

COUNCIL MEMBERS:

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



MINUTES
Meeting of the Twin Falls City Council
Monday, October 27, 2014
City Council Chambers
305 3rd Avenue East -Twin Falls, Idaho

5:00 P.M.

PLEDGE OF ALLEGIANCE TO THE FLAG
CONFIRMATION OF QUORUM
CONSIDERATION OF THE AMENDMENTS TO THE AGENDA
PROCLAMATION: Weatherization Day 2014 - South Central Community Action Partnership

GENERAL PUBLIC INPUT

AGENDA ITEMS

I. <u>CONSENT CALENDAR:</u>	<u>Purpose:</u>	<u>By:</u>
1. Consideration of a request to approve the Accounts Payable for September Payables and October 21 – 27, 2014.	Action	Sharon Bryan
2. Consideration of a request to approve the October 6 and October 13, 2014, City Council Minutes.	Action	Leila A. Sanchez
II. <u>ITEMS FOR CONSIDERATION:</u>	<u>Purpose:</u>	<u>By:</u>
1. Consideration of a request from Ronald Wheat to waive the non-conforming building expansion permit process for a home located at 3653 N. 3000 E.	Action	Mitchel Humble
2. Discussion on the Twin Falls Senior Citizen Advisory Commission.	Discussion/ Possible Action	Don Hall
3. Presentation regarding potential bike routes in the community and possible action on a Phase I implementation plan.	Presentation	Dennis Bowyer Josh Baird
4. Consideration of a request to initiate the Comprehensive Plan updates process.	Action	Renee Carraway- Johnson
5. Public input and/or items from the City Manager and City Council.		
III. <u>ADVISORY BOARD REPORTS/ANNOUNCEMENTS:</u>		
IV. <u>PUBLIC HEARINGS:</u> 6:00 P.M. - None		
V. <u>ADJOURNMENT:</u>		
1. Executive Session 67-2345 (1)(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.

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Present: Suzanne Hawkins, Jim Munn, Chris Talkington, Greg Lanting, Don Hall, Rebecca Mills Sojka

Absent: Shawn Barigar

Staff Present: City Manager Travis Rothweiler, City Attorney Fritz Wonderlich, Deputy City Attorney Shayne Nope, Community Development Director Mitchel Humble, Parks & Recreation Director Dennis Bowyer, Staff Engineer Josh Baird, Zoning & Development Manager Renee Carraway-Johnson, Deputy City Clerk/Recording Secretary Leila A. Sanchez

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

CONSIDERATION OF THE AMENDMENTS TO THE AGENDA :

City Manager Rothweiler requested the following item be added to the agenda:

Item for Consideration II.2. Discussion on the Twin Falls Senior Citizen Advisory Commission and to appoint a Council liaison to the Commission.

MOTION:

Councilmember Lanting moved to have a discussion on the Twin Falls Senior Citizen Advisory Commission. The motion was seconded by Councilmember Mills Sojka. Roll call vote showed all members present voted in favor of the motion. Approved 6 to 0.

PROCLAMATION: Weatherization Day 2014 - South Central Community Action Partnership

Mayor Hall read the proclamation and presented it to Ken Robinette.

Ken Robinette invited the public to attend National Weatherization Day on October 30, 2014 for a Weatherization Demonstration Project at Valley House Homeless Shelter located at 507 Addison Avenue West, Twin Falls from 12:00 P.M. to 1:00 P.M.

GENERAL PUBLIC INPUT

Katie Breckenridge and Rob Struthers, Picabo, Idaho, stated their concern over the stabilization of the canyon rim wall. Earlier this summer they came before Council and offered to conduct public tours of the property. Currently, they are not irrigating or farming and it would be an opportune time to conduct an open house. They spoke with Travis Rothweiler and understand the Council has not decided on an engineering firm; therefore, it is premature to schedule tours at this time. They are asking for Council support to allow the Police Department to assist with tours, and to advertise tours.

In addition, on tonight's agenda there is a presentation on bicycle paths. The map shows the bike path running across the front end of their property and through the Breckenridge Endowment Farm. There is an agreement between the City of Twin Falls, College of Southern Idaho, and the Breckenridge family allowing only agricultural activities on the property.

