

**COUNCIL MEMBERS:**

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



**MINUTES**  
**Meeting of the Twin Falls City Council**  
**Monday, May 11, 2015 – 5:00 P.M.**  
**City Council Chambers - 305 3<sup>rd</sup> Avenue East - Twin Falls, Idaho**

**PLEDGE OF ALLEGIANCE TO THE FLAG**  
**CONFIRMATION OF QUORUM**  
**CONSIDERATION OF THE AMENDMENTS TO THE AGENDA**

**PROCLAMATIONS:** Peace Officers Memorial Day and Police Week, 2015  
 Request made by Josh Hayes, President of the F.O.P., Twin Falls Police Department

**GENERAL PUBLIC INPUT**

**AGENDA ITEMS**

<b>I. <u>CONSENT CALENDAR:</u></b>	<b><u>Purpose:</u></b>	<b><u>By:</u></b>
1. Consideration of a request to approve the Accounts Payable for May 5-11, 2015.	Action	Sharon Bryan
2. Consideration of a request to approve the Findings of Fact, Conclusions of Law, and Decision for the vacation of Westpark Phase II.	Action	Rene'e V. Carraway-Johnson
3. Consideration of a request to approve Snake Harley-Davidson's "Memorial Day Kick Off" concert to be held at 2404 Addison Avenue East on Thursday, May 21, 2015.	Action	Dennis Pullin
4. Consideration of a request to approve Snake Harley-Davidson's "Highway 30 Music Fest" concert to be held at 2404 Addison Avenue East on Thursday, June 25, 2015.	Action	Dennis Pullin
<b>II. <u>ITEMS FOR CONSIDERATION:</u></b>	<b><u>Purpose:</u></b>	<b><u>By:</u></b>
1. Consideration of a request to authorize the Mayor to sign a Funding Agreement between the City of Twin Falls and Idaho Transportation Department.	Action	Mandi Thompson
2. Discussion on the Municipal Powers Outsource Grants (MPOG) process.	Discussion	Mandi Thompson
3. Consideration of a request to approve the renewal of the PSI Sanitation Contract.	Action	Bill Baxter
4. Presentation of an update on the Main Avenue Redesign progress with a focus on Main Avenue parking configurations by Otak.	Presentation	Melinda Anderson Mandi Roberts/Otak
5. Consideration of a request to reconstruct the Wills Booster Station.	Action	Jacqueline Fields
6. Consideration of a request to approve a contract with Logan Simpson Design, Inc. to develop a Comprehensive Plan Update.	Action	Mitchel Humble
7. A general discussion about the City Council's FY 2016 budget priorities and philosophies followed by citizen input.	Discussion	Travis Rothweiler
8. Public input and/or items from the City Manager and City Council.		
<b>III. <u>ADVISORY BOARD REPORTS/ANNOUNCEMENTS:</u></b>		
<b>IV. <u>PUBLIC HEARINGS:</u>            6:00 P.M. - None</b>		
<b>V. <u>ADJOURNMENT:</u></b>		

*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.*

MINUTES

Monday, May 11, 2015

Page 3 of 11

The Council is asked to authorize the Mayor to sign the final agreement.

The City's match will be \$10,000, which is included in the current budget.

Councilmember Talkington asked what the scope of the investigation will be and goals that we have established.

Grant Writer Thompson explained that the City applied for this grant in January, 2014. What the City intends to do with this grant is to look at the future of public transportation in Twin Falls.

Vice Mayor Hawkins asked about the difference in the match figures in their packet.

Grant Writer Thompson explained that was a mistake. The City was obligated to a 7% grant match, but to get the \$40,000 grant, obligated \$10,000.

Vice Mayor Hawkins asked why.

City Manager Rothweiler said to make the grant more competitive.

