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, June 23, 2014
City Council Chambers

5:00 P.M.

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

GENERAL PUBLIC INPUT		
AGENDA ITEMS		
I. CONSENT CALENDAR:	**Purpose:**	**By:**
1. Consideration of a request to approve the Accounts Payable for June 10 – June 23, 2014.	Action	Sharon Bryan
2. Consideration of a request to approve Liquor, Wine and Beer License renewals for 2014/2015, contingent the businesses receive their State alcohol license.	Action	Sharon Bryan
3. Consideration of a request to approve the Annual Classic Cruisers event to be held on Friday, June 27; Saturday, June 28; and Sunday, June 29, 2014.	Action	Ryan Howe
4. Consideration of a request from the "Magic Valley Citizens' 4th of July" to approve the annual fireworks display held at the College of Southern Idaho on Friday, July 4, 2014.	Action	Ryan Howe
5. Consideration of a request to approve the Final Plat for Lengfeld Subdivision for property located south of the intersection of Madrona St. N. and Candleridge Drive.	Action	Mitchel Humble
6. Consideration of a request to approve the Findings of Fact, Conclusions of Law, and Decision for a Zoning District Change & Zoning Map Amendment for E. Dan Carter, Cowboy Investments.	Action	Mitchel Humble
7. Consideration of a request to approve the May 27, June 3, and June 9, 2014, City Council Minutes.	Action	Leila A. Sanchez
II. ITEMS FOR CONSIDERATION:	**Purpose:**	**By:**
1. Presentation of a Certificate of Appreciation from Habitat for Humanity to the Building Department.	Presentation	Linda Fleming/ Habitat for Humanity
2. Consideration of a request to name the small dog enclosure at "Baxter's Park in Memory of Dale Drown" as the "Becker Small Dog Enclosure - donated by Dr. Marty & Teresa Becker in memory of Bob & Virginia Becker."	Action	Dennis Bowyer
3. Consideration of a request to award a contract to Record Steel and Construction, Inc., dba RSCI, in the amount of $17,963,307, for Construction Package 2 of the WWTP upgrades; and present an update on WWTP schedule and costs to date.	Action/ Update	Troy Vitek
4. Consideration of a request to change the City of Twin Falls current credit card process.	Action	Lorie Race/ Robert Atkins -Wells Fargo
5. Update on the Zoning Ordinance amendment progress.	Discussion	Mitchel Humble
6. Public input and/or items from the City Manager and City Council.		
III. ADVISORY BOARD REPORTS/ANNOUNCEMENTS:		
IV. PUBLIC HEARINGS: **6:00 P.M. - NONE**		
V. ADJOURNMENT:		
1. Executive Session-2345(1) (c) To conduct deliberations concerning labor negotiations or to acquire an interest in real property which is not owned by a public agency.		

Any person(s) needing special accommodations to participate in the above noticed meeting could contact Leila Sanchez at (208) 735-7287 at least two working days before the meeting. Si desea esta información en español, llame Leila Sanchez (208)735-7287.

Present: Suzanne Hawkins, Shawn Barigar, Greg Lanting, Chris Talkington, Rebecca Mills Sojka

Absent: Don Hall, Jim Munn

Staff Present: City Manager Travis Rothweiler, City Attorney Fritz Wonderlich, Chief Finance Officer Lorie Race, Parks & Recreation Director Dennis Bowyer, Assistant City Engineer Troy Vitek, Sergeant Ryan Howe, Deputy City Clerk Sharon Bryan, Deputy City Clerk/Recording Secretary Leila A. Sanchez

Vice Mayor Hawkins called the meeting to order at 5:00 P.M. She 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 explained that the City Council Minutes for May 27, 2014 and June 2, 2014, are amended.

PROCLAMATION: None

GENERAL PUBLIC INPUT: None

AGENDA ITEMS

I. CONSENT CALENDAR:

1. Consideration of a request to approve the Accounts Payable for June 10 – June 23, 2014.

2. Consideration of a request to approve Liquor, Wine and Beer License renewals for 2014/2015, contingent the businesses receive their State alcohol license.

3. Consideration of a request to approve the Annual Classic Cruisers event to be held on Friday, June 27; Saturday, June 28; and Sunday, June 29, 2014.

4. Consideration of a request from the "Magic Valley Citizens' 4th of July" to approve the annual fireworks display held at the College of Southern Idaho on Friday, July 4, 2014.

5. Consideration of a request to approve the Final Plat for Lengfeld Subdivision for property located south of the intersection of Madrona St. N. and Candleridge Drive.

6. Consideration of a request to approve the Findings of Fact, Conclusions of Law, and Decision for a Zoning District Change & Zoning Map Amendment for E. Dan Carter, Cowboy Investments.

