

COUNCIL MEMBERS

Suzanne Hawkins	Nikki Boyd	Shawn Barigar	Chris Talkington	Gregory Lanting	Don Hall	Ruth Pierce
Vice Mayor		Mayor				



**AGENDA - 5:00 P.M.**

**Meeting of the Twin Falls City Council  
Monday, September 26, City Council Chambers  
305 3<sup>rd</sup> Avenue East -Twin Falls, Idaho**

PLEDGE OF ALLEGIANCE TO THE FLAG  
CALL MEETING TO ORDER  
CONFIRMATION OF QUORUM  
CONSIDERATION OF THE AMENDMENTS TO THE AGENDA  
PROCLAMATIONS

**GENERAL PUBLIC INPUT**

AGENDA ITEMS	Purpose	By:
<b>I. CONSENT CALENDAR:</b> 1. Request to approve the Accounts Payable for September 20–26, 2016. 2. Request to approve the September 19, 2016, City Council Minutes. 3. Request to accept the Improvement Agreement for the purpose of developing Canyon Village Subdivision, A PUD. 4. Request to approve the “Emma’s Wish” event at the Twin Falls City Park. This event will take place on October 1, 2016.	Action Action Action Action	Sharon Bryan Sharon Bryan Troy Vitek Justin Dimond
<b>II. ITEMS FOR CONSIDERATION:</b> 1. Presentation of the Certificate of Achievement for Excellence in Financial Reporting received by the City of Twin Falls for the Comprehensive Audited Financial Report (CAFR) for the year ended September 30, 2015. 2. Request to approve the professional services agreement with Civil Science, Inc., to develop the 2016 City of Twin Falls Transportation Master Plan and authorize the Mayor or City Engineer to sign the contract. 3. Request to award the contract for the Sludge Truck for the Wastewater Treatment Plant (WWTP) to Jackson Group Peterbilt of Boise, Idaho, in the amount of \$138,665.00. 4. Update on the City Hall/Public Safety Complex design process. Construction Update. 5. Request by Starr Corporation to present a proposed Guaranteed Maximum Price (GMP) for the Public Safety Campus Project. 6. Public input and/or items from the City Manager and City Council.	Presentation Action Action Update Action	Travis Rothweiler Jacqueline Fields Jacqueline Fields Mitchel Humble Brian Pike
<b>III. ADVISORY BOARD REPORT/ANNOUNCEMENTS:</b>		
6:00 P.M. <b>IV. PUBLIC HEARINGS:</b> 1. Public hearing to amend the 2015-2016 Budget.	PH/Action	Shayne Carpenter
<b>V. ADJOURNMENT:</b> Executive Session 74-206 (1): (b) To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student. (c) 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.*

## Public Input Procedures

1. Individuals wishing to provide public input regarding matters relevant to the City of Twin Falls shall
  - a. wait to be recognized by the mayor
  - b. approach the microphone/podium
  - c. state their name and address, and whether they are a resident or property owner in the City of Twin Falls, and
  - d. proceed with their input.
2. The Mayor may limit input to no less than two (2) minutes. Individuals are not permitted to give their time to other speakers.

## Public Hearing Procedures for Zoning Requests

1. Prior to opening the first Public Hearing of the session, the Mayor shall review the public hearing procedures.
2. Individuals wishing to testify or speak before the City Council shall wait to be recognized by the Mayor, approach the microphone/podium, state their name and address, then proceed with their comments. Following their statements, they shall write their name and address on the record sheet(s) provided by the City Clerk. The City Clerk shall make an audio recording of the Public Hearing.
3. The Applicant, or the spokesperson for the Applicant, will make a presentation on the application/request (request). No changes to the request may be made by the applicant after the publication of the Notice of Public Hearing. The presentation should include the following:
  - A complete explanation and description of the request.
  - Why the request is being made.
  - Location of the Property.
  - Impacts on the surrounding properties and efforts to mitigate those impacts.

Applicant is limited to 15 minutes, unless a written request for additional time is received, at least 72 hours prior to the hearing, and granted by the Mayor.

4. A City Staff Report shall summarize the application and history of the request.
  - The City Council may ask questions of staff or the applicant pertaining to the request.
5. The general public will then be given the opportunity to provide their testimony regarding the request. The Mayor may limit public testimony to no less than two (2) minutes per person.
  - Five or more individuals, having received personal public notice of the application under consideration, may select by written petition, a spokesperson. The written petition must be received at least 72 hours prior to the hearing and must be granted by the mayor. The spokesperson shall be limited to 15 minutes.
  - Written comments, including e-mail, shall be either read into the record or displayed to the public on the overhead projector.
  - Following the Public Testimony, the applicant is permitted five (5) minutes to respond to Public Testimony.
6. Following the Public Testimony and Applicant's response, the hearing shall continue. The City Council, as recognized by the Mayor, shall be allowed to question the Applicant, Staff or anyone who has testified. The Mayor may again establish time limits.
7. The Mayor shall close the Public Hearing. The City Council shall deliberate on the request. Deliberations and decisions shall be based upon the information and testimony provided during the Public Hearing. Once the Public Hearing is closed, additional testimony from the staff, applicant or public is not allowed. Legal or procedural questions may be directed to the City Attorney.

\* Any person not conforming to the above rules may be prohibited from speaking. Persons refusing to comply with such prohibitions may be asked to leave the hearing and, thereafter removed from the room by order of the Mayor.

COUNCIL MEMBERS

Suzanne	Nikki	Shawn	Chris	Gregory	Don	Ruth
Hawkins	Boyd	Barigar	Talkington	Lanting	Hall	Pierce
Vice Mayor		Mayor				



**MINUTES**  
**3:30 P.M.**

**Meeting of the Twin Falls City Council**  
**Monday, September 19, City Council Chambers**  
**305 3<sup>rd</sup> Avenue East -Twin Falls, Idaho**

**3:30 P.M.**  
**TOUR OF THE AIRPORT TERMINAL CONSTRUCTION**

PLEDGE OF ALLEGIANCE TO THE FLAG  
CALL MEETING TO ORDER  
CONFIRMATION OF QUORUM  
CONSIDERATION OF THE AMENDMENTS TO THE AGENDA  
PROCLAMATIONS  
GENERAL PUBLIC INPUT

AGENDA ITEMS	Purpose	By:
<b>I. <u>CONSENT CALENDAR:</u></b>		
1. Request to approve the Accounts Payable for September 13–September 19, 2016.	Action	Sharon Bryan
2. Request to approve the September 12, City Council Minutes.	Action	Sharon Bryan
3. Request to approve the Annual Twin Falls High School Homecoming Parade to be held on Friday, October 13, 2016.	Action	Ryan Howe
4. Request to approve the fifth annual “Haunted Swamp” to be held at 646 South Park Avenue West on September 30 through October 30, 2016.	Action	Justin Dimond
5. Request to approve a Curb-Gutter-Sidewalk & Driveway Approach Improvement Deferral Agreement - 1138 Highland Avenue East for Twin Falls School District #411.	Action	Troy Vitek
6. Request to accept the Improvement Agreement for the purpose of developing Northern Passage Subdivision No. 3.	Action	Troy Vitek
<b>II. <u>ITEMS FOR CONSIDERATION:</u></b>		
1. Request to confirm the re-appointment of Brady Workman for a second term on the Airport Advisory Board.	Action	Shawn Barigar
2. Request from Alfred Herring to waive the non-conforming building expansion permit process for a home located at 412 Blue Lakes Blvd.	Action	Alfred Herring Jonathan Spendlove
3. Request to approve an Airport Utility Plan Update contract with JUB Engineers in the amount of \$30,000, and to authorize the Mayor to sign the agreement.	Action	Bill Carberry
4. Request to authorize the Mayor to sign a letter requesting ITD participation in the consideration of improvement to the traffic flow through the Blue Lakes Blvd. and Fillmore/Bridgeview intersection.	Action	Jacqueline D. Fields
5. Request to approve the Request for Proposal preferred list and authorize staff to enter into negotiations with Civil Science, Inc. for the Transportation Master Plan 2016.	Action	Jacqueline D. Fields
6. Public input and/or items from the City Manager and City Council.		
<b>III. <u>ADVISORY BOARD REPORT/ANNOUNCEMENTS:</u></b>		

IV. <u>PUBLIC HEARINGS:</u> None	6:00 P.M.		
----------------------------------	-----------	--	--

V. ADJOURNMENT:

Executive Session 74-206 (1):

(a) To consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need. This paragraph does not apply to filling a vacancy in an elective office or deliberations about staffing needs in general.

