

COMMISSIONERS:

Marc Lambert Tom Reynolds Liyah Babayan Richard Birrell Aaron Camacho Cindy Collins Gabe Ostyn Brian Rice
Chairman Vice Chairman



AGENDA

Meeting of the Parks and Recreation Commission
Tuesday, November 15, 2016, 11:30 am, City Council Chambers
305 3rd Ave E – Twin Falls, Idaho

CONFIRMATION OF QUORUM CONSIDERATION OF THE AMENDMENTS TO THE AGENDA		
AGENDA ITEMS	<u>Purpose:</u>	<u>By:</u>
I. <u>CONSENT CALENDAR:</u> Request to approve meetings minutes of October 11, 2016	Action	Wendy Davis
II. <u>ITEMS FOR CONSIDERATION:</u> 1. Parks and Recreation Updates 2. Consider a request from EHM for Pillar Falls Plaza, PUD for a Parks In Lieu contribution 3. Consider a request to modify the Facility Reservation forms and policy for park facilities 4. Consider a proposal to create access to the Evel Knievel Jump Site and Trail Section 5. Other items from the Commission	Presentation Action Discussion/ Action Discussion/ Action	Stacy McClintock/ Wendy Davis Wendy Davis Wendy Davis Wendy Davis
III. <u>ATTACHMENTS:</u> 1. October 11, 2016 Meeting Minutes 2. Parks and Recreation Updates 3. Staff Report Pillar Falls Parks In Lieu Request 4. Staff Report Facility Reservations and Policy 5. Staff Report Evel Knievel Jump Site and Trail Section Access		
V. <u>ADJOURNMENT:</u> Next meeting Tuesday, December 13, 2016, 11:30am City Council Chambers, 305 3 rd E.		

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.

Recreation Update 2016

Jesse Clark Karate is going very well. Jesse teaches Shotokan Karate to both children and adults in the Harmon Recreation Building on Tuesdays and Wednesdays. His cost is \$20 a month for his youth class and \$15 a month for the adult class.

Pomerelle and Magic Mountain are having ski/snowboarding packages available through Parks and Recreation. Check out the dates in our new recreation guide. Skiing and snowboarding starts in January, so make sure that you sign up before December 30th.

Cabin Fever Day is right around the corner. Please put January 7th on your calendar, and keep an eye out for posters and brochures.

Staff has contacted Taylor Made Fencing to replace the batting cages at Harmon Park.

Poles for the safety netting are in at the Oregon Trail Youth Complex. Also the concrete pad has been done for the plaza seating area. The City Street department will backfill the holes that have been made and we plan on doing a slurry seal beginning of next year. Lane from Taylor Made Fence will be doing the final measurements for the netting before the end of the month, and City staff will order the netting. The netting should be installed next spring before Cal Ripken starts.

Staff is working with Lytle Signs on a signs at Frontier Park, Morning Sun Park and Pierce St/Beach Park.

Staff has finished accepting applications for the Recreation Aide position which closed on November 4th.

Submitted by:
Stacy McClintock
Recreation Supervisor

Youth Sports:

Fall Basketball: We had a total of 304 players sign up this year. The table below represents the registration numbers for the last four years. Games began on Saturday, October 15th and we haven't had any issues so far; the league has been going by fairly smoothly. The last week of games will be on December 10th.

Year	No. Enrolled
2013	285
2014	300
2015	280
2016	306

Winter Basketball: We are currently in open registration for our Winter Boys Basketball League. Winter Basketball starts in January. This covers boys kinder through eighth grade.

Sporties for Shorties Basketball: This 4-week program started on Saturday October 22nd and is for 4 & 5 year olds not yet registered in Kindergarten. Each week new skills and concepts are introduced to help teach the fundamentals of basketball in a controlled environment. Parents are required participate along with their children. The last day will be on Saturday November 12th. We have 29 kids registered in this program.

