Twin Falls City Council
Agenda

Monday, June 15, 2020, 5:00 PM

City Council Chambers
203 Main Avenue East- Twin Falls, Idaho

Members: Suzanne Hawkins, Craig Hawkins, Nikki Boyd, Shawn Barigar, Gregory Lanting, Christopher Reid, Ruth Pierce

1) CALL MEETING TO ORDER/CONFIRMATION OF QUORUM

2) PLEDGE OF ALLEGIANCE

3) PROCLAMATIONS: None

4) CONSENT CALENDAR

   a) **ACTION ITEM**: Request to approve the Accounts Payable for June 4-11, 2020.

   By: Amy Luna, Finance Administrative Assistant

   b) **ACTION ITEM:** Request to approve the June 8, 2020, City Council Minutes.

   By: Amy Luna, Finance Administrative Assistant

   c) **ACTION ITEM:** Request to accept public right-of-way adjacent to Dover Lane.

   By: Mark Holtzen, City Engineer

   d) **ACTION ITEM:** Request to waive the building permit and plan review fees for a proposed remodel of Courtroom 6 in the Twin Falls County Judicial Annex.

   By: Mitch Humble, Deputy City Manager

   e) **ACTION ITEM:** Request to waive the building permit and plan review fees for two storage sheds proposed to be built at South Hills Middle School.

   By: Mitch Humble, Deputy City Manager

5) ITEMS OF CONSIDERATION

   a) **PRESENTATION:** Presentation by Joshua W. Kern M.D., Vice President of Medical Affairs, St. Luke's Health System.

   By: Travis Rothweiler, City Manager

   b) **ACTION ITEM**: Request to confirm the appointments of Dan Brizee, Jan Rogers and Alexandra Caval to the Urban Renewal Agency Board.

   By: Suzanne Hawkins, Mayor

   c) **ACTION ITEM:** Request to approve the agreement for Engineering Services with J-U-B Engineers for the 2020 FAA AIP 47 Aircraft Ramp Construction Project.

   By: William Carberry, Airport Manager

d) **ACTION ITEM:** Request to award a bid to Idaho Materials and Construction to construct FAA AIP 45- Phase II taxi lane at Joslin Field.

By: William Carberry, Airport Manager

e) **ACTION ITEM:** Request to adopt a resolution establishing procedures for the use of the message board signs located on the newly constructed downtown archway.

By: Mitch Humble, Deputy City Manager

f) **ACTION ITEM:** Request to authorize $83,145 for repairs to a retaining wall along the Canyon Rim Trail at the tunnel under Pole Line Road.

By: Mitch Humble, Deputy City Manager

6) GENERAL PUBLIC INPUT: To provide public input to the City Council please send to: Citizeninput@tfid.org

7) ADVISORY BOARD REPORT/ANNOUNCEMENTS

8) PUBLIC HEARINGS: None

9) ADJOURNMENT

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

Public Input Procedures

1. Individuals wishing to provide public input regarding matters relevant to the City of Twin Falls shall:
- Wait to be recognized by the Mayor or Chairman
- Approach the microphone/podium
- State their name, and whether they are a resident or property owner in the City of Twin Falls, and proceed with their input.

2. The Mayor or Chairman may limit input to no less than two (2) minutes. Individuals are not permitted to give their time to other speakers.

Public Hearing Procedures for Zoning Requests

1. Prior to opening the first Public Hearing of the session, the Mayor or Chairman shall review the public hearing procedures.

2. Individuals wishing to testify or speak before the City Council or Planning & Zoning Commission shall wait to be recognized by the Mayor or Chairman, approach the microphone/podium, state their name, and then proceed with their comments. Following their statements, they shall write their name and address on the record sheet(s) provided by the staff. The staff shall make an audio recording of the Public Hearing.

3. A City Staff Report shall summarize the application and history of the request.

4. The Applicant, or the spokesperson for the Applicant, will make a presentation on the application/request (request). No changes to the request may be made by the applicant after the publication of the Notice of Public Hearing. The presentation should include the following:
- A complete explanation and description of the request.
- Why the request is being made.
- Location of the Property.
- Impacts on the surrounding properties and efforts to mitigate those impacts.

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

6. The City Council or Planning & Zoning Commission may ask questions of staff or the applicant pertaining to the request.

7. The general public will then be given the opportunity to provide their testimony regarding the request. The Mayor or Chairman may limit public testimony to no less than two (2) minutes per person.
- Individuals are not permitted to give their time to other speakers.
- However, five (5) or more individuals that received written notice of the public hearing may appoint, by written petition, a spokesperson. The written petition must be received at least 72 hours prior to the hearing and must be granted by the Mayor or Chairman. The spokesperson shall be limited to 15 minutes.
- Written comments, including e-mail, received by 12:00 p.m. on the date of the hearing shall be either read into the record or displayed to the public on the overhead projector.

8. Following the Public Testimony, the applicant is permitted five (5) minutes to respond to Public Testimony.

9. Following the Public Testimony and Applicant's response, Council or Commission members, as recognized by the Mayor or Chairman, shall be allowed to question the Applicant, Staff or anyone who has testified. Responses shall be limited to answering the questions asked. The Mayor or Chairman may limit the time permitted for the answer.

10. The Mayor or Chairman shall close the Public Hearing. The City Council or Planning & Zoning Commission shall deliberate on the request. Deliberations and decisions shall be based upon the information and testimony provided during the Public Hearing. Once the Public Hearing is closed, additional testimony from the staff, applicant or public is not allowed. Legal or procedural questions may be directed to the City Attorney.

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

Twin Falls City Council
Minutes

Monday, June 8, 2020, 5:00 PM

City Council Chambers
203 Main Avenue East- Twin Falls, Idaho

1) CALL MEETING TO ORDER/CONFIRMATION OF QUORUM

Present: Mayor Suzanne Hawkins, Vice Mayor Ruth Pierce, Council Member Shawn Barigar, Craig Hawkins, Greg Lanting, Christopher Reid & Nikki Boyd.

Absent:

Staff Present: City Manager Travis Rothweiler, Deputy City Manager Mitch Humble, Assistant to the City Manager Mandi Thompson, City Attorney Shayne Nope, Police Chief Craig Kingbury, Captain Anthony Barnhart, City Engineer Mark Hotzen, Public Works Director Jon Caton, Waste Water Superintendent Doug Gonzales, Planning and Zoning Director Jonathan Spendlove, Public Information Officer Joshua Palmer, Help Desk Technician Kim Hafer, Finance Administrative Assistant Amy Luna.