(b) To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student.

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

***Any person(s) needing special accommodations to participate in the above noticed meeting 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.***

Present: Shawn Barigar, Suzanne Hawkins, Nikki Boyd, Chris Talkington, Greg Lanting, Don Hall, Ruth Pierce

Absent: None

Staff Present: City Manager Travis Rothweiler, City Attorney Fritz Wonderlich, Deputy City Manager Mitchel Humble, Deputy City Manager Brian Pike, Planner 1 Jonathan Spendlove, Airport Manager Bill Carrbwerry, City Engineer Jacqueline Fields, Deputy City Clerk Sharon Bryan

**Mayor Barigar called meeting to order at 3:30 PM**

**Adjourned to tour the Airport terminal construction.**

**Meeting reconvened at 5:00 PM.**

### **PLEDGE OF ALLEGIANCE TO THE FLAG**

Mayor Barigar called the meeting to order at 5:00 P.M. He then invited all who wished, to recite the pledge of Allegiance to the Flag.

### **CONFIRMATION OF QUORUM**

A quorum is present.

### **CONSIDERATION OF THE AMENDMENTS TO THE AGENDA – None**

**PROCLAMATIONS: None**

### **GENERAL PUBLIC INPUT**

Lee Stranahan, Twin Falls, said that he attended the Urban Renewal Agency meeting and said that they need to attract magnet businesses to the downtown development.

#### **I. CONSENT CALENDAR:**

1. Request to approve the Accounts Payable for September 13–September 19, 2016.
2. Request to approve the September 12, City Council Minutes.
3. Request to approve the Annual Twin Falls High School Homecoming Parade to be held on Friday, October 13, 2016.
4. Request to approve the fifth annual “Haunted Swamp” to be held at 646 South Park Avenue West on September 30 through October 30, 2016.
5. Request to approve a Curb-Gutter-Sidewalk & Driveway Approach Improvement Deferral Agreement - 1138 Highland Avenue East for Twin Falls School District #411.
6. Request to accept the Improvement Agreement for the purpose of developing Northern Passage Subdivision No. 3.

#### **MOTION:**

Vice Mayor Hawkins moved to approve the Consent Calendar as presented. The motion was seconded by Councilmember Lanting. Roll call vote showed all members present voted in favor of the motion. Approved 7 to 0

#### **II. ITEMS FOR CONSIDERATION:**

1. Request to confirm the re-appointment of Brady Workman for a second term on the Airport Advisory Board.

Mayor Barigar reviewed re-appointment of Brady Workman for a second term on the Airport Advisory Board.

**MOTION:**

Councilmember Talkington moved to confirm the re-appointment of Brady Workman for a second term on the Airport Advisory Board. The motion was seconded by Councilmember Lanting. Roll call vote showed all members present voted in favor of the motion. Approved 7 to 0

Brady Workman thanked City Council

2. Request from Alfred Herring to waive the non-conforming building expansion permit process for a home located at 412 Blue Lakes Blvd.

Alfred Herring, Homeowner, asked that City Council waive the non-conforming building expansion permit process for a home located at 412 Blue Lakes Blvd.

Planner 1 Spendlove gave staff report using visuals.

City Council discussion ensued on the following:

When did the addition take place.

Extension of the eave.

Upgrading of homes.

Free standing and attached.

Setting the wrong example.

Legal issues.

Questions on the process.

ITD road widening.

Needs to go through Planning and Zoning.

Needs to go through the proper channels.

**MOTION:**

Councilmember Talkington moved to waive the non-conforming building expansion permit process for a home located at 412 Blue Lakes Blvd. The motion was seconded by Councilmember Hall. Roll call vote showed those voting AYE: Barigar, Talkington, Lanting, Hall, Pierce, Boyd. Those voting NAY: Hawkins. Approved 6 to 1

3. Request to approve an Airport Utility Plan Update contract with JUB Engineers in the amount of \$30,000, and to authorize the Mayor to sign the agreement.

Airport Manager Carberry gave staff report.

City Council discussion ensued on the following:

Meeting with Intermountain Gas

Budgeted item.

Twin Falls County will pay 50% of the cost.

**MOTION:**

Councilmember Boyd moved to approve an Airport Utility Plan Update contract with JUB Engineers in the amount of \$30,000, and to authorize the Mayor to sign the

agreement. The motion was seconded by Councilmember Pierce. Roll call vote showed all members present voted in favor of the motion. Approved 7 to 0

4. Request to authorize the Mayor to sign a letter requesting ITD participation in the consideration of improvement to the traffic flow through the Blue Lakes Blvd. and Fillmore/Bridgeview intersection.

City Engineer Fields reviewed the request.

City Council discussion ensued on the following:

Would like a turn arrow at the intersection of Blue Lakes Blvd and Bridgeview.

First step is to get involved with ITD.

Two different kinds of lights is confusing.

Bridgeview is bottlenecked.

Accidents

Brickwork distracts.

**MOTION:**

Councilmember Talkington moved to authorize the Mayor to sign a letter requesting ITD participation in the consideration of improvement to the traffic flow through the Blue Lakes Blvd. and Fillmore/Bridgeview intersection. The motion was seconded by Vice Mayor Hawkins. Roll call vote showed all members present voted in favor of the motion. Approved 7 to 0

5. Request to approve the Request for Proposal preferred list and authorize staff to enter into negotiations with Civil Science, Inc. for the Transportation Master Plan 2016.

City Engineer Fields reviewed the request.

Discussion ensued on the following:

Technical needs and community needs.

**MOTION:**

Vice Mayor Hawkins moved to approve the Request for Proposal preferred list and authorize staff to enter into negotiations with Civil Science, Inc. for the Transportation Master Plan 2016. The motion was seconded by Councilmember Pierce. Roll call vote showed all members present voted in favor of the motion. Approved 7 to 0

6. Public input and/or items from the City Manager and City Council: None

**III. ADVISORY BOARD REPORT/ANNOUNCEMENTS: None**

6:00 P.M.

**IV. PUBLIC HEARINGS: None**

**V. ADJOURNMENT:**

Executive Session 74-206 (1):

- (a) To consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need. This paragraph does not apply to filling a vacancy in an elective office or deliberations about staffing needs in general.
- (b) To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student.
- (f) To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. The mere presence of legal counsel at an executive session does not satisfy this requirement.

**MOTION:**

Councilmember Hall moved to adjourn to Executive Session 74-206 (1):

- (a) To consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need. This paragraph does not apply to filling a vacancy in an elective office or deliberations about staffing needs in general.
- (b) To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student.
- (f) To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. The mere presence of legal counsel at an executive session does not satisfy this requirement. The motion was seconded by Councilmember Lanting. Roll call vote showed all members present voted in favor of the motion. Approved 7 to 0

Meeting adjourned at 5:45 PM

---

Deputy City Clerk Sharon Bryan

[http://twinfalls.granicus.com/MediaPlayer.php?view\\_id=2&clip\\_id=580](http://twinfalls.granicus.com/MediaPlayer.php?view_id=2&clip_id=580)



**Date:** Monday, September 26, 2016  
**To:** Honorable Mayor and City Council  
**From:** Troy Vitek, Assistant City Engineer

---

**Request:**

Consideration of a request to accept the Improvement Agreement for the purpose of developing **Canyon Village Subdivision, A PUD**.