Adult Programs:

Adult Coed 1 Pitch: The League this year ran very smooth, there was little to no complaints or issues. Our league play wrapped up October 17th and our tournaments wrapped up Nov 3rd. The league is in its 4th year and seems to continue to grow each year. It's a nice way to wrap up the softball season.

Adult Volleyball: The season began on Monday, October 10th. We have 34 teams registered this year; 18 in our women's leagues and 16 in our coed league. This season will run through the first couple of weeks in January and then will be followed up with a double elimination tournament that will run through February.

Adult Basketball: The season will begin on January 3rd. I have already submitted a tentative schedule with our program dates and times to both athletic directors at O'Leary and Robert Stuart. Rosters are due by December 2nd at 5:30 pm.

Adult Flag Football: The adult flag football season is almost at an end. League games will end on November 1st and the double elimination tournament will start on Thursday November 3rd and end on Tuesday November 15th. This year adult flag football has gone by with little or no problems.

Social Media: Our Facebook page was created on October 12th. As of November 1st we have 236 page likes and our posts have reached over 4300 Facebook users. All of this was done organically without paying for additional advertising.

Submitted by:

Brandy K. Mason & Justin Wolters
Recreation Coordinators

Parks Coordinators Update Kevin Skelton & Todd Andersen

Boards on various backstops have been replaced.

Irrigation systems have been blown out and winterized

Tree pruning is under way

Restrooms have been winterized and are closed for the winter (porta potties are at 1st Federal Park, Baxter's Dog Park, Shoshone Falls Visitor Center and Dierkes Lake.



Tuesday, November 15, 2016 Parks and Recreation Commission

To: Parks and Recreation Commission

From: Wendy Davis, Parks and Recreation Director

Request:

Consider a request by John Reitsma c/o Tim Vawser to make a Parks In Lieu contribution for the Pillar Falls Plaza subdivision.

Time Estimate:

Presentation will take approximately 5 minutes. Following the presentation there will be time for questions and answers.

Background:

This developer is proposing to develop approximately 21.6 acres of mixed use professional, retail and residential space. The residential area is approximately 6.4 acres with a proposed 81 units in multifamily dwellings. This development is located on the north side of Poleline Road, near the intersection of Poleline and Eastland on the canyon rim. The property is bordered on the north by the pillar falls section of the canyon rim trail.

The applicant is requesting approval of a cash contribution of \$86,427.00 based on an appraisal by McKinlay & Klundt conducted in September of this year. This appraisal appears to be representative of like property and market price.

In accordance with City Code Section 10-12-3-11 Section F: The city council may, at their discretion, approve and accept cash contributions in lieu of park land with improvements, which contributions shall be used for park land acquisition and/or park improvements within the boundaries of the arterial streets in which the development is located. In the event that no such facilities or needs are so located, the director may propose a budgeted expenditure to apply the funds to needs identified at any such facility existing within one mile of the boundaries of the project from which the funds originated. If the director determines that no reasonable use exists within the extended geographical area, the director shall, with the approval of the parks and recreation commission, propose to the city council a specific application for the funds which need not be limited geographically, and may include such use as future land acquisition. The fee structure for cash contributions for acquisition of park land shall be the appraised value of the required land area at the time of the application. The development may qualify for a 50% reduction on their cash contribution in lieu of park land if the development met all criteria to be called an "in fill" development. The appraisal shall be submitted by a mutually agreed upon appraiser and paid for by the applicant. The fee structure for park improvements, including all costs of acquisition, construction and all related costs, shall be based upon the estimated costs of an approved improvement provided by a qualified contractor and/or vendor. (Ord. 2954, 11-3-2008)

The nearby canyon rim trail and the proximity of this development to the proposed trail connection and park provide opportunities for the use of the funds in acquisition or development in those areas.

Approval Process:

The Parks and Recreation Commission can make a recommendation to the City Council to guide their decision on this request.

Budget Impact:

There is no budget impact

Regulatory Impact:

Approval of this request will allow the applicant to take the request to City Council.