Mayor Hawkins called the meeting to order at 5:00 P.M. A quorum was present.

2) PLEDGE OF ALLEGIANCE

Mayor Hawkins invited all present, who wished, to recite the Pledge of Allegiance to the Flag.

3) PROCLAMATIONS: None

Council Member Hawkins, Council Member Lanting, Council Member Reid and Mayor Hawkins spoke about the current unrest in our Country.

4) CONSENT CALENDAR

MOTION: Council Member Reid moved to approve the Consent Calendar as presented. **Council Member Lanting** seconded the motion. Roll call vote showed all members present voted in favor of the motion. 7 to 0

a) **ACTION ITEM:** Request to approve the Accounts Payable for May 28-June 03, 2020.
b) **ACTION ITEM**: Request to approve the June 01, 2020, City Council Minutes.
c) **ACTION ITEM:** Request to accept the Improvement Agreement for the purpose of developing Z Country Estates Subdivision - Phase 4.

5) ITEMS OF CONSIDERATION

a) **PRESENTATION:** Presentation by Joshua W. Kern M.D., Vice President of Medical Affairs, St. Luke's Health System.

Mayor Hawkins introduced Dr. Kern, Vice President of Medical Affairs, St. Luke's Health System.

Discussion ensued on the following:
Mayor Hawkins: Asked about the deaths that are happening in Twin Falls Nursing Homes.
Council Member Reid: Asked about people socializing, going forward, and for a review of the rules.
Mayor Hawkins thanked Dr. Kern for his presentation.

b) **ACTION ITEM:** Request to award the 2020 Zone 8 Chip Seal Project to Emery, Inc. in the amount of $368,245.43.

City Engineer Hotlzen made a request to award the 2020 Zone 8 Chip Seal Project to Emery, Inc. in the amount of $368,245.43.

Discussion ensued on the following: None

MOTION: Council Member Boyd moved to approve the request to award the 2020 Zone 8 Chip Seal Project to Emery, Inc. in the amount of $368,245.43. **Vice Mayor Pierce** seconded the motion. Roll call vote showed all members present voted in favor of the motion. 7 to 0.

c) **ACTION ITEM:** Request approval to Purchase a CCTV Camera Van.

Public Works Director Caton made a request to purchase a CCTV Camera Van.

Discussion ensued on the following:
Council Member Barigar: Relayed a Citizen question regarding what this camera is for.

MOTION: Vice Mayor Pierce moved to approve the request to purchase a CCTV Camera Van in the amount of $204,100.00. **Council Member Barigar** seconded the motion. Roll call vote showed all members present voted in favor of the motion. 7 to 0.

6) GENERAL PUBLIC INPUT: To provide public input to the City Council please send to: Citizeninput@tfid.org

7) ADVISORY BOARD REPORT/ANNOUNCEMENTS

Council Member Lanting spoke about the upcoming parks & Rec meeting
Council Member Barigar spoke about the Community Transformation Grant that we received from the Blue Cross of Idaho Foundation.

Mayor Hawkins called for a recess at 5:30 p.m. Reconvened at 6:02 p.m.

8) PUBLIC HEARINGS

a) **ACTION ITEM:** Request for a Zoning District Change and Zoning Development Agreement from R-4 and R-6, P-3 Parking and Professional Office Overlays to "Masqueray Lofts R-6 PRO ZDA" for property located at 660 Shoshone Street East, 137 7th Avenue East, and155 7th Avenue East c/o Patrick Hugens on behalf of GOQOZ Twin Falls 660 LLC. (PZ20-0014)

P&Z Director Spendlove presented a request for a Zoning District Change and Zoning Development Agreement from R-4 and R-6, P-3 Parking and Professional Office Overlays to "Masqueray Lofts R-6 PRO ZDA" for property located at 660 Shoshone Street East, 137 7th Avenue East, and 155 7th Avenue East c/o Patrick Hugens on behalf of GOQOZ Twin Falls 660 LLC. (PZ20-0014).

Council Member Barigar: Explained his potential conflict to this issue and recused himself from further involvement and left the meeting.

Discussion ensued on the following:
Council Member Lanting: Asked questions about the design presented. Parking that is shown on the alley, are there any limitations? What is the width of 7th Ave?
Mayor Hawkins: Is the alley paved or gravel?
Vice Mayor Pierce: Asked for clarification of the parking per unit.

The applicant presented their request. Discussion ensued on the following:
Vice Mayor Pierce: Asked for clarification on the number of units.
Council Member Lanting: Asked about doing underground parking.
Mayor Hawkins: Asked about having fewer units on the site.

Public Hearing Opened: 6:47 p.m.
Spoke In favor of the motion:
Rudy Ashenbrener

Spoke against the motion:

Edward A. Lawson	Lee Heider	Shauna Robinson
Kate Lopez	Callie Boren	

Recess called at 7:50 p.m. Resumed at 8:00 p.m.

Robin Kirby	Danae Curnow	Dave Frantz
Angela Hild	Hilber Nelson	Lindsey Jacobson
Paul Melni	Julie Williams	Tato Munoz
Steve Woods	Courtney Frostenson	Robert Myrland
Roxanne Welsh	Kimberly Connell	*Katheryn Sheen
*Karly Suziwaki		

Phone:

Brian Sabala	Liyah Babayon	Lucas ? 312 7th Ave N
Paul Smith		

Applicant rebuttal: 9:05 p.m.

Public Hearing Closed: 9:10 p.m.

Discussion ensued on the following:
Council Member Reid: Asked for clarification of the notification issue that was brought up by Mr. Lawson
Mayor Hawkins: Asked for clarification on the phone problems during the first meeting.
Council Member Lanting: What grades are planned for the Charter School?
Mayor Hawkins: Have we had a lot of applicants that have asked for this many variances?
Council Member Boyd: What if the School does not go in? What happens if something else goes in and needs the parking.
Vice Mayor Pierce: Followed up with the P&Z commission on the number of parking spaces. How many spaces are on-site?
Council Member Lanting: Asked for the legality of the use of the alley.
Council Member Boyd: Thanked all for their participation and spoke against this project. Likes the project but not the location.
Council Member Hawkins: Appreciated all the input and spoke against this project. Likes the project but not the location.
Council Member Lanting: Spoke about the events held in the City Park and the signatures on the petition. Spoke against the project. Does not like the appearance and the lack of parking-related to it.
Council Member Reid: Thanked the applicant for wanting to build in our community. Not the right area for the project.
Vice Mayor Pierce: Spoke against the area proposed for this project.
Mayor Hawkins: Spoke against the project.