**Time Estimate:**

The staff presentation will take approximately 2 minutes.

**Background:**

Prior to development, an Improvement Agreement is required. The developer is meeting that requirement with this document.

**Approval Process:**

Accepting the Improvement Agreement allows the developer to develop the lots. After acceptance of utilities or a financial guarantee provided to the City, the lots can be sold.

**Budget Impact:**

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

**Regulatory Impact:**

Approval of this request will allow the applicant to proceed to develop the property.

**Conclusion:**

Staff recommends that the Council approve the request and authorize the Mayor to sign the Improvement Agreement.

**Attachments:**

1. Improvement Agreement.

IMPROVEMENT AGREEMENT

for

DEVELOPMENTS

This Agreement made and entered into this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by and between the CITY OF TWIN FALLS, State of Idaho, a municipal corporation, hereinafter called "City" and NORTHEAST INVESTMENTS, LLC hereinafter called "Developer" for the purpose of constructing certain improvements on property sought to be developed for the following Development CANYON VILLAGE PUD SUBDIVISION.

WHEREAS, there is attached hereto and incorporated herein as if the same were set out in full, a certified copy of the deed to the real property showing ownership of said real property to be in the Developer's name, or, as the case may be, there is attached hereto and incorporated herein as if the same were set out in full, a copy of the deed to the above described real property showing ownership in fee simple in someone other than Developer together with a notarized authorization, signed by the real property owner, authorizing Developer to act on behalf of said real property owner, and;

WHEREAS, Developer desires to develop said real property for the following purposes:

MIXED USE PUD SUBDIVISION

WHEREAS, the Developer is obligated to construct certain improvements pursuant to City Code Section 10-12-4.2, and;

WHEREAS, the Developer has committed to construct special features as part of the development, and;

WHEREAS, the City has certain policies, ordinances, rules and regulations governing the construction of improvements, and;

WHEREAS, it is in the best interest of the City and Developer to clearly establish in one concise document the policies, ordinances, rules and regulations which apply to developments of the type contemplated herein.

WITNESSETH

That for and in consideration of the mutual promises, conditions, and covenants contained herein the parties agree as follows:

I.

City agrees: (1) to operate and maintain all approved streets, alleys, service and roads, excluding state highways, constructed under the terms of this Agreement in any public rights-of-

way or easements and which are presently within or subsequently annexed into the City limits. Those streets, excluding state highways, lying outside the City limits and within the City Area of Impact shall be constructed to City standards but shall become the responsibility of the Twin Falls Highway District until such time as they are annexed or a maintenance agreement is signed by the City and the Twin Falls Highway District. (2) To operate and maintain all approved water lines, drainage lines, and sewer lines constructed under the terms of this Agreement in any public rights-of-way or easements and to provide water and sewer service to the Developer's real property, subject to all ordinances, rules and regulations governing sewer and water service. (3) To maintain non-pressure irrigation lines only where they cross City streets. All other maintenance of non-pressurized irrigation lines is the responsibility of the Twin Falls Canal Company or the irrigation users.

## II.

In lieu of the actual installation of required public improvements before recording of the final plat, the Council may permit the subdivider to provide a financial guarantee of performance in one (1) or a combination of the following arrangements for those requirements which are over and beyond the requirements of any other agency responsible for the administration, operation and maintenance of the applicable public improvement.

### a. Surety Bond

1. Accrual - The Bond shall accrue to the City covering construction, operation and maintenance of the specific public improvement.
2. Amount - the bond shall be in an amount equal to one hundred percent (100%) of the total estimated cost for completing construction of the specific public improvements, as estimated by the Developer's Engineer and approved by the City Engineer.
3. Term Length - The term length in which the bond is in force, for the duration of that phase of the project, shall be until completed and accepted by the City Engineer.
4. Bonding for Surety Company - The bond shall be with a surety company authorized to do business in the State of Idaho, acceptable to the Council.
5. The escrow agreement shall be drawn and furnished by the subdivider to the satisfaction of the Council.

- b. **Cash Deposit, Certified Check, Negotiable Bond, or Irrevocable Bank Letter of Credit.**
  1. **Treasurer, Escrow Agent or Trust Company** - A cash deposit, certified check, negotiable bond or an irrevocable bank letter of credit such surety acceptable by the Council, shall be deposited with an escrow agent or trust company.
  2. **Dollar Value** - The dollar value of the cash deposit, certified check, negotiable bond or irrevocable bank letter of credit shall be equal to one hundred percent (100%) of the estimated cost of construction for the specific public improvements, as estimated by Developer's Engineer and approved by the City Engineer.
  3. **Escrow Time** - The escrow time for the cash deposit, certified check, negotiable bond or irrevocable bank letter of credit shall be until all required improvements are completed and accepted by the City Engineer.
  4. **Progressive Payment** - In the case of cash deposits or certified checks, an agreement between the City and the subdivider may provide for progressive payment out of the cash deposit or reduction of the certified check, negotiable bond or irrevocable bank letter of credit, to the extent of the cost of the completed portion of the public improvement, in accordance with a previously entered into agreement.

### III.

Developer agrees to retain a Professional Engineer, hereinafter called the Developer's Engineer, registered by the State of Idaho to perform the following minimum Engineering Services in accordance with Title 10 Chapter 12 Section 4-1 of the City Code:

- a. Prepare a master utility plan showing the location of all existing and proposed utility lines to include but not be limited to sewer, water, gas, electricity, telephone, irrigation, pressure irrigation and storm sewer.
- b. Prepare detailed plans and specifications for construction of all improvements required by this Agreement and shall include but not be limited to a complete set of construction plans, including profiles, cross-sections, specifications and other supporting data, for all required public streets, utilities and other facilities. Such construction plans shall be based on preliminary plans which have been approved

with the preliminary plat, and shall be prepared in conjunction with the final plat. Construction plans are subject to approval by the responsible public agencies. All construction plans shall be prepared in accordance with the public agencies' standards and specifications.

- c. Perform construction surveying, staking, testing, inspection and administer the construction of all facilities required by this contract.
- d. Submit all test reports, inspection reports, change orders and construction diaries to the City Engineer every week during the construction of the development or subdivision.
- e. Prepare and submit an updated copy of the enclosed development and subdivision checklist to the City Engineer every week during the construction of the development or subdivision, and also upon completion of the project.
- f. Submit to the City Engineer the final plans, and master utility plan for the City records showing any approved changes to the original plans and specifications. A permanent drawing in ink on approved transparent polyester drafting film and an electronic media copy of the plans in ACAD 2000 using City standard format shall be provided within thirty (30) days after completion of the project.
- g. Submit a letter upon completion of construction stating that the work has been constructed in conformance to the plans and specifications, with the certification by the Developer's Engineer that improvements were constructed to the lines and grades shown.

The above work shall be subject to the approval of the City Engineer.

The City agrees to provide asphalt pavement testing for conformance with City standards, but it shall be the responsibility of Developer's Engineer to provide all necessary quality control during construction. All tests shall be taken at a frequency based upon City of Twin Falls Standard Specifications.

The Developer agrees to: (1) allow the City full and complete access to the work (2) provide all materials necessary to conduct all tests (3) supply all water necessary to test pipe joints and (4) provide the equipment and perform or have performed any testing of manufactured materials required by the City Engineer.

The Developer shall submit a letter to the City Engineer upon completion of the project, requesting that the City assume the responsibility for maintenance and operation of all public improvements as stated herein.

IV.

The Developer agrees to obtain a permit or letter of approval from the Twin Falls Highway District or the State of Idaho Department of Highways prior to constructing improvements on their respective right-of-ways. The original or a certified copy of said permit or letter shall be submitted to the City Engineer prior to beginning of construction thereon.

V.

