility Drawings. Draft, final design site plan utilities drawings.
- 2.5 DD - CD Demolition Drawings. Draft, final design site demolition drawings.
- 2.6 Update the civil engineering Opinion of Probable Construction cost at end of DD and CD.
- 2.7 Quality Control Review. Review the final design grade, provide construction plan checking for the final construction drawings.
- 2.8 Contract Document Coordination. Coordinate project civil contract documents and requirements in project meeting with the Architect.
- 2.9 Civil Specifications. Prepare specifications, bid documents, bid schedules and contract documents required for civil contract documents for building contract.
- 2.10 Prepare SWPP. Not Required
- 2.11 Contract Document Review. Review the final specifications and check for the final construction bid documents.
- 2.12 Conduct onsite “plans in hand” review and field verify final design

- 2.13 Prebid Conference. Assist Architect with a Building Pre-Bid Conference to familiarize bidders and interested parties with the construction project scope and requirements.
- 2.14 Respond to Request to Information. Respond to contractor/supplier questions during the pre-bid period. Answer contractors' questions about the scope of the project.
- 2.15 Addendum. Provide Architect with a Civil Addendums.
- 2.16 Explore land fill limits with (track hoe equipment supplied by City) adjacent to R/W 12/30 provide survey information for bore holes with photos. Place bore hole location on scalable ALP map completed with the recent master plan update.

Phase 3 – Construction Administration

Construction administration services shall include:

- 3.1 Pre-construction conference. Attend the pre-construction conference to be held with the OWNER, Architect, Contractor, subcontractors, and other interested parties prior to commencing of the construction work.
- 3.2 Weekly Construction Meetings. Approve previous meeting notes, Review the amount of work performed on the project by the Contractor, review status of RFIs, ASIs, Submittals, Change Orders, review construction schedule and coordinate schedule, review the amount of work performed on the project by the Contractor, and answer Contractor questions.
- 3.3 Weekly meeting notes and Construction Reports. Attend weekly meetings and review progress and address any question by contractor or issues by OWNER or users.
- 3.4 Respond to Request to Information. Respond to contractor/supplier questions during the construction. Answer contractors' questions about the project.
- 3.5 Civil Submittals. Review the necessary shop and working drawings, tests, samples and other submissions of the Contractor for conformance with the design concept of the project and for compliance with the specifications given in the contract documents.
- 3.6 Construction Observation. Provide on-site construction observation personnel for 7 hrs per week spread out over the eight months (224hrs) for construction to act as agents of the OWNER, under the supervision of the Architect in the implementation of the project.

- 3.7 **Grant Administration.** Assist OWNER with overall budget, cash flow status, and project funding coordination. Assist OWNER in preparing Requests for Reimbursement.
- 3.8 **Preliminary phase Walk Through.** When the project preliminary phase has been completed and is ready for final acceptance, arrange for observations of the finished work by the OWNER, the Contractor and the Architect. Provide final punch for work to be completed.
- 3.9 **Final Walk Through.** When the project has been completed and is ready for final acceptance, arrange for observations of the finished work by the OWNER, the Contractor and the Architect. Provide final punch for work to be completed.
- 3.10 **Grant Close-Out Documentation.** Prepare a final project report for submittal to the FAA and OWNER. The final report will be in compliance with the Engineering Guidance 95-07 and follow the standard outline given.



June 16, 2014

CSHQA
200 Broad Street
Boise, Idaho 83702

Attn: Mr. Martin A. Hahle, AIA
P: [208] 429 4089
E: martin.hahle@cshqa.com

Re: Proposed Geotechnical Engineering Services – Revision 2
Proposed Terminal Building Modifications – Magic Valley Regional Airport
Twin Falls, Idaho
Terracon Proposal No. P62130186

Dear Mr. Hahle:

We appreciate the opportunity to provide geotechnical engineering services for the above referenced project. This document provides our understanding of the project, our planned work scope and associated fees, and our terms and conditions associated with the performance of this work. This revised proposal includes modifications to our proposed scope of services to account for a reduction in the planned footprint of the proposed addition, as shown in drawings provided to us by CSHQA in an email dated June 8, 2014.

1.0 PROJECT INFORMATION

1.1 Site Location

ITEM	DESCRIPTION
Location	The project involves constructing an addition to the existing terminal building located at the Magic Valley Regional Airport in Twin Falls, Idaho. Address: 492 Airport Loop Latitude / Longitude: 43.4834° / -114.4844°
Existing improvements	Paved parking and drive areas are located north and west of the existing terminal building, and paved airport aprons are located to the south and east.
Current ground cover	The paving that surrounds the existing terminal building consist of asphalt concrete.
Existing topography	Relatively level.

1.2 Project Description

ITEM	DESCRIPTION
Structure	Based on drawings provided to us by CSHQA, we understand the proposed addition will be constructed on the east side of the existing terminal building. The proposed addition will be a single story.
Finished floor elevation (FFE)	Based on the drawings provided to us, we understand the floor of the proposed addition will be stepped with assumed FFEs of 4131.9 and 4130.4 feet.
Grading	We anticipate site grading will be relatively minor and limited to providing a level building pad and positive site drainage. We assume maximum permanent cuts and fills will be less than 3 feet.
Pavements	We understand that pavement design services are not needed for this project.
Storm water disposal	We understand that storm water will be disposed of in existing facilities.
Free-standing retaining walls	None.
Below grade areas	None.

Should any of the above information be inconsistent with the planned construction please let us know so that we may make any necessary modifications to this proposal.

2.0 SCOPE OF SERVICES

The project will consist of field exploration, laboratory testing, and geotechnical engineering to develop geotechnical design and construction recommendations. The following sections provide an overview of the work scope for each of these aspects of the project.

2.1 Field Exploration

Our field exploration will include the drilling and sampling of exploratory soil borings. The following boring schedule is planned:

Number of Borings	Boring Depth	Planned Location
4 to 5	10 to 15 feet	Proposed addition areas

The borings will be drilled to the depth indicated above, or to auger refusal, whichever occurs first.

2.1.1 Procedures

We understand that boring locations will be marked by project surveyors. Terracon will select the boring locations and indicate these locations on a site plan provided by CSHQA that shows the existing building and the proposed addition. We assume that the boring location and elevation information will be provided to Terracon. If basalt rock is encountered in borings at depths shallower than about 8 feet, one boring will be extended an additional depth of about 5 feet using rock coring techniques.

2.1.2 Site Access

We have assumed that CSHQA will obtain all necessary permission for us to access the project area, and that the borings can be drilled during daylight hours. If a security escort is required during our field exploration, we assume this will be provided by airport personnel or by CSHQA. If there are restrictions about the locations of our borings, times when field work may occur, or access limitations to portions of the site, we should be notified of these prior to beginning our field work to reduce delays and additional costs.

2.1.3 Property Disturbance

The existing asphalt pavement will be patched with cold-mix asphalt after the borings have been backfilled. It should be realized that drilling through deteriorated asphalt can result in some heaving of the asphalt in the area surrounding the boring. While we will take steps to limit such heave and have assumed our patching activities will be limited to replacing the asphalt that is removed during our drilling operations, restoration from damage that occurs, beyond patching boreholes, as described above, is not part of our scope of services. Prior to patching, borings will be backfilled in accordance with the State of Idaho Department of Water Resources guidelines. Excess auger cuttings will be disposed of on the site by spreading them in unpaved areas of the airport.

2.1.4 Safety

We are committed to safety. Our field exploration work on this project will be conducted under the guidance of a site-specific safety plan that takes into account the information that we know about this site as it relates to safety and potential safety hazards.

Prior to drilling, we will contact the "one-call" locate service, DigLine. Our services do not include the location of underground utilities beyond contacting DigLine. If there are existing utility lines that will not be marked by this service, these utilities will need to be marked by the project owner prior to drilling activities. We are not responsible for damage to unmarked utilities. If the locations of onsite private utility lines cannot be physically marked by the project owner, for an additional fee we will subcontract with a private utility locator to identify private utilities at the boring locations.

We are not aware of environmental concerns at this project site that would create health or safety hazards associated with our exploration program. If there is the potential for

environmental hazards, these hazards should be made known to us prior to the beginning of our field exploration. This information will be included in the site-specific safety plan.

2.2 Laboratory Testing

Soil samples collected in the field will be taken to our laboratory where they will be visually classified in accordance with the Unified Soil Classification System. Representative samples will be selected for laboratory testing to determine their engineering and physical properties. We anticipate tests may include moisture content, gradation, Atterberg limits, and consolidation/collapse potential. The actual laboratory testing program will depend on the soils encountered during the field exploration.

2.3 Geotechnical Engineering Analysis and Report

The results of our field and laboratory programs will be evaluated by a professional geotechnical engineer. The engineer will develop an analysis of subsurface conditions, perform the engineering calculations necessary to evaluate foundation alternatives and develop appropriate geotechnical engineering design criteria for earth connected phases of the project. At the completion of our engineering analyses, we will prepare a geotechnical engineering report that provides the following:

1. Soil boring logs with field and laboratory data, soil stratification based on visual soil classification
2. Groundwater levels observed during and after completion drilling, if encountered
3. Site and boring location plans
4. Subsurface exploration procedures
5. Description of subsurface conditions
6. Recommended foundation options and engineering design parameters
7. Estimated settlement of foundations
8. Recommendations for design and construction of interior floor slabs
9. Seismic site classification
10. Subgrade preparation/earthwork recommendations

3.0 SCHEDULE

Based on current drill-rig availability we approximate the field exploration can occur within about one to two weeks of receiving a signed contract and notice to proceed. We estimate that the final geotechnical report could be completed within about three weeks following completion of our field exploration.

4.0 COMPENSATION

Details of our proposed fees are included in Exhibit A of this proposal. Unless instructed otherwise, we will submit our invoice(s) to the address shown at the beginning of this proposal.

5.0 AUTHORIZATION

Work will be performed under the provisions of the attached Agreement for Services. Your authorization for Terracon to proceed in accordance with this proposal can be issued by signing the attached Agreement for Services along with this proposal and returning a copy to us.

We appreciate the opportunity to provide this proposal and look forward to the opportunity of working with you.

Sincerely,
Terracon Consultants, Inc.



Ryan J. Olsen, P.E.
Geotechnical Department Manager



Mathew B. Fielding, P.E.
Boise Office Manager

EXHIBIT A

We will provide the proposed geotechnical engineering services described in this proposal for a lump sum fee of \$6,524.00. A breakdown of our fee is shown below:

Number of Borings	Fee
Reimbursable Expenses: drilling subcontractor, mileage, printing	\$2,924.00
Terracon Labor: field exploration, laboratory testing, engineering analysis, report preparation	\$3,600.00
Total	\$6,524.00

In the event that we encounter unanticipated conditions that would require variation in the proposed scope of services, we will notify you of this variation and send you a supplemental proposal. We will not proceed without your authorization.



SEED Idaho P.C

SUSTAINABLE
ENVIRONMENT
ENGINEERED
DESIGN

Exhibit D

520 W. Idaho St Suite 203
Boise, ID, 83702
P.O. Box 190202
Boise, ID, 83719
Phone: 208-297-9960
Fax: 866.613.8245
www.seedidaho.com

REVISED PROPOSAL OF SERVICES

Project# 2K14021

Date: Thursday, July 31st, 2014

Mr. Martin Hahle, AIA
CSHQA
200 Broad St.
Boise, ID 83702
208-343-4635

Martin,

Sustainable Environment Engineered Design (SEED) is pleased to submit the attached proposal in response to our discussions of the renovation/addition work at the Magic Valley Regional Airport in Twin Falls, Idaho. The scope of this proposal covers Heating, Ventilation and Air Conditioning (HVAC) systems commissioning and optimization as well as lighting optimization for the renovation (4,500 sf) and addition (7,500 sf) areas for a total of 12,000 sf. The renovation area consists of an existing chiller/boiler plant which will include some design changes and equipment upgrades. The addition area will include new HVAC systems, consisting of packaged rooftop units. The total cost of commissioning and systems optimization services for this facility is estimated at a fixed fee price of \$11,000.

Scheduling will be based on the established project timeline and SEED Idaho will be available to start work as soon as a contract is signed. SEED Idaho P.C. will require a full set of design drawings for use during the commissioning process.

Sincerely,

Michael Jones

President

1. **Project Address:**

492 Airport Loop, Twin Falls, ID 83301

2. **Introduction:**

CSHQA has requested a revised proposal to perform third party systems commissioning and building optimization on the renovation/addition of the Magic Valley Regional Airport Terminal in Twin Falls, Idaho. The proposed scope includes all services detailed in section 3.

3. **Proposed Commissioning Services:**

Base Scope

Commissioning Plan & Specifications –\$1,260

Develop and present the commissioning plan and specifications prior to the project going out for bid. This commissioning plan will include information on installation and test procedures, scheduling, and will be updated as the Cx process progresses, as necessary. SEEDIdaho P.C will provide the project with the commissioning specification for contractor review prior to project bid.

Installation Verification/Pre-Functional Testing - \$1,520

SEEDIdaho P.C, as the commissioning agent will verify the installation and performance of HVAC systems in accordance with the commissioning plan and specification. This includes the development of custom pre-functional testing forms for each system to be commissioned, working with the contractor to get them populated, and review prior to scheduling functional testing.

Functional Performance Testing & Building Optimization – \$6,540

During the acceptance phase of the system commissioning process, functional performance tests, and other acceptance procedures will take place on HVAC systems. These tests will be based on custom functional testing forms for each system to be commissioned. Functional performance testing will be conducted in accordance with the commissioning plan and customized testing methodology will be developed based on systems selected by the EOR. In parallel with establishing functionality of systems, the commissioning agent will present any discovered options for optimizing installed systems to maximize energy efficiency. Optimization opportunities may be suggested for any energy using systems including, but not limited to HVAC, lighting and domestic hot water.

About Functional Performance Testing

The objectives of the HVAC commissioning process in the acceptance phase are to (a) verify the accuracy of the final TAB report, (b) verify that the HVAC system complies with the contract documents, the OPR and BOD, (c) establish an as-built record of the HVAC system performance, and (d) review the as-built records. Functional performance testing will demonstrate the performance of the HVAC system. The scope of functional performance testing covers the entire HVAC installation, from central equipment for heat and cold generation through distribution of HVAC services to each conditioned space. It includes measured capacities, effectiveness of operation, and all control functions. It is highly recommended that the installing contractor be present during these tests to witness any deficiencies found in the installation. Their scope of work must be addressed when it interfaces with the HVAC system and be explicitly included within the HVAC commissioning process. At the end of the functional performance tests, the documentation should include all of the performance data for the entire HVAC system for each mode of operation. Conflicts identified during the acceptance phase shall be addressed and resolved to the owner's satisfaction. Operations and maintenance personnel should be made available to observe all

verification and functional performance tests. At the end of the acceptance procedures, the HVAC system will have been proved and documented to be operational and performing in accordance with the contract documents. This would include all normal operational modes, as well as abnormal or emergency conditions. Optimization strategies may include systems

About Building Optimization

The installation and performance of installed system is subject to the quality of the overall design and construction. As systems are installed and come online, the CxA may be able to identify potential optimization strategies that could not have been identified during design & construction. As strategies are identified, they will be presented to the owner, design team and installing contractor for review prior to implementation.

After the field verification and optimization process, SEEDIdaho P.C will deliver a Cx Findings preliminary report which will include a punchlist for contractors for any outstanding items. The owner will also be included in this correspondence. All punchlist items must be addressed prior to the Commissioning Report being issued.

Commissioning Report –\$1,680

Commissioning Authority will provide a summary report of all commissioning activities, installation and testing results, system installation deficiencies and resolutions, and expected energy savings. Expected energy savings will be calculated based as the as-installed deficient condition when compared to the repaired condition and separately for any systems optimizations.

4. Costs

SEEDIdaho Consulting Services

2014 Idaho Rate Schedule

Technical Staff

CxA/Consulting Engineer \$105 per hour

CxM/Field Engineer \$85 per hour

SEEDIdaho understands that CSHQA or owner may request an increase in the scope of work (SOW). In that event, SEEDIdaho would discuss the change with CSHQA or owner and proceed with any mutually agreed upon addendum to the SOW. Should CSHQA make changes to the SOW in regards to the commissioning process; such work shall be included under an addendum to this SOW or a separate SOW. It should be noted that this proposal of services does is not a contract for work. Once a selection of services have been chosen, SEEDIdaho will initiate a contract with either CSHQA or the owner. Neither LEED submittals nor any other work not explicitly covered under this proposal will be conducted without an agreed upon addendum to the SOW.

5. Schedule

The scope of work proposed is dependent upon design and construction scheduling.

PROPOSAL

Proposal Number	Proposal Date
TWF 5107.01	July 17, 2014
Client	Project Location
CSHQA 200 Broad Street Boise, Idaho 83702	Magic Valley Regional Airport 492 Airport Loop Twin Falls, Idaho 83301
Statement of Work	
This is a BHS Design Proposal for CAGE Inc. to produce a 100% BHS Design Drawing and Performance Specification package per CSHQA drawing #14051A21 for Magic Valley Regional Airport, Twin Falls, Idaho. Minimal Submittal and RFI review is estimated for Client support.	

Services						
The following Services are included as part of the Statement of Work covered by this proposal.						
<table style="width: 100%;"> <tr> <td style="vertical-align: top; width: 50%;"> <p>Programming and Planning</p> <input type="checkbox"/> Capacity Analysis <input type="checkbox"/> Requirements Analysis <input type="checkbox"/> Flight Schedule Analysis <input type="checkbox"/> Site Analysis <input type="checkbox"/> Regulatory Review <input type="checkbox"/> Operations Analysis <input type="checkbox"/> Peer Review <input type="checkbox"/> Feasibility Analysis</td> <td style="vertical-align: top; width: 50%;"> <p>Bid Support</p> <input type="checkbox"/> Contractor Pre-qualification <input type="checkbox"/> Contractor Evaluation <input checked="" type="checkbox"/> RFI Review and Response <input type="checkbox"/> Bid Evaluation <input type="checkbox"/> Client Support</td> </tr> <tr> <td style="vertical-align: top;"> <p>Engineering Design</p> <input type="checkbox"/> Detailed Site Survey <input type="checkbox"/> Conceptual Design <input checked="" type="checkbox"/> Detailed Design <input type="checkbox"/> Dynamic Simulation <input type="checkbox"/> 3D Modeling <input type="checkbox"/> Controls Design <input type="checkbox"/> Supervisory Software Assessment <input type="checkbox"/> Power Requirements Assessment <input checked="" type="checkbox"/> Project Specification <input type="checkbox"/> Project Schedule <input type="checkbox"/> Project Cost Estimate <input type="checkbox"/> Owner Preference Assessment</td> <td style="vertical-align: top;"> <p>Construction Administration</p> <input type="checkbox"/> PT Site Management and Coordination <input type="checkbox"/> FT Site Management and Coordination <input type="checkbox"/> RFI Response <input checked="" type="checkbox"/> Submittal Review <input type="checkbox"/> Contractor Audits <input type="checkbox"/> Invoice validation <input type="checkbox"/> Equipment Factory Acceptance Testing <input type="checkbox"/> System Inspection and Validation <input type="checkbox"/> Static System Testing Oversight <input type="checkbox"/> Dynamic System Testing Oversight <input type="checkbox"/> Integrated System Testing (ISAT) <input type="checkbox"/> CBIS Test Readiness Validation <input type="checkbox"/> Document Review and Validation <input type="checkbox"/> Construction Drawing Update and Distribution</td> </tr> <tr> <td></td> <td style="vertical-align: top;"> <p>Other</p> <input type="checkbox"/> Test Plan Development <input type="checkbox"/> Training Content Development <input type="checkbox"/> Training <input type="checkbox"/> Technical Support</td> </tr> </table>	<p>Programming and Planning</p> <input type="checkbox"/> Capacity Analysis <input type="checkbox"/> Requirements Analysis <input type="checkbox"/> Flight Schedule Analysis <input type="checkbox"/> Site Analysis <input type="checkbox"/> Regulatory Review <input type="checkbox"/> Operations Analysis <input type="checkbox"/> Peer Review <input type="checkbox"/> Feasibility Analysis	<p>Bid Support</p> <input type="checkbox"/> Contractor Pre-qualification <input type="checkbox"/> Contractor Evaluation <input checked="" type="checkbox"/> RFI Review and Response <input type="checkbox"/> Bid Evaluation <input type="checkbox"/> Client Support	<p>Engineering Design</p> <input type="checkbox"/> Detailed Site Survey <input type="checkbox"/> Conceptual Design <input checked="" type="checkbox"/> Detailed Design <input type="checkbox"/> Dynamic Simulation <input type="checkbox"/> 3D Modeling <input type="checkbox"/> Controls Design <input type="checkbox"/> Supervisory Software Assessment <input type="checkbox"/> Power Requirements Assessment <input checked="" type="checkbox"/> Project Specification <input type="checkbox"/> Project Schedule <input type="checkbox"/> Project Cost Estimate <input type="checkbox"/> Owner Preference Assessment	<p>Construction Administration</p> <input type="checkbox"/> PT Site Management and Coordination <input type="checkbox"/> FT Site Management and Coordination <input type="checkbox"/> RFI Response <input checked="" type="checkbox"/> Submittal Review <input type="checkbox"/> Contractor Audits <input type="checkbox"/> Invoice validation <input type="checkbox"/> Equipment Factory Acceptance Testing <input type="checkbox"/> System Inspection and Validation <input type="checkbox"/> Static System Testing Oversight <input type="checkbox"/> Dynamic System Testing Oversight <input type="checkbox"/> Integrated System Testing (ISAT) <input type="checkbox"/> CBIS Test Readiness Validation <input type="checkbox"/> Document Review and Validation <input type="checkbox"/> Construction Drawing Update and Distribution		<p>Other</p> <input type="checkbox"/> Test Plan Development <input type="checkbox"/> Training Content Development <input type="checkbox"/> Training <input type="checkbox"/> Technical Support
<p>Programming and Planning</p> <input type="checkbox"/> Capacity Analysis <input type="checkbox"/> Requirements Analysis <input type="checkbox"/> Flight Schedule Analysis <input type="checkbox"/> Site Analysis <input type="checkbox"/> Regulatory Review <input type="checkbox"/> Operations Analysis <input type="checkbox"/> Peer Review <input type="checkbox"/> Feasibility Analysis	<p>Bid Support</p> <input type="checkbox"/> Contractor Pre-qualification <input type="checkbox"/> Contractor Evaluation <input checked="" type="checkbox"/> RFI Review and Response <input type="checkbox"/> Bid Evaluation <input type="checkbox"/> Client Support					
<p>Engineering Design</p> <input type="checkbox"/> Detailed Site Survey <input type="checkbox"/> Conceptual Design <input checked="" type="checkbox"/> Detailed Design <input type="checkbox"/> Dynamic Simulation <input type="checkbox"/> 3D Modeling <input type="checkbox"/> Controls Design <input type="checkbox"/> Supervisory Software Assessment <input type="checkbox"/> Power Requirements Assessment <input checked="" type="checkbox"/> Project Specification <input type="checkbox"/> Project Schedule <input type="checkbox"/> Project Cost Estimate <input type="checkbox"/> Owner Preference Assessment	<p>Construction Administration</p> <input type="checkbox"/> PT Site Management and Coordination <input type="checkbox"/> FT Site Management and Coordination <input type="checkbox"/> RFI Response <input checked="" type="checkbox"/> Submittal Review <input type="checkbox"/> Contractor Audits <input type="checkbox"/> Invoice validation <input type="checkbox"/> Equipment Factory Acceptance Testing <input type="checkbox"/> System Inspection and Validation <input type="checkbox"/> Static System Testing Oversight <input type="checkbox"/> Dynamic System Testing Oversight <input type="checkbox"/> Integrated System Testing (ISAT) <input type="checkbox"/> CBIS Test Readiness Validation <input type="checkbox"/> Document Review and Validation <input type="checkbox"/> Construction Drawing Update and Distribution					
	<p>Other</p> <input type="checkbox"/> Test Plan Development <input type="checkbox"/> Training Content Development <input type="checkbox"/> Training <input type="checkbox"/> Technical Support					