Discussion followed:

Mayor Hall clarified that at this point the City does not know of any potential solutions or know the true impact and issues regarding the canyon wall without an engineering study. He would like to have information for the public prior to touring the property.

City Manager Rothweiler stated that at a June City Council meeting it was shared with Katie Breckenridge and Rob Struthers that the \$600,000 in the budget is to assist with engineering costs and solutions. City Engineer Jacqueline Fields will provide a sense of timing for the request for qualification process.

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City Engineer Fields stated that money for the request for qualifications was not available until October 1, 2014 and she explained her plans for the RFQ process.

Council discussion followed.

Katie Breckenridge made a point of clarification that she and Rob Struthers begin diverting water along the canyon rim several years ago.

Mayor Hall stated that he would like to discuss the issues regarding the bike path during Parks & Recreation Director Bowyer's presentation.

City Manager Rothweiler stated that Katie Breckenridge and Rob Struthers are referring to the master bicycle plan that was developed years ago. The plan shows the bike path going through several parcels of property where the City at this point does not have access. As properties develop, the City envisions providing for a fully integrated and connected bike path at some point and time.

Katie Breckenridge stated that when she and her sister gifted the easement across their property for the bike path they did so with the understanding that the City would not ask for any more bike paths across their property. Now the City is back again and is seeking to connect the Canyon Rim Trail across the property. A courtesy call from the City informing her of the proposed bike path would have been appreciated.

AGENDA ITEMS

I. CONSENT CALENDAR:

1. Consideration of a request to approve the Accounts Payable for September Payables and October 21 – 27, 2014, total: \$329,381.50
October 21, 2014, \$525
September Payables October 21 – 27, 2014, total: \$610,274.44
Payroll, October 24, 2014, total: \$126,660.40
2. Consideration of a request to approve the October 6 and October 13, 2014, City Council Minutes.

MOTION:

Councilmember Lanting moved to approve the Consent Calendar. The motion was seconded by Vice Mayor Hawkins. Roll call vote showed all members present voted in favor of the motion. Approved 6 to 0.

II. ITEMS FOR CONSIDERATION:

1. Consideration of a request from Ronald Wheat to waive the non-conforming building expansion permit process for a home located at 3653 N. 3000 E.

Zoning & Development Manager Renee Carraway-Johnson explained the request.

Ronald Wheat is asking to be allowed to build an addition onto their residence located at 3653 N 3000 E. The home is located in the R-1 VAR Zoning District. Blue Lakes Blvd South (3000 E) is a major arterial and has a minimum building setback of 93' from centerline. The existing home, built around 1920 per county records, is located within the centerline setback. Per City Code Title 10; Chapter 4; Section 5.3 the current structure is nonconforming as it stands at 80' from centerline, thus encroaching approximately 13'.

Mr. Wheat applied for a building permit to add a 784 sq. ft. addition onto the west end of the home – connecting to the existing residence. During the review process it was determined the proposed addition meets the

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required 5' side and 25' rear building setbacks, and will not expand the non-conforming portion of the home further into the front yard setback.

City Code Section 10-3-4 deals with non-conforming buildings and uses. Section 10-3-4(D) provides for a process to allow a legal non-conforming building expansion permit, which requires a hearing before the Planning and Zoning Commission. The last sentence of the first paragraph of Section 10-3-4 states: "The requirements of this section may be waived for residences and residential uses by motion and minute entry of the City Council."

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

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

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

Staff recommends that the Council review and act on the attached request to waive the non-conforming building expansion permit process for a home located at 3653 N 3000 E.

MOTION:

Councilmember Talkington moved to approve the request from Ronald Wheat to waive the non-conforming building expansion permit process for a home expansion located at 3653 N. 3000 E. The motion was seconded by Councilmember Lanting. Roll call vote showed all members present voted in favor of the motion. Approved 6 to 0.

2. Discussion on the Twin Falls Senior Citizen Advisory Commission.

Mayor Hall explained that he asked Councilmember Talkington to serve as a liaison to the committee. In addition, he asked the Council if the Commission should be assigned a staff member or should it be under a particular department in the City.

Discussion followed.

Vice Mayor Hawkins stated that Leila Sanchez is the support person for the Youth Council.