The Developer agrees to dedicate rights-of-way to the public for the development of all streets and alleys in accordance with the City Master Street Plan and to dedicate easements for the maintenance and operation of all public utilities. The size and location of said rights-of-way and easements shall be determined by the City Engineer.

VI.

The Developer hereby agrees and petitions the City to annex into the corporate limits of said City, the above described real property that is contiguous with the same or becomes contiguous to said City limits. Developer agrees to annexation of said real property by the City upon the terms and conditions as shall be set forth by said City.

VII.

The Developer and the City agree that the improvements listed herein are required unless specifically waived by action of the City Council and that said improvements will be constructed on any public rights-of-way or easements approved and accepted by the City Council all as designed by the Developer's Engineer and approved by the City Engineer and in accordance with standards established by the City Engineer and that all required improvements will be completed in a timely manner. If improvements are not completed in a timely manner, the Developer shall provide an updated, current version of the developer's agreement and financial guarantee for City Council consideration.

VIII.

The Developer agrees to pay the total actual costs of all materials, labor and equipment necessary to completely construct all of the improvements required herein, except those costs specifically shown to be paid by the City and to construct or contract for the construction of such improvements.

## IX.

Developer agrees to pay the total extra cost of all additional materials, labor and equipment necessary to construct any streets the City requires to be wider or deeper than a standard street or any water or sewer lines the City requires to be larger than the size required to properly serve the development. The requirement for wider and deeper streets shall be based on the City Master Street Plan. Requirements for larger water and sewer lines shall be based on the citywide sewer and water system sizing guidelines.

## X.

The City shall provide no compensation for the cost of an oversize water or sewer line. In the case of water or sewer lines extended adjacent to or outside the limits of development, the Developer shall be eligible for payback from adjacent property owners pursuant to Resolution No. 1182. The Developer shall also be eligible for compensation when a private developer extends or connects to any water or sewer system previously installed by private developer, pursuant to Resolution 1651.

## XI

Developer agrees to request in writing that the Developer's Engineers make the inspections required herein and the Developer or his Contractors shall not proceed with the next construction phase until the required inspection is complete and the work has been approved by the Developer's Engineer, the City Engineer or the Engineer's authorized inspector. All such inspections shall be scheduled in accordance with the City of Twin Falls Standard Specifications. Developer agrees to pay all costs resulting from: 1) his failure to properly schedule and request a required test or inspection or 2) proceeding with work before receiving approval to proceed. Developer agrees to remove or correct any rejected, unapproved or defective work or materials as required by the Developer's Engineer or the City Engineer. Any such defective work whether the result of poor workmanship, use of defective materials, damage through carelessness or any other cause, shall be removed within ten (10) days after written notice is given by the Developer's Engineer or the City Engineer, and the work shall be re-executed by the Contractor at his expense. The fact that either Engineer may have previously overlooked such defective work or materials shall not be a basis for acceptance of any part of it.

The issuance or approval of plans, specifications and computations shall not be construed as an approval of any violation of any provisions of City code, specifications, standards, policy, or any

other ordinance of the City. Approvals of plans that may violate City code, specifications or departmental policies will not be valid.

The approval of construction plans, specifications, and other data shall not prevent the City from thereafter requiring the correction of errors or omissions in said plans or specifications prior to or during actual construction or final acceptance by the City.

The Developer shall remove from all public property all temporary structures, rubbish, and waste materials resulting from their operation or caused by his employees.

The Developer shall guarantee all materials, workmanship and equipment furnished for a period of one (1) year from the date of written acceptance of the work by the City Engineer or authorized representative.

The Developer shall be responsible for any damage to any existing public improvements and shall repair or replace any such damage as required by the City Engineer, during or after completion of this project.

## XII.

The City and the Developer agree to the following minimum for Required Improvements, City Costs, Required Inspections and to any other improvements, approved or required by the City Council and shown on the approved construction plans.

### PUBLIC WAYS

#### (a) Required Improvements

- (1) Curb, gutter and sidewalk on all public street rights-of-way.
- (2) A standard residential street thirty six feet (36') wide with an eight inch (8") gravel course and two inch (2") asphaltic concrete surface course on all public street rights-of-way serving residential use property.
- (3) Minor residential and private streets as specified in the City of Twin Falls Standard Drawings.
- (4) A standard commercial or collector street forty eight feet (48') wide with an eleven inch (11") gravel course and three inch (3") asphaltic concrete surface course on all public street rights-of-way serving commercial use property or as a collector street. Whenever a street serves an industrial use property the City Engineer will determine the appropriate structural section.

- (5) A service-road twenty four feet (24') wide with an eight inch (8") gravel course and two inch (2") asphaltic concrete surface course and with concrete curb-gutter or curb and valley-gutter on all public service road rights-of-way.
  - (6) A sidewalk five feet (5') wide minimum on all public pedestrian rights-of-way. Four foot (4') sidewalks by special permission of the City Council are allowed by City of Twin Falls Standard Drawings for minor residential streets under certain conditions.
  - (7) Landscaping and sidewalk placement required adjacent to arterial and collector streets: A tract of land eleven feet (11') in depth behind the curb line will be dedicated as part of any residential development adjacent to arterial and collector streets. Within that tract the developer shall install landscaping six feet (6') in depth with a sprinkler system and with grass and trees behind the curb line and shall also install a five foot (5') sidewalk. The landscaping will be maintained by the city and funded through a fee added to the water bill of each account within the development. Irrevocable restrictive covenants for this development and maintenance shall provide for this funding. TFCC §10-12-4.2(O).
  - (8) Street signs and traffic control devices on all public streets.
  - (9) Street lights as determined by City policy for street light installation.
- (b) City Costs
- (1) The cost of any street signs or traffic control devices installed by the City on new or existing streets.
  - (2) The cost of any required street lights (standard luminaires mounted on a wood pole). The Developer shall pay the extra cost of any decorative luminaries or poles. Prior approval will be required, and the cost of maintenance, replacement and power usage will be considered.
- (c) Required Inspections and Testing
- (1) All inspections and testing shall be as required by City of Twin Falls Standard Specifications.

#### WATER SYSTEM

- (a) Required Improvements

- (1) Pursuant to City Code Section 7-8-3, 7-8-10 and 10-12-4.2 water line and fittings six inch (6") minimum diameter that will transport a flow of water, which will satisfy fire, domestic, other water demands of the development, based upon the City water pipe sizing plan and computer water model. Water line extension shall include connection from the existing City Water System to each building site and fire hydrants and then loop back to the City System in a manner that will provide a properly functioning system approved by the City Engineer, Water Superintendent and Fire Chief. If the development is to be constructed in phases, the water system shall be looped back to the City system during the first phase. No dead-end lines will be allowed during any phase of the project.
- (2) Water lines and fittings adjacent to and internal to the development shall be sized to continue the orderly expansion of the City water distribution network in accordance with existing sizing guidelines.
- (3) Water valves that will allow temporary suspension of water flow for maintenance and repair of portions of water system without causing undue inconvenience to a large number of users or creating a critical situation in the suppression of fires.
- (4) Fire hydrant connections and fire hydrants spacing to substantially comply with the minimum standards suggested by the Fire Rating Bureau and American Water Works Association. Fire hydrants are required in all developments.
- (5) One water service line shall be constructed to each building site at the time the water lines are installed. Each service line shall not exceed fifty feet (50') in length and shall terminate at the right-of-way.  
During construction of the curb the letter W shall be stamped into the top or face of the curb directly in front of the water meter box. The impression shall be not less than one and one half inches (1½") high. Meters shall be grouped at adjacent side lot lines when possible or at another location if requested by the Developer and approved by the City Engineer and Water Superintendent. Water meter boxes will not be allowed in driveway approaches. Any cost associated in relocating meters from driveway

approaches will be the responsibility of the Developer or Lot Owner. Temporary address or lot number signs shall be staked at the location where the water meter box is to be installed. The City may install multiple water meters in a single water meter box.