7. Consideration of a request to approve the May 27, June 3, and June 9, 2014, City Council Minutes.

MOTION:
Councilmember Talkington moved to approve the Consent Calendar and the May 27, 2014 and June 3, 2014, Amended City Council Minutes. The motion was seconded by Councilmember Lanting and roll call vote showed all members present voted in favor of the motion. Approved 5 to 0.

II. ITEMS FOR CONSIDERATION:

1. Presentation of a Certificate of Appreciation from Habitat for Humanity to the Building Department.

   Linda Fleming, Habitat for Humanity, gave the history of the Home Owner's Blitz. She presented a Certificate of Appreciation to Dwaine Thomsen and Jarrod Bordi.

2. Consideration of a request to name the small dog enclosure at "Baxter's Park in Memory of Dale Drown" as the "Becker Small Dog Enclosure - donated by Dr. Marty & Teresa Becker in memory of Bob & Virginia Becker."

   Parks & Recreation Director Bowyer thanked Marcia Lanting, Dr. Marty Decker and the community for their generous donations.

Dr. Marty Becker submitted a request to name the small dog enclosure at Baxter's Park as the "Becker Small Dog Enclosure - donated by Dr. Marty & Teresa Becker in memory of Bob & Virginia Becker."

The Parks and Recreation Commission unanimously approved the request.

MOTION:
Councilmember Barigar moved to approve the request to name the small dog enclosure at Baxter's Park as the "Becker Small Dog Enclosure - donated by Dr. Marty & Teresa Becker in memory of Bob & Virginia Becker." The motion was seconded by Councilmember Lanting. Roll call vote showed all members present voted in favor of the motion. Approved 5 to 0.

3. Consideration of a request to award a contract to Record Steel and Construction, Inc., dba RSCI, in the amount of $17,963,307, for Construction Package 2 of the WWTP upgrades; and present an update on WWTP schedule and costs to date.

Assistant City Engineer Vitek reviewed the request.

The City of Twin Falls pre-qualified five bidders for the WWTP upgrades. On June 5, 2014, the City received four bids for Construction Package 2 of the WWTP expansion. Staff recommends awarding the contract to the lowest bidder, RSCI, in the amount of $17,963.30.

Discussion followed.

Gregg Thompson, CH2MHill Project Manager, explained RSCI is from Boise and CH2M Hill is currently working with the company on a $15,000,000 project for the City of Boise. Bonding and insurance are required on the project.

Assistant City Engineer Vitek stated the City will continue to maintain Canyon Springs Road. The contractor has chosen not to use flaggers at the site.

City Manager Rothweiler stated that individuals walking on Canyon Springs Road are walking etc., at their own risk. Staff may mandate the contractor to provide traffic control at the location.

Discussion followed on considering closing Canyon Springs Road to pedestrians and bicyclists.

Assistant City Engineer Vitek gave an overview of the WWTP Expansion Timeline.

-Correction on the Notice of Award Item 6. "The Contract Price of your Contract is SEVENTEEN MILLION NINE ~~SIXTY~~ HUNDRED SIXTY THREE THOUSAND THREE HUNDRED SEVEN DOLLARS ($17,963,307.00)…"

MOTION:
Councilmember Talkington moved to award to Record Steel and Construction, Inc., dba RSCI a contract not to exceed $17,963,307 for Construction Package 2 of the WWTP upgrade. The motion was seconded by Councilmember Barigar. Roll call vote showed all members present voted in favor of the motion. Approved 5 to 0.

4. Consideration of a request to change the City of Twin Falls current credit card process.

Chief Finance Officer Race gave an overview of the City's current credit card process and explained this process is not the best tool to control usage or costs. She believes the proposed changes offer better control over the City's credit card usage, plus reduced time and costs in processing transactions. She explained the reconciliation process.

Discussion followed.
-No fee associated for the bank service
-Credit card limits
-Employee responsible for receipts

Rob Atkin, Wells Fargo, stated an email will be sent to the employee's supervisor if an employee does not meet certain deadlines in terms of completing and reconciling their statement. The City may choose to turn off the employee's card in thirty or sixty days if the statement is not reconciled. The payment of the credit card bill is an automatic debit eliminating late fees.

City Manager Rothweiler explained that cards are to be issued to individuals who utilize the card on a regular basis.
Chief Finance Officer Race stated monetary limits and MasterCard will provide a $100,000 liability protection per card issued.

MOTION:
Councilmember Lanting moved to approve the credit card process as outlined by Lorie Race and staff will provide to Council a six month update on the new credit card process. The motion was seconded by Councilmember Talkington. Roll call vote showed all members present voted in favor of the motion. Approved 5 to 0.

5. Update on the Zoning Ordinance amendment progress.

Community Development Director Humble explained his request.

In September of 2012, the City Council reviewed and initiated several potential amendments to City Code, Title 10, the Zoning Ordinance. At that time, the Mayor also appointed two Council members to work with staff and four other City residents on a committee to prepare the amendments. That committee began to refer to themselves as the Zoning Ordinance Amendment Committee, or the ZOAC. The ZOAC worked for 14 months on several different amendments. Some were completed, some were examined and determined to be unnecessary, some were worked on and not yet completed, and others were not begun by the ZOAC. Attached is a list of the amendments that were initiated by the Council in September 2012 and their current status.