**MOTION:**

Councilmember Barigar moved to authorize Mayor Hall to sign the funding agreement between the City of Twin Falls and Idaho Transportation Department. 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

2. Discussion on the Municipal Powers Outsource Grants (MPOG) process.

Grant Writer-Thompson reviewed that in 2014 several members of City staff worked together to create a scoring matrix for the MPOG process. This matrix was designed to make the MPOG process more objective, allowing members of the Council to assign a numerical value to the merits of each application. This matrix, however, has not been adopted by all members of Council, nor fully employed in either the 2013 or 2014 MPOG process. Staff is seeking guidance from the Council on how they would like to proceed.

Councilmember Talkington said that the matrix was difficult to follow.

Mayor Hall agreed and asked City Attorney Wonderlich to review the legal aspects of the grant.

City Attorney Wonderlich explained what would qualify for the MPOG funding.

Councilmember Lanting said he used the rating system last year but had concerns about the rating system's flaws.

Councilmember Mills Sojka agreed with Councilmember Lanting.

Vice Mayor Hawkins said applicants did not know how they were being rated.

Grant Writer Thompson said she tried to simplify the rating system.

Mayor Hall stated his concern about Councilmember Mills Sojka voting on what the band should receive since her husband plays in the band.

City Attorney Wonderlich said that during the discussion of what the band should receive Councilmember Mills Sojka should not participate. Once the decision is made she could vote on the MPOG final funding.

Councilmember Barigar said that there is no easy way on how funding is divided.

City Manager Rothweiler reviewed the process of funding.

Councilmember Talkington asked if MPOG is limited to \$80,000.

Grant Writer Thompson said the grant is for \$100,000.

Councilmember Lanting said he has no problem increasing the grant an additional \$20,000.

City Manager Rothweiler clarified the Council has \$78,000 to delegate.

MINUTES

Monday, May 11, 2015

Page 5 of 11

Mayor Hall said he is not comfortable with the motion because he would like to be able to negotiate some areas of the contract.

Councilmember Lanting withdrew his motion. Vice Mayor Hawkins concurred.

Vice Mayor Hawkins asked if the City proceeds with the 10 year contract extension will the contract have a clause allowing the ability to renegotiate the contract.

City Manager Rothweiler said we have the right to review the contract.

Councilmember Talkington asked how many 10 year contracts the City holds.

City Manager Rothweiler said the City has two contracts for services, PSI and CH2M Hill.

**MOTION:**

Councilmember Lanting moved to pursue a 10 year contract extension contract with PSI, Inc., and to direct the City Manager and staff to enter into negotiations with PSI, Inc. and for the final numbers to be brought back to City Council. The motion was seconded by Vice Mayor Hawkins. Roll call vote showed Councilmembers Hawkins, Barigar, Lanting, Hall and Mills Sojka voted in favor of the motion. Councilmember Talkington voted against the motion. Approved 5 to 1

Councilmember Mills Sojka asked if options discussed in tonight's meeting would be included in the motion.

City Manager Rothweiler said it includes all the donated services.

Councilmember Barigar encouraged staff to discuss all items brought up in tonight's meeting with PSI, Inc.

Mayor Hall said that because a member of the Council has to leave early he would like to move to agenda item #7.

4. A general discussion about the City Council's FY 2016 budget priorities and philosophies followed by citizen input.

City Manager Rothweiler explained the purpose of this agenda item is to have a general discussion about the status of the City of Twin Falls' 2016 fiscal year budget. This is the first of three scheduled sessions prior to the presentation of the City Manager's recommended budget. The purpose of this first session is to capture the Council's and the community's goals and priorities for the upcoming fiscal year. The other two opportunities to provide input prior to the development of the budget will be on Tuesday, May 26<sup>th</sup> and Monday, June 8<sup>th</sup>. The City-Manager's recommended budget for the 2016 Fiscal Year will be presented to the members of the City Council for its review and debate in early July.