Deliverables	
<p>The following deliverables are included in the Statement of Work and Services covered by this proposal. See Exclusions (below) for items not covered by this proposal.</p>	
<p>Conceptual Design</p> <ul style="list-style-type: none"> <input type="checkbox"/> Site Survey, including mechanical and electrical rights-of-way <input type="checkbox"/> Capacity Requirements Assessment <input type="checkbox"/> Preliminary conceptual design drawings <input type="checkbox"/> Preliminary Cost Estimate <input type="checkbox"/> Standard Performance Specification <p>Preliminary Detailed Design</p> <ul style="list-style-type: none"> <input type="checkbox"/> Performance Simulation <input type="checkbox"/> Preliminary Plan Drawings <input type="checkbox"/> Preliminary Elevation Drawings <input type="checkbox"/> Preliminary Description of Operation <input type="checkbox"/> Preliminary Controls Design <input type="checkbox"/> Motor Manifest <input type="checkbox"/> Preliminary Power Requirements <input type="checkbox"/> Preliminary Project Specification <input type="checkbox"/> Preliminary Project Schedule 	<p>Bid Documents</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Plan Drawings <input checked="" type="checkbox"/> Elevation Drawings <input type="checkbox"/> Description of Operation <input type="checkbox"/> Motor Manifest <input checked="" type="checkbox"/> Power Requirements <input type="checkbox"/> Proposed Project Schedule <input type="checkbox"/> Owner Preference Assessment <input checked="" type="checkbox"/> Project Performance Specification <input type="checkbox"/> Final Adjusted Cost Estimate <input type="checkbox"/> Requirements Analysis <input type="checkbox"/> Sealed Drawings <p>Construction Administration</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> RFI Response <input checked="" type="checkbox"/> Submittal Response <input type="checkbox"/> Contractor Audits <input type="checkbox"/> Project Status Reports <input type="checkbox"/> Installation Deficiencies (Punch List) <p>Other</p> <ul style="list-style-type: none"> <input type="checkbox"/> Report on Findings <input type="checkbox"/> 3D Rendering <input type="checkbox"/> Requirements Analysis

Exclusions	
<p>These items are expressly excluded from this statement of work, the services and the deliverables covered by this proposal. Their costs have not been incorporated in the price stated herein. They can be included at additional cost to the client.</p>	
<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Bonds <input checked="" type="checkbox"/> Permits <input checked="" type="checkbox"/> Taxes (Federal, State, Local, VAT, other) 	<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Structural Design and/or Calculations <input checked="" type="checkbox"/> Seismic Design and/or Calculations <input checked="" type="checkbox"/> PE Stamping or Seals <input type="checkbox"/> Other (List)

Schedule
<p>The period of performance for the proposed services will be performed per the attached project schedule. The total duration is estimated to be approximately 3 week.</p>

Price	
100% BHS Design and Specification package=	\$9,000.00
CA Services, Client Support=	\$2,000.00
Total Proposal Amount = \$11,000.00	

Price
Commercial Terms
Terms pursuant to mutually agreed Terms and conditions between CAGE Inc. and CSHQA. By signing below, this letter will serve as a formal Notice to Proceed. A signed hardcopy of this document can be shipped to the following address: CAGE Inc. 6440 N. Beltline Road Irving, TX 75063 Alternatively, a signed electronic copy of this document can be sent to the following email addresses: To: JBoodee@cage-inc.com Cc: NEubanks@cage-inc.com _____ Client Representative (Signature and date) _____ Printed Name and Title

Expiration
This proposal is valid for ninety (90) days from Proposal Date.

See attached supporting documentation.



Date: Tuesday, September 2, 2013

To: Honorable Mayor and City Council

From: Mitchel Humble, Community Development Director

Request:

Consideration of a request from Nate Stinson to waive the non-conforming building expansion permit process for a home located at 311 Falls Avenue West.

Time Estimate:

Staff presentation may take five (5) minutes. Applicant will be there to answer any questions.

Background:

Attached is a request from Nate Stinson who is asking to be allowed to build an addition onto their residence located at 311 Falls Ave W. The home is located in the R-4 Zoning District. Falls Ave West is a major arterial and has a minimum building setback of 80' from centerline. The existing home, built around 1955, is located within the centerline setback (see Attachment #2 for detail). Per City Code Title 10; Chapter 4; Section 5.3 the current structure is nonconforming as it stands at 70' from centerline, thus encroaching approximately 10'.

Mr. Stinson applied for a building permit to add a 144 sq. ft. addition onto the southeast corner of the home – connecting to the existing residence. During the review process it was determined the proposed addition meets the required 5' side and 20' rear building setbacks, and will not expand the non-conforming portion of the home further into the front yard setback.

City Code Section 10-3-4 deals with non-conforming buildings and uses. Section 10-3-4(D) provides for a process to allow a legal non-conforming building expansion permit, which requires a hearing before the Planning and Zoning Commission. The last sentence of the first paragraph of Section 10-3-4 states:

“The requirements of this section may be waived for residences and residential uses by motion and minute entry of the City Council.”

If the Council wishes, it may waive the requirements of Section 10-3-4, the applicant would continue through the building permit process. This will allow Mr. Stinson to proceed with the addition without a public hearing.

If the Council feels that Mr. Stinson should go through the non-conforming building expansion permit process, an application would be required and a public hearing shall be held before the Commission. The process takes about 30-45 days from the date of application. Appeals would extend the time another 30-45 days.

The proposed expansion meets the required side and rear yard setbacks and does not add to the existing non-conformance. The Council has historically approved similar requests to waive the hearing process for residential requests that do add to the existing non-conformance.

Conclusion:

Staff recommends that the Council review and act on the attached request to waive the non-conforming building expansion permit process for a home located at 311 Falls Avenue West.

Attachments:

1. Narrative
2. Area/GIS Maps (1)
3. Site Plan

TO ACCOMMODATE THE SALE OF MY
PROPERTY LOCATED @ 311 FALLS AVE WEST
A SECOND BATHROOM IS NEEDED
TO COMPLETE THE SALE.

THE CITY HAS PUT THE PROPERTY
IN VIOLATION OF NON CONFORMING
SET BACKS WHEN FALLS WAS EXPANDED.

THE ADDITION DOES NOT EFFECT
THIS SETBACK BUT ANY ADDITION
IS A VIOLATION OF BUILDING
CODE UNDER THESE CIRCUMSTANCES.

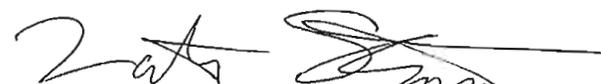
THE SIDE SETBACK TO THE ADJOINING
PROPERTY WILL BE GREATER THAN 8 FOOT,
THIS WOULD BE A POSITIVE IMPROVEMENT
TO THIS PROPERTY ENHANCING ITS
SALEABILITY. A PROFESSIONAL CONTRACTOR
USING LIKE MATERIALS WILL BE
DOING THE WORK,

RECEIVED

AUG 26 2014

CITY OF TWIN FALLS
BUILDING DEPT.

Nate Stinson

& 

Nonconforming Building Exhibit

Reference Only



FALLS AVE W

Required 80 Foot Setback
from Centerline of Falls Ave

Area of Home Currently
Nonconforming to Code

Proposed Expansion

341 FALLS

311 FALLS

287 FALLS

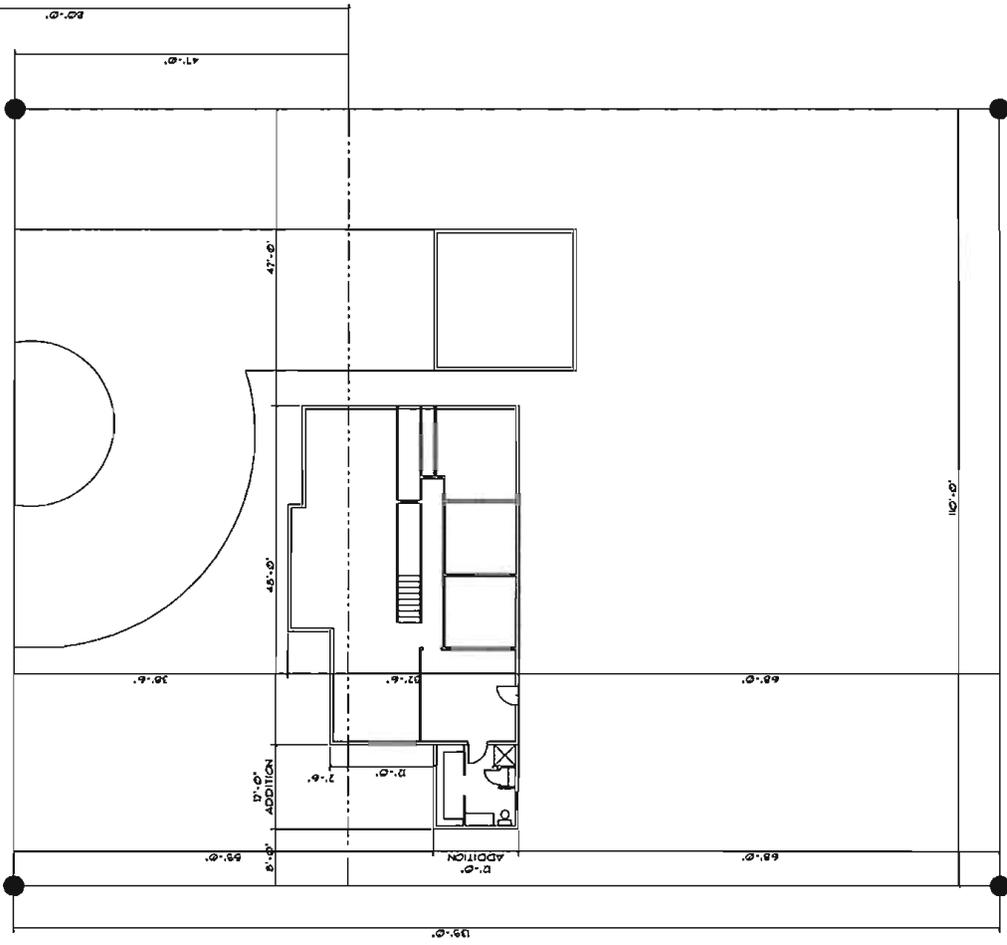
328 ELAINE

306 ELAINE

292 ELAINE

a

CENTER LINE FALLS AVE.



SHEET TITLE: SITE PLAN	
CONTRACTOR: NATE SIMSON	
DATE: 8-1-14	
SCALE: 1/8" = 1'-0"	
SUBDIVISION:	
ADDRESS: 38 FALLS AVE SW	
CITY: TWIN FALLS	
STATE: IDAHO 83402	

RYAN STEEL
DRAFTING
3800ND DAVIS BLVD
TWIN FALLS, IDAHO 83402

PAGE 1
1
2

RECEIVED

AUG 25 2014

CITY OF TWIN FALLS
BUILDING DEPT.



Date: Tuesday, September 02, 2014

To: Honorable Mayor Hall and City Council

From: Mitchel Humble, Community Development Director

Request: For the City Council to consider adoption of an ordinance.

Time Estimate: Staff presentation will be five (5 +/-) minutes. This is not a public hearing item but there may be an additional five (5) minutes for questions by the City Council.

Background: On April 08, 2014 a request for a Zoning District Change & Zoning Map Amendment to rezone 6.927 (+/-) acres from R-1 VAR to SUI for property located west of 3236 Addison Avenue East within the City's Area of Impact was presented to the Planning & Zoning Commission. Upon conclusion of the public hearing the Commission unanimously recommended approval of the amendment as presented.

On May 05, 2014 the City Council held a public hearing on this request. Upon conclusion of the public hearing the council unanimously recommended approval of the request to rezone 6.927 (+/-) acres from R-1 VAR to SUI for property located west of 3236 Addison Avenue East within the City's Area of Impact as presented.

On July 17, 2014 the Board of County Commissioners held a public hearing on this request. Upon conclusion of the public hearing the Board of County Commissioners closed the public hearing. On July 23, 2014 the Board of County Commissioners by a vote of 2 for and 1 against approved the request of Leon and Mary Corr to rezone 6.927 (+/-) acres from R-1 VAR to SUI for property located west of 3236 Addison Avenue East within the City's Area of Impact as presented.

Approval Process: To rezone property Twin Falls City Code requires a public hearing before the Commission who shall make a recommendation on the proposed amendment to the City Council

As per Title 10; Chapter 8, in the event the property is located within the Area of Impact the Council shall make a recommendation to the Board of County Commissioners who shall hold an additional public hearing on the request. The Board of County Commissioners is tasked to approve the amendment as presented, deny the amendment or remand back to the Commission with changes and additional public hearings.

Upon approval of the amendment, such amendment shall thereafter be made a part of this Title upon the preparation and passage of an ordinance. The ordinance shall be published within 30 days of adoption or approval shall become null and void. Upon publication the ordinance shall be codified and the official Zoning District Map shall be amended.

Budget Impact: Adoption of the ordinance will allow the property owner to pursue development of the property in compliance with Twin Falls City Code.

Conclusion: On May 05, 2014 the City Council unanimously recommended approval of the request as presented and on July 23, 2014 the Board of County Commissioners approved the request to rezone 6.927 (+/-) acres from R-1 VAR to SUI for property located west of 3236 Addison Avenue East within the City's Area of Impact as presented. Staff has prepared ordinance for your approval this evening. Staff recommends the City Council adopt the ordinance so it can be published and codified.

Attachments:

1. Ordinance
2. Attachments

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TWIN FALLS, IDAHO, REZONING REAL PROPERTY BELOW DESCRIBED; PROVIDING THE ZONING CLASSIFICATION THEREFOR; AND ORDERING THE NECESSARY AREA OF IMPACT AND ZONING DISTRICTS MAP AMENDMENT.

WHEREAS, Leon D. and Mary L. Corr had made application for a rezone of property located west of 3236 Addison Avenue East within the City's Area of Impact; and,

WHEREAS, the City Planning and Zoning Commission for the City of Twin Falls, Idaho, held a Public Hearing as required by law on the 8th day of April, 2014, to consider the Zoning Designation and necessary Area of Impact and Zoning Districts Map amendment upon a REZONE of the real property below described; and,

WHEREAS, the City Planning and Zoning Commission has made recommendations to the City Council for the City of Twin Falls, Idaho; and,

WHEREAS, the City Council for the City of Twin Falls, Idaho, held a Public Hearing to consider the same matter on the 5th day of May, 2014.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF TWIN FALLS, IDAHO:

SECTION 1. That the following described real property located west of 3236 Addison Avenue East within the City's Area of Impact is the subject of a Zoning District Change and Zoning Map Amendment from R-1 VAR to SUI:

See Attachment "A"

SECTION 2. Public services may not be available at the time of development of this property, depending upon the speed of development of this and other developments, and the ability of the City to obtain additional water and/or sewer capacity. The zoning of this property shall not constitute a commitment by the City to provide water and/or wastewater services.

SECTION 3. That the Area of Impact and Zoning Districts Map for the City of Twin Falls, Idaho, be and the same is hereby amended to reflect the rezoning of the real property above described.

PASSED BY THE CITY COUNCIL

, 20__

SIGNED BY THE MAYOR

, 20__

Mayor

ATTEST:

Deputy City Clerk

PUBLISH: Thursday,

, 20__

Attachment "A"

Township 10 South, Range 17, East of the Boise Meridian, Twin Falls County, Idaho
Section 21: A parcel of land in the S1/2 SW1/4, being more particularly described as follows:

Commencing at the South quarter corner of Section 12, Township 10 South, Range 17, EBM:
Thence along the Southerly boundary of the SW1/4 of said Section 12, North 89°57' West
983.36 feet;

Thence North 0°02' East 40.00 feet to the Northerly right of way of State Highway 50, said point
being the REAL POINT OF BEGINNING;

Thence North 0°02' East 497.00 feet;

Thence North 89°57' West 607.15 feet;

Thence South 0°02' West 497.00 feet to the said Northerly right of way of State Highway 50;

Thence along said Northerly right of way of State Highway 50, South 89°57' East 607.15 feet to
the REAL POINT OF BEGINNING.

Containing 301,754 sq. ft. or 6.9273 Acres

Zoning Vicinity Map

Reference Only



Aerial Image Map

Reference Only



Future Land Use Map

Reference Only



Rural Residential Designation

Agriculture Designation

Rural Residential Designation

Agriculture Designation

3900 North Rd

ADDISON AVE E

WOODRIDGE DR

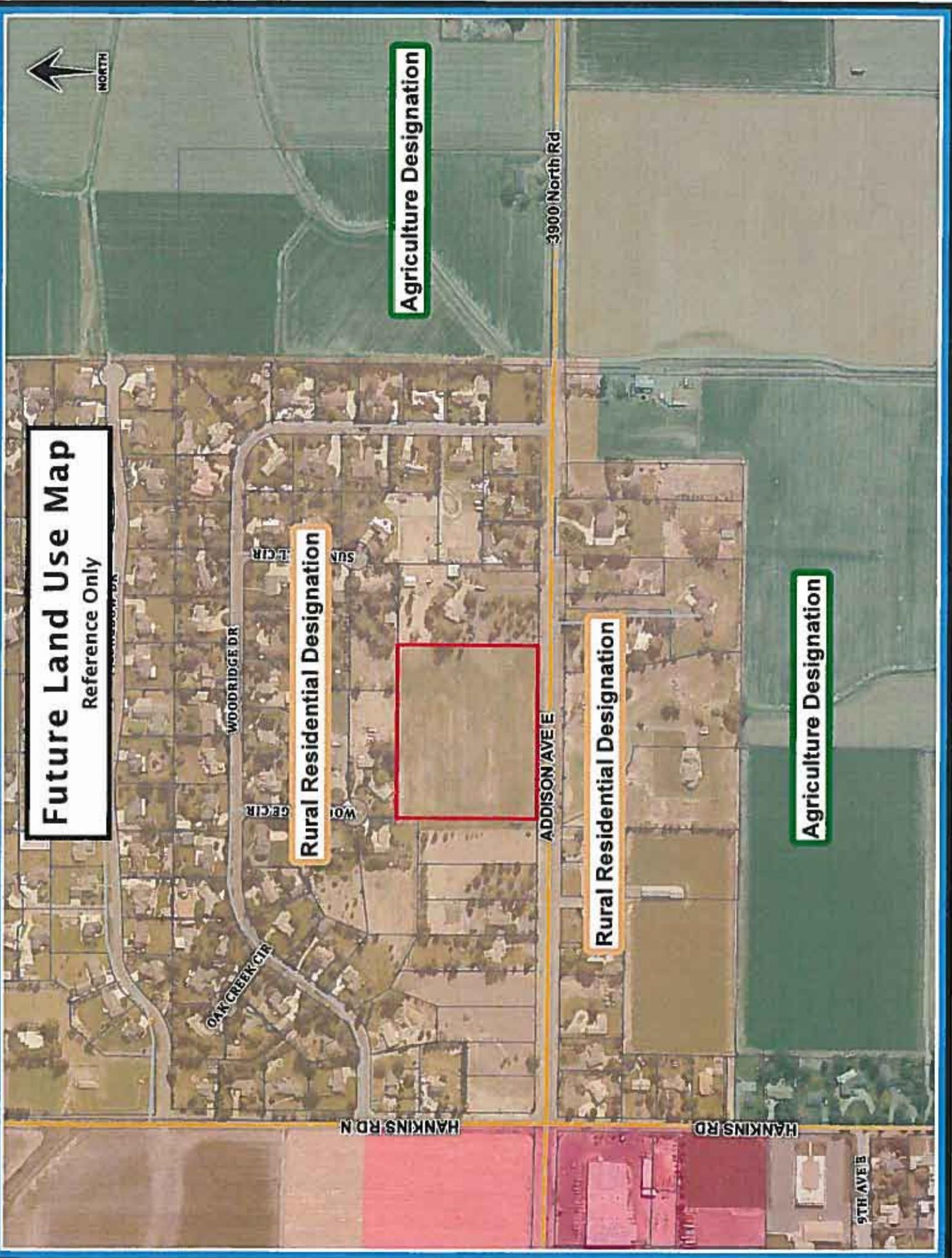
GE CIR

LCIR

HANKINS RD N

HANKINS RD

9TH AVE B





Tuesday, September 2, 2014 City Council Meeting

To: Honorable Mayor and City Council

From: Dennis J. Bowyer, Parks & Recreation Director

Request:

Consideration of a request to award a bid to construct the Pillar Falls and the Knievel sections of the Snake River Canyon Rim Trail to Idaho Sand & Gravel.