In December 2013, the Council began discussing City transparency. The actions of the ZOAC were one particular area of focus in those discussions. At the end of that process, the Council adopted a resolution establishing some specific transparency regulations for City activities. The ZOAC could no longer operate as it had been operating. The ZOAC has not met since the Council's transparency discussions began.

Following the adoption of the transparency resolution, the Council adopted another resolution officially creating the ZOAC as a recommending body to the Council. Two Council members were then appointed to the newly created ZOAC. However, no further members have been appointed yet. The newly created ZOAC has yet to start meeting.

In the absence of the regular ZOAC meetings, staff continued to put some finishing touches on some of the Code amendments that had progressed far enough to continue without regular ZOAC input. Staff also began working on these amendments with the entire Planning & Zoning Commission (P&Z) at several of their regular monthly work sessions. The P&Z has provided some valuable input on these amendments that has allowed staff to finish two of them. Those two are now scheduled for hearing by the P&Z at their upcoming 7/8/14 meeting. One additional amendment will be scheduled for hearings soon, following one or two more work sessions with the P&Z.

Members of the P&Z have expressed gratitude to staff for involving them in the amendment process in their work sessions. Some Commissioners felt like they were being excluded from the process when the ZOAC was working on the amendments. The Commission preferred to work on the amendments as a Commission rather than just one or two members of the Commission being appointed to the ZOAC.

I have provided this feedback to the Mayor. Under the new transparency regulations, ZOAC meetings will have to be held as public meetings. Also, not more than two of the Commissioners would be permitted to serve on the ZOAC. Some of the Commissioners have suggested that if the meetings have to be public meetings anyway, then why not use the P&Z to draft Code amendments. That way all of them could be included in the process. The Mayor has asked that I provide this update to the Council so that the Council can discuss and provide feedback on how we proceed to prepare Zoning Ordinance amendments.

No action is necessary. The Council may want to discuss and provide feedback regarding the process for continued drafting of Zoning Ordinance amendments.

Discussion followed.

Councilmember Mills Sojka stated the importance of continuing to update the City Code. ZOAC discussed the City Code on Planned Unit Developments, Canyon Rim Overlay, Sign Code and Public Hearing Notice. Because ZOAC's discussions would not comply with the new transparency resolution, she asked Council if the discussion should be heard at a Planning & Zoning Commission Work Session. She emphasized the importance of involving the public to discuss amendments.

Councilmember Talkington stated he would support moving the ZOAC process back to the Planning & Zoning Commission Work Session process. He said the transparency issues serves the City best by putting this through the Planning & Zoning Work Session.

Community Development Director Humble stated he was not looking for a recommendation but for Council feedback. He stated Planning & Zoning Commission members are concerned that only two members are allowed to be involvement on the ZOAC committee.

Councilmember Barigar stated he supports the Planning & Zoning Commission's willingness to review code amendments but is concerned they may not have the time to do so. He is also concerned that Urban Village and Urban Infill has been discussed for the past eight years and as of now has not been reviewed. He also supports public input.

City Manager Rothweiler stated staff will contact the Planning & Zoning Commission Chairman Tom Frank to represent the interest of the Commission. Staff will provide a series of options in terms of moving forward to the Council.

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

Councilmember Talkington asked if the former known International Building Code has been amended to the Idaho Building Code/ Idaho Conservation Code. Community Development Director Humble stated staff is working on the adoption of the Idaho Building Code/ Idaho Conservation Code.

City Manager Rothweiler stated that Duane Thomsen's Retirement Party will be held on Wednesday, June 24, 2014, at 2:00 p.m., in the Council Chambers; and Mitchel Smith's Retirement Party will be held on Wednesday, June 25, 2014, at 2 pm. in the Council Chambers.

Chief Finance Officer will be Acting City Manager the week of June 30, 2014.

III. ADVISORY BOARD REPORTS/ANNOUNCEMENTS:

Councilmember Talkington gave an overview of the Airshow that was held the past weekend. Jim O'Donnell is planning to update the Council on the event at a future Council meeting.

IV. PUBLIC HEARINGS: 6:00 P.M. - NONE

V. ADJOURNMENT:

1. Executive Session-2345(1) (c) To conduct deliberations concerning labor negotiations or to acquire an interest in real property which is not owned by a public agency.

MOTION:
Councilmember Barigar moved to approve Executive Session 2345 (1)(c). The motion was seconded by Councilmember Lanting. Roll call vote showed all members present voted in favor of the motion. Approved 5 to 0.

Adjourned at 6:35 p.m.

Leila A. Sanchez
Deputy City Clerk/Recording Secretary