City Manager Rothweiler stated that the Senior Citizen Advisory Commission is modeled after the Youth Council, which is a self-sustaining group. Staff suggests that Sharon Bryan post agendas and minutes. Minutes, like the Youth Council, are taken by a commission member. To comply with the Transparency Resolution, all meetings are required to be recorded.

The next meeting scheduled for the Commission is scheduled for Tuesday, November 12, 2014, at 1:00 P.M. He recommended that Daphne Mallory work with staff on scheduling meetings to assure there are no conflicts with the Council Chambers.

Mayor Hall stated that the November 12, 2014, meeting will be an organizational meeting. Eventually elections will take place for the chairperson and other positions.

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3. Presentation regarding potential bike routes in the community and possible action on a Phase I implementation plan.

Parks & Recreation Director Bowyer explained that one proposed route is a CSI connection from North College to the tunnel underneath Pole Line. Right now the Rotary Club is taking that on as a fundraising project to get that built. The latest plans on this section of the trail include the west side of the Coulee up to the south side of the Lazy J's property. The ultimate goal is if Lazy J ever develops to continue on the west side of the coulee and connect with the tunnel underneath Pole Line. The preferred route for the trail is on the west side of the coulee up to the tunnel at Pole Line. The two other routes are: (1) go along the west side of the Coulee and once you hit the Lazy J property head east to portion between Fawnbrook Apartments and Lazy J, then head north on Pole Line. (2) Alongside the west side of the coulee and once you hit the Lazy J property head west and then head due north to Pole Line Road to the sidewalk hugging the western boundaries of Lazy J. Mitchel Humble has discussed this with the property owners of Lazy J.

Vice Mayor Hawkins asked where the boundaries of the Breckenridge Endowment properties are located.

Parks & Recreation Director Bowyer explained the boundary is on the south side of North College and everything on the east side of the coulee is the Breckendridge Endowment Farm.

City Manager Rothweiler explained the Trail Master Plan appears in the 2009 Comprehensive Plan. The map shows the bike route going through the Breckenridge property as well as the property going across the northern boundary. This plan has been in concept since before 2008.

Mayor Hall stated that reconsideration will have to be made if the trail is going through the Breckenridge Endowment Farm.

Parks & Recreation Director Bowyer stated he wrote a grant to the State Parks about getting a section of the trail, and at that time the trail was proposed on the east side of the coulee, running up and then getting this connection at Harrison Street extended south. At that time the City did have a Memorandum of Understanding signed with the College and the College Foundation.

Katie Breckenridge will be mailing her copy of the agreement between the College, the College's Foundation, and her family concerning the Breckenridge Endowment property.

Mayor Hall thanked Katie Breckenridge and Rob Struthers for bringing the agreement to the Council's attention.

Katy Breckenridge stated that it is important that the agreement is addressed and addressed correctly to honor her father's wishes for the property.

Discussion followed.

City Manager Rothweiler stated that staff will work with the City Attorney to review what agreements are in place. Research will also be done on meeting records.

Parks & Recreation Director Bowyer gave the presentation on bike routes in the community and possible action on a Phase I implementation plan.

Last November, the City hosted a bicycle open house/forum to take the pulse of the community on the City's needs for bicycle routes/lanes/paths. There were approximately 50-60 community members in attendance. Attendees were asked where they currently ride their bikes and where they would like to ride their bikes. There were large maps posted where the audience drew their preferred bike routes/lanes/paths. Questionnaires were

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also collected to gather additional input from the community on bicycle issues. In addition to the maps and questionnaires, Art Hoag and Bob Seastrom prepared a map with their desired bike routes and presented it to the City at an earlier date.

Following the open house/forum, City staff reviewed all the information and began to formulate a plan to accomplish some of the requests for bike routes/lanes/paths on existing streets and roads in the community.

On Thursday, October 9th, the City hosted another bicycle open house to present this proposed bicycle facilities map. There were approximately 35-40 community members in attendance. There were five large maps showing the draft bicycle facilities map along with photos of the existing bicycle lanes and the shared use paths the community currently has in place, what sharrows would look like on the proposed shared lane marked roads, and what the directional signs would look like. Staff reviewed how this draft map was developed, explained the three types of bicycle facilities and then invited the audience to review the maps up-close. Staff then opened the rest of the evening to comments and questions. Generally, the comments were very supportive of the City's proposed plan.