The City views its planning and operations in a strategic manner. Its fiscal, operational and organizational strategies are governed and directed by the City's 2030 Strategic Plan. The Strategic Plan has a series of vision statements, that when viewed collectively, will allow the City to create and maintain an accessible, healthy, learning, environmental, responsible, prosperous, and secure community with a strong internal organization designed to be able meet the needs of its citizens, businesses and visitors. The Strategic Plan is divided into eight, equally important focus areas: a Healthy Community, a Learning Community, a Secure Community, an Accessible Community, an Environmental Community, a Prosperous Community, a Responsible Community, and recognition of the importance of the Internal Organization. For each focus area, there is a description of the vision for that topic in the year 2030. To review the vision descriptions, please see the City of Twin Falls 2030 Strategic Plan.

In each of the past three years, the preliminary conversations assisted in guiding the previous budget concepts and strategies. From several internal conversations, public informational listening sessions and planning meetings, the City Council developed five goals that served as guideposts for the FY 2016 Budget process.

Last week, the members of the City's Long-Term Planning Group presented their thoughts and suggestions. Their presentation was the culmination of a four month process. The members of this group spent time reviewing the City's Strategic Plan and discussing the organization's operational and capital needs. This group was tasked with updating the City's five-year fiscal planning model, tying the goals and objectives in the City's Strategic Plan to the budget, and

MINUTES

Monday, May 11, 2015

Page 7 of 11

Steve Woods said he lives in the Area of Impact and would like to look at spending money on an adequate public transportation system.

Mayor Hall said that budget discussions are open to the public for public input.

City Manager Rothweiler said that there will be 12 opportunities for the public to have input on the budget.

Recessed at 6:25 p.m.

Reconvened at 6:35 p.m.

5. Presentation of an update on the Main Avenue Redesign progress with a focus on Main Avenue parking configurations by Otak.

Economic Development Director Melinda Anderson gave an update on the Main Avenue Redesign progress.

Mayor Hall said that Council has not made any decisions on the downtown parking and Council will make their decision on the best option available.

Mandi Roberts, Otak, gave an update regarding the progress on the Main Avenue Redesign project with the focus on parking. Open houses will be held on the Main Avenue Redesign

Councilmember Talkington said that the Council has some controversial decisions to make on Main Avenue and would be in favor of eliminating the one way Main Avenue concept.

Councilmember Lanting said he was in favor of the one way until the safety concerns were brought up.

Vice Mayor Hawkins asked why parking spaces needed to be deeper for front in parking.

Roberts explained that this would allow room for the vehicle to back out, avoiding the adjacent vehicle, and to avoid backing into both lanes of traffic.

Councilmember Barigar asked if whatever option is chosen would be applied uniformly across downtown or would one block have back in parking and the next parallel parking.

Roberts said that it should be consistent throughout Main Avenue.

Councilmember Barigar asked how areas those are currently unoccupied planned to be developed.

Roberts explained the concept of a platform cafe'.

Councilmember Barigar asked about using alleys as bike lanes.

Roberts said that because of the lack of visibility, bicyclists would have to stop at each intersection, where, on Main Avenue, they would have less stops. Alleys are not vibrant areas of town.

Mayor Hall stated that Councilmember Mills Sojka had the following questions:

How many parking spaces are there right now?

How many do you project with the back in angle parking, front end angle parking and one side parallel and one side angle parking?

Mayor Hall said Roberts could address her questions at a later time.

Councilmember Talkington asked how bus stop areas would be incorporated.

Roberts said that bus routes would be more suitable on the Second Avenues.

Councilmember Lanting, liaison to the URA, said they are in favor of the back in angle parking.

Mayor Hall opened up the discussion for public comment.

Tony Prater, 1059 Mountain View Drive, said his concerns include down time businesses will have during revitalization, bike lanes, sidewalk use, truck traffic and loading zones.

MINUTES

Monday, May 11, 2015

Page 9 of 11

Deputy City Manager Humble explained the City solicited requests for qualifications (RFQ) from qualified consulting firms to provide professional services to the City to develop a Comprehensive Plan update. Proposals were due on Thursday, December 18, 2014. Staff received seven submittals in response to the RFQ.