Time Estimate:

Staff will make the presentation, Tim Vawser from EHM Engineers will be in the audience also to answer any questions. Anticipated total time for presentation and questions are estimated at 15 minutes.

Background:

Since the first section of the Snake River Canyon Rim Trail System was completed in 1994, the City has been working to complete the trail system along the rim; funds were budgeted in this current year to continue building additional sections of the trail. Staff was awarded a grant from the Idaho Department of Parks and Recreation to offset some of the expenses on the Pillar Falls section. That grant is in the amount of \$44,815.

Staff hired EHM Engineers to provide professional services for the development of these two trail sections. The professional services consisted of conducting topographic survey on both sections, provide engineering and designs drawings, prepare bid package and contract documents, and provide construction field inspection.

This project was estimated to be under \$100,000, so accordingly to State Code 67-2805 (2), written requests for bids describing goods or services desired need to be sent to at least three contractors. EHM Engineers submitted requests for bids from four local companies to submit bids by the Monday August 18th 10:00am deadline. Two bids were received at that time.

<u>Contractor</u>	<u>Total</u>
Idaho Sand & Gravel	\$ 88,973.00
Kloepfer, Inc.	\$155,066.00

Attached are the recommendation from EHM Engineers and the summary of the bid opening.

This bid is for the construction of the trails only. It does not include the fencing for either trail section. Those fence estimates are just under \$30,000. After the construction of the trails is completed, City staff will hire a fencing company to install the fencing on both new sections of the trail system.

Budget Impact:

There is \$208,000 in the current budget for trail improvements. The Twin Falls Community Foundation has committed \$10,000 and the Magic Valley Trail Enhancement Committee has committed \$7,500 for the Pillar Falls trail section. Along with the grant funding of \$44,815, the cost to the City will be approximately \$27,000 for these two trail sections.

Regulatory Impact:

Approval of this request will allow the City to award the bid to Idaho Sand & Gravel to construct the Pillar Falls and the Knievel trail sections along the Snake River Canyon.

Conclusion:

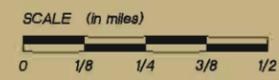
Staff recommends that the Council award the bid to construct the Pillar Falls and the Knievel trail sections to Idaho Sand & Gravel in the amount of \$88,973.

Attachments:

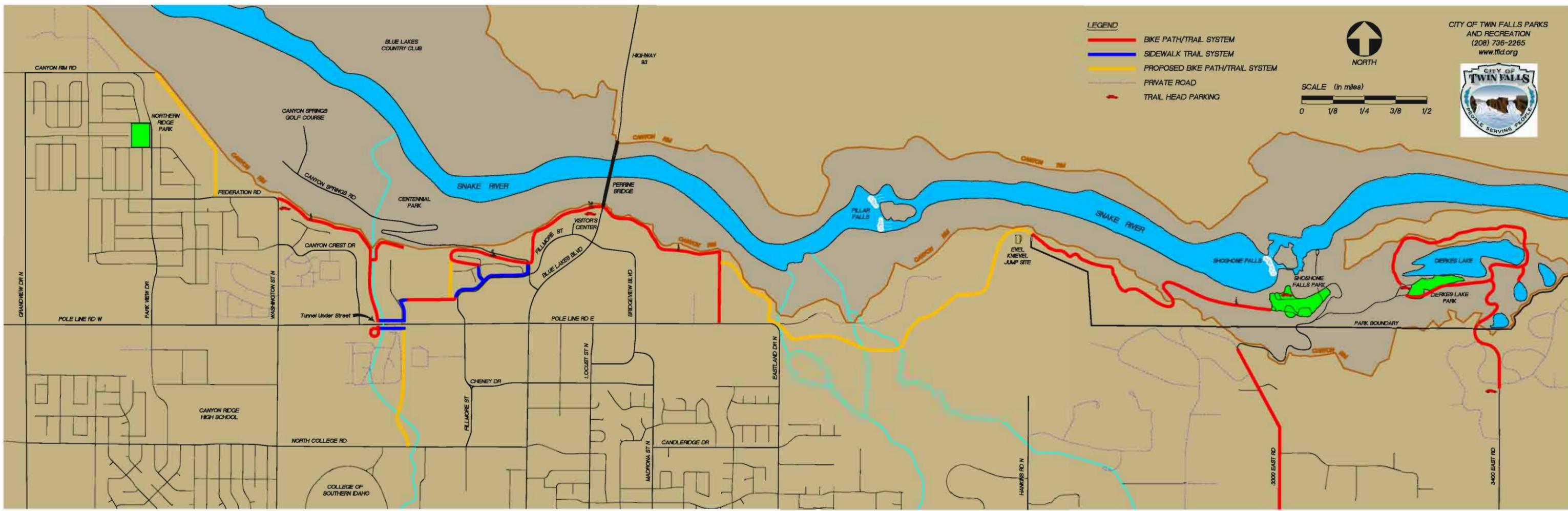
Letter and Bid Summary from EHM Engineers
Canyon Rim Trail Map

LEGEND

- BIKE PATH/TRAIL SYSTEM
- SIDEWALK TRAIL SYSTEM
- PROPOSED BIKE PATH/TRAIL SYSTEM
- PRIVATE ROAD
- TRAIL HEAD PARKING



CITY OF TWIN FALLS PARKS AND RECREATION
(208) 736-2265
www.tfid.org





EHM Engineers, Inc.
BUILDING THE FUTURE ON A FOUNDATION OF EXCELLENCE

August 18, 2014

City of Twin Falls Parks and Recreation Department
P.O. Box 1907
Twin Falls, Idaho 83303

Attn.: Dennis J. Bowyer, Director

Re.: *City of Twin Falls Parks and Recreation Department
2014 Snake River Canyon Rim Trail Improvement Project
(Bid Opening and Summary)*

Dear Mr. Bowyer,

This transmittal is a summary of the bid opening on August 18, 2014 for the above referenced project. Two bids were received and opened per the requirements. A bid summary has been tabulated for your reference. Results of the bids and the tabulation are summarized briefly below. Please refer to the attachment for a detailed summary.

<u>Contractor:</u>	<u>Total</u>
Idaho Sand & Gravel	\$88,973.00
Kloepfer, Inc.	\$155,066.00

Both bid packages appear to be complete and Idaho Sand & Gravel is the apparent low bidder with the bid total of \$88,973.00. Public works licenses for the contractor and all listed subcontractors were verified to be in place with the State of Idaho and active.

Our recommendation is to award the contract to Idaho Sand & Gravel for the total amount of **\$88,973.00 (Eighty Eight Thousand Nine Hundred and Seventy Three Dollars)**. Please feel free to contact me at 734-4888 if you have any questions or need further information regarding the project.

Sincerely,
Tim Vawser

EHM Engineers, Inc.

Attachments: Bid Summary

621 North College Rd., Suite 100 • Twin Falls, Idaho 83301 • [208] 734-4888 • Fax [208] 734-6049
3501 W. Elder St., Suite 100 • Boise, Idaho 83705 • [208] 386-9170 • Fax [208] 386-9076

IN THE FIELDS OF:
PLANNING • SURVEYING • HIGHWAYS • WATER • SEWAGE • STRUCTURAL • SUBDIVISIONS • BRIDGES • ENVIRONMENTAL • QUALITY CONTROL • CONSTRUCTION MGMT.

**City of Twin Falls Parks and Rec. Dept.
2014 Snake River Canyon Rim Trail Improvement Project - Bid Summary**

City of Twin Falls Parks and Rec. Dept.
P.O. Box 1907, Twin Falls, Id. 83303
Bid Opening: August 18, 2014



Bid Item	Description	Quantity	Units	Engineer's Estimate		Idaho Sand & Gravel		Kloepfer, Inc.	
				Unit Price	Total	Unit Price	Total	Unit Price	Total
BASE BID									
1	Excavation and Grading	2762	LF	\$6.00	\$16,572.00	\$7.50	\$20,715.00	\$14.50	\$40,049.00
2	Imported Fill	250	CY	\$20.00	\$5,000.00	\$25.00	\$6,250.00	\$60.00	\$15,000.00
3	Type 1 - 3/4 Inch Aggregate	510	CY	\$45.00	\$22,950.00	\$41.00	\$20,910.00	\$65.00	\$33,150.00
4	3/4 Inch Plantmix Pavement	3069	CY	\$14.00	\$42,966.00	\$12.00	\$36,828.00	\$18.00	\$55,242.00
5	8" Dia. X 20' Long CMP Cross Drains	4	EA	\$1,200.00	\$4,800.00	\$314.00	\$1,256.00	\$1,500.00	\$6,000.00
6	8" Dia. X 15' Long CMP Cross Drain	1	EA	\$1,200.00	\$1,200.00	\$314.00	\$314.00	\$1,125.00	\$1,125.00
7	Rock Excavation	20	CY	\$150.00	\$3,000.00	\$135.00	\$2,700.00	\$225.00	\$4,500.00
TOTAL					\$96,488.00		\$88,973.00		\$155,066.00

ADDENDUMS Y/N
BID BOND Y/N
ALL PWL'S Y/N

Y
Y
Y

Y
Y
Y

Notes:

- 1 No mathematical errors were encountered in review of all bids.



Date: Tuesday, September 2, 2014

To: Honorable Mayor and City Council

From: Travis Rothweiler, City Manager
Lorie Race, CFO

Request:

Discussion on current City sanitation process. This discussion is on the pros and cons of moving away from unlimited trash pick-up for our citizens, and potential cost savings for low waste producers.

Time Estimate:

A brief background of the current process will be given, followed by the items discussed with PSI. This presentation should take about 5-7 minutes, plus additional time for any questions from the Council. Kevin Malone and Les Reitz from PSI are available to answer questions.

Background:

During the budget process, staff was asked to talk with PSI and discuss options that might be available for changes to our current unlimited trash service. Staff was asked to investigate the use of a smaller cart by some citizens.

Budget Impact:

It appears that moving to smaller carts will have no impact on cutting waste hauling fees.

Regulatory Impact:

There is no regulatory impact.



Tuesday September 2, 2014 City Council Meeting

To: Honorable Mayor and City Council

From: Dennis J. Bowyer, Parks & Recreation Director

Request:

Consideration of a request from the YMCA to increase rates at the City/YMCA Swimming Pool.

Time Estimate:

John Pauley, the YMCA’s Aquatics Director will make the presentation, staff will be available to answer any questions. Anticipated total time for presentation and questions are estimated at 15 minutes.

Background:

On Tuesday July 8th, the Parks & Recreation Commission heard a request from the YMCA on the below proposed fee increases at the City/YMCA swimming pool. The last time these fees were increased was in 2011. After some discussion, the Parks & Recreation Commission unanimously recommended approval of the proposed fee increases.

On Monday July 21st, the City Council approved of a request to hold a public hearing on Tuesday September 2nd for the YMCA on proposed rate increases in daily admission rates, monthly swim passes, annual swim passes, and joiner fees.

Below are the current rates, proposed rates, the percentage increases, and the maximum rates for daily admission, monthly, annual pool passes, and joiner fees.

Daily Admission Fees (includes sales tax)

<u>Categories</u>	<u>Current Rate</u>	<u>Proposed Rate</u>	<u>Percentage Increase</u>	<u>Maximum Rate</u>
3 and under	\$2.00	\$2.50	25.00%	\$3.00
Ages 4-17	\$3.00	\$3.50	16.67%	\$4.50
Adults	\$4.00	\$4.50	12.50%	\$6.00

Monthly Pool Passes (does not include sales tax)

<u>Categories</u>	<u>Current Rate</u>	<u>Proposed Rate</u>	<u>Percentage Increase</u>	<u>Maximum Rate</u>
Youth (8-17)	\$21.00	Same rate	0%	\$29.50
Adult	\$22.50	\$23.99	6.62%	\$31.50
Family	\$27.50	\$29.99	9.05%	\$38.50

Annual Pool Passes (does not include sales tax)

<u>Categories</u>	<u>Current Rate</u>	<u>Proposed Rate</u>	<u>Percentage Increase</u>	<u>Maximum Rate</u>
Youth (8-17)	\$170.00	Same rate	0%	\$237.50
Adult	\$184.91	\$200.00	8.16%	\$260.00
Family	\$250.00	\$275.00	10.00%	\$350.00

Joiner Fee (does include sales tax)

<u>Categories</u>	<u>Current Rate</u>	<u>Proposed Rate</u>	<u>Percentage Increase</u>	<u>Maximum Rate</u>
Youth (8-17)	\$25.00	Same rate	0%	\$50.00
Adult	\$25.00	Same rate	0%	\$50.00
Family	\$25.00	\$35.00	40.0%	\$50.00

Approval Process:

The Concessionaire Agreement between the City and the YMCA states the following concerning admission fees:

“5. ADMISSION FEES AND REVENUE. The Y shall collect and retain fees for the use of the pool by the public. The Y shall keep posted at the pool, and include in a yearly informational booklet, a schedule of rates for all pool activities and programs. Water aerobics, lap swim, and open swim, are included programs in a Y membership and City Pool pass.

The fees charged by the Y shall not exceed the fees set forth on “Exhibit A” attached hereto and incorporated herein. Any changes to the admission fees or pool passes must be approved by the Pool Aquatics Advisory Board (discussed in section 7 below). The Board may provide for an annual increase in the maximum fee not exceeding 5% per year. Fee increase requests that exceed 5% per year shall be considered by the City Council following a recommendation by the Board.”

State Code Section 63-1311A prescribes how proposed fees exceed 105% of the fees last collected are to be increased. The first step is for the City Council a date and time for a public hearing to consider the proposal to increase swimming pool daily admission fees, monthly pool passes fees, annual pool passes, and joiner fees. The City Council set the date for the public hearing as Tuesday September 2nd. An advertisement showing the current rates, the proposed rates, and the percentage increase for each was published in the Times-News on August 21st and 28th 2014. This satisfies the requirement to publish twice, seven day apart. The City has satisfied all requirements for the proposed fees increases.

Budget Impact:

Cost of publishing the notice in the newspaper. While not an impact to the City’s budget, approval of this request will cause the users of the City/YMCA pool to pay the increased rates as described above.

Regulatory Impact:

A resolution would set the rates for the increases in the daily admission fees, monthly pool passes, annual pool passes, and joiner fees.

Conclusion:

The Parks and Recreation Commission recommend that the City Council approve the proposed rate increases.

Attachments:

- Resolution #
- Public Hearing Notice
- YMCA’s Request for Fee Increase

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TWIN FALLS, IDAHO,
ESTABLISHING SWIMMING POOL FEES.

BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF TWIN
FALLS, IDAHO:

Section 1: That the YMCA/City Pool fees shall be established as follows:

Daily Admission Fees (includes sales tax)

<u>Categories</u>	
3 and under	\$2.50
Ages 4-17	\$3.50
Adults	\$4.50

Monthly Pool Passes (does not include sales tax)

<u>Categories</u>	
Youth (8-17)	\$21.00
Adult	\$23.99
Family	\$29.99

Annual Pool Passes (does not include sales tax)

<u>Categories</u>	
Youth (8-17)	\$170.00
Adult	\$200.00
Family	\$275.00

Joiner Fee (does include sales tax)

<u>Categories</u>	
Youth (8-17)	\$25.00
Adult	\$25.00
Family	\$35.00

Section 2: That all prior resolutions or parts thereof inconsistent with this Resolution are repealed.

PASSED BY THE CITY COUNCIL
SIGNED BY THE MAYOR

September _____, 2014.
_____, 2014.

MAYOR

ATTEST:

DEPUTY CITY CLERK

CITY OF TWIN FALLS
NOTICE OF PUBLIC HEARING
TUESDAY, SEPTEMBER 2, 2014, 6:00 P.M.
TWIN FALLS CITY COUNCIL CHAMBERS
305 THIRD AVENUE EAST, TWIN FALLS, IDAHO

For the Purpose of Hearing Public Comments Regarding the Increase in

DAILY ADMISSION FEES, MONTHLY POOL PASSES, ANNUAL POOL PASSES, AND JOINER FEES

Beyond the Limits Prescribed by Idaho Code Section 63-1311A

The Proposed Fees Exceed 105% of the Fees Last Collected

Notice is hereby given that the City Council of the City of Twin Falls, Idaho, will hold a public hearing for consideration of a proposed fee increase, said hearing to be held at City Council Chambers, Twin Falls, Idaho at 6:00 p.m., on September 2, 2014.

The City of Twin Falls has proposed to increase the daily admission fees, monthly pool passes, the annual pool passes, and joiner fees by an amount that exceeds one hundred five percent of the current fee. The proposed increases would have the following impact on current fees:

FEE	CURRENT RATE	PROPOSED RATE	% INCREASE
Daily Admission Fees			
3 and under	\$2.00	\$2.50	25.00%
Ages 4-17	\$3.00	\$3.50	16.67%
Adults	\$4.00	\$4.50	12.50%
Monthly Pool Passes			
Adult	\$22.50	\$23.99	6.62%
Family	\$27.50	\$29.99	9.05%
Annual Pool Passes			
Adult	\$184.91	\$200.00	8.16%
Family	\$250.00	\$275.00	10.00%
Joiner Fee			
Family	\$25.00	\$35.00	40.00%

The increased revenue is necessary to cover operating costs at the YMCA/City Pool.

At said hearing all interested persons may appear and show cause, if any they have, why said proposed increases should not be adopted.

Dated this August 15, 2014
Publish August 21 & 28, 2014



Magic Valley YMCA

FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

Tuesday, September 2, 2014

Twin Falls City Council,

In October 2013 we made the decision to have a minimum of 2 lifeguards on duty. The reason for this decision was because we wanted to create a safer aquatic environment.

The Y/City Pool is a 50 meter 8 lane (60 feet wide) Olympic size swimming pool. It is my opinion that the size of the pool is too big for 1 lifeguard to handle safely. By adding a 2nd lifeguard we have split the pool into 2 pools using the bulkhead (bridge) as the divider. This allows our guards to scan & concentrate on a smaller portion of water making it safer for all of our swimmers.

Having 2 guards also has other safety benefits besides having an additional person for surveillance duty. These benefits include: having back up coverage in case 1 guard has to enter the water for a save or provide first aid, make incidents/saves easier to handle because not 1 guard is doing all of the work and it adds an additional response link in our Emergency Action Plan (EAP) chain.

Since going to the 2 lifeguard system in October 2013, we have seen an increase of \$20,569.10 in staffing costs. From September 2012 – June 2013 we spent \$50,879.39 on lifeguard wages and from September 2013 – June 2014 we spent \$71,448.49 on lifeguard wages. This is a 28% increase in what we are spending on Lifeguard wages. July & August are not included on this report because we did not have those numbers available at the time of creating this report.

To help make up for the financial shortfall in having an additional lifeguard on duty, we propose the following price increases:

- Daily Admission
 - o Children 3 & under: \$2.50 (Currently \$2.00/25% increase)
 - o Children 4-17 years of age: \$3.50 (Currently \$3.00/17% increase)
 - o Adults 18 & older: \$4.50 (Currently \$4.00/12.5% increase)
- Y/City Pool Memberships
 - o Adult
 - Monthly: \$23.99 plus tax (Currently \$22.50/6.6% increase)
 - Annual: \$200 plus tax (Currently \$184.91/8.1% increase)
 - o Family
 - Monthly: \$29.99 plus tax (Currently \$27.50/9.1% increase)
 - Annual: \$275 plus tax (Currently \$250/10% increase)
 - Joiner's Fee: \$35 (Currently \$25/40% increase)
- The Y is not requesting a price increase for the youth membership or the adult joiner's fee.

E Street YMCA
1751 Elizabeth Boulevard
Twin Falls, ID 83301
(208) 733-4384
Fax (208) 733-4683

Y/City Pool
756 Locust N.
Twin Falls, ID 83301
(208) 733-4384 Ext 4

Canyon Rim YMCA
1881 Pole Line Rd
Twin Falls, ID 83301
(208) 733-4384 Ext 9



Magic Valley YMCA

FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

I anticipate that the fee increases will bring in an additional \$10,000 from daily admission sales and an additional \$6,000 from membership sales for a total of \$16,000 per year. All of the additional money brought in from these increases will go towards paying the additional lifeguard.

I project that the additional lifeguard will cost an additional \$22,000-\$27,000 per year. The fee increase will not pay for all of the additional guard costs. I plan to make up the rest of the financial shortfall by being creative with our programs and special events. For example, we are going to have an adult swim lesson class starting in the fall. This is a program we do not currently offer, which if successful would bring in additional revenue to help pay for the additional lifeguard. I am also looking into different special events we can host at the pool that would be popular with the community. For example I am looking into doing a Saturday night Healthy Happy Hour where we keep the pool open from 5-8pm and have different games while serving healthy smoothies. These are a few ideas I have to help make up for the financial shortfall of the additional lifeguard. By being creative with our programming that will help ensure that the pay for the additional lifeguard comes from multiple sources instead of just through price increases.