Conclusion:

Staff supports the approval of this request.



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

Date: October 4, 2016
To: City of Twin Falls
Attn.: Troy Vitek, Wendy Davis
From: Tim Vawser
Via: Hand Deliver
Regarding: Pillar Falls Plaza, PUD
Parks In-Lieu Application

Wendy and Troy,

Please find attached a preliminary parks in-lieu application for the above referenced project. We will ultimately want to prepare the construction documents before we commit to the 81 units. At this point we are looking at a layout that will have less units than depicted on the preliminary plat and will recalculate the fees due upon final plat application.

Please feel free to call me if you have any questions.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Tim Vawser', with a stylized flourish at the end.

Tim Vawser
EHM Engineers, Inc.

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

Date: 10-3-16

PARKS IN LIEU CONTRIBUTION APPLICATION-2014

Subdivision Name: PILLAR FALLS PLAZA, PUD

Number of Dwelling/Household Units/Acres: 81 (ESTIMATE) / 6.4 ACRES

Developer: JOHN REITSMAN

Address/Phone #: 329 S. 417 E, JEROME, IDAHO 83338
PHONE: 404-4653

Appraiser: MCKINLAY & KILBUST

Address/Phone #: P.O. BOX 5698, TWIN FALLS, IDAHO 83303
PHONE: 734-5522

As per Twin Falls City Code Title 10; Chapter 12; Section 3.11 ... " No residential plat shall be approved unless it includes provision for parks and stormwater retention/detention. "... The city council may, at their discretion, approve and accept cash contributions in lieu of developed park land with improvements. "

The following items shall be included with this Parks in Lieu Contribution application. It is the responsibility of the developer to see that all required information is provided to the city at the time of submittal of the Parks in Lieu Contribution application. An incomplete application will not be accepted by the City Administrator.

The City of Twin Falls allows two (2) different types of requests for Parks In Lieu cash contributions, as per TF City Code 10-12-3.11. Please mark an X by the type of request you are going to use; #1 or #2:

1. I am requesting approval of a Parks In Lieu contribution without walking/bicycle trails, using the following Contribution Formula:

- (a) Determine the per acre appraised value of the Land in the development.
See 10-12-3-11 (F). Appraisal value of the Land: (L) \$75,000
- (b) The current Park Development cost is \$31,700 per acre. (PD) \$31,700
- (c) Total the number of Household units in the development. (H) 81

1-The proposed Cash Contribution using #1: (L+PD)(H)(.01) (CC) \$96,427.00

Note: Lots large enough for duplex or larger multi-family units shall be identified as intended for development as single household dwelling units on the preliminary plat otherwise the maximum density will be used to determine number of household units/single family dwellings for the purpose of this application.

The City of Twin Falls allows for a 50% reduction in the cash contribution, as per 10-12-3.11(G), subject to meeting ALL FIVE (5) CRITERIA:

1. The number of household units must be eight (8) or less per acre, as identified on the preliminary plat.
2. Development shall be located within city limits.
3. Development shall not border an arterial street.
4. Development shall not border the city limits.
5. Development must not have been converted from agricultural land. (Ord. 3034, 7-16-2012)

If development qualifies for the 50% reduction, divide Cash Contribution (CC) amount by two (2). _____

2. _____ I am requesting approval of a Parks In Lieu mixed contribution consisting of cash and developed walking/bicycle trails, using the following Contribution Formula:

- (a) Determine the per acre appraised value of the Land in the development.
See 10-12-3-11 (F). Appraisal value of the Land: (L) _____
- (b) The current Park Development cost is \$31,700 per acre. (PD) \$31,700
- (c) Total the number of Household units in the development. (H) _____

Note: Lots large enough for duplex or larger multi-family units shall be identified as intended for development as single household dwelling units on the preliminary plat otherwise the maximum density will be used to determine number of household units/single family dwellings for the purpose of this application.