MOTION: Council Member Lanting moved to approve the request for a Zoning District Change and Zoning Development Agreement from R-4 and R-6, P-3 Parking and Professional Office Overlay to "Masqueray Lofts R-6 PRO ZDA" for property located at 660 Shoshone Street East, 137 7th Avenue East, and 155 7th Avenue East c/o Patrick Hugens on behalf of GOQOZ Twin Falls 660 LLC. (PZ20-0014). **Council Member Reid** seconded the motion. Roll call vote showed all members present voted against the motion. **Motion failed 0 to 6.**

9) ADJOURNMENT

The meeting adjourned at 09:41 PM

_____

Amy Luna, Finance Administrative Assistant

Date: Monday, June 15, 2020

To: Honorable Mayor and City Council

From: Mark Holtzen, City Engineer

ACTION ITEM

Request:

ACTION ITEM: Request to accept public right-of-way adjacent to Dover Lane.

Time Estimate:

N/A

Background:

The owner and developer of a storage unit project, located at 2570 Kimberly Rd., was required to dedicate 25 feet of right-of-way along the east side of their development, adjacent to Dover Ln. This right-of-way dedication is 25 feet in width and approximately 907 feet in length adjacent to Dover Lane. City code states all right-of-way dedicated to the City shall be accepted by the City Council.

Approval Process:

A majority vote of the Council is required to approve this request.

Budget Impact:

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

Regulatory Impact:

N/A

History:

N/A

Analysis:

N/A

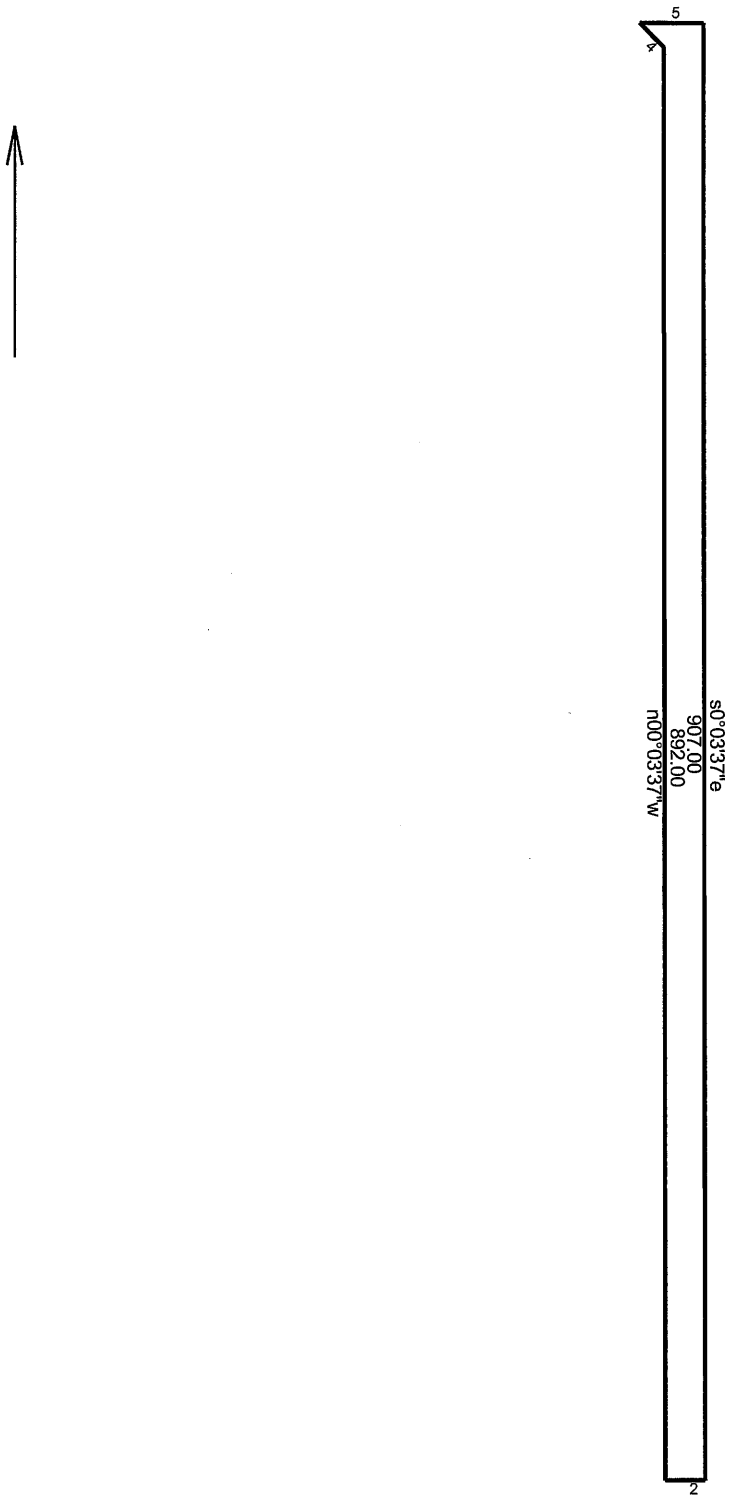
Conclusion:

Staff recommends the Council approve the request as presented.

Attachments:

1. Exhibit
2. Public ROW Deed - Dover Lane


2469
2487
2502
2516
2551
2623
2733
2441
KIMBERLY RD
2536
2620
2644
2732
2670
2556
2570
DOVER LN
2296
180
DEERE ST
212
DEER
222
North



Storage Units Dover and Kimberly - Revised

3/16/2020

Scale: 1 inch= 120 feet

File: Storage Units Dover and Kimberly - Revised.ndp

Tract 1: 0.5231 Acres (22786 Sq. Feet), Closure: n00.0000e 0.00 ft. (1/960633), Perimeter=1885 ft.