Thank you for your time and consideration on this topic.

Sincerely,

John Pauley
Aquatics Director
Magic Valley YMCA

E Street YMCA
1751 Elizabeth Boulevard
Twin Falls, ID 83301
(208) 733-4384
Fax (208) 733-4683

Y/City Pool
756 Locust N.
Twin Falls, ID 83301
(208) 733-4384 Ext 4

Canyon Rim YMCA
1881 Pole Line Rd
Twin Falls, ID 83301
(208) 733-4384 Ext 9



Public Hearing: TUESDAY, September 02, 2014

To: Honorable Mayor Hall and City Council

From: Jonathan Spendlove, Community Development

ITEM V-

Request: Request for the City Council's recommendation on the Vacation of two (2) platted Ditch and Utility Easements – (1) 15' x 465.3' (6979.5 sq. ft.) and (1) 15' x 265.3' (3979.5 sq. ft.) on property located at 2733 Skyline Drive in the Area of Impact c/o Jenna & Blake Johnson (app. 2662)

Time Estimate:

The applicant's presentation may take up to ten (10) minutes. Staff presentation will be approximately five (5) minutes.

Background:

Applicant:	Status: Owner	Size: (1) 15' x 465.3' (6979 sf) and (1) 15' x 265.3' (3979 sf)
Jenna & Blake Johnson 2733 Skyline Drive Twin Falls, ID 83301	Current Zoning: SUI within the Aol	Requested Zoning: Vacation of two (2) platted Ditch & Utility Easements
	Comprehensive Plan: Medium Density Residential	Lot Count: 1 Lot
	Existing Land Use: Residential	Proposed Land Use: no change
Representative:	Zoning Designations & Surrounding Land Use(s)	
	North: SUI Aol; Residential	East: SUI Aol; Skyline Drive/Residential
	South: SUI Aol; Residential	West: R-2; Agricultural/Preserve PUD
	Applicable Regulations: 10-1-4, 10-1-5, 10-8-4, 10-12-1 through 4, 10-16-1 & 2	

APPROVAL PROCESS:

At the conclusion of this Public Hearing, the City Council will be asked to make a recommendation on the requested zoning of the property. The recommendation will be forwarded to the Board of County Commissioners for a decision.

Budget Impact:

Approval of this request will have little to no impact the City budget.

Regulatory Impact:

Following a public hearing and recommendation from the City Council, the request will be scheduled for a public hearing and decision by the Board of County Commissioners.

History:

This lot was created with the Skyline Acres Subdivision in 1963. A single family dwelling was believed to have been constructed on the property in 1972; it is believed the accessory structure was built in this same year or shortly thereafter. The accessory building was constructed on a platted easement both on the West and the South property lines. In early 2003, the Johnsons extensively remodeled the existing single family dwelling into the way it stands today. The accessory building was not part of that permit, and was not evaluated for compliance at that time.

In June 2014, the city received a building permit to remodel an existing accessory structure. During the permit review it was revealed that the existing structure was built on the platted easements. Staff has since worked with the owner to offer solutions and direction to rectify the situation.

Analysis:

This is a request to vacate a 15' x 465.3' (6979.5 sf) easement on the West property boundary and a 15' x 265.3' (3979.5 sf) easement on the South Property boundary. These easements are stated on the plat to be for "Ditch and Utility". The intent is to vacate these easements to bring an existing garage into compliance due to it currently being located over a portion of both easements. The extent of the encroachment on the easements are unknown at this time.

The applicant applied for a special use permit in conjunction with this vacation in order to add onto the garage creating a structure in excess of the maximum allowed 1500 sf. On August 12, 2014 the Planning & Zoning Commission granted the special use permit subject to the following conditions:

1. Subject to the site plan amendments as required by Building, Engineering, Fire, and Zoning Officials to ensure compliance with applicable City Code Requirements and Standards.
2. Subject to construction of the detached accessory building to be consistent with the submitted drawings/elevations, as presented.
3. Subject to approval and recordation of the easement vacation and its associated conditions prior to issuing of a building permit.

The applicant has stated that no utilities exist in the West easement, and there are multiple utilities existing in the South easement; including Idaho Power, and a phone line. At this moment it is undetermined if there are other utility lines located within the described easements.

Vacation of a platted easement requires approval by each of the applicable utility companies. As of today, the city has received a letter from Idaho Power Company that states they agree to the vacation of the utility easement on the westerly boundary subject to retaining their Idaho Power Company easement. There is no mention of the southern utility easement. We have not received any of the other utility letters from the applicable utility companies stating their approval of the vacation of the easement.

Conclusion:

On August 12, 2014 the Planning & Zoning Commission unanimously recommended approval of the vacation as presented subject to the following conditions:

1. Subject to the site plan amendments as required by Building, Engineering, Fire, and Zoning Officials to ensure compliance with applicable City Code Requirements and Standards.
2. Subject to letters from each of the utility companies granting approval of the easements and including any requirements each may require being submitted to the City prior to recordation of the Vacation Ordinance.

Should the Council recommend approval of this request as presented; staff recommends approval be subject to the recommended conditions from the Commission.

Attachments:

1. Request
2. ZV Map
3. Easement Exhibit
4. Skyline Acres Plat
5. Site Photos
6. Letter from Idaho Power Company, dated 08-11-2014
7. August 12, 2014 P&Z PH Minutes

July 8, 2014

Community development services:

In regards to the special use permit for a back garage located at 2733 Skyline Dr. Twin Falls Id 83301 Skyline Acres, lot 6. Owned by Blake and Jenna Johnson.

We are asking for this approval, as we want to update this garage so that it is more functional.

We have horses and are interested in extending the roofline as to provide some shelter for them.

The garage is located to the back of our property and would not affect traffic etc. It will beautify and increase the street appeal greatly, along with making it more functional.

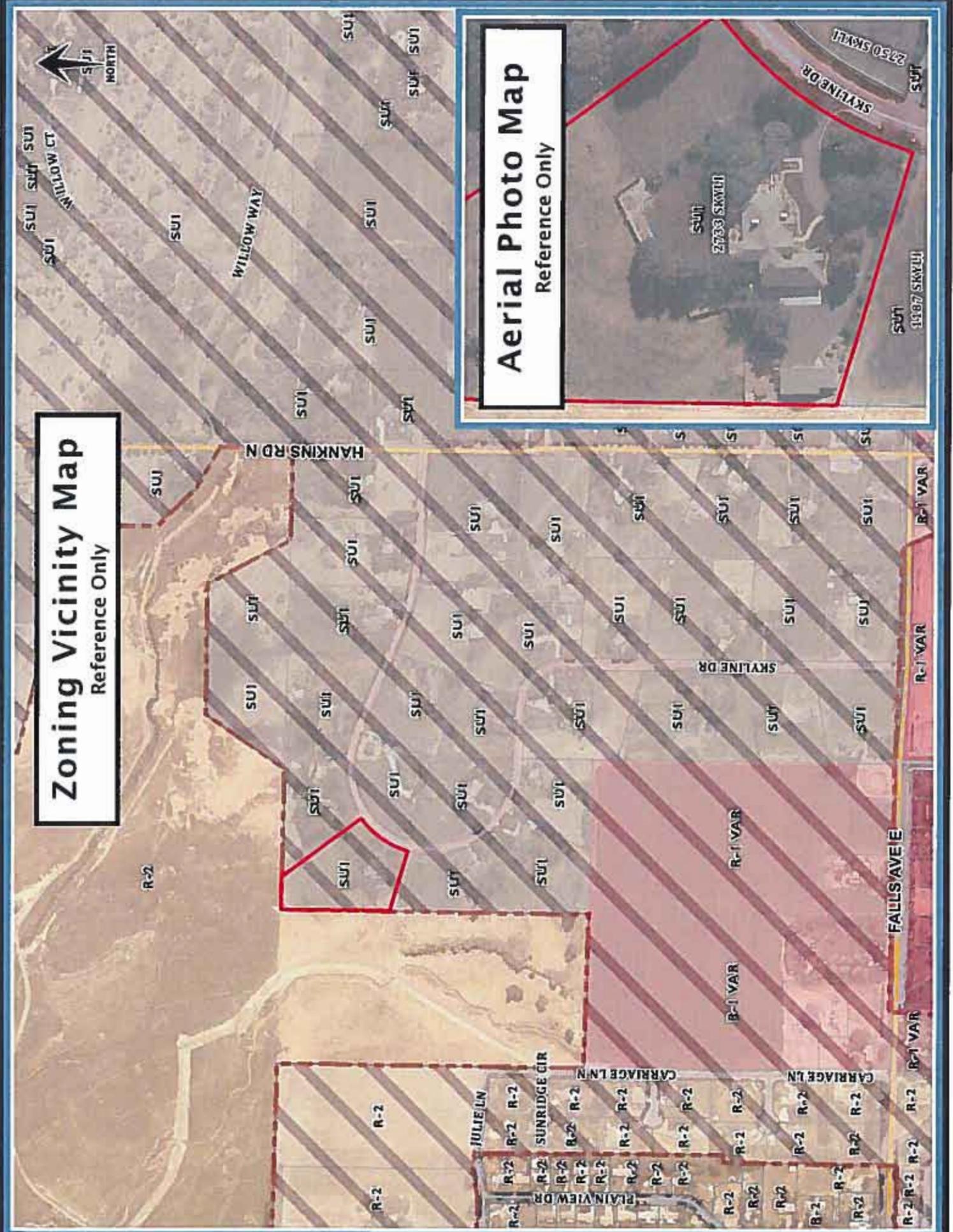
Thank you for your time and consideration.
Jenna and Blake Johnson

Zoning Vicinity Map

Reference Only

Aerial Photo Map

Reference Only





Easement Exhibit

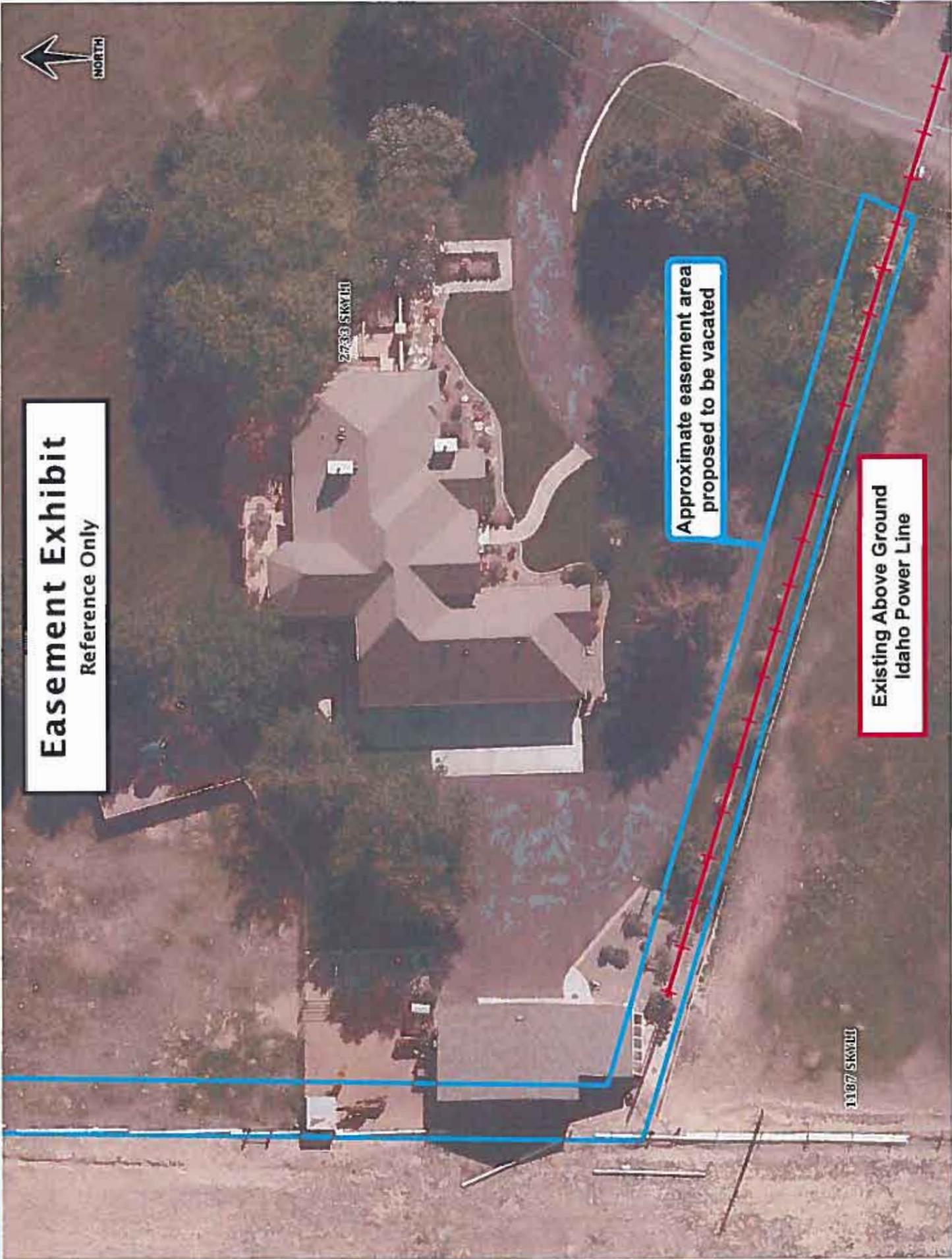
Reference Only

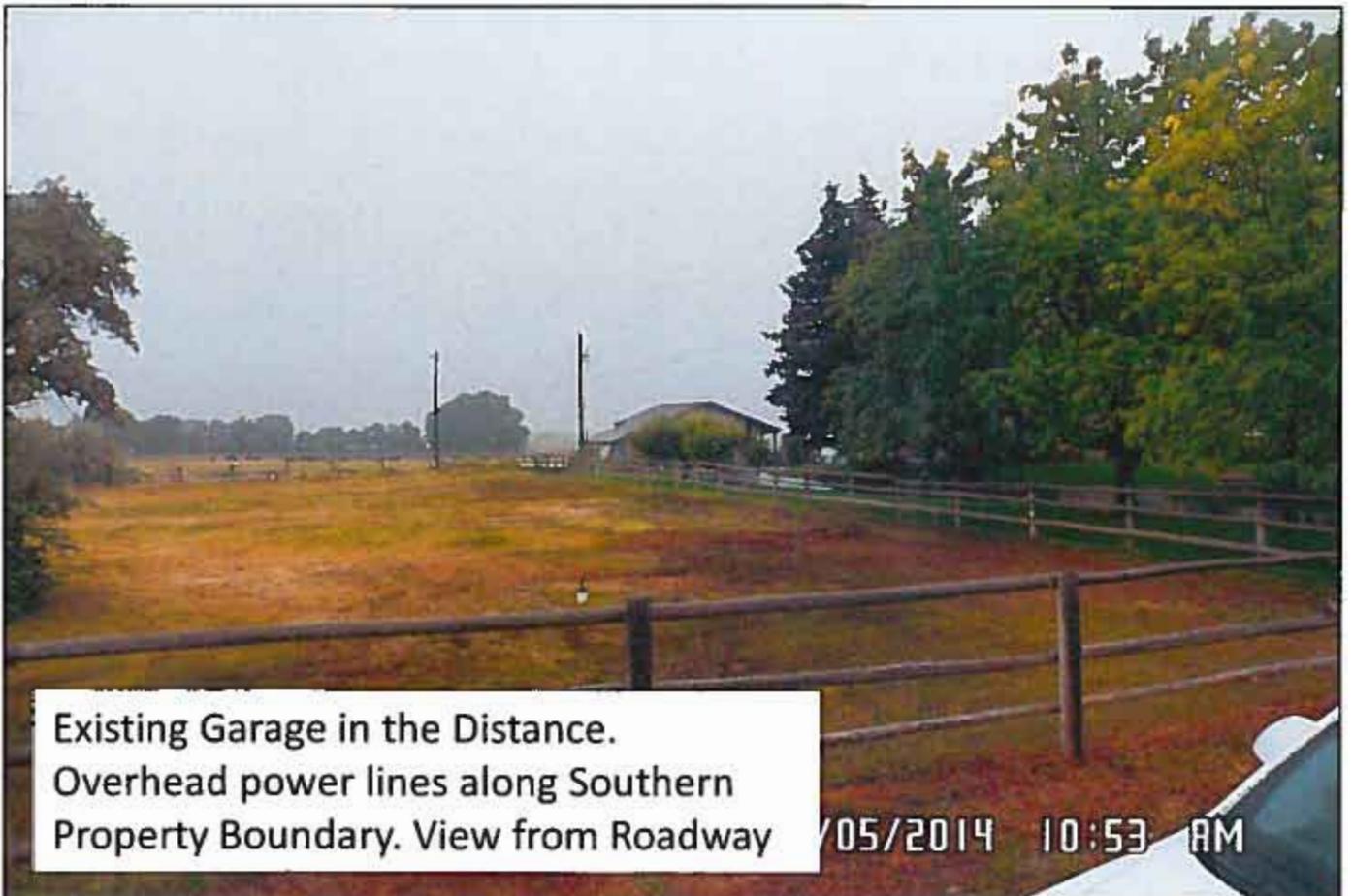
2733 SKYHI

1187 SKYHI

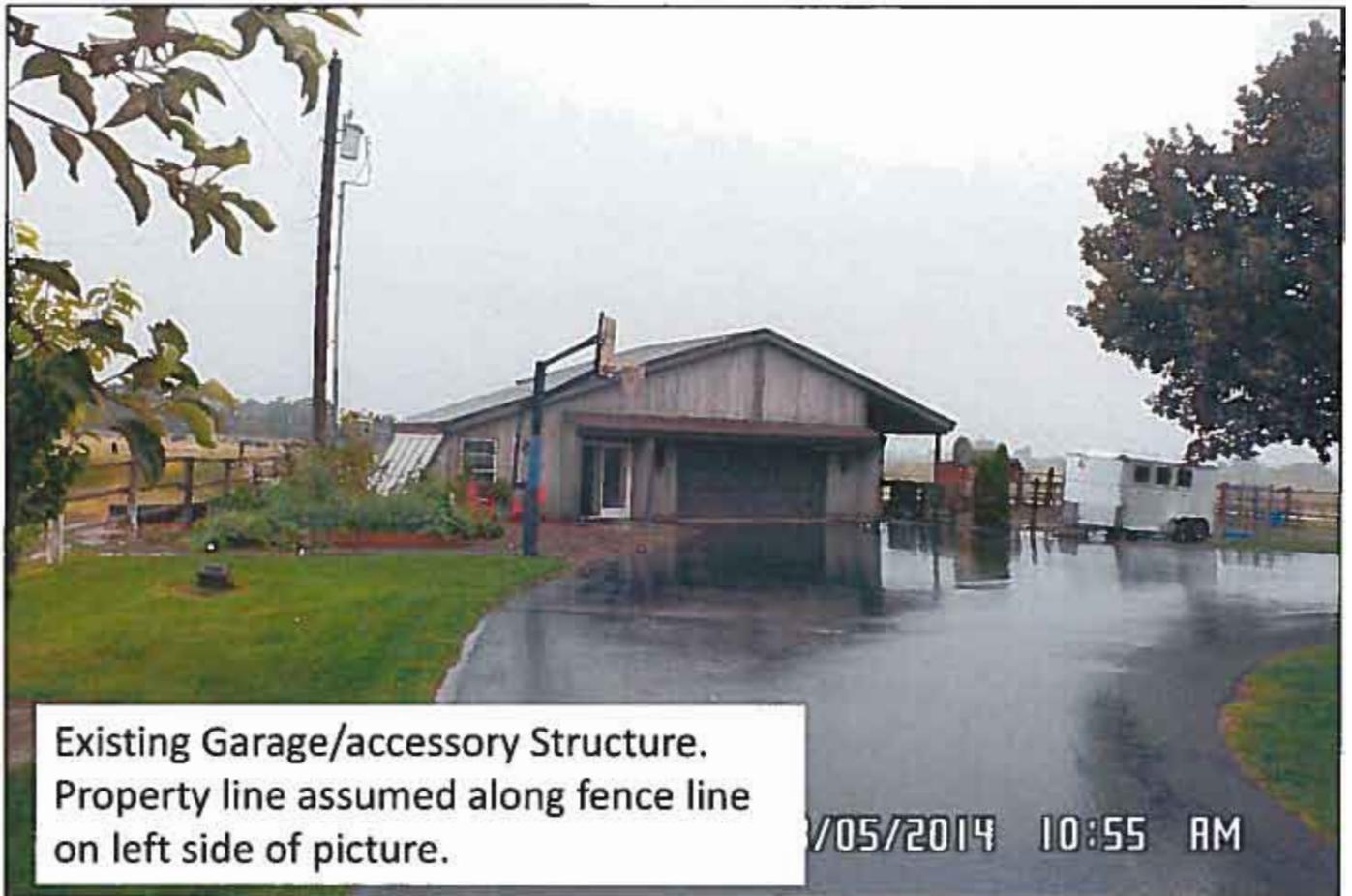
Approximate easement area
proposed to be vacated

Existing Above Ground
Idaho Power Line





Existing Garage in the Distance.
Overhead power lines along Southern
Property Boundary. View from Roadway



Existing Garage/auxiliary Structure.
Property line assumed along fence line
on left side of picture.