- (d) Developed Trail Cost:
 - i. Cost of land underneath the trail (per square foot): (A) _____
 - ii. Cost to develop the trail (per square foot): (B) _____Developed Trail Cost =(A + B) (total trail cost per square foot): (TC) _____

(e) Land Portion = (L)(H)(0.01) – (TC) (LP) _____
Note: Land portion cannot be less than 50% of (L)(H)(.01).

(f) Park Improvement Portion = (31,700)(H)(.01): (PIP) _____

(g) Land Portion + Park Improvement portion (LP + PIP)= _____

2-The proposed Cash Contribution using #2: (CC) \$ _____

Note: Lots large enough for duplex or larger multi-family units shall be identified as intended for development as single household dwelling units on the preliminary plat otherwise the maximum density will be used to determine number of household units/single family dwellings for the purpose of this application.

Parks In Lieu contribution must be made prior to final plat recordation.

PRIOR TO SUBMITTAL OF THIS APPLICATION HAVE YOU:

- ... Talked to the Parks & Recreation Department about the requirements?
- ... Enclosed a copy of the appraiser's value for the land.
- ... Enclosed a copy of bid/material costs to construct walking path/bike trail.

Date Submitted: _____

City Council Agenda Date: _____

Application accepted by City Administrator: _____

Engineering Approval: _____

McKinlay & Klundt Appraisal Company

(Bus) (208) 734-5522

P.O. Box 5698
Twin Falls, Idaho 83303

(Fax) (208) 734-9755

September 16, 2018

Mr. John Reitsma
1001 East Pole Line Road
Twin Falls, Idaho 83303

A RESTRICTED APPRAISAL REPORT OF

An Estimated 6.40+/- Acres Of Vacant Land

LOCATED AT

Approximately 2051 East Pole Line Road
Twin Falls, Idaho 83301

CLIENT

John Reitsma

McKinlay & Klundt Appraisal Company

P.O. Box 5698
Twin Falls, Idaho 83303
(Bus) (208) 734-5522
(Fax) (208) 734-9755

September 30, 2016

Mr. John Reitsma
2007 East Pole Line Road
Twin Falls, Idaho 83301

Re: Approximately 2051 East Pole
Line Road
Twin Falls, Idaho 83301

Dear John Reitsma,

At your request, we have appraised a real property interest for the above real estate. Our objective was to form one or more opinions about the market value for a 100% ownership interest in the subject property's fee simple estate assuming no liens or encumbrances other than normal covenants and restrictions of record.

As a preview, the subject property is part of a larger proposed development known as Pillar Falls Plaza. Pillar Falls Plaza encompasses approximately 21.61+/- acres. The development will include professional office space, neighborhood retail services and multifamily residential units such as townhomes and condominium units. For this appraisal report, the subject property physically consists of a very irregular, non-corner, vacant parcel constituting an estimated 6.40+/- acres of vacant land that is to be developed with townhomes and condominium housing. It is zoned for a commercial use which allows for multiple household development of five unit or more.

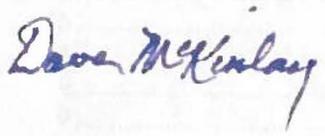
This valuation contains analyses, opinions, and conclusions along with market data and reasoning appropriate for the scope of work detailed later herein. It was prepared solely for the intended use and intended user(s) explicitly identified in the attached report. Unauthorized users do so at their own risk. The appraisal is communicated in the attached document, which conforms to the version of the Uniform Standards of Professional Appraisal Practice (USPAP) in effect on this report's preparation date of September 30, 2016.

This letter is not an appraisal report hence it must not be removed from the attached 90-page document. If this letter is disjoined from the attached appraisal report, then the value opinions set forth in this letter are invalid because the analyses, opinions, and conclusions cannot be properly understood.

In general, valuation of the subject property involves no atypical issues. All value opinions are affected by all the information, extraordinary assumptions, hypotheses, general limiting conditions, facts, descriptions, and disclosures stated in the attached appraisal report. After careful consideration of all factors pertaining to and influencing value, the data and analysis thereof firmly supports the following final value opinion(s) for the subject property as of August 30, 2016:

\$480,000 Market Value "As Is"

Thank you for your business. Let us know how we may further serve you.