01 s0.0337e 907.00
02 n89.1158w 25.00
03 n00.0337w 892.00
04 n44.3747w 21.37
05 s89.1158e 40.00

PUBLIC RIGHT-OF-WAY DEED

Sky Homes LLC, (Grantor), does hereby grant, convey and dedicate fee simple title to the public as public right-of-way under the jurisdiction of the City of Twin Falls, having an address of 203 Main Avenue East, Twin Falls, Idaho 83301, (Grantee) a permanent and perpetual public right-of-way, for construction, continued operation, maintenance, repair, alteration, inspection and replacement of a public street and utilities, and legally described as follows:

(See attached Exhibit A - Legal Description)

And the said Grantor does hereby covenant that the Grantor is the owner in fee simple of said premises; that they are free from encumbrances, and that Grantor will warrant and defend the same from all lawful claims whatsoever.

Executed and delivered this 28 day of May, 2020.

Jerry Smith

Terry Smith
Registered Agent for Sky Homes LLC

ACCEPTANCE OF PUBLIC RIGHT-OF-WAY

Grantee City of Twin Falls does hereby accept dedication of the public right-of-way.

_____
Mayor

STATE OF UTAH)
) ss.
County of Salt Lake

BREANNA BRADY
NOTARY PUBLIC - STATE OF UTAH
My Comm. Exp. 03/17/2024
Commission # 711115

On this 28 day of May, 2020, before me, the undersigned, a Notary Public in and for said State, personally appeared Terry Smith, known or identified to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he/she executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year in this certificate first above written.

Breanna Brady
NOTARY PUBLIC
Residing at: Salt Lake County
Commission expires: 3-17-2024

STATE OF IDAHO)
) ss.
County of Twin Falls

On this _____ day of _____, _____, before me, the undersigned, a Notary Public in and for said State, personally appeared Suzanne Hawkins, Mayor, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that she executed the same on behalf of the City of Twin Falls.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year in this certificate first above written.

_____
NOTARY PUBLIC
Residing at: _____
Commission expires: _____

Exhibit A

LEGAL DESCRIPTION FOR ADDITIONAL RIGHT-OF-WAY DEDICATION FOR DOVER LANE

The additional twenty-five right-of-way dedication from Sky Homes, LLC to the City of Twin Falls from the property included in the Record of Survey recorded on October 9, 2019 at the Twin Falls County Recorder's office as instrument number 2019-017198. Said right-of-way is more particularly described as:

Part of the Northeast Quarter of the Northwest Quarter of Section 23, Township 10 South, Range 17 East, Boise Meridian, Twin Falls County, Idaho

Beginning at the North Quarter Corner of said Section 23 marked by a 5/8" iron rod;
Thence South 00°03'37" East along the centerline of said Section a distance of 50.00 feet to the intersection of south right-of-way line of said Kimberly Road East and the west right-of-way of Dover Lane marked by a 5/8" iron rod which shall be THE POINT OF BEGINNING;

Thence South 00°03'37" East along the centerline of said Section and the west right-of-way of Dover Lane distance of 907.00 feet to a point marked by a 5/8" iron rod;
Thence North 89°11'58" West a distance of 25.00 feet;
Thence North 00°03'37" West parallel with and 25 feet west of the centerline of said Section a distance of 892.00 feet;
Thence North 44°37'47" West a distance of 21.37 feet to a point on the south right-of-way of Kimberly Road East;
Thence South 89°11'58" East along the south right-of-way of Kimberly Road East a distance of 40.00 feet to THE POINT OF BEGINNING.
Said property contains 22,863 square feet more or less.

Date: Monday, June 15, 2020

To: Honorable Mayor and City Council

From: Mitch Humble, Deputy City Manager

ACTION ITEM

Request:

ACTION ITEM: Request to waive the building permit and plan review fees for a proposed remodel of Courtroom 6 in the Twin Falls County Judicial Annex.

Time Estimate:

As part of the consent agenda, no presentation is expected for this item.

Background:

Twin Falls County is proposing a minor remodel to Courtroom 6 in the County's Judicial Annex. The remodel will require the issuance of a building permit. The permit has been requested, and the fees for the permit have been estimated at $878. The County Commissioners have submitted a letter (see attached) requesting that the City waive these building permit and plan review fees.

The City and County have had a good working relationship for the several years. We understand that the majority of the County's tax payers are also City tax payers. Waiving these fees for the County will result in a project savings for our collective tax payers. The City has granted these small fee waivers in the past for the County. Therefore, staff recommends that the City Council approve the County Commissioners' request to waive the building permit and plan review fees for the Courtroom 6 remodel as presented.

Approval Process:

A simple majority vote of the Council is required to approve this request.

Budget Impact:

Should the Council approve this request, the City will forgo the collection of $878 in building permit and plan review fee revenue.

Regulatory Impact:

Should the Council approve this request, City staff will issue the remodel permit without collecting the permit and plan review fees.

History:

N/A

Analysis:

N/A

Conclusion:

Staff recommends that the City Council approve the County Commissioners' request to waive the

building permit and plan review fees for the Courtroom 6 remodel as presented.

Attachments:

1. County fee waiver request letter

BRENT D. REINKE
COMMISSIONER
FIRST DISTRICT

DON HALL
COMMISSIONER
SECOND DISTRICT

TWIN FALLS COUNTY
BOARD OF COUNTY COMMISSIONERS
630 ADDISON AVE. WEST
P.O. BOX 126
TWIN FALLS, ID 83303-0126
(208) 736-4068
(208) 736-4176 FAX
(800) 377-3529 Idaho Relay (TTY)

JACK JOHNSON
COMMISSIONER
THIRD DISTRICT

KRISTINA GLASCOCK
CLERK
(208) 736-4004

June 3, 2020

City of Twin Falls, City Council
Planning and Zoning Department
P.O. Box 1907
Twin Falls, ID 83303

RE: Fee Waiver Request

Dear Councilmembers:

Twin Falls County has applied for a building permit to remodel Courtroom 6 in the Twin Falls County Judicial Annex. This remodel will provide for a new judge's bench and a larger jury box which will improve the functionality of the courtroom.

We request that you waive the building permit fee of $877.80 for this project.

Sincerely,

Don Hall
Chairman

Jack Johnson
Commissioner

Brent Reinke
Commissioner

Date: Monday, June 15, 2020

To: Honorable Mayor and City Council

From: Mitch Humble, Deputy City Manager

ACTION ITEM

Request:

ACTION ITEM: Request to waive the building permit and plan review fees for two storage sheds proposed to be built at South Hills Middle School.