08/05/2014 10:55 AM

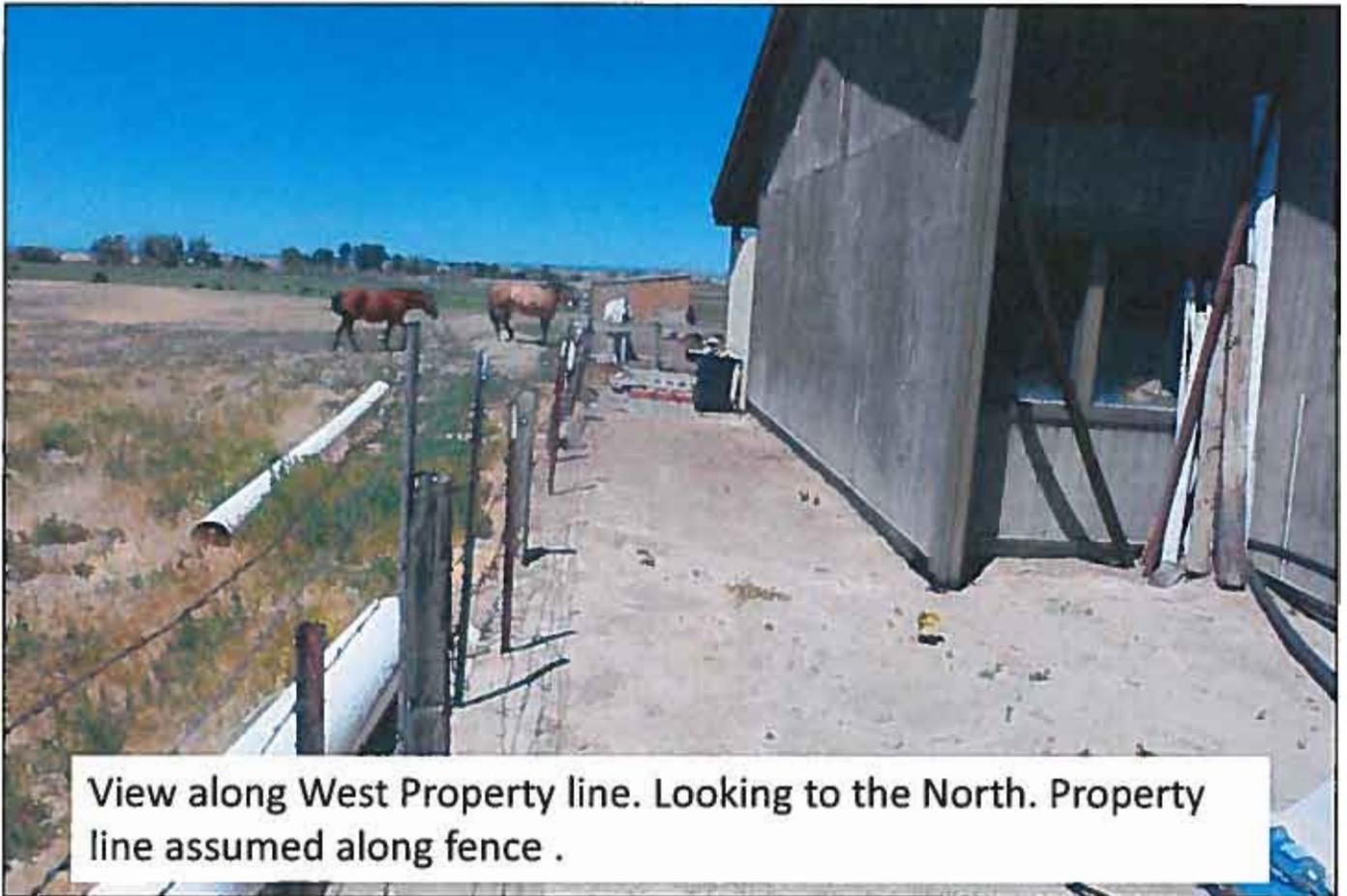


Proposed area for
expansion of garage.

08/05/2014 10:55 AM



View along South Property line. Existing overhead power lines installed within easement.



View along West Property line. Looking to the North. Property line assumed along fence .



07/07/2014 02:50 PM

June, 9-2-14 CC



August 11, 2014

Blake & Jenna Johnson
2733 Skyline Drive
Twin Falls, ID 83301

Re: Relinquishment of a 465.3' x 15' platted public utility easement located along the west property line of Lot 6 of the Skyline Acres Subdivision

Dear Mr. & Mrs. Johnson,

Idaho Power Company (IPC) has received the public utility review request submitted on July 9, 2014, regarding the possible relinquishment of a certain area of the platted utility easement located along the western property line of Lot 6 of the Skyline Acres Subdivision. Later, the dedicated easement, Instrument # 641723, recorded October 27, 1972 was added for consideration by Kevin Saunders of KNS Construction.

Upon further review and after a site visit, IPC has determined that the facilities located within the public utility easement area are covered by the dedicated power line easement which must remain and may be utilized in the future. As such, Idaho Power has no objections requested vacation of the public utility easement cited above.

Sincerely,

A handwritten signature in black ink that reads "Angie Wood".

Angie Wood
Land Management Leader
Land Management and Permitting Department
(208) 388-5625
awood2@idahopower.com

cc: Jennajohnson82@msn.com

Kevin Saunders
KNS Construction
3345 Longbow Drive
Twin Falls, ID 83301
knsconstructiontwin@gmail.com

1221 W Idaho St (83702)
P.O. Box 70
Boise, ID 83707



MINUTES
TWIN FALLS CITY PLANNING & ZONING COMMISSION
August 12, 2014 6:00PM
City Council Chambers
305 3rd Avenue East Twin Falls, ID 83301

PLANNING & ZONING COMMISSION MEMBERS

CITY LIMITS:

Nikki Boyd Jason Derricott Tom Frank Kevin Grey Gerardo "Tato" Munoz Christopher Reid Jolinda Tatum
Chairman Vice-Chairman

AREA OF IMPACT:

Ryan Higley Steve Woods
Vice-Chairman

CITY COUNCIL LIAISON

Rebecca Mills Sojka

ATTENDANCE

AREA OF IMPACT MEMBERS

CITY LIMIT MEMBERS

<u>Present</u>	<u>Absent</u>
Boyd	Derricott
Frank	
Grey	
Munoz	
Reid	
Tatum	

<u>Present</u>	<u>Absent</u>
Higley	
Woods	

CITY COUNCIL LIAISON(S):

CITY STAFF: Carraway, Spendlove, Strickland, Vitek, Wonderlich

I. CALL MEETING TO ORDER:

Chairman Frank called the meeting to order at 6:00 P.M. He then reviewed the public meeting procedures with the audience, confirmed there was a quorum present and introduced City Staff.

II. CONSENT CALENDAR:

1. Approval of Minutes from the following meeting(s): **NONE**
2. Approval of Findings of Fact and Conclusions of Law: **NONE**

III. GENERAL PUBLIC INPUT: NONE

IV. ITEMS OF CONSIDERATION:

1. Preliminary PUD Presentation for the Commission's recommendation for Annexation with Zoning District Change And Zoning Map Amendment from R-1 VAR to C-1 PUD for 40 (+/-) acres to allow a mixed use development compatible with Urban Village/Urban Infill designation on property located at the southwest corner of Pole Line Road East and Eastland Drive North, c/o Gerald Martens, EHM Engineers on behalf of Northeast Investments, LLC. (app. 2644)

Applicant Presentation:

Gerald Martens, EHM Engineers, Inc. representing the applicant reviewed the request and stated this project will be called *Canyon Village* in further presentations. The property is located at the southwest corner of Eastland Drive North and Pole Line Road East, just south of the Pillar Falls PUD and north of the LDS Temple. The project being proposed is a mixed use development that will consist of residential, commercial and professional uses. The plan is to have the commercial uses front the two primary roads Pole Line Road East and Eastland Drive North obviously because of the exposure to the passing traffic. None of the businesses will have direct access from either of these roads. All the access will be internal with one north / south public road through the center of the development. The other streets in the development will be private drives that support the rest of the development. The one north / south center road will contain

**Planning & Zoning Commission Minutes
August 12, 2014**

the sewer and water line necessary for the project. In summary the uses along the frontages will be commercial, internally will be professional, and along the southerly and westerly boundaries would be mixed residential, multi-family and zero lot line type development. Much of the infrastructure was completed on this project some years ago. The entire frontage along Eastland Drive North and Pole Line Road East was completed when the road widening was done. The property owners advanced the money at that time to install the water, sewer and road improvements. This property is ready to move forward with minimal development cost, that is the motivating factor of this project and is the desire for the construction of a distribution center for the LDS Church. But in order to permit this project the PUD Agreement document needs to be complete, the preliminary plat needs to be submitted with a final plat of phase one of the project to be approved so that the distribution center could move forward. The rest of the development will most likely not occur until other adequate facilities are available. This is not a public hearing tonight, an official presentation will be made August 26, 2014 and more details will be provided at that time.

Staff Analysis:

Planner I Spendlove stated there is not any real zoning history for this property, other than some of the infrastructure being built there has not been any activity on this property. He displayed on the overhead samples of architectural styles proposed for the development. This request if approved would annex the property into the city limits, change the zoning district and approve a Master Development Plan and a PUD Agreement for the development. The PUD Agreement would allow for a planned mixed use development compatible with the Urban Village/Urban Infill designation consisting of light commercial, professional and mixed residential uses on property located at the corner of Pole Line Road East and Eastland Drive North

City Code requires a preliminary PUD presentation be made to the Commission and the public prior to the public hearing. The purpose of this presentation is to allow both the Commission and the public the opportunity to become familiar with the project and proposed changes prior to the public hearing. The Commission can also give suggestions to the applicant on the project. No action is taken at this preliminary presentation. A public hearing regarding this request will be heard at the regularly scheduled Planning & Zoning Commission public meeting on Tuesday, August 26, 2014. Further staff analysis will be given at that time. The Master Development Plan and the Draft PUD Agreement document will be presented, with proposed uses and will be reviewed at that time. Staff makes no recommendations at this time.

PZ Questions/Comments:

- Commissioner Woods asked about the amount of traffic so close to a residential area and only one traffic path in and out. He would like to see more specific types of uses designated and he would like to avoid any 24 hour uses. More detail related to the list of uses allowed with more control or approval of uses.
- Commissioner Munoz asked about the zero lot line and would like to see more detail associated with that part of the proposed development.
- Commissioner Boyd asked for more information about what a LDS distribution center is.
- Mr. Watson, Boise, ID stated the official name of the facility is the LDS Bishop's Storehouse. This facility is a place where food products can be dropped off for individuals in need of assistance. The food products are placed on the shelves in a small retail space that is not open to the public, it is only open to the recipients that have approval from their ecclesiastical leader to visit the center. The hours are 8-5 Monday through Friday and staffed by church volunteers. It will not be open during night hours. He will bring elevations to the public hearing on August 26, 2014, to show the Commission what the facility would look like.

Public Comment:

- Brent Hyatt, 2119 North Temple Drive South, of the proposed PUD, he commended the developers and the Commission for their planning and dedication to the community. He is comfortable with the current developer handling this project however if the property changes hands he would like to know that there are more specific design criteria that has to be followed and a list of proposed uses would be beneficial before he can show support for the project.
- Max Thompson 2679 Pole Line Road East, he asked if he could show where the sewer line is located and where the extension will go in on the development
- Cheri Condie, 2135 Oakland Court, stated she has concerns with internal traffic and residential buildings next to commercial developments. She worries about sidewalks next to the street and asked that the sidewalks be separated from the street to make it safe for pedestrians.

**Planning & Zoning Commission Minutes
August 12, 2014**

- DeVoe Brown, 3920 N 3400 E, a partner for the Ensign Subdivision stated that commercial development that goes in next to residential is a concern. He stated that he would like to see more details for this project to make sure that it will be compatible with the area.

Closing Statements:

- Mr. Martens stated this process allows for input but the details will be available at the next meeting. The sewer runs down Pole Line and extends into the property east and works its way south. All of this project will have extensions that will enter through the trunk line. City Code requires all of the sidewalks be meandering internal and not attached to the street. There will be pedestrian paths to allow pedestrians to travel safely through the project. This is a mixed use which allows for an opportunity for people to live, work and have lunch in your own community, so pedestrian pathways are important. More definitive uses are scaled back significantly from the allowed uses in a commercial/professional zone this information will be provided at the next meeting. He stated his office is always open and people are welcome to contact his office with any questions.
- Commissioner Grey stated the more detail that is provided the easier it is to make decisions.
- Commissioner Frank stated he would like to see if there is something that could be done to make it a little safer for pedestrians to cross Pole Line Road East to get to the walking path. He walks this area and would like to see it be safer for pedestrians.
- Mr. Martens stated he can provide a pathway within this development in the first phase of the project that would create a specific place to cross the road but once they cross the road it's out of his control.

V. PUBLIC HEARINGS:

1. Request for a **Special Use Permit** to construct a 3817 sq. ft. detached accessory building on property located at 2108 South Temple Drive. c/o Jerry & Sue Higley (App 2660)

Applicant Presentation:

Mr. Higley stated that they have a large family and continue to host events at their home, and to do this they would like to construct a detached accessory building on their property to allow for more room for their family events. The building will match the colors and material of the existing home and they are aware of maintaining the integrity of the subdivision.

Staff Analysis:

Planner I Spendlove reviewed the request and the exhibits on the overhead he stated the Ensign Subdivision was preliminary platted in 2005 and the final plat was approved in 2006. A single family residence was constructed in 2007 on this property. The Certificate of Occupancy was issued in October of 2010. In March of 2011 a building permit was issued for a patio cover.

The applicant has submitted a narrative detailing the proposed project. The applicant wishes to construct a detached accessory building located within the Ensign Point Subdivision. The applicant plans on using the building for personal storage and personal use. The applicant does not believe there will be any adverse effects on adjoining properties including noise, glare, odor, fumes or vibrations.

The location of the proposed building is within a platted subdivision. The lot is zoned R-1 VAR, allowing for Single Family Dwellings and detached accessory buildings. Detached accessory buildings over one thousand (1000) square feet require a Special Use Permit prior to construction in order to mitigate possible adverse effects on adjoining property owners. The proposed building will be approximately 3300 (+/-) square feet on the main level and 500 (+/-) square feet in the basement. The site plan and elevations have been designed to complement the main dwelling in architectural design, materials and size. The Commission may wish to place a condition on the Special Use Permit that the detached accessory building be constructed to complement the main dwelling in architectural design and materials as presented.

The applicant is proposing a large detached accessory building be constructed on the undeveloped lot to the south of the existing residence. City Code 10-2-1 defines as an "accessory to a dwelling" as a building/structure that is an accessory

**Planning & Zoning Commission Minutes
August 12, 2014**

to a dwelling/residence. A shop or garage is not permitted on a residential lot unless it is an accessory to an existing residence. Mr. and Mrs. Higley are in the process of combining two (2) residential lots into one lot by Warranty Deed. The Commission may wish to place a condition on this special use permit to require a "Deed Restriction" be placed upon the new Warranty Deed to ensure the accessory building will not be split off separately. And that process is completed before the building permit is issued. Within the R-1 VAR zone there may only be one (1) residence per residential lot. The Commission may wish to place a condition there may not be used as a residence.

City Staff will conduct a full review of the detached accessory building at the time of building permit for compliance with all applicable City Codes, including but not limited to Building, Fire, Zoning, and Engineering Requirements. The accessory building as shown on the site plan and elevations has been designed to complement the main dwelling in architectural design, materials and size. It is reasonable to assume that the possible impacts to neighboring property owners will be minimal due to the surrounding development pattern. The R-1 VAR zone was designed to provide a low density residential environment to allow the present and future residents to live and play in an area with ample space for personal privacy, private open space and free from encroachment by commercial and industrial activities.

Planner I Spendlove stated upon conclusion should the Commission grant this request, as presented, staff recommends the following conditions.

1. Subject to the site plan amendments as required by Building, Engineering, Fire, and Zoning Officials to ensure compliance with applicable City Code Requirements and Standards.
2. Subject to the completion of the process to combine Lots 15 and 16, Block 2 of Ensign Point Subdivision onto one warranty deed with a "deed restriction" to prevent any future sell of the detached accessory building without the residence by the end of the building permit process. The Warranty Deed w/deed restriction shall be provided prior to issuance of a building permit.
3. Detached Accessory building shall be for storage of personal property only, no commercial use shall be allowed and no residential occupancy shall be permitted.
4. Detached accessory building shall be constructed to complement the main dwelling in architectural design, color and materials as presented.

Commissioner Questions/Comments:

- Commissioner Frank asked for clarification of materials used on the residence.
- Mrs. Higley explained that the accessory building will have matching brick and stucco material.
- Commissioner Woods asked about parking for access to the accessory building with this being on a cul-de-sac and asked if there is any parking requirement.
- Planner I Spendlove stated there is no code that addresses who can park on the public streets. A person cannot block a driveway, and the only requirement for this type of request is a driveway.
- Commissioner Woods stated he has concerns with lots of events and lots of cars that could impact the neighbors.
- Commissioner Munoz stated the applicant has said this is for storage and family events but is there something in the code that restricts this from being used for events.
- Planner I Spendlove explained that the City Code does not get involved in what residence do in their home, so this can only be used for residential uses.
- Commissioner Boyd stated she has concerns with the parking issue on a cul-de-sac.
- Commissioner Munoz asked if there are any plans to do gatherings and how large the crowd will be.
- Mrs. Higley stated they have 7 children, 5 are married and 15 grandchildren, this would allow them to have a couple family gatherings per year. If everyone shows up there would be six cars. This is a nice place to live and they want to be in a place where the neighbors want to be neighbors.
- Commissioner Higley stated for clarification that he has no direct relationship with the applicant.

Public Hearing: Opened & Close Without Comments

Closing Statement:

- Mr. Higley thanked the Commission for taking the time to consider this request.

Planning & Zoning Commission Minutes

August 12, 2014

Deliberations Followed: Without Concerns

Motion:

Commissioner Munoz made a motion to approve the request, as presented. Commissioner Tatum seconded the motion. All members present voted in favor of the motion.

Approved, As Presented, Subject To The Following Conditions

1. Subject to the site plan amendments as required by Building, Engineering, Fire, and Zoning Officials to ensure compliance with applicable City Code Requirements and Standards.
 2. Subject to the completion of the process to combine Lots 15 and 16, Block 2 of Ensign Point Subdivision onto one warranty deed with a "deed restriction" to prevent any future sell of the detached accessory building without the residence by the end of the building permit process. The Warranty Deed w/deed restriction shall be provided prior to issuance of a building permit.
 3. Detached Accessory building shall be for storage of personal property only, no commercial use shall be allowed and no residential occupancy shall be permitted.
 4. Detached accessory building shall be constructed to complement the main dwelling in architectural design, color and materials as presented.
2. Request for the Commission's recommendation on a **Comprehensive Plan Amendment** from Rural Residential to Neighborhood Center specific to the intersection of Falls Avenue East and 3300 East Road aka Champlin Road c/o EHM Engineers on behalf of Ken Stutzman (app. 2661)

Applicant Presentation:

Gerald Martens, EHM Engineers, Inc. representing the applicant stated the request is to amend the Comprehensive Plan to address property located at the northwest corner of Falls Avenue East and 3300 East Road (aka Champlin Road). The amendment is to propose that the Comprehensive Plan allow for a Neighborhood Commercial Center be located on the northwest corner of Falls Avenue East and 3300 East Road on approximately 7 acres. This property if developed as neighborhood commercial it would market to traffic and its needs such as convenience, food, rental facility for bicycles or RV and fuel. The applicant is requesting that this amendment be approved so that the project could move forward when the need arises for such a development. This is a busy corner and will require a large amount of improvements to develop. The neighborhood commercial designation has very specific design criteria and land uses and the applicant is aware of these requirements.

PZ Questions/Comments:

Commissioner Woods asked if the developer is responsible for all of the improvements and if this property would have city services.

Ken Stutzman, 4123 Hidden Lakes Drive, stated his family has been in this community for approximately 50 years and he is very familiar with the role of the Commissioners. He stated when he sat on this Commission years ago there was an intent to create neighborhood commercial centers to be helpful to the community to provide a service to the community and reduce traffic along the arterials in Twin Falls. He thinks there is a need for this type of development on the east side of town. He would like to make this a nice development for the community and put Twin Falls on the map to help people coming to the community find the street into the Shoshone Falls. He can foresee an area for RV parking, bike rentals, and small kiosks that focus on providing tourists information. This could be a show place for the community and he asked for the Commission's approval. He explained that city services are not available to this property but he has spent time working with the health district and the consciences is that there will be a smaller impact with fewer septic's vs the allowance of a septic system for each 1 acre home. It is not unusual to see this type of establishment have their own sewer and water systems. He asked that the Commission consider his proposal.

Staff Analysis:

Planner I Spendlove reviewed the request and the exhibits on the overhead and stated that the current Comprehensive Plan Twin Falls Vision 2030 was approved by the City Council in February 2009. This plan was an entire re-drafting of the Comprehensive Plan and collectively replaced the previous plan dated 1993-1994. He stated the requested change from Rural Residential to Neighborhood Center will be a noticeable shift in possible development for this area. The

Comprehensive Plan has very different descriptive paragraphs for Rural Residential and Neighborhood Center designations.

The Comprehensive Plan describes the Rural Residential Designation as designed to provide transitions from agricultural land located on the outskirts of the community to urban areas contained within the Water Service Boundary. Large-lot rural residential is consistent within this designated area.

The Comprehensive Plan describes the Neighborhood Center Designation as designed to support new and existing residential areas of the City. These should provide shopping and other services for the surrounding neighborhoods, including supermarkets, offices, day care centers, copy shops, restaurants, cafes and similar small-scale uses that compliment a neighborhood. Big box retail uses are not supported at Neighborhood Centers, which should be limited to major intersections – suggested area to include one or two corners of designated major intersections. Limiting the total acreage of individual Neighborhood Center uses is critical for the creation of an intimate, neighborhood scale place and experience. Neighborhood Centers should be developed as distinct places and destinations rather than nondescript commercial strip developments. They should become important community nodes, where people are encouraged to shop and meet. They should be oriented to the needs of pedestrians, including links with local trail and pathway systems, high-quality plazas and other pedestrian amenities that encourage walking and cycling.