Dave McKinlay
Certified General Appraiser-71
McKinlay & Klundt Appraisal Co.
License Expiration Date: 04/08/17



Travis Klundt
Certified General Appraiser-2212
McKinlay & Klundt Appraisal Co.
License Expiration Date: 01/13/17



Tuesday, November 15, 2016 Parks and Recreation Commission

To: Parks and Recreation Commission

From: Wendy Davis, Parks and Recreation Director

Request:

Consider a proposal to modify the Facility Use Application and reservation process, especially for events in City Park and on the trail system.

Time Estimate:

Presentation will take approximately 10 minutes. Following the presentation, there will be time for discussion.

Background:

The Twin Falls Parks and Recreation Department accepts and processes all applications for park use. Currently, annual events are automatically entered into the calendar for the upcoming season. The change in reservation software, coupled with some doubled up reservations, has caused the department to evaluate the reservation process.

Upon review, it is our recommendation that event organizers be contacted and asked to submit their park reservation form along with payment prior to the event being placed on the calendar. Under this new procedure, letters and an application would be sent in December to all event organizers from 2015. A mid-January deadline would be established for them to respond with an application and payment in order to be assured their same date for 2016. Failure to respond by the deadline would simply result in their request being subject to facility availability on a first come first serve basis.

In addition, the department is also recommending that all organized users submit a facility use application regardless of whether their event is subject to a fee, in addition, a map of the event be included in all park reservations. This would allow us to track all events in all parks, as well as evaluate compatible uses.

Approval Process:

The Parks and Recreation Commission can provide guidance to the department regarding the reservation and facility use reservation policy and process.

Budget Impact:

There is no budget impact

Regulatory Impact:

Upon approval, the reservation process will be adjusted

Conclusion:

Staff supports this proposal.



TWIN FALLS PARKS AND RECREATION

136 Maxwell Ave. • PO Box 1907 • Twin Falls, ID 83303 • Phone: 208-736-2265 • Fax: 208-736-1548

Facility Use Application

Date of Event _____ Sun__ Mon__ Tue__ Wed__ Thur__ Fri__ Sat__ (check all that apply)

Time of Event _____

Event Description _____

Estimated Attendance __ 0-50 __ 51-100 __ 101-150 __ 151-200 __ 201-250 __ 251-500** __ 501 and over**

**Any event with an expected large attendance, having vendors or selling merchandise must have a pre-event meeting with the Parks and Recreation Director at least thirty (30) day prior to the event to determine full fee schedule and requirements. Depending on the size of the event, you may be required to provide: portable toilets, dumpsters and liability insurance.

Applicant/Organization _____

Contact Person _____ Phone _____

Address _____

E-Mail Address _____

Reservation Specifications

Shelter reservation fees are \$25 per shelter/ per 7-hour time block. Reservations are not confirmed until a completed form is received at the Parks and Recreation Office and your requested date is approved. Fees should accompany reservation forms unless previous arrangements have been made. (No alcohol at Dierkes Lake)

- | | | | |
|--|---|--|---|
| <input type="checkbox"/> Blue Lakes Rotary | <input type="checkbox"/> Cascade*** | <input type="checkbox"/> Dierkes North | <input type="checkbox"/> Dierkes South |
| <input type="checkbox"/> Frontier Field | <input type="checkbox"/> Harry Barry*** | <input type="checkbox"/> Harmon Green | <input type="checkbox"/> Harmon Red |
| <input type="checkbox"/> Harmon Brown | <input type="checkbox"/> Northern Ridge | <input type="checkbox"/> Sunrise | <input type="checkbox"/> Thomsen Small*** |
| <input type="checkbox"/> Thomsen Large*** | <input type="checkbox"/> Vista Bonita | | |