The City will make the water line tap only after all appropriate tap fees for a Water Connection General Permit have been received and permits issued. All new water service line and connections made from existing water service mains to service any new development will be the responsibility of the Developer. The City will make the necessary service line tap after payment of the required water connection general permit fees.

- (6) One water service line tap, meter box, and service line shall be constructed for each building connected to the City water system. It is understood and agreed that the City will make all service line taps and install all meter boxes and that the fee paid by the developer for a Water Connection General Permit will reimburse the City for such work.
- (7) It is further understood and agreed that the City will make all connections to the existing water system. The City will disinfect the new water system at the developer's expense.

(b) City Costs

- (1) None.

(c) Required Inspections

- (1) All inspections and testing shall be as required by the City of Twin Falls Standard Specifications.

WASTE WATER COLLECTION SYSTEM

(a) Required Improvements

- (1) Pursuant to City Code Section 7-7-4, 7-7-11 and 10-12-4.2 a waste water collection system (eight-inch (8")) minimum diameter) that will transport a flow of waste water, under conditions of maximum and minimum discharge from the development, to the existing City waste water system.
- (2) Waste water sewer lines adjacent to or internal to the development will be sized to continue the orderly expansion of the City Waste Water Collection

System in accordance with existing sizing guidelines and computer sewer model.

- (3) Manholes to provide access for maintenance and cleaning of the sewer lines located at any change of grade or alignment of the sewer, at the end of each sewer and spaced not more than four hundred feet (400') apart.
- (4) During construction of the curb the letter S shall be stamped into the top or face of the curb directly in front of the sewer service line location. The impression shall be not less than one and one half inches (1½") high.

(b) City Costs

- (1) None.

(c) Required Inspections and Testing

- (1) All inspections and testing shall be as required by City of Twin Falls Standard Specifications.

DRAINAGE SYSTEM

(a) Required Improvements

- (1) Any valley-gutters, ditching, grading or other surface drainage facilities necessary to convey any storm run-off originating from or traversing across the proposed development over the land surface to a point of retention, detention or discharge approved by the City Engineer.
- (2) Any catch basin, storm sewer and other sub-surface drainage facilities necessary to convey any storm run-off, originating from or traversing across the proposed development, to a point of retention, detention or discharge approved by the City Engineer, that cannot, in the City Engineer's opinion, be conveyed over the land surface without causing damage to public or private property or without being an unreasonable inconvenience or hazard to a private individual, a group of individuals or the general public.

(b) City Costs

- (1) None.

(c) Required Inspections and Testing

- (1) All inspections and testing shall be as required by the City of Twin Falls Standard Specifications.

### GRAVITY IRRIGATION SYSTEM

(a) Required Improvements

(1) Any pipe, boxes or other appurtenances necessary to convey all irrigation water in underground pipe across the development and any adjacent public property. Irrigation facilities outside an established City irrigation district shall be constructed in an irrigation easement on private property except where it is necessary for irrigation water to cross the public right-of-way and all such crossings shall be perpendicular to the center line of said right-of-way unless otherwise approved by the City Engineer due to some unusual condition.

(b) City Costs

(1) None.

(c) Required Inspections and Testing

(1) All inspections and testing shall be as required by the City of Twin Falls Standard Specifications.

### PRESSURE IRRIGATION SYSTEM

(a) Required Improvements

- (1) Pursuant to Section 7-8-3 of the City Code, the use of the City's potable water supply as the primary source of irrigation water in all new developments shall be prohibited. For purposes of this subsection, the term "new development" means any new subdivision or PUD, or any development of any parcel of land of two (2) acres or larger that is not part of a subdivision or PUD. One (1) share of Twin Falls Canal Company Water for each acre of property within the subdivision shall be deeded to the City of Twin Falls before the filing of the final plat for use in the City's pressurized irrigation system.
- (2) Pressure irrigations water line and fittings shall be four inch (4") minimum diameter or larger that will transport a flow of water, which will satisfy all irrigation water demands of the development,

based upon the computer irrigation water model that the developer's engineer has prepared.

- (3) Water lines and fittings adjacent to and internal to the development shall be sized to continue the orderly expansion of the City Pressure Irrigation water distribution network in accordance with existing sizing guidelines.
- (4) Water valves that will allow temporary suspension of water flow for maintenance and repair of portions of water system without causing undue inconvenience to a large number of users. One pressure irrigation water service line shall be constructed to each subdivision lot site at the time the pressure irrigation water lines are installed. Each service line shall not exceed fifty feet (50') in length and shall terminate at the right-of-way. One Pressure irrigation water service line tap, irrigation box, and service line shall be constructed for each subdivision lot connected to the City pressure irrigation water system.
- (5) The Developer shall be responsible for all costs incurred in designing and installing the pressure irrigation station. This includes the land, pumps, motors, filters, buildings, delivery system to the station from the TFCC head gate, storage pond, Supervisory Control and Data Acquisition (SCADA) system, and power to the station.
- (6) All pressure irrigation system plans must be prepared by the Developer's engineer shall be according to the City's standard specifications and drawings. Plans submitted to the City shall be signed by a Professional Engineer for review and final approval,

before the City Engineer will sign the plat or approve construction plans.

(7) The Pressure Irrigation System shall be located within easements, right of ways and/or property deeded to the City of Twin Falls.

(b) City Cost.

(1) None

(c) Required Inspections and Testing

(1) All inspections and testing shall be as required by the City of Twin Falls Standard Specifications.

SPECIAL FEATURES

Pursuant to commitments made by the Developer as conditions of approval of the development, the following special features shall be constructed:

a) Required Improvements

---

*POLE LINE ROAD TURN LANE*

---

*POLE LINE ROAD PEDESTRIAN CROSSWALK MARKING*

---



---

b) City Costs

(1) None.

XIII.

The City and the Developer agree that the sequence of construction shall be as follows unless special approval in writing is obtained from the City Engineer:

1. Erosion and sedimentation controls.
2. Stormwater retention and detention facilities.
3. Waste water sewers and service connections.
4. Waste water manholes.
5. Storm sewers and catch basins.
6. Gravity irrigation pipes and boxes.
7. Pressure irrigation lines, service connections, etc.
8. Water lines and service connections.
9. Gas lines, power lines, telephone lines and cablevision lines.
10. Any other underground improvements that are required.

11. Sub-base preparation for public ways.
12. Gravel base course for public ways.
13. Curb-gutter, valley-gutter and sidewalk.
14. Gravel leveling course.
15. Asphalt paving.
16. Special Features.

#### XIV.

The Development may be phased as indicated on the attached development plan submitted by the Developer and approved by the City Engineer.

The terms of the basic agreement shall apply individually to each phase shown on the attached plan as though each phase were a separate and independent development providing each phase is begun in the sequence indicated on the development plan.

The two (2) year time limit, (indicated in Section VII of the Agreement) for completing the required improvements shall begin for each phase when the Developer sells a lot or an application or a building permit to construct a building within the phase has been received by the City.

The Developer may cease further development after completing any phase and before beginning the next phase and the basic agreement shall terminate in accordance with Section XVI, of the basic agreement for any undeveloped phases of the development originally proposed in the basic agreement.

#### XV.

This agreement shall bind the parties hereto, their heirs, successors in interest, and lawful assigns.

XVI.

In the event of a breach of Agreement, or should legal action of any kind be taken to enforce the provisions, hereof, the prevailing party shall be entitled to reasonable attorney fees and costs awarded by the Court.