Staff believes that special attention should be paid to the area this request is in. The corner of Falls Avenue and Champlin Road (4000 N and 3300 E) is a major intersection that services thousands of tourists who visit Shoshone Falls on a yearly basis. The Comprehensive Plan identified major intersections as areas that should be encouraged to develop with a mix of commercial type uses that would provide services to the local residential areas.

Planner I Spendlove stated upon conclusion the Commission may recommend approval of this request as presented, recommend changes to the request, or recommend denial of this request. The recommendation of the Commission will then be forwarded to the City Council for their recommendation and then to the County Commissioners for a decision.

Commissioner Frank clarified that this is not a time to discuss usages for the property; it is to discuss a change to the Comprehensive Plan Map.

Public Hearing: Opened

- Lee Ann Hagen, 3353 E 4050 N, asked if the zoning is changed for this property what is to stop the City from changing the zone on other properties in the area, in turn making this another Addison Avenue or Kimberly Road. The bicycle trail ends in this area and increasing this type of traffic will make it more dangerous.
- Richard Miranda, 3343 E 4050 N, stated his concern is the traffic will increase and there is a huge mule deer population to consider in this area. He would like some of the traffic issues to be addressed now.
- Cheri Condie, 2135 Oakwood Court, the Comprehensive Plan calls for a rural residential development. If the developer takes this away there is no way to replace the rural residential. This will not be a neighborhood commercial because there is not a neighborhood yet, this is not in conformance with the Comprehensive Plan. Allowing for commercial business this far out of the city, will only create sprawl and take moneys from tourists.
- Jenna Johnson 2733 Skyline Drive her older address was within a half mile of this proposed development area. She is on this road at least 5 to 6 times a week. She moved to this area to raise their family in a quiet place and they were looking for a location that would allow for animals. This change will squeeze out the property owners in this area that are in this location for agricultural purposes. Commercial in this area would impact the neighbors, the traffic and the deer path through this area. Her last concern is light pollution this type of development brings to the area. She is against this change.
- Randy Muser, 3273 Falls Ave East, stated he is not against development of neighborhood commercial centers, he thinks it is a good idea for areas within a town like Twin Falls. The question he asked is why we are "leapfrogging" so far out from other major intersections that are closer to town, that have been previously denied. They have lived there since 1999 and there have seen numerous accidents in this location and regardless he would hope that a light gets put in at that intersection.
- Rosa Lee Dingwall, 3148 Highlawn Drive, there is a plan in place to help control the urban sprawl and we need to stick with the plan. This area needs to be preserved and kept as a rural area.

Planning & Zoning Commission Minutes

August 12, 2014

- Barry Knoblich, 1174 Skyline Drive, he stated it looks like we have the same question again - "what do we want the community to look like when people go out to this area to see Shoshone Falls". Development has happened and things have changed in the area, improvements have been made because of public input, we just need to work together as a community to decide how we want things to be developed.
- Bart Zebarth, ½ mile from Falls Avenue going south, we have more traffic trying to avoid the City of Twin Falls to get out to the Perrine Bridge, and there are lots of accidents. He said he is not against development, but he would like to know why the road can't be widened through this area.
- Jill Skeem, stated she served on the Comprehensive Plan team that created the current plan. She stated the Comprehensive Plan is going to be reviewed soon and if these changes occur now before that process occurs it would be a waste of time. This change should be considered by the entire community not just by one developer making a request in this forum.
- Chadalain Momberger, 4035 N 2330 E she moved to this area because it is rural and she will lose that if this gets approved.
- Darren Hall, 3239 Falls Avenue East stated he has lived in this area for 20 years. He states the traffic is going to go where it is going to go. The deer are going to travel where they travel and they eat thousands of dollars of crops each year. He thinks this proposal is something worth considering.
- CJ Cahoon, 3300 E 3050 N, stated they moved to this area from Washington and he selfishly treasures the family oriented rural area.

Public Hearing: Closed

Closing Statements:

- Mr. Martens stated that neighborhood center does not allow for 24 hour operations. The code only allows one neighborhood commercial center on each side of town, it is limited to 20 acres, it should be located at a major intersection and this area would qualify for this type of designation. Traffic studies would show that traffic will not increase, it might keep someone from driving into town, it won't encourage or discourage tourist but will assist them. The neighborhood center criterion is restrictive to reduce impacts and the only way to get intersections fixed and widening is through development. There would be detached bike and pedestrian paths and there will be improvements that provide benefits to the community.
- Mr. Stutzman, stated we have talked about the intent of the Comprehensive Plan and there have been multiple hours put into its development. It is hard to know what the future has in store but there is a need for this in this area of town. If it doesn't happen then, it doesn't happen, he is not surprised at the opposition but it is up to the Commission to decide. The town is growing and he is not sure how else to service this area with the tourist attraction like the Shoshone Falls, and he thinks it could be a benefit to the community.
- Planner I Spendlove stated the minimum land size associated with the NCO is 5 acres and a maximum of 20 acres. This is just a request to amend the Comprehensive Plan Map. As for rezones - the property owner has to request a rezone and go through the public hearing process. This road is outside of the city limits and the Twin Falls Highway District has jurisdiction for this road.

Discussion Followed:

- Commissioner Woods stated that the traffic and lights don't seem to be a major issue for him. Even though the Comprehensive Plan does allow for amendments, it seems this request is a sprawl and doesn't meet the development strategy of Twin Falls. He hates to see the rural area decimated and would like to preserve the rural areas. "Leapfrogging and sprawl" are a major concern for him.
- Commissioner Munoz stated the only thing that is consistent is change and he would love for things to stay the same but change is going to happen. The Comprehensive Plan was designed to be a living document and to help in guiding the vision of Twin Falls. It was a vision made by the entire community, presentations were made everywhere and changes took place in the plan because of the input from the public. He thinks "not in my back yard" is an issue and he can also see the need for Twin Falls to grow. He can't see into the future and this area is still far enough from town he doesn't know how it is going to develop. This is just a recommendation and he is not sure he is ready to look that far ahead.
- Commissioner Grey stated he thinks the neighborhood center is a great idea, but he is not sure this is the right corner or the right time. The vision of the barn motif would be quaint and inviting and could be good for this area, but it sounds like an opportunity to grab tourist dollars. He thinks the Comprehensive Plan review should occur before this type of change is approved.
- Commissioner Frank stated he is for this neighborhood center designation -it is great. They can only be put in certain places and if it is not here where else will it be? The community has said they want neighborhood centers but then when it comes up they don't want it in the locations that are proposed. This document is a living document,

Planning & Zoning Commission Minutes

August 12, 2014

he doesn't think it will draw traffic from the interstate and it will follow the intent of pulling commercial from the main drag.

- Commissioner Higley stated we are worried about losing the small town feel and a development like a neighborhood center is a way to reclaim the small community feel. They become a small town feel in a rural neighborhood. We don't want to "leapfrog". There have been proposals east of this intersection that have been denied. There is no way we can make predictions and not make a change. If it is not here where it is going to be? He sees the need for this and if this is a way to get the intersection corrected then he is in support of the request.
- Commissioner Woods stated it can't be a neighborhood center if the neighbors are against it. The concept of the Comprehensive Plan should be kept intact. This will not be harmonious to the area, and it should be taken seriously.
- Commissioner Munoz stated he can't say it is not harmonious when he doesn't know what is going to happen in this area.
- Commissioner Boyd stated there is a large church on the corner that is not particularly attractive. She knows the cool towns that have things to do and charming vignettes that are low key and these developments provide local places to sit and visit. The traffic is there, the people are there so why not make it a new version that services the area and the tourist. She thinks this would be a great corner for a neighborhood center.
- Commissioner Reid stated he was not part of the Comprehensive Plan but it was just done in 2009 and he understands it's a living and breathing document, he appreciates the thoughts that were shared. If the people say no during the Comprehensive Plan review and they come tonight and say no it is difficult for him to override their wishes. He is having a hard time saying yes.
- Commissioner Frank stated we are the Planning & Zoning Commission and sometimes we have to make some decisions based on a leap of faith. This is an opportunity to plan.

Motion:

Commissioner Grey made a motion to recommend approval of the request, as presented, to the City Council. Commissioner Boyd seconded the motion.

Commissioners Frank, Higley and Boyd voted in favor of the request while Commissioners Woods, Grey, Tatum, Munoz and Reid voted against the request.

Motion Failed 5-3.

Recommended For Denial To City Council

City Council Public Hearing Scheduled For September 8, 2014

THIS ITEM HAS BEEN WITHDRAWN BY THE APPLICANT

Chairman Frank asked the applicant, Jenna Johnson, if the presentation for these two items could be made at the same time – with separate motions. She acknowledged in the affirmative.

3. Request for the Commission's recommendation on the Vacation of two (2) platted Ditch and Utility Easements – (1) 15' x 465.3' (6979.5 sq. ft.) and (1) 15' x 265.3' (3979.5 sq. ft.) on property located at 2733 Skyline Drive in the Area of Impact c/o Jenna & Blake Johnson (app. 2662)
4. Request for a Special Use Permit to allow a detached accessory building larger than 1500 sq. ft. on property located at 2733 Skyline Drive in the Area of Impact c/o Jenna & Blake Johnson (app. 2663)

Applicant Presentation:

Blake Johnson, the applicant, presented both items (V-3 & V-4) for property located at 2733 Skyline Drive. He is requesting the vacation of two easements; one is on the west boundary of their property and the other is on the southern boundary. There are two easements, one is a ditch and the other is a utility. The other request is to expand an existing accessory building that has been built on top of the easements. They would like to build a structure for livestock and a green house. The old building is very dilapidated and not functional; if approved, this would allow them to improve the existing build as well as expand to make it more functional.

Staff Analysis:

Planner I Spendlove reviewed the request and the exhibits on the overhead and stated this lot was created with the Skyline Acres Subdivision in 1963. A single family dwelling was believed to have been constructed on the property in 1972; it is believed the accessory structure was built in this same year or shortly thereafter. The accessory building was constructed on both platted easements; on the West and the South property lines. In early 2003, the Johnsons extensively remodeled the existing single family dwelling into the way it stands today. The accessory building was not part of that permit, and was not evaluated for compliance at that time.

In June 2014, the city received a building permit to remodel an existing accessory structure. During the permit review it was revealed that the existing structure was built on the platted easements. Staff has since worked with the owner to offer solutions and direction to rectify the situation. This is a request to vacate a 15' x 465.3' (6979.5 sf) easement on the West property boundary and a 15' x 265.3' (3979.5 sf) easement on the South Property boundary. These easements are stated on the plat to be for "Ditch and Utility". The intent is to vacate these easements to bring an existing garage into compliance due to it currently being located over a portion of both easements; the extent of the encroachment is unknown at this time.

Vacation of a platted easement requires approval by each of the applicable utility companies. As of today, the city has not received any of the required letters from the

applicable utility companies stating their approval of the vacation of the easement. Staff recommends a condition be placed on this proposed vacation requiring letters of approval and any requirements as determined to be necessary from the applicable utility companies shall be submitted to the city, prior to adoption of an ordinance.

Planner I Spendlove stated upon conclusion should the commission recommend approval of the vacation request, as presented, staff recommends the following conditions.

1. Subject to the site plan amendments as required by Building, Engineering, Fire, and Zoning Officials to ensure compliance with applicable City Code Requirements and Standards.
2. Subject to letters from each of the utility companies granting approval and including any requirements each may require being submitted to the City prior to recordation of the Vacation.

Planner I Spendlove reviewed the second public hearing item being a request for property located at 2733 Skyline Drive, and stated this request is for a detached accessory structure greater than 1500 sf. The applicant has supplied plans showing an approximately 1260 sf addition to the existing 924 sf building for a total of 2184 sf. The applicants described the proposed detached accessory building will contain areas for bicycle storage, boat storage, garage, tack room, greenhouse, and horse stalls. The existing detached accessory building was constructed over a 15' Ditch and Utility Easement platted along the west and southern property lines. There is a request for vacation of the easement being requested on this agenda tonight as well. Approval of the special use permit shall be contingent upon the vacation approval of the easements and recordation of an ordinance.

Per City Code 10-4-2: Detached accessory buildings within the SUI Zone greater than 1500 sf are required to obtain a Special Use Permit prior to being legally constructed. The proposed plan is showing an addition to an existing structure, this addition along with the existing building will create an accessory structure of approximately 2184 sf. Within this existing neighborhood this size is not uncommon.

Per City Code 10-11-1 thru 8: Required improvements include streets, water and sewer, drainage and storm water. These required improvements will be evaluated and all applicable code requirements will be enforced at the time of building permit submittal.

Per the Recorded Skyline Acres Plat: an Easement of 15' is located on the Southern and Western property boundaries of Lot 6. This easement was platted as reserved for the use of "Ditch and Utility". The definition of easement in the code "...prohibits the construction of any permanent building or structure over the easement..." It would be appropriate to place a condition on this permit requiring the approval of the easement vacation prior to obtaining a building permit.

Accessory structures of similar size are common in this area. The subdivision was created in order to accommodate some agricultural activities on a smaller scale. Accessory buildings of this size would be considered part of that overall design for the subdivision. The design submitted is consistent with the developed neighborhood. The Commission may wish to place a condition the detached accessory building shall be constructed consistent with the submitted elevations. Staff does not foresee any impacts related to noise, glare, odor, or fumes being overly imposing to neighboring property owners.

Planner I Spendlove stated upon conclusion should the Commission approve the Special Use Permit request, as presented, staff recommends the following conditions.

1. Subject to the site plan amendments as required by Building, Engineering, Fire, and Zoning Officials to ensure compliance with applicable City Code Requirements and Standards.
2. Subject to construction of the detached accessory building to be consistent with the submitted drawings/elevations, as presented.
3. Subject to approval and recordation of the easement vacation and its associated conditions prior to issuing of a building permit.

PZ Questions/Comments:

- Zoning & Development Manager Carraway explained that the Vacation request requires a recommendation from the Commission to go to the City Council, because this property is in the City's Area of Impact this request will then move forward to the Twin Falls Board of County Commissioners for a final decision.
- Commissioner Grey asked if the improvements shown would be on the existing easement and what happens to the power line.
- Planner I Spendlove explained the improvements the applicant wants to make would be on the easements. Idaho Power would have to approve the vacation.
- Zoning & Development Manager Carraway explained Idaho Power could grant the vacation if the applicants agree to allow access to the power lines and not hold Idaho Power responsible for any damage that may be caused.
- Commissioner Tatum asked what utility companies would be involved.
- Zoning & Development Manager Carraway explained that the letters would come from the companies that could possibly have utilities located in this area for example cable, phone, gas, canal company or power.
- Commissioner Higley asked why the applicant would not take the building down and build a new structure outside of the easement.
- Mrs. Johnson stated it would cost much more to rebuild. She also explained she has tentative approval from Idaho Power but has not received a letter yet.

Public Hearing: Opened

Barry Knoblich, 1174 Skyline Drive, the neighbors are very active in this neighborhood and this item has been reviewed by the neighbors and they are in support of this request.

There is nothing in the ground it is a strip easement that was platted when they didn't know where the utilities were going to go. This neighborhood is a plat with larger acres and the people live in this area because they want to have their buildings and their animals.

Public Hearing: Closed

Deliberations Followed: Without Concerns

Motion: Item V-3

Commissioner Tatum made a motion to recommend approval of the Vacation request, as presented, with staff recommendations. Commissioner Higley seconded the motion. All members present voted in favor of the motion.

Recommended For Approval To The City Council, With The Following Conditions

1. Subject to the site plan amendments as required by Building, Engineering, Fire, and Zoning Officials to ensure compliance with applicable City Code Requirements and Standards.
2. Subject to letters from each of the utility companies granting approval and including any requirements each may require being submitted to the City prior to recordation of the Vacation.

City Council Public Hearing Scheduled Tuesday, September 2, 2014

Motion: Item V-4

Commissioner Woods made a motion to approve the Special Use Permit request, as presented, with staff recommendations. Commissioner Grey seconded the motion. All members present voted in favor of the motion.

Approved, As Presented, With The Following Conditions

1. Subject to the site plan amendments as required by Building, Engineering, Fire, and Zoning Officials to ensure compliance with applicable City Code Requirements and Standards.
2. Subject to construction of the detached accessory building to be consistent with the submitted drawings/elevations, as presented.
3. Subject to approval and recordation of the easement vacation and its associated conditions prior to issuing of a building permit.

VI. PUBLIC INPUT AND/OR ITEMS FROM THE ZONING DEVELOPMENT MANAGER AND/OR THE PLANNING & ZONING COMMISSION:

Zoning & Development Manger Carraway reminded the Commission of the upcoming public meeting dates.

VII. UPCOMING PUBLIC MEETINGS: (held at the City Council Chamber unless otherwise posted)

1. Public Hearing-August 26, 2014
2. Work Session-Wednesday, September 3, 2014

VIII. ADJOURN MEETING:

Chairman Frank adjourned the meeting at 9:03 PM

Lisa A Strickland
Administrative Assistant
Community Development Department



August 11, 2014

Blake & Jenna Johnson
2733 Skyline Drive
Twin Falls, ID 83301

Re: Relinquishment of a 465.3' x 15' platted public utility easement located along the west property line of Lot 6 of the Skyline Acres Subdivision

Dear Mr. & Mrs. Johnson,

Idaho Power Company (IPC) has received the public utility review request submitted on July 9, 2014, regarding the possible relinquishment of a certain area of the platted utility easement located along the western property line of Lot 6 of the Skyline Acres Subdivision. Later, the dedicated easement, Instrument # 641723, recorded October 27, 1972 was added for consideration by Kevin Saunders of KNS Construction.

Upon further review and after a site visit, IPC has determined that the facilities located within the public utility easement area are covered by the dedicated power line easement which must remain and may be utilized in the future. As such, Idaho Power has no objections requested vacation of the public utility easement cited above.

Sincerely,

A handwritten signature in black ink that reads "Angie Wood".

Angie Wood
Land Management Leader
Land Management and Permitting Department
(208) 388-5625
awood2@idahopower.com

cc: Jenna.johnson82@msn.com

Kevin Saunders
KNS Construction
3345 Longbow Drive
Twin Falls, ID 83301
knsconstructiontwin@gmail.com

1221 W Idaho St. (83702)
P.O. Box 70
Boise, ID 83707



Public Hearing: **TUESDAY, September 02, 2014**

To: Honorable Mayor Hall & City Council

From: Jonathan Spendlove, Community Development

AGENDA ITEM IV-1

Request: Request for an amendment to Twin Falls Vision 2030- A Comprehensive Plan to expand and clarify the depth of the commercial/retail corridor along the north side of a portion of Kimberly Road and to amend the water service boundary area to include that portion of Kimberly Road being proposed with this amendment for property within the City' Area of Impact c/o Bradford J. Wills (app. 2655)

Time Estimate:

The applicant's presentation may take up to ten (10) minutes. Staff presentation will be approximately ten (10) minutes.

Background:

Applicant:	Status: Petition Request	Size: (+/-) 66 Acres
Bradford J Wills 222 Shoshone St W Twin Falls, ID 83303 208-734-4411 Bradw@willsinc.com	Current Zoning: C-1; R-2; R-1 VAR PUD all properties are within the Area of Impact	Requested Zoning: Comprehensive Plan Map Amendment
	Comprehensive Plan: currently a depth of 660' +/- is designated appropriate for Commercial/Retail development along the northerly portion of Kimberly Road to 3300 N Road. The Future Land Use Map designates Agricultural as appropriate development for all land north of the designated Commercial/Retail area along Kimberly Road.	Requested Comprehensive Plan Amendment: Amendment to the Comprehensive Plan - Future Land Use Map from Agriculture to Commercial/Retail and the expansion of the designated water service boundary area.
	Existing Land Use: Currently there are a couple of residences on Kimberly Road with the balance of the area being farmed.	Proposed Land Use: expansion of the Commercial/Retail designation by approx. 760' to the north, for a total Commercial/Retail designated area of 1,320' and an expansion of the designated water service boundary area to allow for commercial/retail development
Representative:	Zoning Designations & Surrounding Land Use(s)	
	North: R-2 & R-1 VAR in the Area of Impact; Agricultural	East: County; 3300 East Road/ Agricultural
	South: R-2 & R-1 VAR PUD in the Area of Impact; area being farmed/Agricultural	West: R-2 in the Area of Impact; Developed residential subdivision and C-1 in the Area of Impact; Twin Stop
	Applicable Regulations: 10-1-4, 10-1-5, 10-14-7, Twin Falls Comprehensive Plan – Future Land Use Map - 2.4, State Statute: Title 67-6509	

Approval Process:

An amendment to the Comprehensive Plan is required to follow *State Statute: Title 67-6509*. This process requires the Planning and Zoning Commission to hold a public hearing in which interested persons have the opportunity to be heard with regards to the application. The Commission will then forward their recommendation to the City Council.

The City Council will then hold a public hearing, in which interested persons have the opportunity to be heard with regards to the application. The City Council will then adopt, revise, or reject the amendment. If the Council makes a material change from what was presented at the public hearing, further notice and hearing shall be provided. As in this instance, this area is located out of the City Limits within the Area of Impact. The City Council is asked to make a recommendation to the Board of County Commissioners. There will be another public hearing before the County Commissioners who will be tasked to make a decision on the request. If approved a resolution will require adoption and codification.

Budget Impact:

Approval of this request will have negligible immediate impact on the City budget.

Regulatory Impact:

Upon a recommendation from the Planning and Zoning Commission on the proposed Comprehensive Plan amendment, the applicant shall proceed to the City Council with their request and then onto the Board of County Commissioners for a decision. An approved amendment may allow the applicant to apply for a rezone of the property to a zoning designation previously unsupported by the Future Land Use Map.

History:

The current Comprehensive Plan Twin Falls Vision 2030 was approved by the City Council in February 2009. This plan was an entire re-drafting of the Comprehensive Plan and collectively replaced the previous plan from 1993-1994.