Time Estimate:

As part of the consent agenda, no presentation is expected for this item.

Background:

The Twin Falls School District has recently applied for a building permit to construct two storage sheds at South Hills Middle School. The District has requested that the City waive the plan review and permit fees for the storage sheds. The fee amount requested to be waived is $1,796.

The City and the School District have always had a great working relationship. We share an understanding that we both collect our taxes from the same tax payers, and we often find ways to help one another save those tax payers money. For example, the District allows the City to use gym space for our youth recreation programs. Also, the City has a history of waiving small building permit fees, like these, for the District. Staff believes that it is important to maintain our strong relationship with the District, and that our residents benefit from this relationship. Therefore, staff recommends that the Council approve the request to waive the District's building permit fees for these storage sheds.

Approval Process:

A simple majority vote of the Council is required to approve this request.

Budget Impact:

Should the Council approve this request, the City will forgo the collection of $1,796 in building permit and plan review fee revenue.

Regulatory Impact:

Should the Council approve this request, City staff will issue the building permit without collecting the permit and plan review fees.

History:

N/A

Analysis:

N/A

Conclusion:

Staff recommends that the City Council approve the District's request to waive the building permit and plan review fees for two storage sheds proposed to be built at South Hills Middle School as presented.

Attachments:

1. Letter to City - Permit Waiver for SHMS Storage Sheds

Twin Falls School District #411
201 Main Ave. W
Twin Falls, ID 83301

P 208.733.6900
F 208.733.6987
www.tfsd.org

Ryan Bowman. Operations & Educational Technology Director

June 10, 2020

Mr. Mitch Humble
Deputy City Manager of Community Development
203 Main Ave W
Twin Falls, ID 83303

Dear Mitch:

I want to thank you for your support of the Twin Falls School District. Few communities enjoy the high level of cooperation that exists between the City of Twin Falls and the Twin Falls School District #411. We have a shared facilities use agreement and have representation on the various committees within the city and school district. In addition, the city has faithfully waived building permit fees and other fees associated with building projects by the school district. This has allowed the district to maximize our taxpayer dollars to benefit the children of our community. On behalf of the TFSD #411 Board of Trustees, I want to thank the City of Twin Falls for that spirit of cooperation.

The purpose of this letter is to request a waiver of the fees for two storage sheds we will be building at South Hills Middle School. This project is being funded by the district out of our Plant Facilities fund. The fees for this project are around $1795.80. The waiving of the fees will be a tremendous help to use our dollars in other projects.

Thank you for taking the time to consider this request. The Twin Falls School District thanks the City of Twin Falls for your support and partnership. If you have any questions or require additional information, please call me.

Sincerely,

Ryan Bowman
Operations & Educational Technology Director

Date: Monday, June 15, 2020

To: Honorable Mayor and City Council

From: Suzanne Hawkins, Mayor

ACTION ITEM

Request:

ACTION ITEM: Request to confirm the appointments of Dan Brizee, Jan Rogers and Alexandra Caval to the Urban Renewal Agency Board.

Time Estimate:

The presentation will take approximately 2 minutes. Following the presentation, additional time may be necessary for questions.

Background:

The Urban Renewal Agency staff posted a notice to fill 2 vacancies beginning July 1, 2020. Each appointment would be for a 3-year term ending June 30, 2023 with the opportunity of a second 3-year term immediately following. During the application submittal period, staff was notified that Suzzane Cawthra would not be seeking re-appointment to a second term, and will be stepping down from the board at the end of her term, June 30, 2020. This made a total of 3 vacancies beginning July 1, 2020.

Staff received applications from seven qualified individuals with strong resumes and interest in serving on the URA board. An interview panel consisting of Vice-Mayor Ruth Pierce, URA Chair Cindy Bond, and Deputy City Manager Mitch Humble vetted all applicants. The panel recommended that Dan Brizee, Jan Rogers and Alexandra Caval be appointed to the URA board.

Approval Process:

City Code 2-1-1 states that the board members be appointed by the Mayor and confirmed by the Council and can serve two 3-year terms.

Budget Impact:

N/A

Regulatory Impact:

Approval of this request will maintain full membership on the URA board.

History:

N/A

Analysis:

N/A

Conclusion:

It is requested that the Council confirm the appointments of Dan Brizee, Jan Rogers, and Alexandra Caval.

Attachments:

None

Date: Monday, June 15, 2020

To: Honorable Mayor and City Council

From: Bill Carberry, Airport Manager

Request: Consideration of an Agreement for Engineering Services with J-U-B Engineers for the 2020 FAA AIP 47 Aircraft Ramp Construction Project.

Time Estimate: The request will take approximately 5 minutes with additional time needed for questions and answers.

Background: The Airport's FAA Airport Improvement Program (AIP) capital construction program for 2020 includes the construction of a new Aircraft parking ramp to aid the airport with future development. It is anticipated that the project will be designed and bid this fiscal year and constructed in FY 2021 with construction costs estimated to range around $1.6 million dollars.

The Airport requested a contract proposal for engineering services from J-U-B Engineers for the project. The enclosed contract is for all services (design, bidding, construction) related to the projects.

When FAA AIP projects include engineering costs in excess of $100,000, airports are required by the FAA to obtain an independent fee estimate (IFE) from another engineering firm as a means to help compare and negotiate engineering service costs. Staff solicited the assistance of Armstrong Engineer's aviation personnel in their Grand Junction, CO office to help develop the independent fee estimate based on the defined scope of work for the projects.

Budget Impact:

- The JUB Contract- The cost of the contract, inclusive of all areas of service for the projects, totals $256,367.90. The independent fee estimate provided by Armstrong Engineering is $257,816.25. The total fee for the projects provided by JUB is -0.56% lower than the independent fee estimate. The FAA generally considers fee proposals within 10-15% of each other as a reasonable comparison.

Table 1 - Final Cost Comparison Table

	J-U-B Engineers		Armstrong Consultants, Inc.		(%) change	
	Cost	Hours	Costs	Hours	Cost	Hours
Labor Cost (Design)	83,625.70	617	98,790.00	678	-18.13%	-9.89%
Labor Cost (Construction)	151,970.20	1,118	127,280.00	864	15.63%	22.72%
Expenses	8,070.00	N/A	11,746.25	N/A	-45.51%	N/A
Subconsultants	12,702.00	N/A	20,000.00	N/A	-57.45%	N/A
Total	$256,367.90	1,528	$257,816.25	1,542	-0.56%	-0.92%

- Local Match-Since this project is funded from 2020 appropriations, the CARES act has made this grant available at 100% with no local match required.