__ 8am — 3pm __ 4pm — 11pm Fee amount _____

Shoshone Falls Tables (\$10 per group of Tables, per time block)

Green Tables __ 8am — 3pm __ 4pm — 11pm Fee amount _____

Red Tables __ 8am — 3pm __ 4pm — 11pm Fee amount _____

Other (Please indicate general area) _____

The Benefits Are Endless

******Indicates Recycling Bins Available******

Event Details (Please check all that apply)

- Food Concessions/Vendors
- Merchandise Vendors
- Canopies/Tents
- Catered Food
- Alcohol **
- Inflatable Toys
- Open to Public
- Animals
- Electricity
- Vehicles on Lawn (permission required)
- Broadcast Music/sound (permission required)
- Softball Field Needed (\$30/prep)
- Other (Please list) _____

** Kegs or Party Balls require a Permit (\$50.00 refundable deposit) from the Parks and Recreation office. No glass containers are allowed in any park. ***Selling of alcohol must be approved through City Council.******

Shoshone Falls and Dierkes Lake Park Entrance Fee Information:

There is a \$3 per vehicle entrance fee charged at Shoshone Falls and Dierkes Lake from April to September. Coupon books of 20 tickets are available for \$30 at the Parks and Recreation Office. You will be responsible for distributing the tickets to your group. Ticket booth personnel cannot hold them at the booth for your guests. You may also pay ahead at the Parks and Recreation office for a specific number of vehicles at \$3 per vehicle and personnel at the ticket booth will track your numbers.

Weddings at Shoshone Falls:

Weddings are typically held on the upper park loop area of the park. We do not have a way to post a reservation sign at the site. You are welcome to post your own sign and mark off the area you have reserved with tape, ribbon, etc. There is no electricity available at Shoshone Falls Park. We do not charge a reservation fee to use the area. Table reservations are available for an additional charge. For additional information, please call Parks and Recreation at (208) 736-2265.

Please read the following, sign and date:

- 1. The above named Applicant/Organization, in consideration of its use of Twin Falls Parks and Recreation facilities, agrees to release, indemnify and defend the City of Twin Falls, and its agents, employees and representative, from any and all claims, demands or lawsuits arising out of the Applicant's/Organization's use of said facilities.**
- 2. Groups, individuals and applicants further agree that they have received the City's policies, rules and regulations governing use of said facility and agree to be bound by the same.**
- 3. DOGS ARE NOT ALLOWED AT DIERKES LAKE PARK (except in the dog training area northwest of the parking lot and the trail around the lake).**

DOGS MUST BE ON LEASHES AT ALL TIMES IN ANY OTHER CITY PARKS.

NO ALCOHOL AT DIERKES LAKE, SUNWAY SOCCER FIELDS AND OREGON TRAIL YOUTH COMPLEX

Authorized Signature

Date

Method of Payment (payable to City of Twin Falls)

Check # _____ Amount \$ _____ Cash \$ _____

Credit Card # _____ Exp. Date _____ Amount \$ _____

Name on Card _____ Signature _____

***** We do not accept American Express*****



TWIN FALLS PARKS AND RECREATION

136 Maxwell Ave. • PO Box 1907 • Twin Falls, ID 83303 • Phone: 208-736-2265 • Fax: 208-736-1548

City Park Facility Use Application (Downtown Park Only)

Date of Event _____ Sun__ Mon__ Tue__ Wed__ Thu__ Fri__ Sat__ (check all that apply)
 Time of Event _____
 Event Description _____
 Estimated Attendance ___0-50 ___51-100 ___101-150 ___151-200 ___201-250 ___251-500** ___501 and over**

**Any event with an expected large attendance, having vendors or selling merchandise must have a pre-event meeting with the Parks and Recreation Director at least thirty (30) day prior to the event to determine full fee schedule and requirements. Depending on the size of the event, you may be required to provide: portable toilets, dumpsters, liability insurance and security.