Analysis:

This request has two parts – 1) the first part is to expand the Water Service Boundary, identified in Twin Falls City Comprehensive Plan Vision 2030. The boundary currently ends at the NE corner of the intersection of 3200 E Road aka Hankins/Kimberly Road. The request is to add an area approximately 1320' deep from the existing corner of Hankins/Kimberly Rd to the NW corner of the intersection of 3300 E Road aka Champlin Road/Kimberly Road. 2) the second part of the request is to amend the Future Land Use Map by expanding the Commercial/Retail designated area along Kimberly Road. Currently, the commercial/retail area designated as appropriate for commercial/retail development is approximately at a depth of 660', as shown on the exhibit. The remaining mile section north of the current commercial/retail designated area is designated appropriate for Agricultural development. The applicant wishes to replace the AG designation and expand the Commercial/Retail designated area by adding approximately 760', for a total commercial/retail corridor of 1,320 ft, thereby creating a deeper commercial/retail designated area. The total area being requested for change is (+/-) 66 Acres and is located North of Kimberly Road between Hankins Road (3200 East) and Champlin Road (3300 East). The specific area is defined by the supporting maps provided within this report as attachments #1 and #2.

This area described by the applicant is currently Zoned R-1 VAR PUD, R-2, and C-1 and is within the Area of Impact. The area along Kimberly Road currently has a couple of residences with the remaining land being farmed.

According to the applicant, he feels a depth of 1320 feet along major arterials is needed to fully develop commercial properties to their full potential. For this reason, the applicant is requesting the current Commercial/Retail area north of Kimberly Road be extended an additional 760 feet. The applicant claims this Commercial/Retail area would be an effective buffer between the Industrial area across Kimberly Road to the south, and the Agricultural and Residential areas to the north.

The requested change from Agriculture to Retail/Commercial will be a dramatic shift in potential development for this area. The Comprehensive Plan has very different descriptive paragraphs for Agriculture and Commercial/Retail designations. Copies of each designation description are provided in this report for your reference as Attachment #4.

The Agriculture Designation was designed to preserve farm ground and direct development inward towards the corporate City Limits. In this particular area, it was designed to direct development toward the Major Arterial Roadway/Hwy 30/Kimberly Road to the south.

The Commercial/Retail Designation is designed to allow large scale commercial, retail, light industrial, office park, and similar uses. This particular Commercial/Retail designation area was placed along Kimberly Road with the intention to allow development along that corridor to continue as it has for a number of years. With the recent additions of Chobani and the future addition of Clif Bar, this historically major thoroughfare will continue to develop as a major corridor for Commercial and Industrial traffic.

It is known that large tracts of available commercial property in these locations are limited due to recent major Industrial Projects. Attempting to conclusively predict the impact of changing the Comprehensive Plan and Future Land Use Map in this area from Agriculture to Commercial/Retail designations and expanding the water service boundary area is a very difficult task. It is safe to assume that the general area has become increasingly commercial in nature along the corridor, and that these changes will have ancillary effects in the form of secondary businesses associated with these new Industrial users. In no way does changing the Water Service Boundary guarantee the City Services for these properties.

Conclusion:

On July 22, 2014 the Commission held a public hearing on the request. Three people spoke against the request stating commercial encroachment was not appropriate adjacent to existing farm ground. One person stated as there is already a plan to have a public review of the Comprehensive Plan in the current proposed budget and it may be appropriate to review this idea at that time.

Upon conclusion of the public portion of the hearing and after deliberations Commissioner Derricott made a motion to recommend approval of the request, as presented, to the City Council. Commissioner Woods seconded the motion.

Commissioner Woods, Grey, Boyd, Reid, Higley and Tatum voted against the motion and Commissioner Derricott voted in favor of the motion.

Recommended For Denial 6-1 To The City Council, As Presented.

The Council may recommend approval of this request, recommend changes to the request, or recommend denial of this request.

As this property is in the Area of Impact the recommendation of the Council will then be forwarded to the Board of County Commissioners for a decision.

Attachments:

1. Letter of Request
2. Zoning Vicinity Map
3. Future Land Use Map
4. Comprehensive Plan Land Use Descriptions
5. Site Photos
6. Portion of the July 22, 2014 P&Z PH Minutes

Applicant:

Bradford J. Wills

222 Shoshone St. West

Twin Falls, Idaho 83303-0346

Comprehensive Plan Amendment

The purpose of this request is to amend the Comprehensive Plan by defining the boundary between the Agriculture area and Commercial/Retail area in this location.

These properties are part of the Kimberly Road Commercial Corridor fronting on the north side of Kimberly Road starting at 3300 E and continuing west approximately three quarter of a mile. See Exhibit A.

The property is approximately 66 (+/-) acres currently designated an agriculture area and is adjacent to the existing Commercial/Retail area on Kimberly Road. This area can also be accessed using the newly installed traffic signal located at 3250 E and Kimberly Road.

The Twin Falls Comprehensive General Plan shows approximate boundaries but dimensions or exact measurements are not used. This request is consistent with the current designation on the Comprehensive Plan of a Commercial/ Retail on this corridor. As in the many of the other commercial corridors in Twin Falls, a depth of 1320 feet is needed to allow for the full development of the property. Currently, the Comprehensive Plan shows an approximate 660 foot depth which limits the size of a new building or business. See Exhibit B.

The current Twin Falls Zoning Map shows a C-1 Commercial District the full depth of 1320 feet adjacent on the west boundary of the subject location and this request will continue it to the east boundary of the Twin Falls Area of Impact. See Exhibit C.

This already has a positive impact on the area by providing a transition from the industrial area south of Kimberly Road and the Agriculture Area (Future Residential Area) to the north with a buffer of a Commercial/Retail area.

In this area of Twin Falls, Chobani and Clif Bar complexes are providing jobs and infrastructure improvement to this area. Being located across Kimberly Road from Chobani, commercial development will offer additional opportunities for Twin Falls to grow. There is improved water distribution lines and storage proposed and new sewer collection system is located nearby. Convenient transportation is provided by Highway 30 and Interstate 84.

At the same time, on a separate application, a request for a Zoning Title Amendment to create a new district of Business Park BP-1. The overall plan is to amend the current Zoning of this property from the current uses of an R-2 District and an R-1 VAR District to a Business Park District. The strategy is for the Comprehensive Plan Amendment and the Zoning Title Amendment to be approved before applying for a Zoning Title Amendment creating the Business Park District for this area. This new Business Park District will offer a proper buffer between the future residential zones to the north.

Zoning Vicinity Map

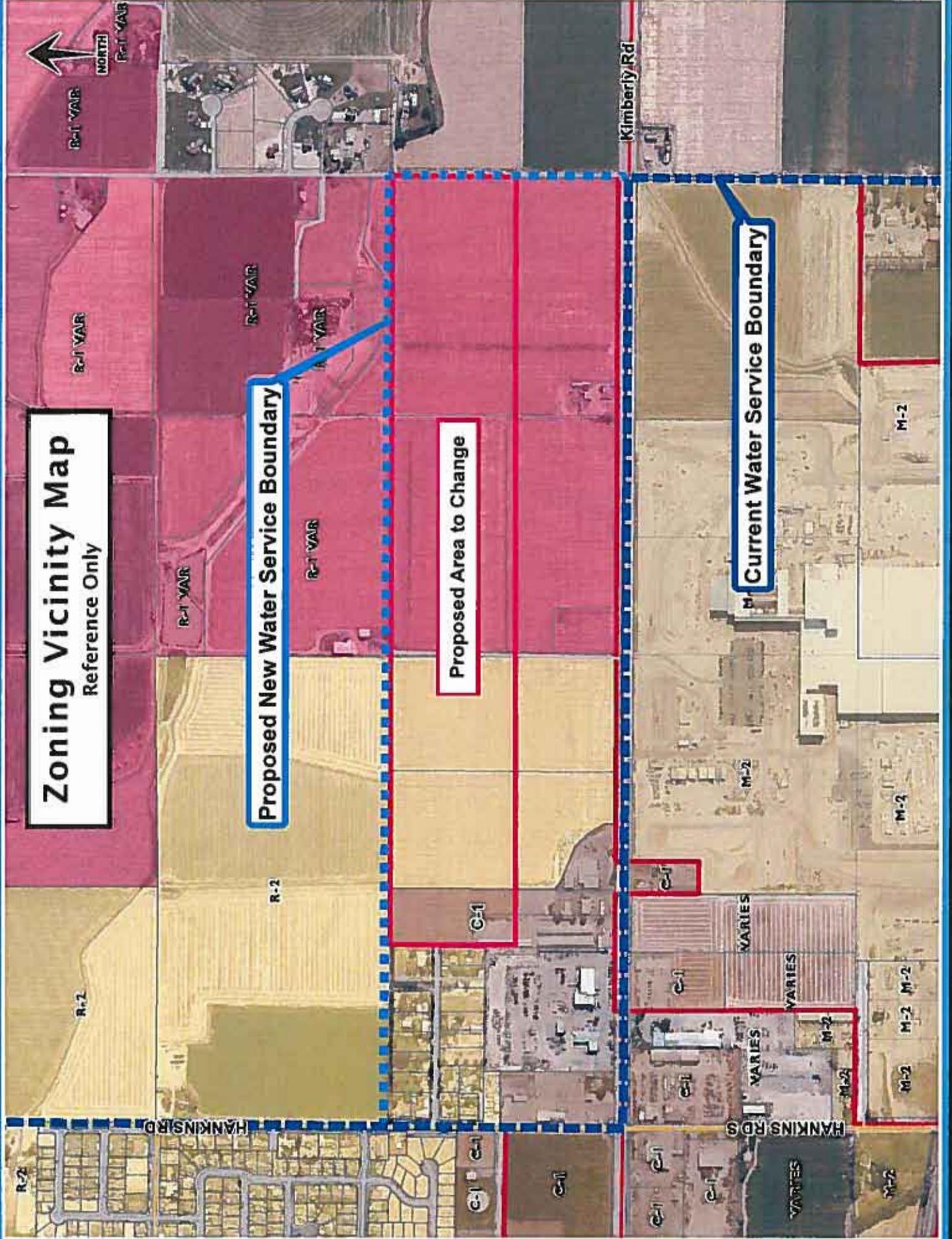
Reference Only



Proposed New Water Service Boundary

Proposed Area to Change

Current Water Service Boundary



Future Land Use Map

Reference Only



Medium Density Designation

Agriculture Designation

Rural Residential Designation

Proposed Area to Change to Commercial/Retail

Proposed Water Service Boundary

Outside TF City Area of Impact

Current Water Service Boundary

Commercial/Retail Designation

Industrial Designation

Kimberly Rd

HANKINS RD

HANKINS RDS

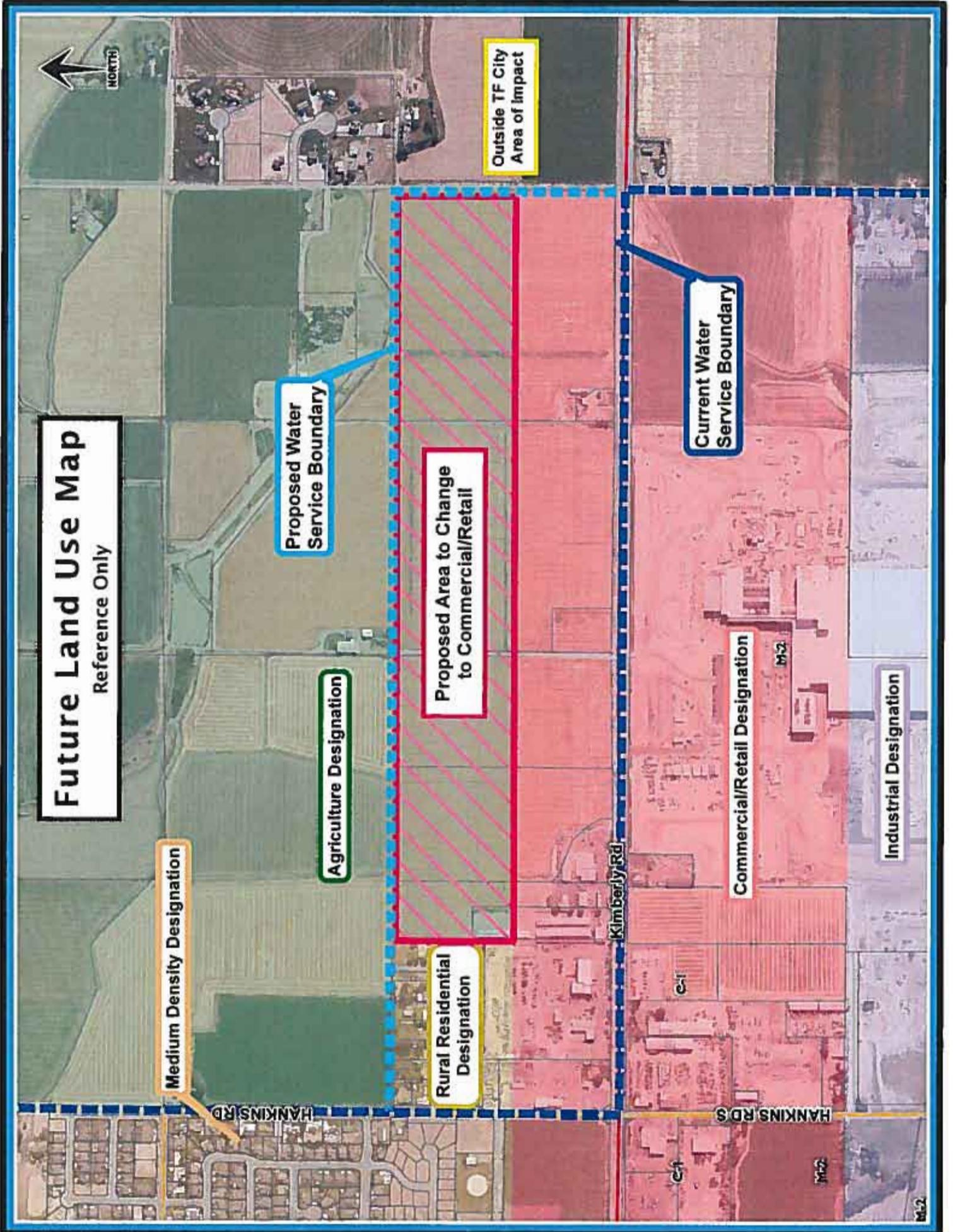
C-1

M-2

C-1

M-2

M-2



Twin Falls City Comprehensive Plan – Vision 2030

(Descriptions of Future Land Use Designations)

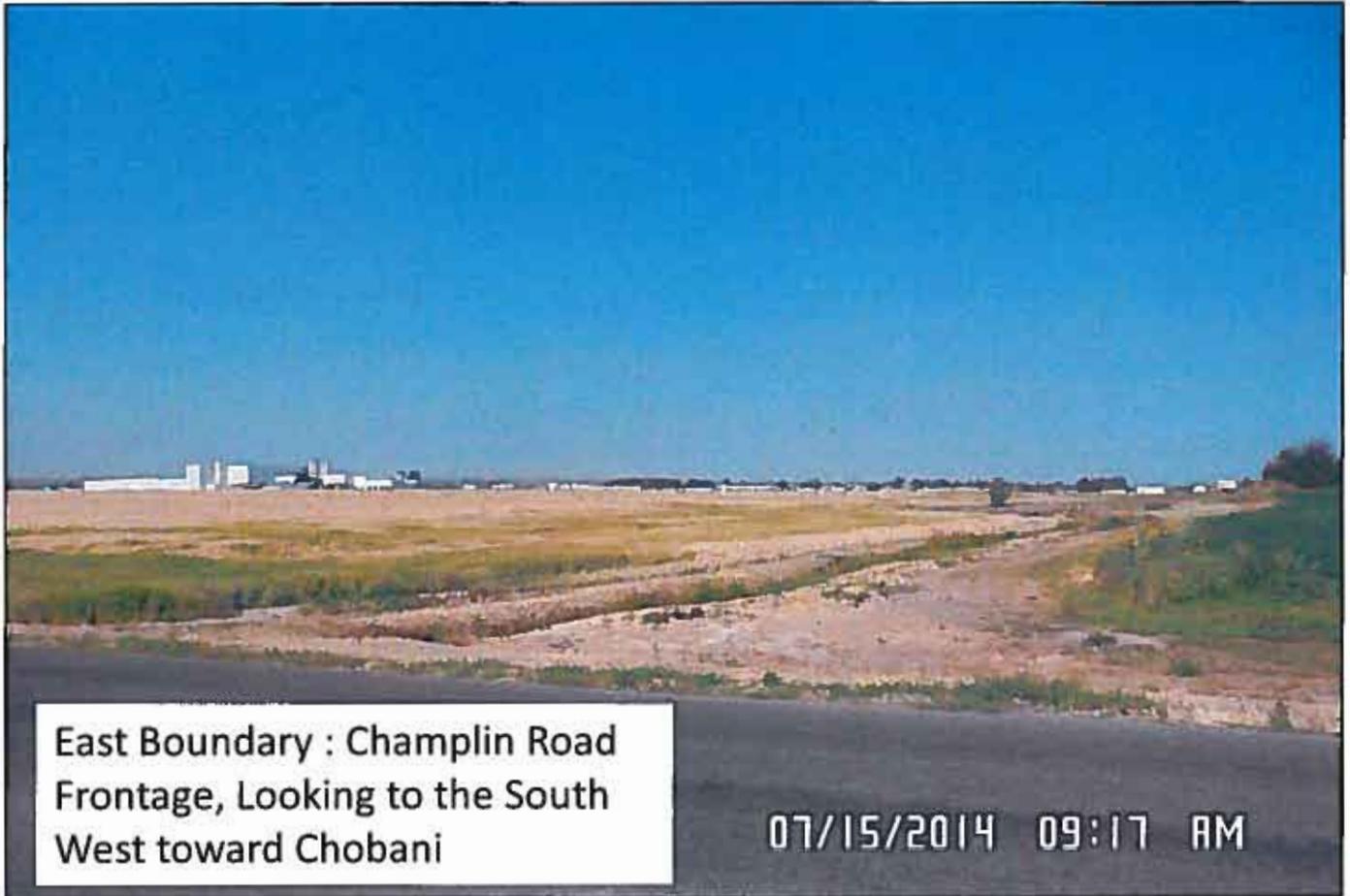
Agriculture

Existing agricultural land should be maintained to protect and preserve critical agricultural land and operations. Agricultural buffers should be expanded to sites north of the Airport Canal in order to avoid future land use and safety conflicts in the vicinity. Residential uses and other incompatible uses should not be allowed to "creep" into these areas, thereby reducing the likelihood for future conflicts.

Agricultural areas currently located within the Water Limit Boundary are essentially "holding areas" for future residential uses. Unfortunately, the extension of urban services (water and sewer) to many of these areas may take a very long time, while the practice of allowing rural residential development (water wells and septic systems) is inappropriate and unsustainable. Development in these areas should therefore be strongly discouraged until city services can be provided, thereby allowing development to take place in an orderly and cost-effective manner.

Commercial/Retail

Existing and future commercial uses will continue to be centered in established areas such as Downtown, Blue Lakes Boulevard, along portions of the Snake River Canyon Rim, and other major roadway corridors. Commercial areas will accommodate large-scale commercial, retail, light industrial, office park, and similar uses. In addition, a large new commercial area is proposed on the eastern edge of the community between Kimberly Road and the rail line to accommodate large-scale commercial uses, light industrial uses, office parks and similar uses. The distinction between commercial uses should be reduced, and a Mixed Use Commercial development approach encouraged in order to promote the development of commercial areas that are more dynamic and user-friendly.