Regulatory Impact:

The FAA has reviewed the contract proposal and advise the Airport they have no objections and consider the fees fair and reasonable.

The Engineering contract with J-U-B will be subject to standard requirements and reviewed by the City Attorney.

Conclusion:

Through the strong collaboration between the FAA, the Airport, and our consulting firm JUB, we have positioned the community to keep on pace with the airport's capital needs.

Staff recommends that the City Council approve the agreement for engineering services with JUB Engineering for $256,367.90, contingent upon FAA funding.

Attachments:

1. Project Diagram

TWF

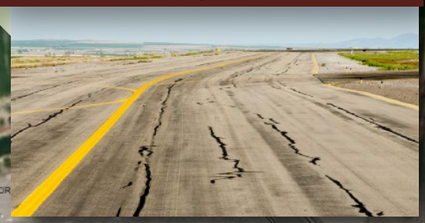
1 2020 MASTER PLAN



2 ACQUIRE MULTI PURPOSE PLOW AND BROOM



3 PAVEMENT FOG SEAL (ENTIRE AIRSIDE EXCEPT RUNWAY 12/30)



4 PHASE I NORTH EAST DEVELOPMENT TAXIWAY (UNDERWAY)

5 PHASE II NORTH EAST DEVELOPMENT TAXIWAY CONSTRUCTION

6 PHASE III NORTH EAST DEVELOPMENT APRON CONSTRUCTION

TWF PROJECTS - 2020/21

Date: Monday, June 15, 2020

To: Honorable Mayor and City Council

From: Bill Carberry, Airport Manager

Request:

Consideration of a request to award a bid to Idaho Materials and Construction to construct FAA AIP 45- Phase II taxi lane at Joslin Field.

Time Estimate: The staff presentation will take approximately 5 minutes with additional time needed for any questions.

Background:

The Airport's strategic planning goals call for improving and maintain the airport with the FAA's capital improvement program. This second phase taxi lane construction will complement the first phase taxi lane construction by completing the connection to the airport's main taxiway and runway. This project will also aid in the need for more hangar development parcels in the N.E. development area.

The project advertised for sealed bids March 19 and 26th. The bid opening was April 17, 2020, with two bids received. Idaho Materials and Construction submitted the low bid at $3,074,730.50. Knife River submitted a higher bid at $3,332,439.00. The Engineers estimate for the project was $2,167,542.50. (see JUB's attached recommendation of award and bid analysis).

The higher bids than expected left us with two options, either reduce the scope of work, namely, the amount of embankment included in the bid package (the bid specs call for hauling and placing embankment for the next taxi lane phase), or requesting additional supplemental funding from the FAA to cover the higher bid. The FAA notified the airport that they have increased the funding to the airport for the full amount of the low bid price to construct the project. The ability to haul and place embankment for the next taxi lane construction phase now is seen as an opportunity considering the earth moving equipment will be on site.

Approval Process:

A majority vote of the Council is need to approve the award of bid.

Budget Impact:

The Airport Construction fund, equally funded by the City and County, has the required 6.25% local match required. The local match is funded through the airline Passenger Facility Charge fund (PFC).

Regulatory Impact:

The contract with Idaho Materials and Construction will be subject to all FAA provisions in the grant agreement.

Conclusion:

Staff recommends that the Council approve the request to award the bid and contract to Idaho Materials and Construction for $3,074,730.50 contingent upon legal review and FAA funding.

Attachments: JUB Recommendation of Award and Bid Analysis

April 27, 2020

Mr. Bill Carberry
Airport Manager
Joslin Field Magic Valley Regional Airport
492 Airport Loop
P.O. Box 1907
Twin Falls, ID 83303

RE: Recommendation of Award - FAA AIP 3-16-0036-045-2020
FY 2020 Airport Improvements to the Joslin Field Magic Valley Regional Airport
Construct Taxiway N

Dear Mr. Carberry:

The above referenced project advertised for sealed bids on March 19th and March 26th, 2020. The bid opening was April 17, 2020, and two bids were received. The project consists of one schedule. The Base Bid Schedule A, which is an AIP-eligible project was used to determine the lowest bidder. In conformance with FAA AIP Handbook-Order 5100.38D, below is the Price Analysis for the total bid schedule.

Contractor	Total Bid	% Total Bid of Engineer's Estimate
Engineer's Estimate	$2,167,542.50	N/A
Idaho Materials and Construction	$3,074,730.50	41.85%
Knife River	$3,332,439.00	53.74%

The lowest bidder was 41.85% above the Engineer's Estimate. The average of the two bids was $3,203,584.75 which is 47.80% greater than the Engineer's Estimate. Although line items varied, in general all items, except Mobilization, and embankment were either within ten percent of each other or less than five percent of the total bid price. I have attached the Bid Summary spreadsheet for your review. In conversations with bidders the primary reason for the higher bids is the haul costs associated with the embankment. A three-plus mile haul route from the available borrow area to embankment area is far enough that using more efficient equipment, such as scrapers, is not feasible this caused the unit cost for embankment to be significantly higher than anticipated.

Saturation of the local construction market also lead to substantially increased bids as major construction contractors are not as motivated as during other times. The unit prices for several major items are higher than we have seen in more recent economic circumstances. Items such as Mobilization appear to be an important indicator of the inundation of competitive projects in the area.

In addition to the local factors that play an important role in construction costs, external market instability is creating a large degree of uncertainty, specifically on current oil prices, levels of unemployment, and other effects of the global pandemic.

a 115 Northstar Avenue, Twin Falls, ID 83301 *p* 208 733 2414 *w* www.jub.com

With the considerably higher bid prices, options may need to be considered in how to address funding this project and while maintaining a desired outcome. A grant award option may include removing embankment needed for the future Phase 4, which runs from the ARFF access road at Station 10+50 to Station 21+27. This would remove approximately 80,000 cubic yards of embankment, amounting to approximately $720,000. In order to meet the access demand, Taxiway N can still be constructed from Station 21+27 to Taxiway A Station 30+51.29 in the amount of approximately $2,200,000.00.