Applicant/Organization _____
 Contact Person _____ Phone _____
 Address _____
 E-Mail Address _____

Reservation Specifications (Please check all that apply)

___ Band Shell Use # of Days _____ Fee amount _____
 (\$50 for 1st day and \$15 each additional day)
 ___ Microphone for PA System # of Days _____ Fee amount _____
 (\$15 a day)
 ___ Band Shell Keys Needed _____ Band Shell Electricity needed
 ___ Electricity in the Park _____ Number of outlets needed Fee amount _____
 (\$50 a day for all outlets or \$5 for each individual outlet)
 ___ North Side of Park _____ South Side of Park
*****No amplified sound or music before 12:15 pm on Sundays in the Band Shell*****

Tables (\$10 per group of tables, per time block)

___ 6th Ave tables _____ 8am—3pm _____ 4pm—11pm Fee amount _____
 ___ Shoshone St tables _____ 8am—3pm _____ 4pm—11pm Fee amount _____
 ___ Hansen St tables _____ 8am—3pm _____ 4pm—11pm Fee amount _____
Total Fee _____

Other Specifics: (items you will be required to provide**)

___ Porta Potties (for groups over 250**) _____ Additional trash cans (for groups over 250**) _____
 ___ Cleaning of restrooms ** _____ City staff for cleaning purposes _____
 ___ Sprinklers off _____ Water Access (must supply your own hose) _____
 ___ Special events application (**for groups over 500 or if serving alcohol)

***** Car shows will need to have drip pans under all vehicles*****

The Benefits Are Endless

Event Details (Please check all that apply)

- | | | |
|--|--|---|
| <input type="checkbox"/> Food Concessions/Vendors | <input type="checkbox"/> Merchandise Vendors | <input type="checkbox"/> Broadcast Music/sound*** |
| <input type="checkbox"/> Live Band(s) | <input type="checkbox"/> Canopies/Tents | <input type="checkbox"/> Catered Food |
| <input type="checkbox"/> Alcohol ** | <input type="checkbox"/> Inflatable Toys | <input type="checkbox"/> Open to Public |
| <input type="checkbox"/> Vehicles on Lawn (permission required) <input type="checkbox"/> Animals | | |
| <input type="checkbox"/> Other (Please list) _____ | | |

Kegs or Party Balls require a Permit (\$50.00 refundable deposit) from the Parks and Recreation office. No glass containers are allowed in any park. *Selling of alcohol must be approved through City Council.*****

Hours for amplified music are Mon—Fri 11am-9pm, Sat 8am-9:30pm, Sunday 12:15pm-8pm.

PLEASE READ THE FOLLOWING, SIGN AND DATE

1. The above named Applicant/Organization, in consideration of its use of Twin Falls Park and Recreation facilities, agrees to release, indemnify and defend the City of Twin Falls, and its agents, employees and representative, from any and all claims, demands or lawsuits arising out of the Applicant's/Organization's use of said facilities.
2. Groups, individuals and applicants further agree that they have received the City's policies, rules and regulations governing use of said facility and agree to be bound by the same.

Authorized Applicant's Signature

Date

Method of Payment (payable to City of Twin Falls)

Check # _____	Amount \$ _____	Cash	\$ _____
Credit Card # _____		Exp. Date _____	Amount \$ _____
Name on Card _____		Signature _____	
(if faxing)			



TWIN FALLS PARKS AND RECREATION

136 Maxwell Ave. • PO Box 1907 • Twin Falls, ID 83303 • Phone: 208-736-2265 • Fax: 208-736-1548

City Park Regulations

1. Any event expecting over 250 people, or having food/drink concessions, or selling merchandise in one of the City's parks, must have a pre-event meeting with the Twin Falls Parks & Recreation Department at least 10 days before the event. The sponsor must provide a map with the locations of all concessions and vendors.
2. It shall be the sponsor's responsibility to insure that all such guidelines and other rules including but not limited to Twin Falls Municipal Code, Title 3 Chapter 14 (Vendors), Chapter 18 (Food Concessions and Commercial Displays) and Title 8 Chapter 3 (Public Parks) and regulations as provided herein are followed. Failure to comply with said guidelines, rules, and regulations might result in rejection of subsequent applications of the sponsor and forfeiture of the performance deposit.
3. All reservations will be made on a first come, first served basis.
4. Alcohol sales are not permitted without prior consent of the Twin Falls City Council each year.