East Boundary : Champlin Road Frontage, Looking to the South West toward Chobani

07/15/2014 09:17 AM



East Boundary : Champlin Road Frontage

07/15/2014 09:18 AM

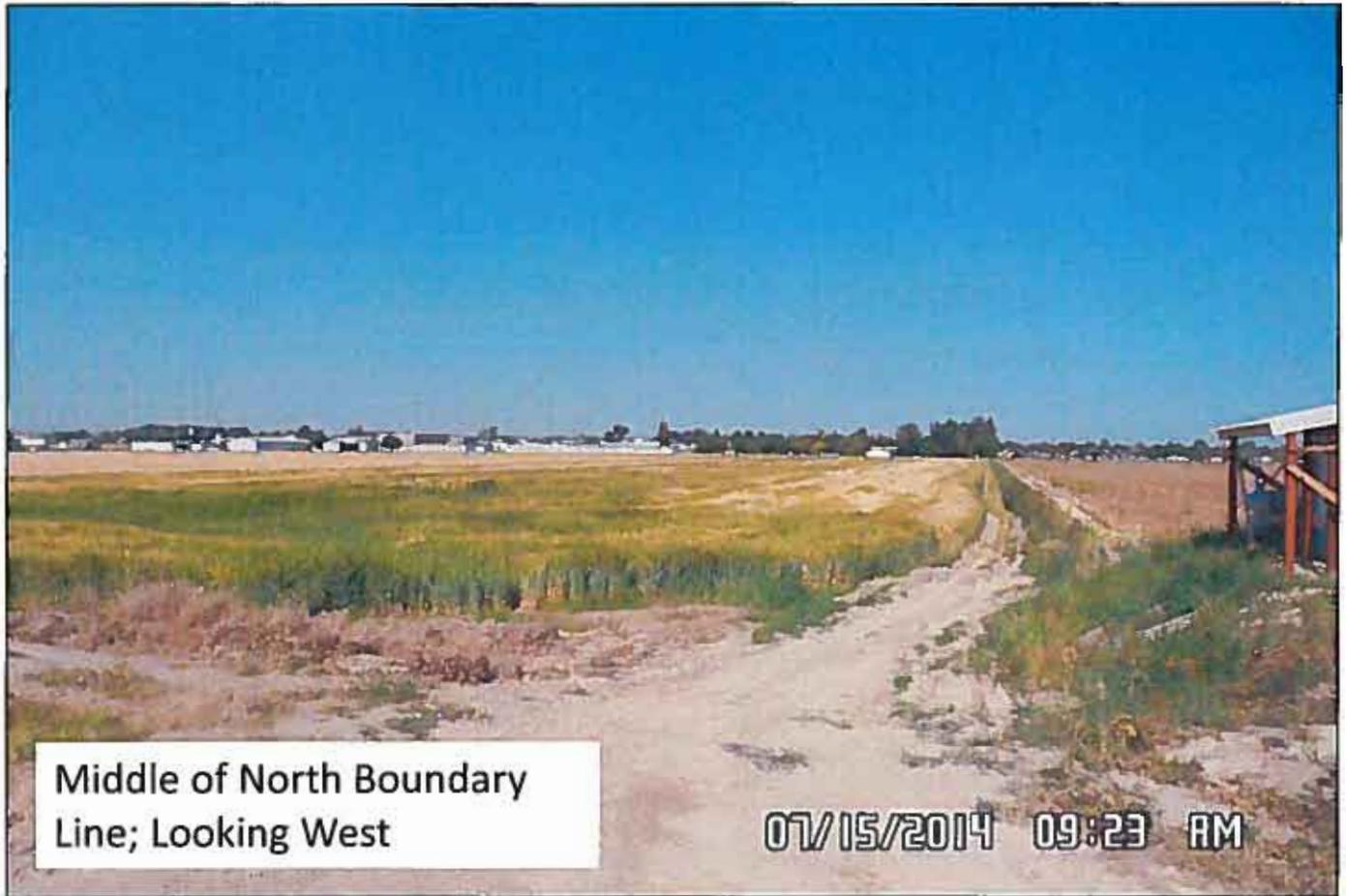


Kimberly Road Frontage at
Street Light by Chobani

07/15/2014 09:21 AM



07/15/2014 09:22 AM



Middle of North Boundary
Line; Looking West

07/15/2014 09:23 AM



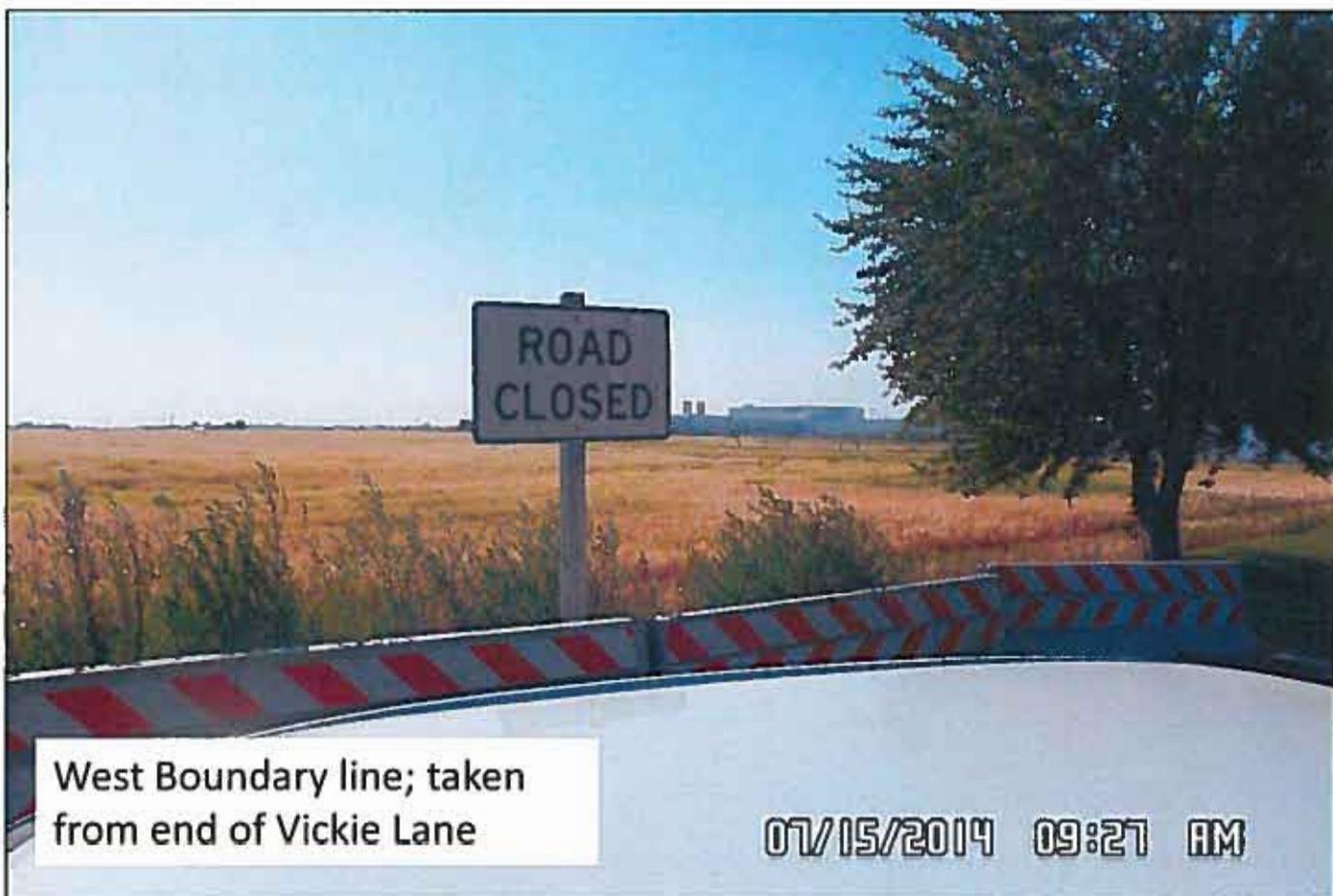
Middle of North Boundary
Line; Looking East

07/15/2014 09:23 AM



West Boundary line; taken
from end of Vickie Lane

07/15/2014 09:27 AM



West Boundary line; taken
from end of Vickie Lane

07/15/2014 09:27 AM



MINUTES
TWIN FALLS CITY PLANNING & ZONING COMMISSION
July 22, 2014 6:00PM
City Council Chambers
305 3rd Avenue East Twin Falls, ID 83301

PLANNING & ZONING COMMISSION MEMBERS

CITY LIMITS:

Nikki Boyd Jason Derricott Tom Frank Kevin Grey Gerardo "Tato" Munoz Christopher Reid Jolinda Tatum
Chairman Vice-Chairman

AREA OF IMPACT:

Ryan Higley Steve Woods
Vice-Chairman

CITY COUNCIL LIAISON

Rebecca Mills Sojka

ATTENDANCE

**CITY LIMIT
MEMBERS**

Present Absent
Boyd Frank
Derricott Munoz
Grey
Reid
Tatum

AREA OF IMPACT MEMBERS

Present Absent
Higley
Woods

CITY COUNCIL LIAISON(S): Mills Sojka

CITY STAFF: Carraway, Spendlove, Strickland, Vitek, Wonderlich

I. CALL MEETING TO ORDER:

Vice-Chairman Grey called the meeting to order at 6:00 P.M. He then reviewed the public meeting procedures with the audience, confirmed there was a quorum present and introduced City Staff.

II. CONSENT CALENDAR:

1. Approval of Minutes from the following meeting(s): **July 8, 2014**
2. Approval of Findings of Fact and Conclusions of Law:
 - Verizon Wireless (SUP 07-10-14) • Verizon Wireless (SUP 07-10-14) • Brown (SUP 07-10-14)

III. ITEMS OF CONSIDERATION: NONE

IV. PUBLIC HEARINGS:

1. Request for the Commission's recommendation on an amendment to Twin Falls Vision 2030-A Comprehensive Plan to expand and clarify the depth of the commercial/retail corridor along the north side of a portion of Kimberly Road and to amend the water service boundary area to include that portion of Kimberly Road being proposed with this amendment for property within the City' Area of Impact c/o Bradford J. Wills (app. 2655)

Applicant Presentation:

Brad Wills, the applicant displayed an exhibit on the overhead and explained his request. He stated this request is for a Comprehensive Plan Amendment; adjusting the boundary for a commercial/retail area fronting on the north side of Kimberly Road starting at 3300 East. The Comprehensive Plan shows approximate boundaries but exact measurements are not used. The Comprehensive Plan is the overriding document, if a zoning request is made and if it is in conflict with the Comprehensive Plan and amendment has to be requested, if not the zoning request can move forward. The request is to expand the Commercial/Retail designation to match the area on the south side of Kimberly Road and it will be adjacent to the City of Kimberly's Area of Impact. He understands there are concerns about having commercial abut residential which is why the second proposal he will present tonight is for a new zoning district designation. Chobani and Clif Bar have changed this area of town and a determination needs to be made whether or not the north side of the road shown as Commercial/Retail needs to be expanded further north beyond the current 660'. He stated he believes it would be better to develop this area as a business park zone, this type of zone requires better aesthetics, doesn't use metal building, has higher landscape requirements more shielding and things like that to reduce the impacts to the surrounding properties. The other portion of the request is to expand the water boundary to incorporate this area. This request requires a recommendation from the Commission to the City Council and if approved he will be back with additional requests to annex this property.

Staff Analysis:

Planner I Spendlove reviewed the request and the exhibits on the overhead and he stated upon a recommendation from the Planning & Zoning Commission on the proposed Comprehensive Plan amendments the applicant shall proceed to the City Council with their request. An approved amendment may allow the applicant to apply for a rezone of the property to a zoning designation previously unsupported by the Future Land Use Map. This is a recommendation only from the Planning & Zoning Commission to the City Council and the City Council will make a recommendation to the Twin Falls Board of County Commissioners because the property is in the Area of Impact.

This request has two parts – the first part is to expand the Future Land Use Map and Water Service Boundary, identified in Twin Falls City Comprehensive Plan Vision 2030, from the NE corner of the intersection of 3200 East Road aka Hankins/Kimberly Road, an area approximately 1320' deep, to the NW corner of the intersection of 3300 E Road aka Champlin Road/Kimberly Road. The second part of the request is for an expansion of the land use designation from Agricultural to Commercial/Retail thereby designating a deeper

commercial/retail designation. The general area being requested for change is (+/-) 66 Acres located North of Kimberly Road between Hankins Road (3200 East) and Champlin Road (3300 East). The area described by the applicant is currently zoned R-1 VAR, R-2, and C-1 and is within the Area of Impact. This area is currently designated as Agricultural on the Future Land Use Map.

According to the applicant, a depth of 1320 feet along major arterials is needed to fully develop commercial properties to their full potential. For this reason, the applicant is requesting the current Commercial/Retail area north of Kimberly Road be extended an additional 760 feet. The applicant claims this Commercial/Retail area would be an effective buffer between the Industrial area to the south, and the Agricultural and Residential areas to the north.

The requested change from Agriculture to Retail/Commercial will be a dramatic shift in possible development for this area. The Comprehensive Plan has very different descriptive paragraphs for Agriculture and Commercial/Retail designations.

The Agriculture Designation was designed to preserve farm ground and direct development inward towards the corporate City Limits. In this particular area, it was designed to direct development toward the Major Arterial Roadway/Hwy 30/Kimberly Road to the south.

The Commercial/Retail Designation is designed to allow large scale commercial, retail, light industrial, office park, and similar uses. This particular Commercial/Retail designation area was placed along Kimberly Road with the intention to allow development along that corridor to continue as it has for a number of years. With the recent additions of Chobani and the future addition of Clif Bar, this historically major thoroughfare will continue to develop as a major corridor for Commercial and Industrial traffic.

It is known that large tracts of available commercial property in these locations are limited due to recent Industrial Projects. Attempting to conclusively predict the impact of changing the Comprehensive Plan and Future Land Use Map in this area from Agriculture to Commercial/Retail designations and expanding the water service boundary area is a very difficult task. It is safe to assume that the general area has become increasingly commercial in nature, and that these changes will have ancillary effects in the form of secondary

businesses associated with these new Industrial users. In no way does changing the Water Service Boundary guarantee the City Services for these properties.

Planner I Spendlove stated upon conclusion the Commission may recommend approval of this request, recommend changes to the request, or recommend denial of this request. The recommendation of the Commission will then be forwarded to the City Council for their recommendation and then to the County Commissioners for a decision.

Commissioner Questions/Comments:

- Commissioner Woods asked what the zoning designation is for the property east of the proposed boundary.
- Planner I Spendlove explained he is not aware of the official zoning designation it is located in Kimberly's Area of Impact but it looks like it is developed as large lot residential.
- Commissioner Grey asked if Engineering had anything to add regarding the change to the water service boundary.
- Assistant City Engineer explained that this would not be a guarantee for services. There are services in Hankins Road and Kimberly Road but there would have to be additional planning to allow additional services.

Public Hearing: Opened

- **Rod Kack**, 3835 N 3300 E, stated as a neighbor they would be the only ones directly involved because the other two properties are involved in the sale. He was not notified officially other than a call from Mr. Wills last week. He appreciates that contact was made however they were surprised by this request. As the current plan exists there was supposed to be a buffer of agricultural land between the residential and commercial zone along Kimberly Road. All of the other development along Kimberly Road is literally within that 660 foot corridor, so if you travel Kimberly Road you can see what can be built within that 660 foot corridor. One of the biggest concerns with this is that when things get changed initially you never know what is going to come next. A good example of that is Chobani, once the property was acquired for them there were multiple variance to the property to allow for the development and now almost 1/3 of their entire view to the south of their property is Chobani, not to mention the fact that their lights affect them, and they have had to curtain the entire south end of their house. They have had performance houses develop colic for the first time since Chobani was built. Mr. Wills has tried to address this by proposing a business park zoning district to mitigate the impacts of this change. The problem is in the fact that those things cannot happen concurrently, so what this request really does is change the designation to commercial/retail abutting their property, and he doesn't feel this is reasonable. He understands the city has to grow but they have already been impacted greatly with Chobani and he thinks if this area is going to be considered a minimal impact area in addition to the commercial zone that it should

somehow be tied into the approval process so that they don't have to sit with a factory at their back door.

- **Jill Skeem**, 3648 N 3300 E, stated she is not directly impacted by this but she was actually part of the 2009 Comprehensive Plan Committee and she didn't find out about this until she came across it on the City of Twin Falls website. She was really surprised to see this request. She feels that if a change is going to be made to the Comprehensive Plan there should be notice to people, there was a huge group of people involved in this committee and it took months to develop the Comprehensive Plan being discussed. For two developers to come in and request an amendment that will benefit financially from this is not fair to the residence that live there, this influences their lives tremendously not to mention the residence in Kimberly that live in this area. She contacted a City Council member who was unaware of this request. If the City of Twin Falls is changing their Comprehensive Plan and it will affect the quality of life of the people that live in Kimberly there should be some kind of communication. The residents along the corridor 3300 East had no idea it is supposed to be widened to three lanes for the Clif Bar development along with an increase to the railroad line. She believes there should be more discussion about this request on the radio, on television and the paper, a couple people should not be able to make this change without anyone that it impacts knowing. This will change the landscape of where we live, they are already impacted by Chobani, will soon be impacted by Clif Bar and the additional traffic. Whose quality of life is really being looked after, this should not be a unilateral decisions and as a member on the committee she felt it was her duty to say something. The idea was to have agricultural open land between the residential and commercial development to reduce the impacts.
- **Marilyn Righetti** stated the property owned by Dan Norris that this request involves has just been put on the market and this won't impact him because he has already moved. There is already a Mr. Gas going in a little further west of this location the Redcap Market, Kimberly ID, has gone in and they have really struggled to keep it operational, so as for an urgent need for retail along this corridor she is not convinced of such. There are some serious things to consider, such as land value, why people live in these areas and if this is necessary.

Public Hearing: Closed

Closing Statement:

Mr. Wills state all these concerns are items that need to be considered. He stated a group called the Twin Falls Future has been watching this area and after Chobani came in and Clif Bar decided to develop it was determined that they took up the last of the industrial land available in this area. The City reached out to a few of the people that kind of know what is going on with the land and a group of 12 people came together and met every week for a

couple of months to redesign the Comprehensive Plan using developers as the guide because they invest the money into the projects and know where things are going. There is a need for the Community to plan but there is also a need for the Developers to plan because they should have a say in where they are going to invest millions of dollars. The idea here is to be responsible citizens. He is the Chairman of this group and he approached the two land owners of the property being discussed, when you look at where you want growth to occur the natural tendency it to have a path for traffic out of town. Addison Avenue doesn't work as well because of the way it is designed and Pole Line Road stops forcing traffic to cross the Perrine Bridge, so Kimberly Road is the best location. He explained that they mailed the notices to the property owners within 300' and posted a sign on the property meeting the notification requirements for this request. The City of Kimberly has plans to make this a commercial corridor on their Comprehensive Plan, but the idea is to create a zoning district that could be used to address the issues brought up tonight. He asked that the Commission consider his request.

Deliberations Followed:

- Commissioner Woods stated when he reviewed the request the first item of concern was that he has a big struggle with piece meal modification to the Comprehensive Plan when we are due for a review of this plan in the near future. To piece meal part of it bothers him a little at this time; he is concerned with having commercial right next to residential. He is concerned with the way this was approached; the applicant indicated that the developers drive what is going on in Twin Falls. For clarification to the applicant Commissioner Woods explained it is not developers that drive this, the Planning & Zoning Commission is in place to oversee this and to protect the citizens of the community. The developers are here to help the City grow at the benefit of the citizens. He is concerned that the notification process may not have occurred correctly. It seems we now have a City Planning & Zoning group and a Developers Planning & Zoning group. The City Planning & Zoning staff has been dealing with this for decades and they have a process to follow and now the 12 developers in this group are saying they are trying to determine the future of the east side of Twin Falls; he doesn't think that is right. He doesn't plan on voting for this request.
- Commissioner Derricott asked for clarification from staff whether or not the notification process for this request was followed correctly. He also asked if staff had any insight regarding the developers group that was discussed by the applicant.

Planning & Zoning Commission Minutes
July 22, 2014

- Planner I Spendlove verified that the notification for this request was followed according to state requirements. The sign was placed in a visible location along Kimberly Road and the letters were mailed to the property owners within 300' of the property involved in the request. He has no insight to offer regarding the developers group.
- Commissioner Boyd asked how long the sign has to be posted on the property.
- Planner I Spendlove stated the sign has to be posted on the property 7 days prior to the hearing, and the photo shown on the overhead shows that requirement was met.
- Commissioner Derricott asked if a recommendation for approval is made for this request with the conditions that the Zoning Title Amendment is passed would that be a legitimate way to consider this request.
- City Attorney Wonderlich stated both items should be considered separately and neither item can be tabled indefinitely, a recommendation needs to be sent forward to the City Council.
- Commissioner Higley asked for clarification of the zoning on the property that is being discussed.
- Planner I Spendlove explained that the zoning for the property being discussed is currently residential, and any change made in this area or request for this area would have to comply with the Comprehensive Plan.
- City Attorney Wonderlich stated the zoning is residential but the Comprehensive Plan has identified it to be Commercial/Retail in the future.
- Planner I Spendlove explained in order for the property that is currently zoned residential to develop a request for a rezone to commercial would have to be approved. The request is to expand the area designated commercial on the Comprehensive Plan further north.
- Commissioner Grey stated expanding the area would make it more enticing to businesses needing more land to build.
- Commissioner Higley asked how much of an expansion is being requested and if staff can show how far 300' is from the property.
- Planner I Spendlove stated currently the commercial area is approximately 660' deep, the request is to expand an additional 760'. He showed on the overhead approximately which properties would have received a letter of notification. So properties south of Kimberly Road would not have been notified by letter because they are further than 300'.
- Commissioner Tatum stated that one of her concerns is the expansion of the water service boundary. She stated she has personal experience with the limitation of services associated with a business that had difficulty getting capacity to modify their bathrooms to meet building code. She thinks this may be a little premature, because we are already

having difficulty accommodating customers that need additional services to meet code requirements. She understands that it doesn't guarantee services but she thinks this still may be a little premature.

- Commissioner Grey stated his concern is the amendment to the plan. There was a citizen that was involved in creating the current plan who spoke tonight; a lot of time was taken to develop the plan we have. He understands that there was no way of knowing then that there would be so much growth in this area and that is obviously where growth is going to occur but he does share the concerns brought forth by the citizens. The Comprehensive Plan as it stands currently does need some adjustments but the changes should be looked at as a whole versus in pieces.
- Commissioner Reid stated he wanted to thank the applicant for the hard work that has been put into this request. The Comprehensive Plan states that residential uses and other incompatible uses should not be allowed to creep into these areas thereby allowing future conflicts. This change would allow commercial to creep into the residential areas, which is his concern.
- Commissioner Higley stated he is glad that developers are having discussions but he also struggles with the same issue. It is obvious that Kimberly Road is going to be a major corridor, but changing the Comprehensive Plan that was well thought through and in essence a buffer was created in that plan between residential and commercial properties. He is not comfortable with this change; however he does see the necessity of looking at the Comprehensive Plan again. Kimberly Road to the south has been developed the way it is because of the railroad, so there is a possibility that the north side will not be developed in a similar fashion, but a what if scenario makes it difficult to make such a change.
- Commissioner Woods stated when the Comprehensive Plan is reviewed there will be an opportunity to provide the buffers where people's property values and rights can be protected, but to do it in a brief meeting where people have one week's notice to think about it and how the change will impact them is a little too much.

Motion:

Commissioner Derricott made a motion to recommend approval of the request, as presented, to the City Council. Commissioner Woods seconded the motion.

Commissioner Woods, Grey, Boyd, Reid, Higley and Tatum voted against the motion and Commissioner Derricott voted in favor of the motion.

Recommended For Denial 6-1 To The City Council, As Presented.

Scheduled For City Council September 2, 2014