Attest:

CITY OF TWIN FALLS, IDAHO

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Mayor

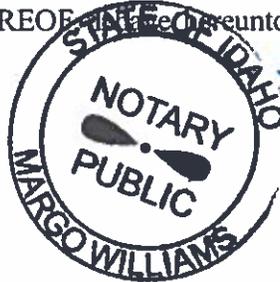
Developer

NORTH EAST INVESTMENTS LLC  
[Signature]

STATE OF IDAHO )  
                          )ss.  
County of Twin Falls )

On this 19<sup>th</sup> day of February, 2015 before me, the undersigned, a Notary Public for Idaho, personally appeared Kent Taylor, known to me to be the persons whose names are subscribed to the within instrument on behalf of said Owner and acknowledged to me that said Owner executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and seal the day and year first above written.



Margo Williams  
Notary Public for Idaho  
Residing at Twin Falls, Idaho  
Expires: 9-1-2018

CORPORATION

STATE OF IDAHO )  
                          )ss.  
County of Twin Falls )

On this \_\_\_ day of \_\_\_\_\_, 20\_\_\_, before me, the undersigned, a Notary Public for Idaho, personally appeared \_\_\_\_\_, known or identified to me (or proved to me on the oath of \_\_\_\_\_) to be the president, or vice-president, or secretary or assistant secretary, of the corporation that executed the instrument or the person who executed the instrument on behalf of said corporation, and acknowledged to me that such corporation executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and seal the day and year first above written.

\_\_\_\_\_  
Notary Public for Idaho  
Residing at Twin Falls, Idaho

PARTNERSHIP

STATE OF IDAHO )  
  )ss.  
County of Twin Falls )

On this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me, the undersigned, a Notary Public for Idaho, personally appeared \_\_\_\_\_, known or identified to me (or proved to me on the oath of \_\_\_\_\_) to be one of the partners in the partnership of \_\_\_\_\_, and the partner or one of the partners who subscribed said partnership name to the foregoing instrument, and acknowledged to me that he executed the same in said partnership name.

IN WITNESS WHEREOF, I have hereunto set my hand and seal the day and year first above written.

\_\_\_\_\_  
Notary Public for Idaho  
Residing at Twin Falls, Idaho







**Date:** Monday, September 26, 2016, Council Meeting  
**To:** Honorable Mayor and City Council  
**From:** Sergeant Justin Dimond, Twin Falls Police Department

---

**Request:**

Consideration of a request by Bev Stone, representing Make-A-Wish Foundation of Idaho, to hold the “Emma’s Wish” event at the Twin Falls City Park. This event will take place on October 1, 2016, from 12:00 p.m. to 4:00 p.m.

**Time Estimate:**

Due to the location, time and nature of this event, Staff is requesting this item be placed on the Consent Calendar.

**Background:**

Bev Stone, representing the Make-A-Wish Foundation of Idaho, has submitted a Special Event Application for “Emma’s Wish” to be held at the Twin Falls City Park on October 1, 2016. The event will begin at 12:00 p.m. and will conclude at 4:00 p.m. The event is being held to grant the wish of 13-year-old Emma Allred. For Emma’s wish, granted by Make-A-Wish Foundation, she has asked that the food pantries of the area be filled and that food be distributed to those in need.

During the “Emma’s Wish” event, the public is encouraged to bring canned food items to the city park as a donation to area charities and food banks.

The event is open to the general public and will feature food and numerous activities for children, to include grilled hot dogs, cotton candy, popcorn, balloons and face painting. Radio Station 99.1 The Bridge will be on location to provide entertainment in the form of amplified music. It is also anticipated the event will be covered by local media.

The event organizers will be responsible for clean-up within the park and other areas affected by the event.

The Twin Falls Police Department Staff and other relevant City Staff members have reviewed the application and recommend its approval.

**Approval Process:**

Consent of the Council

**Budget Impact:**

Twin Falls Police Department Staff does not feel there is a need for the Twin Falls Police Department to provide security.

Agenda Item for September 26, 2016  
From Sergeant Justin Dimond  
Page Two

**Regulatory Impact:**

N/A

**Conclusion:**

Staff recommends that the City Council approve the Special Event Application submitted for the Emma's Wish event based on the information provided.

Staff recommends that the on-duty Supervisor be given authority to order event organizers to mitigate the sound of amplified music. If the noise complaints become habitual, the Patrol Supervisor shall be granted the authority to order the music to be terminated.

**Attachments:**

None

JD:aed



September 26, 2016 City Council Meeting

To: Honorable Mayor and City Council

From: Travis Rothweiler, City Manager

---

**Request:**

Presentation of the **Certificate of Achievement for Excellence in Financial Reporting** received by the City of Twin Falls for the Comprehensive Audited Financial Report (CAFR) for the year ended September 30, 2015.

**Time Estimate:**

City staff will provide a brief presentation. The presentation will take approximately 3-5 minutes.

**Background:**

There are eight (8) cities in the state of Idaho, now including Twin Falls, receiving this award. There are four (4) cities receiving the Distinguished Budget Presentation award. There are only three cities, Twin Falls, Post Falls, and Boise receiving both.

This particular award is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

The CAFR has been judged by an impartial panel to meet the high standards of the program including demonstrating a constructive "spirit of full disclosure" to clearly communicate its financial story and motivate potential users to read the CAFR.

**Budget Impact:**

There is no budget impact.

**Regulatory Impact:**

There is no regulatory impact.

**Conclusion:**

-NA-

**Attachments:**

1. Notification from Government Finance Officers Association (GFOA) of achievement.



Government Finance Officers Association  
203 N. LaSalle Street - Suite 2700  
Chicago, IL 60601

Phone (312) 977-9700 Fax (312) 977-4806

September 8, 2016

Brent Hyatt  
Assistant Finance Director  
City of Twin Falls  
PO Box 1907  
Twin Falls ID 83303-1907

Dear Mr. Hyatt:

We are pleased to notify you that your comprehensive annual financial report (CAFR) for the fiscal year ended September 30, 2015, qualifies for a Certificate of Achievement for Excellence in Financial Reporting. The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

Each entity submitting a report to the Certificate of Achievement review process is provided with a "Summary of Grading" form and a confidential list of comments and suggestions for possible improvements in its financial reporting techniques. Your list has been enclosed. You are strongly encouraged to implement the recommended improvements into the next report and submit it to the program. If it is unclear what must be done to implement a comment or if there appears to be a discrepancy between the comment and the information in the CAFR, please contact the Technical Services Center (312) 977-9700 and ask to speak with a Certificate of Achievement Program in-house reviewer.

Certificate of Achievement program policy requires that written responses to the comments and suggestions for improvement accompany the next fiscal year's submission. Your written responses should provide detail about how you choose to address each item that is contained within this report. These responses will be provided to those Special Review Committee members participating in the review.

When a Certificate of Achievement is awarded to a government, an Award of Financial Reporting Achievement (AFRA) is also presented to the individual(s) or department designated by the government as primarily responsible for its having earned the Certificate. Enclosed is an AFRA for:

**Finance Department, City of Twin Falls**

Continuing participants will find a certificate and brass medallion enclosed with these results. First-time recipients will find a certificate enclosed with these results followed by a plaque in about 10 weeks. We hope that you will arrange for a formal presentation of the Certificate and Award of Financial Reporting Achievement, and that appropriate publicity will be given to this notable achievement. A sample news release has been enclosed. We suggest that you provide copies of it to local newspapers, radio stations and television stations. In addition, details of recent recipients of the Certificate of Achievement and other information about Certificate Program results are available in the "Awards Program" area of our website, [www.gfoa.org](http://www.gfoa.org).

A current holder of a Certificate of Achievement may include a reproduction of the award in its immediately subsequent CAFR. A camera ready copy of your Certificate is enclosed for that purpose. If you reproduce your Certificate in your next report, please refer to the enclosed instructions. A Certificate of Achievement is valid for a period of one year. To continue to participate in the Certificate of Achievement Program it will be necessary for you to submit your next CAFR to our review process.

In order to expedite your submission we have enclosed a Certificate of Achievement Program application form to facilitate a timely submission of your next report. This form should be completed and sent (postmarked) with three copies of your report, three copies of your application, three copies of your written responses to the program's comments and suggestions for improvement from the prior year, and any other pertinent material with the appropriate fee by March 31, 2017.