Tom Frank (P&Z Chairman), Rebecca Mills Sojka (P&Z Council Liaison), Kevin Mahler (Local business owner and resident), Kevin Dane (P&R Chairman) and Rene'e Carraway-Johnson reviewed the seven submittals. This group narrowed the submittals down to two firms who presented to the Planning & Zoning Commission on Wednesday, February 4, 2015. The two firms were Logan Simpson Design, Inc. and CRSA. These two firms were given 15 minutes to make a presentation and 15 minutes to answer questions from the Commission.

After the presentations and some discussion by the Commission, each Commissioner voted for his/her top ranked firm. Based on qualifications, the Commission gave five first place votes to Logan Simpson Design Inc. and two first place votes to CRSA, making Logan Simpson Design, Inc. the top ranked firm for staff to start negotiating with to develop a contract for the Comprehensive Plan update.

On February 17, 2015 the City Council unanimously voted to proceed with negotiations with Logan Simpson Design, Inc. to develop a contract. The contract will be presented to Council for consideration.

Staff has been negotiating with Logan Simpson Design to finalize a scope of services and associated contract. The scope of services includes a base workload amount of \$100,000. Additional services were identified in the Scope as Optional Tasks that could be beneficial to the project.

Staff would like to have a discussion regarding each of the proposed optional tasks. Option 1 involves Logan Simpson facilitating and distributing a full inventory of current city plans to city departments for their comments and to include compiling those comments and preparing a summary report for a fee of \$2,500. Option 2 would include Logan Simpson as the presenter/facilitator in association with the Kickoff Event and regular updates to various boards, Planning & Zoning and City Council for a fee of \$9,500. Options 3 & 4 would include setup and providing a finalized Digital Comprehensive Plan to be hosted by the city for a fee of \$18,000. The total for all four is \$30,000. The council may include any or all of the option-as presented.

The FY2015 budget includes \$100,000 for the Comprehensive Plan update project. The scope of services and associated contract reflect that amount. If the City Council elects to do optional tasks contingency funds could be used for the funding of those optional tasks. Staff is also reaching out to the Rural Fire District to see if they are willing to help in funding Optional Task

As part of the Comprehensive Plan, Logan Simpson would like to request to add Emergency Services Consulting International, as a sub-consultant, in order to assist with a Fire Station Strategic Evaluation, which will build on the overall evaluation of the community and analyze fire station needs and response times. Specifically, the study will look at the need of adding a fourth or fifth fire station based on the Comprehensive Plan's vision and goals.

Mayor Hall asked if the update would address the issues regarding female firefighters.

Deputy City Manager Humble said this evaluation is more of a location and response plan.

City Manager Rothweiler said the accommodation of female firefighters will be addressed in the remodel of the Public Safety Complex.

Councilmember Talkington asked if Council approves the budget with amendments how much would be added.

Deputy City Manager Humble explained that it would depend on which of the five options is chosen. The contract as written is \$100,000. The contract with Options 1 -5 is \$150,000. Staff is seeking Council direction.

Vice Mayor Hawkins stated her concern of the cost for the Main Avenue Design Project Website.

Councilmember Barigar recommended that an assessment be made of the City's plans.

MINUTES

Monday, May 11, 2015

Page 11 of 11

**III. ADVISORY BOARD REPORTS/ANNOUNCEMENTS:**

Vice Mayor Hawkins reported on the following: Tara Bartley has been appointed as the new Library Director and will start on Friday, May 15, 2015, and the Police Memorial at City Park will be held on May 16, 2015. She invited the Council to check out the Youth Council's Facebook page and to watch the video of the youth taking selfies with Police Officers.

Councilmember Talkington said that in the upcoming weeks there will be an updated schedule on airport construction.

**IV. PUBLIC HEARINGS:            6:00 P.M. – None**

**V. ADJOURNMENT:    The meeting adjourned at 8:05 P.M.**

  
Sharon Bryan  
Deputy City Clerk