Josh Baird will explain three types of bike facilities.

1. Bike Lane – striped, on-street lanes specially marked as bicycle lanes. There are three existing bike lanes in the community. 1) East side of town, from the City/YMCA pool along Falls Avenue to the top of the grade at Shoshone Falls, 2) West side of town, from North College Road West, south on Sparks to Blake St. N. east on Shoup Avenue West to Harrison St. then north on Harrison to Falls Avenue. There is also a section of this lane that is along Caswell Avenue in front of I.B Perrine Elementary school and Robert Stuart middle school, and 3) South side of town, from the south water tanks, north on Washington St. South to Park Avenue, then west on Park Avenue to Oregon Trail Elementary School, and including a short section on Lois Avenue along the Oregon Trail Youth Complex.
2. Shared Use Path – designated pathways that can be separate from streets, or on the sidewalks of streets. The canyon rim trail system is designated as a shared use path, along with the pathway on Washington St. N. from Falls Avenue to Pole Line Road and the sidewalk along Pole Line Road.
3. Shared Lane Marked – designated streets that are marked with “sharrows” to inform all motorized and non-motorized vehicles that these designated streets are to be shared. Roads designated with sharrows are usually low volume, low speed roads.

Discussion followed.

- Bike path on N. College from Washington to Canyon Ridge
- Bike lanes located at Caswell Avenue West and west of Sparks Street
 - a. Possible removal of bike lane adjacent to Perrine Elementary
 - b. Bikes lanes are federally funded
 - c. Provide an alternative place for parents to park (west side of Perrine)

City Manager Rothweiler stated that federally funded bike paths can be moved if an equal point of connectivity is provided.

- Bike lane proposed on North College after the Cheney alternative is placed
- How to incorporate and fund controlled intersections at high traffic streets such as Addison

Parks & Recreation Director Bowyer stated that earlier this month, the City hosted another bicycle open house to present this proposed bicycle facilities map. There were approximately 35-40 community members in attendance. There were five large maps showing the draft bicycle facilities map along with photos of the

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existing bicycle lanes and the shared use paths the community currently has in place, what sharrows would look like on the proposed shared lane marked roads, and what the directional signs would look like. Staff reviewed how this draft map was developed, explained the three types of bicycle facilities and then invited the audience to review the maps up-close. Staff opened the rest of the evening to comments and questions. Generally, the comments were very supported of the City's proposed plan.

As Parks & Recreation Director Bowyer mentioned earlier, from the bicycle open house held earlier this month, the following are the main concerns/comments/suggestions staff heard from the meeting.

1. Education for both motorists and bicyclists
2. Review existing city codes
3. Coordinate with Twin Falls Highway Districts for connections to other communities
4. Move bike lane from Shoup Avenue to Heyburn Avenue
5. Protection for bicyclists – i.e. tubular markers or delineators on bike lane lines
6. Park and bike areas
7. Ensure sufficient maintenance, sweeping of bicycle facilities regularly
8. Preference of scenic routes over straight routes
9. Controlled intersections at high traffic streets for bicyclists (Addison Avenue)
10. Instead of standardized green guide signs, make them stand out with a unique color

In conclusion, he has not researched funding as part of the project.

Discussion followed.

- High accident areas
- Warrant required for a signal light
- How to incorporate items 9. and 10. and fund items.

Parks & Recreation Director Bowyer explained that staff has to review ways in which to move forward. The Council set aside money from last year's budget and a majority of it was spent for sharrows. The plan is to move forward with Phase 1 and have the Streets Department place sharrows in the spring. In this current budget money was not set aside for any specific bike lanes. Money is set aside for trails. He envisions that in the following year's budget he will ask for money for maps.

Staff recommends that the Council approve the request to proceed with Phase 1 of the bike routes plan implementation.

- Material and installation costs for sharrows
- Cooperation with the Highway District and other communities
- Partnering with Clif Bar and Chobani

Parks & Recreation Director Bowyer stated that he has not spoken with the Highway District and other communities at this time. He will research and investigate and will also include discussions with Eastern Idaho Railroad.