Your continued interest in and support of the Certificate of Achievement Program is most appreciated. If we may be of any further assistance, please contact Delores Smith ([dsmith@gfoa.org](mailto:dsmith@gfoa.org)) or (312) 578-5454).

Sincerely,  
Government Finance Officers Association

A handwritten signature in cursive script that reads "Stephen J. Gauthier". The signature is written in black ink and is positioned above the typed name.

Stephen J. Gauthier, Director  
Technical Services Center

SJG/ds



**Date:** Monday, September 26, 2016  
**To:** Honorable Mayor and City Council  
**From:** Jacqueline D Fields, City Engineer

---

**Request:**

Approve the professional services agreement with Civil Science, Inc. to develop the 2016 City of Twin Falls Transportation Master Plan and authorize the Mayor or City Engineer to sign the contract.

**Time Estimate:**

The presentation will take approximately 15 minutes.

**Background:**

The decision was made to request qualifications for professional services to development of the City of Twin Falls Transportation Master Plan 2016 (Plan). Four proposals were received by the due date of June 23, 2016. The evaluation team reviewed the responses and concurred with the decision to select Civil Science, Inc. Last week, the City Council approved the prioritized list of firms and staff worked with Civil Science to expedite the scope development so that the funds could be encumbered by the end of September. The labor effort appears to align well with the agreed upon scope.

The Transportation Master Plan is very similar to the waste and wastewater facility plans in that it is a technical analysis with a palette of capital improvements that address capacity and maintenance issues. This plan will conduct capacity analysis, incorporate the recent LIDAR results, review accident data, review existing planning documents, and investigate several "spot" locations. Recent work done to transition to the Idaho Specification for Public Works Construction led to the recommendation to consider the development an additional collector road: the minor collector. The plan will use the public inclusion process to collaborate on the standards for these roads. There will be some analysis to further the efforts to move highway volumes onto Washington-6<sup>th</sup> -Minidoka. There will also be investigation into standards for traffic impacts studies and/or standards for when right and left turn bays should be constructed. These efforts will result in a capital improvement plan that can be used in the City's long term planning and budgeting.

The Plan will also address transportation elements that we consider to be "multi-modal" such as the finalization of a bicycle plan, pedestrian accessibility and illumination, location of truck routes, incorporation of the transit study and acknowledgement/incorporation of appropriate airport elements. These discussions could result in recommendations for more formal policies or Code that support "complete streets". Addressing these issues, together with the City's capacity needs may have a measureable impact on the width of city rights-of-way or streets. We intend to use mobile survey tools to assist in gathering input.

We have begun planning for the time when the City will be included in a Metropolitan Planning Organization. The Transportation Master planning efforts will include preparatory work to facility the transition when it occurs.

The public inclusion efforts will focus less on capacity work and more on community values and implementation. It is better when the community helps staff address items like how much light makes a person comfortable walking at night and who need access to the goods the trucking industry brings to town (and takes away). The public inclusion structure has this layout:

Gather some data in the form of stakeholder interviews;

Gather input from City Departments (Airport, Parks & Rec, Police, Planning & Zoning, Streets & other Public Works departments, Admin.) and interested non-City government entities (this will be topic driven and could include TF Highway District, ITD, the County, the TF School District);

Engage interest groups and the public in Roundtables to identify issues and potential solutions to topics such as pedestrian facilities, illumination, bike facilities, location of truck routes, and development impacts;

(It is likely that there will some iteration as we work together here to development recommendations);

Outreach at public events (City Fair or other events) to gather input from those who have been less involved;  
Steering Committee workshops; and,  
City Council workshops and updates.

The scope of work doesn't focus on steering committee activities because it will likely be a group that the Engineering/City team works with. The steering committee can provide valuable input to staff and the City Council by assisting in balancing the needs and also in the development of the recommendations. In order to be well informed on the wide variety of topics we are addressing, it is anticipated that monthly meetings would be necessary to keep the project moving forward and the committee informed. We think the steering committee could include a Councilperson, a P&Z Commissioner and staff person, Streets/Public Works, Engineering, and representatives from the TF Highway District, the TF School District, the Trails Committee, the bicycle community, and the trucking community. Suggestions from the City Council on the scope and composition (additional members) of the steering committee are encouraged. Staff requests input by the end of October.

**Approval Process:**

City Council authorizes the Mayor or City Engineer to sign the contract for professional services.

**Budget Impact:**

The Transportation Master Plan is currently budgeted in the Street fund at \$250,000. This amount is identical to the contract that resulted in the 2008 Transportation Master Plan.

**Regulatory Impact:**

None at this time

**Conclusion:**

Staff recommends that the Council:

Approve the professional services agreement with Civil Science, Inc. to develop the 2016 City of Twin Falls Transportation Master Plan and authorize the Mayor or City Engineer to sign the contract, and

Determine when and how (discussion, email, etc.) the input will be delivered to the City Engineer regarding the Steering Committee.

**Attachments:**

Contract will be submitted via email later in the week



**Date:** Monday, September 26, 2016  
**To:** Honorable Mayor and City Council  
**From:** Jackie Fields, City Engineer

---

**Request:**

Consideration of a request to award the contract for the Sludge Truck for the Wastewater Treatment Plant (WWTP) to Jackson Group Peterbilt of Boise, Idaho in the amount of \$138,665.00.

**Time Estimate:**

The staff presentation will take approximately 5 minutes

**Background:**

The City of Twin Falls Wastewater Treatment Plant is in need of a new sludge truck. To procure a new truck, the Engineer department initiated a formal bid and two bids were received. The first bid was by the Jackson Group Peterbilt of Boise Idaho for \$138,665.00. The second bid was by Rush Truck Center of Twin Falls Idaho for \$136,970.00. Both bidders had exceptions to the specifications. An exception is a desired change by the bidder to a specification in the bid documents. The bidder wishing to change this specification will submit an exception report with an explanation of the change showing the equivalency to the desired specification. Rush Truck Center had three exceptions that were less than the specifications issued by The City of Twin Falls. The Jackson Group Peterbilt had one exception and, upon review of the modified specification, the modification is at least equivalent to the requirement. Because the low bidder (Rush Truck Center) did not meet the desired specifications, the next lowest bid who met the required specifications should be selected.

The project was publicly bid, and bids were opened on September 14, 2016. Two bids were received with the bidder who met all provided specifications being the Jackson Group Peterbilt of Boise Idaho in the amount of \$138,665.00. The bid package was checked for completeness and no irregularities were found.

**Approval Process:**

City Council approves the execution of the contract by the City.

**Budget Impact:**

This capital item was initially proposed in next year's budget. Due to cost savings on the CH contract this year, this item was removed from the FY16-17 budget and bid now. The bid can be funded out of the wastewater budget.

**Conclusion:**

Staff recommends that the City Council approve the award of the contract to the Jackson Group Peterbilt in the amount of \$138,665.00.

**Attachments:**

Bid tab

**UNIT PRICE BID TABULATION**

**Sludge Truck  
Twin Falls, Idaho**

**Opened at: 103 Main Avenue East, Twin Falls, ID  
On this Date: September 15, 2016  
At this Time: 2:00 pm (local time)**

<u>SPEC.</u> <u>PAY</u> <u>REF.</u>	<u>BID ITEM DESCRIPTION</u>	<u>UNIT</u>	<u>ESTD</u> <u>QNTY</u>	<i>Jackson Group Peterbilt</i>		<i>Rush Truck Center</i>	
				<u>BID UNIT</u> <u>PRICE</u>	<u>BID PRICE</u>	<u>BID UNIT</u> <u>PRICE</u>	<u>BID PRICE</u>
1	Sludge Truck	EACH	1	\$138,665.00	\$138,665.00	\$136,970.00	\$136,970.00
<b>TOTAL OF ALL BID PRICES</b>					<b>\$138,665.00</b>		<b>\$136,970.00</b>
Low-Bid Ranking					2		1
Percentage of Low Bid					101%		100%



**MONDAY**      September 26, 2016  
**To:**              Honorable Mayor and City Council  
**From:**          Mitchel Humble, Deputy City Manager

---

**Request:**

Update on the City Hall/Public Safety Complex design process.