5. **Charges**

Band Shell	\$50 per day, plus \$15 for each additional day, electrical outlets in bandshell are included. Use of the PA system only will cost \$15 per day.
Electrical Outlets	\$50 per day for all outlets at City Park, or \$5 per day per outlet. Family picnics, company picnics, reunions, etc. are exempt from this charge.
Trash Removal	Any event over 500 people, being over three hours long, and having food, drink, or vendor concessions will be assessed \$15 per hour. This fee will provide one park employee at the event to include janitorial services and trash removal. For events over 750 people, two park employees will be provided at the cost of \$15 per hour per employee. An option for the event sponsor is to have a volunteer group do the trash removal or contract the service out. In the event the volunteer group does not fulfill their duties, the Parks Department has the right to force the event's sponsor to use their services in the following years. If the sponsor desires to have the Parks Department clean the restrooms more than the normal twice a day during their event, they will be assessed \$15 per time.

The Benefits are Endless...

6. Any event having six (6) or more food or drink concessions, must provide a three (3) cubic yard dumpster for every six (6) concessions, per day.
7. Portable toilets are the event organizer's responsibility. Any event expecting over 500 people will use the industry standard for portable toilet calculations for outdoor events. At the pre-event meeting, the number will be determined.
8. Any vehicle with a gross weight over 10,000 lbs. and/or having dual wheels are not allowed on the park grounds. Vehicles are only allowed on access roads to load and to unload.
9. A \$500,000 commercial liability insurance policy will be required from the event organizers if the event is open to the public and is expecting over 500 people. A \$500,000 liquor liability insurance policy will be required from the event organizers if the event is open to the public and the event serves alcohol.
10. Any large event will be reviewed by the Twin Falls Police Department to determine if special public safety services are needed at the expense of the applicant as required by City Code, Title 3, Chapter 6, Section 12.
11. Any event over 250 people that is sponsored by a non-local organization must provide a refundable damage deposit of \$500.
12. Hours for music and/or amplified sound at the Bandshell

Monday – Friday	11:00am – 9:30pm exception - Twin Falls Municipal Band
Saturday	8:00am – 9:30pm
Sunday	12:15pm – 8:00pm

The volume of sound shall be controlled so that it will not be audible for a distance in excess of 500' from the bandshell and so that said volume is not unreasonably loud, raucous, jarring, disturbing or a nuisance to persons within the area of audibility.



Tuesday, November 15, 2016 Parks and Recreation Commission

To: Parks and Recreation Commission

From: Wendy Davis, Parks and Recreation Director

Request:

Consider a proposal to create access to the Evel Knievel jump site and canyon rim trail section off of Hankins Road.

Time Estimate:

Presentation will take approximately 10 minutes. Following the presentation, there will be time for discussion.

Background:

The City of Twin Falls acquired an easement along the west side of the development property on north end of Hankins Road. This property includes a 50' wide strip of land and a one-acre area near the jump site. The intent is to create access to the jump site and a trail head for that section of canyon rim trail.

After our site visit, questions arose regarding opening that area for vehicle access. The Parks and Recreation Department would like to suggest leveling the one-acre parcel to create a space for parking and opening the road for vehicle access, leaving the area natural with a gravel road and open area.

Approval Process:

The Parks and Recreation Commission can make a recommendation to the City Council to guide their decision on this proposal.

Budget Impact:

The budget impact could be minimal, depending on the direction the commission decides to go.

Regulatory Impact:

Upon consensus, this proposal can be taken to the City Council for approval.

Conclusion:

Staff supports this proposal.