Enclosed are copies of the bid package for your files. Based on several comparisons in the current market climate, J-U-B finds the apparent low bid submitted by Idaho Materials and Construction, Inc. (IMC) to be competitive, fair and reasonable in accordance with FAA AIP Handbook-Order 5100.38D. IMC is a licensed public works contractor in the State of Idaho and has a history of performing similar projects. Based on the bidding criteria, IMC's bid is considered responsive.

The City should make this award contingent on FAA funding.

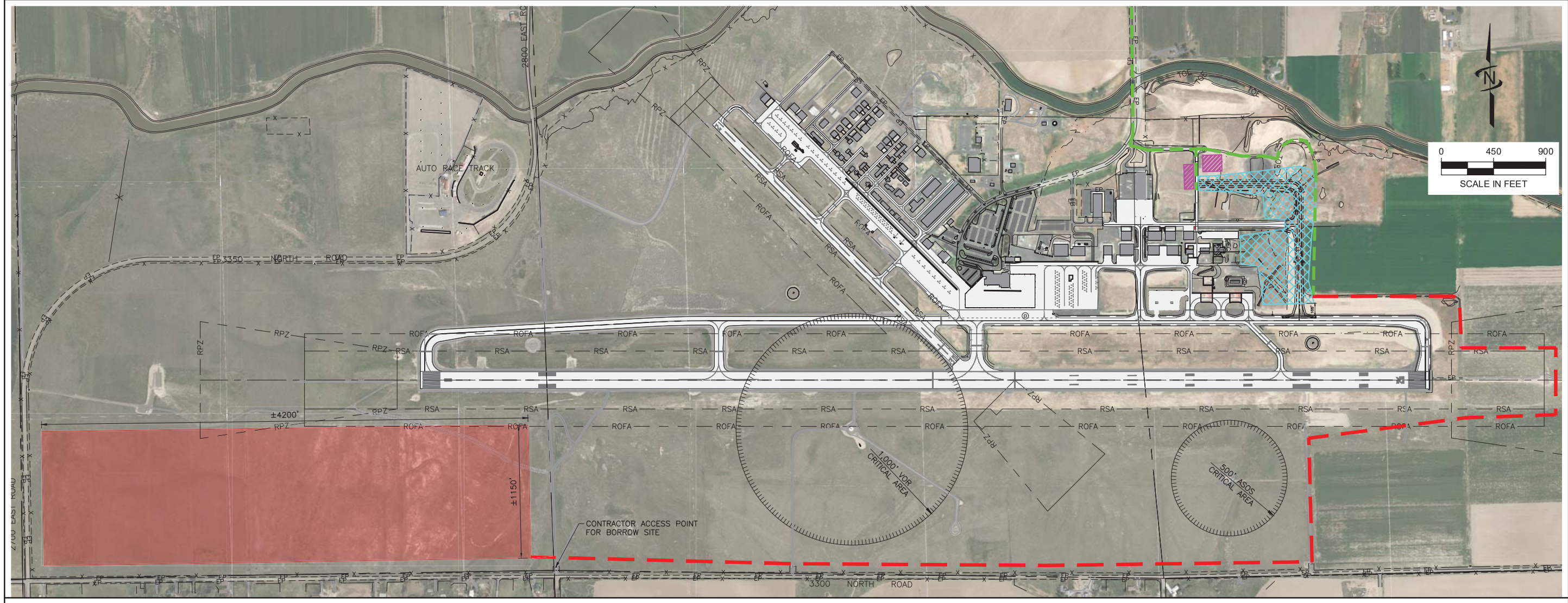
J-U-B welcomes a discussion regarding this matter at your earliest convenience. If you have any questions regarding the bid, bid results and subsequent award process, please call me at 208-733-2414.

Sincerely,

J-U-B Engineers, Inc.