**Time Estimate:**

The presentation, led by Clint Sievers from Hummel Architects, will take approximately 15 minutes with additional time for questions.

**Background:**

The purpose of this agenda item is to provide the City Council with an update on the City Hall and Public Safety Complex.

Clint Sievers, Michael Arrington and members of the City's staff will present:

1. Where we started with the project
2. Where we are now on the project
3. Look at the different buildings within the project
4. Cost estimates for the project with recommendations from staff
5. A look ahead at upcoming steps in the process

**Process:**

This is simply a presentation to the Council. Any direction the Council wishes to provide may be shared during the presentation.

**Budget Impact:**

The budget for the project will be discussed during the presentation.

**Regulatory Impact:**

This report is simply a project update and an opportunity to provide feedback.

**Conclusion:**

Conclusions and recommendations will be discussed during the presentation.

**Attachments:**

None



**Date:** Monday, September 20, 2016  
**To:** Honorable Mayor and City Council  
**From:** Brian Pike, Deputy City Manager

---

**Request:**

Consideration of a request by Starr Corporation, to present a proposed Guaranteed Maximum Price (GMP) for the Public Safety Campus Project.

**Time Estimate:**

The presentation from Michael Arrington, STARR Corporation, will take approximately 20 minutes.

**Background:**

As per our CM/GC Contract Agreement with STARR Corporation, Michael Arrington will be presenting the GMP for the Public Safety Campus Project.

Starr Corporation is preparing their final numbers. I am anticipating that the financial details will be available later this week and I will send out the complete package to the Council as soon as it is available.

**Approval Process:**

Council approval to accept the GMP for the Public Safety Campus Project as presented by Starr Corporation.

**Budget Impact:**

As determined by the final number presented by the Starr Corporation and a thorough review and discussion with Council.

**Conclusion:**

Staff recommends that the Council approve the GMP as presented by Starr Corporation.

**Attachments:** None



September 26, 2016 City Council Meeting

To: Honorable Mayor and City Council

From: Shayne V. Carpenter, Finance Department

**Request:**

Public hearing to amend the 2015-2016 Budget.

**Time Estimate:**

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

**Background:**

This is a formality we go through at year end to ensure compliance with the Appropriations Ordinance passed for the current fiscal year. All of the expenditures have been previously reviewed and approved by Council.

**Budget Impact:**

We need to amend Appropriations Ordinance No. 3105 by an additional gross amount (including inter-fund transfers) of \$11,922,534. The following lists expenditures and revenue sources:

General Fund:	Expense:	Revenue Source:
Transfer to Capital Improvement Fund (FYE2015 Excess)	\$2,300,000	Reserves
Transfer to Capital Improvement Fund (PD Repeaters)	\$166,657	E911 Reserves
<b>Street Fund:</b>		
Transfer to CSI Student Safety Initiative Fund	\$294,401	Reserves
<b>CSI Student Safety Initiative Fund:</b>		
Cheney Drive work not covered by Grants	\$294,401	Transfer from Street Fund
<b>Impact Fee Fund:</b>		
Equipment Storage Shed	\$3,470	Reserves
<b>Capital Improvement Fund:</b>		
FD SCBA Replacement	\$901,193	Grant
Contingency: PD Repeaters and Misc. related equipment	\$166,657	Transfer from General Fund
Contingency: New cart paths on #5 and #7	\$10,350	Reserves
Contingency: Replace VDI boxes	\$34,921	Reserves
Sr. Center Remodeling (A/C, roof, drywall)	\$135,034	Grant
City Hall and Public Safety Complex	\$852,775	Reserves

Airport Construction Fund: Small Community Grant: Advertising AIP Grant projects (Terminal Modification, Terminal Construction Phase 1 and 2, Future Runway Project)	\$21,169 \$269,119	Grant AIP Grants (timing)
Wastewater Fund: Bond Projects: Rock Creek Lift Station, UV Disinfect., Dewatering, Aeration Diffuser, WWTP Clif Bar Improvements	\$6,393,876 \$61,511	Bond Proceeds Reserves
Seizures & Restitution Fund: PD Canine and Training	\$17,000	Reserves

**Regulatory Impact:**

There is no regulatory impact

**Conclusion:**

This amendment will ensure the City of Twin Falls' compliance with State code.

**Attachments:**

1. Amended Ordinance #2016-11

**ORDINANCE NO. 2016-11**

AN ORDINANCE OF THE CITY OF TWIN FALLS, IDAHO, AMENDING ORDINANCE NO. 3105, THE APPROPRIATION ORDINANCE FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2015, AND ENDING SEPTEMBER 30, 2016; APPROPRIATING ADDITIONAL MONIES THAT ARE TO BE RECEIVED BY THE CITY OF TWIN FALLS, IDAHO, IN THE SUM OF \$11,922,534; AND PROVIDING AN EFFECTIVE DATE.

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

SECTION 1. That Ordinance No. 3105, the appropriation ordinance for the City of Twin Falls, Idaho, for the fiscal year commencing October 1, 2015, and ending September 30, 2016, be and the same is hereby amended as follows:

That the additional sum of \$11,922,534 be appropriated out of the following revenues:

General Fund-Reserves	\$2,300,000
General Fund-E911 Reserves	\$166,657
Street Fund-Transfer from CSI Student Safety Initiative Fund	\$294,401
CSI Student Safety Initiative Fund	\$294,401
Impact Fee-Reserves	\$3,470
Capital Improvement Fund-Reserves	\$1,022,730
Capital Improvement Fund-Grants	\$1,036,227
Capital Improvement Fund-Transfer from General Fund	\$166,657
Airport Construction Fund-Grant Revenue	\$290,288
Wastewater Fund-Bond Proceeds	\$6,393,876
Wastewater Fund-Reserves	\$61,511
Seizures and Restitution-Reserves	\$17,000
TOTAL Revenues	<u>\$11,922,534</u>

That the expenditures to be paid by these funds are as follows:

General Fund-Reserves	\$2,300,000
General Fund-E911 Reserves (transfer to Capital Improvement Fund)	\$166,657
Street Fund-Reserves (Transfer to CSI Student Safety Initiative Fund)	\$294,401
CSI Student Safety Initiative Fund-Cheney Drive improvements	\$294,401
Capital Improvement Fund-Fire Dept. SCBA replacement	\$901,193
Capital Improvement Fund-Police Dept. repeaters	\$166,657
Capital Improvement Fund-New cart paths on #5 and #7 tee boxes	\$10,350
Capital Improvement Fund-Sr. Center remodel (A/C, roof, drywall)	\$135,034
City Hall and Public Safety Complex	\$852,775
Impact Fees-Equipment storage facility over-run	\$3,470
Airport Construction-Small Community Grant advertising	\$21,169
Airport Construction-AIP's: 36, 37, 38, and 40	\$269,119
Wastewater Fund-Bond Projects (WWTP, UV, Dewatering, etc.)	\$6,393,876
Clif Bar Improvements-Lift Station	\$61,511
Seizures & Restitution Fund-Canine and Training	\$17,000
	<u>\$11,922,534</u>

SECTION 2. This ordinance shall be in full force and effect from and after its passage, approval and publication.

PASSED BY THE CITY COUNCIL

September 26, 2016

SIGNED BY THE MAYOR

September 26, 2016

ATTEST:

\_\_\_\_\_  
Mayor Shawn Barigar

\_\_\_\_\_  
Deputy City Clerk

PUBLISH: Thursday, September 29, 2016