MOTION:

Councilmember Talkington moved to approve Phase 1 of the bike route improvements for the City and allow them to mark the routes as so described. The motion was seconded by Councilmember Mills Sojka. Roll call vote showed all members present voted in favor of the motion. Approved 6 to 0.

4. Consideration of a request to initiate the Comprehensive Plan updates process.

Zoning & Development Manager Renee Carraway-Johnson explained the request.

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Staff is requesting Council's approval to go forward with the Comprehensive Plan process. The Twin Falls Vision 2030 a Comprehensive Plan was adopted in February 2009. It replaced the previous comprehensive plan dated 1993. It has also had some specific updates recently approved (impact fee capital improvements plans) or initiated (parks and recreation master plan). However, there are several components of the plan that are in need of review and possible update. For example, growth projections are tricky to get right and should be updated regularly. Staff has also identified some portions of the Future Land Use Map that should be reviewed for continued accuracy. In addition the recently adopted strategic plan contains some focus areas that are becoming priorities for the City that may not be adequately addressed in the Comprehensive Plan. Finally, there have been recent changes to Idaho Statutes placing additional requirements on cities and their comprehensive plans.

Staff has prepared a Request for Qualifications (RFQ) publication. In Idaho, planning consultants are to be selected by cities based on their qualifications, rather than specific project proposals or bids. We need to go through a public process of identifying the most qualified planning consultant that is interested in performing this work for the City. Once we have identified the most qualified, we will enter into negotiations regarding the scope and cost of the project. If we come to an agreement with that consultant, we'll sign a contract and begin the project. If we are not able to come to an agreement, we will cease negotiations and move to negotiate with the second most qualified firm.

Staff presented the RFQ to the Planning & Zoning Commission at their October 14, 2014 meeting. The Commission was supportive of the request and recommends that the Council authorize the publication of the RFQ and the initiation of the Comprehensive Plan update process. The attached RFQ is still in a draft form, as it is missing the timeline information. If the Council directs staff to proceed with the project, staff will insert the appropriate timeline information and publish the RFQ.

The Planning & Zoning Commission recommends that the Council authorize the publication of the attached Request for Qualifications.

MOTION:

Councilmember Lanting moved to accept the recommendation of the Planning & Zoning Commission to initiate the Comprehensive Plan update process. The motion was seconded by Vice Mayor Hawkins.

Discussion followed.

-Address the concept of public transportation (Land use and Design)

Zoning & Development Manager Renee Carraway-Johnson explained that all plans are linked and for the community as a whole.

City Manager Rothweiler stated that addressing the concept of public transportation can be incorporated into the Comprehensive Plan. The first thing being done on the area of public transportation is an analysis and feasibility of public transportation. It does not go into creating routes. When looking at land use and design it should be recognized that public transportation may be something the city may have to undertake at the next census.

Roll call vote showed all members present voted in favor of the motion. Approved 6 to 0.

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

City Manager Rothweiler stated that on November 3, 2014, the Citizens Committee for Facilities will begin at 1:30 a.m. in the Council Chambers. He also gave a brief update on the tours conducted the past week.

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Councilmember Talkington requested an update on the water break on South Washington, water tank expansion, and concrete poured for the clarifiers.

Councilmember Munn stated that the Library will have a 75th Anniversary of the 1939 Library Building on Saturday, November 8, 2014, from 7-9 p.m.

Councilmember Lanting asked for an update on the wastewater treatment plant regarding capacity.

Vice Mayor Hawkins stated that a Guinness World Record of the longest line of carved pumpkins was set by the College of Southern Idaho's "Over 60 & Getting Fit Class" on October 25, 2014.

Mayor Hall reported on the Twin Falls Rotary After Hours 1st ever Historical Cemetery Tour held on October 25, 2014.

III. ADVISORY BOARD REPORTS/ANNOUNCEMENTS:

IV. PUBLIC HEARINGS: 6:00 P.M. – None

V. ADJOURNMENT:

1. Executive Session 67-2345 (1)(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 Lanting moved to adjourn to Executive Session 67-2345(1)(f). The motion was seconded by Councilmember Munn. Roll call vote showed all members present voted in favor of the motion. Approved 6 to 0.

The meeting adjourned at 6:50 p.m.

Leila A. Sanchez
Deputy City Clerk/Recording Secretary