M. Kent Atkin, P.E.
Project Manager

Enclosures:
Bid Summary and Analysis
IMC Bid

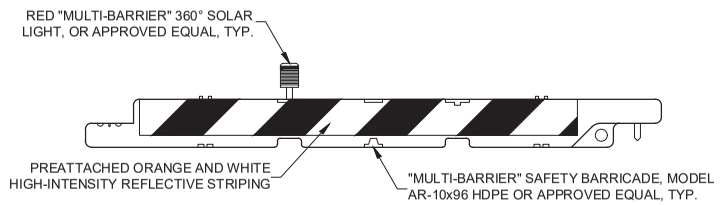


GENERAL NOTES

1. THE CONTRACTOR SHALL COMPLY WITH ALL LOCAL, STATE, AND FEDERAL LAWS AND REGULATIONS THAT ARE PERTINENT TO THIS WORK. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL PERMITS, LICENSES, BONDS, ETC. REQUIRED BY LOCAL, STATE, AND FEDERAL AGENCIES.
2. THE AIRPORT WILL BE OPEN TO AIRCRAFT OPERATIONS DURING CONSTRUCTION AND THE CONTRACTOR WILL NOT BE ALLOWED TO LEAVE THE DESIGNATED WORK AREA. THE CONTRACTOR SHALL MAINTAIN CONTINUOUS COORDINATION WITH THE AIRPORT MANAGER/SAFETY OFFICER AND ENGINEER TO AVOID DISTURBANCE TO AIRCRAFT OPERATIONS OR TO THE AIRCRAFT OPERATIONS AREAS.
3. VEHICLE MARKING, TEMPORARY MARKINGS, FLAGGERS, AND OTHER SAFETY REQUIREMENTS SHALL BE IN CONFORMANCE WITH THE REQUIREMENTS OF GENERAL PROVISIONS, SPECIFICATION P-103, AND AC 150/5370-2G, AND PLAN SHEETS G-101 THROUGH G-103 AND SHALL BE PAID FOR UNDER SPECIFICATION P-103.
4. THE OWNER'S PROJECT SAFETY OFFICER IS AIRPORT OPERATIONS MANAGER, MATT BARNES. NOTAMS WILL BE FILED BY THE SAFETY OFFICER AS REQUIRED DURING CONSTRUCTION.
5. THE CONTRACTOR SHALL SUBMIT A CONSTRUCTION SCHEDULE WHICH CORRESPONDS WITH THE PHASES SHOWN ON SHEETS G-101 THROUGH G-103. THE SCHEDULE SHALL BE PROVIDED 10 DAYS PRIOR TO THE PRE-CONSTRUCTION CONFERENCE.
6. CONTRACTOR SHALL NOTIFY ENGINEER AND SAFETY OFFICER A MINIMUM OF TWO WEEKS PRIOR TO EACH PHASE OF CONSTRUCTION OR ACTIVITIES WHICH MAY ADVERSELY IMPACT AIRCRAFT OPERATIONS. CONFIRMATION OF INTENT TO START A PHASE OF CONSTRUCTION IS REQUIRED 48 HOURS PRIOR TO COMMENCEMENT OF CONSTRUCTION.
7. THE EXISTING UNDERGROUND UTILITIES ARE SHOWN IN APPROXIMATE LOCATIONS ONLY. CONTRACTOR SHALL VERIFY EXACT LOCATION OF ALL UNDERGROUND UTILITIES PRIOR TO COMMENCING WORK IN ANY AREA.
8. MAINTENANCE AND SECURING OF ACCESS GATES SHALL BE REQUIRED AT ALL TIMES AND PAYMENT FOR THIS WORK IS INCIDENTAL TO OTHER ITEMS. UNLESS OTHERWISE NOTED, ALL FENCES SHALL BE PROTECTED AND MAINTAINED AT ALL TIMES SO THAT AIRPORT SECURITY IS NOT COMPROMISED.
9. THE CONTRACTOR SHALL LIMIT THEIR OPERATIONS TO THE CONSTRUCTION AREAS IDENTIFIED ON THIS PLAN. ALL OTHER AREAS OF THE AIRPORT ARE RESTRICTED.
10. CLOSURE BARRICADES SHALL BE PLACED ON AREAS IN THE LOCATIONS SHOWN. BARRICADES SHALL BE A MAXIMUM OF 18 INCHES HIGH. IF BARRICADES ARE NOT CONTINUOUSLY LINK THEN THE SPACING SHALL BE CLOSE ENOUGH THAT THERE IS NO MORE THAN 4 FEET BETWEEN THE BARRICADES.
11. THE CONTRACTOR SHALL MAINTAIN CLEAR ROUTES FOR FIRE FIGHTING AND RESCUE OPERATIONS TO ACTIVE AIRPORT OPERATIONS AND SAFETY AREAS.
12. NO DEBRIS OF ANY NATURE SHALL BE ALLOWED IN ACTIVE AIRCRAFT OPERATIONS AREAS. ALL LOOSE MATERIALS (DIRT, STONE, PAVEMENT, FORMING, ETC.) MUST BE KEPT WITHIN THE LIMITS OF CONSTRUCTION. WHEN THE AVIATION BARRICADES ARE MOVED DURING CONSTRUCTION, THE CLEANUP OF THE AREAS OUTSIDE THE BARRIERS SHALL OCCUR IMMEDIATELY. IN ADDITION, NO LOOSE MATERIALS THAT COULD BLOW INTO AIRCRAFT OPERATIONS AREAS SHALL BE ALLOWED IN THE CONSTRUCTION AREA.

CONSTRUCTION PHASE 1 (61 CALENDAR DAYS)

1. AIRPORT ISSUE ADVISORY NOTAM
2. ESTABLISH HAUL ROAD
3. CONSTRUCT NEW EMBANKMENT



1 CLOSURE BARRICADE
SCALE:NO SCALE

LEGEND

- PHASE 1 WORK AREA LIMITS (EARTHWORK ONLY)
- CONTRACTOR STAGING AREA
- BORROW SITE
- CONTRACTOR ACCESS ROUTE
- CONTRACTOR HAUL ROUTE
- RSA — RUNWAY SAFETY AREA
- ROFA — RUNWAY OBJECT FREE AREA
- X — EXISTING PERIMETER FENCE
- EXISTING AIRPORT PROPERTY LINE

Know what's below. Call before you dig.

CALL 2 BUSINESS DAYS IN ADVANCE BEFORE YOU DIG, GRADE, OR EXCAVATE FOR THE MARKING OF UNDERGROUND MEMBER UTILITIES

J-U-B ENGINEERS, INC.
J-U-B ENGINEERS, INC.
115 Northstar Ave.
Twin Falls, ID 83301
Phone: 208.733.2414
www.jub.com

PROFESSIONAL ENGINEER LICENSED 3/25/2020 16193 STATE OF IDAHO DAVID MEYER

REUSE OF DRAWINGS
IN ACCEPTANCE OF THESE DRAWINGS, COPYRIGHT AND OTHER RESERVED RIGHTS OF THESE DRAWINGS, AND THE SAME SHALL NOT BE REUSED WITHOUT J-U-B'S PRIOR WRITTEN CONSENT. ANY REUSE WITHOUT WRITTEN CONSENT BY J-U-B WILL BE AT CLIENTS SOLE RISK AND WITHOUT LIABILITY OR LEGAL EXPOSURE TO J-U-B.

NO.	DESCRIPTION	BY	APPR.	DATE
	REVISION			

NORTHEAST TAXIWAY DEVELOPMENT
JOSLIN FIELD/TWIN FALLS REGIONAL AIRPORT

SAFETY AND PHASING PLAN - PHASE 1

FILE :	60-17-088_G-101X
JUB PROJ. # :	60-17-088
DRAWN BY:	SMD/MDS
DESIGN BY:	SMD/MDS
CHECKED BY:	MKA
ONE INCH	AT FULL SIZE, IF NOT ONE INCH, SCALE ACCORDINGLY
LAST UPDATED:	3/20/2020

SHEET NUMBER:
G-101

Plot Date:3/25/2020 6:18 PM Plotted By: Shawn Dulin
Date Created:3/19/2020 \\JUB.COM\CENTRAL\CLIENTS\ID\TWFAIRPORT\PROJECTS\60-20-016_AIP_PH2NE_CONST\DESIGN\CAD\SHEET\60-17-088_G-101X.DWG

Date: Monday, June 15, 2020

To: Honorable Mayor and City Council

From: Mitch Humble, Deputy City Manager

ACTION ITEM

Request:

ACTION ITEM: Request to adopt a resolution establishing procedures for the use of the message board signs located on the newly constructed downtown archway.

Time Estimate:

The presentation will take about ten minutes. Additional time may be needed for questions and discussion.

Background:

The construction of the City's new downtown archway has recently finished, and the message board signs on the archway are operating. We are grateful to the City Council, Kathy Markus, the Archway Committee, Twin Falls County, our contractors, and all the donors who helped make that project possible. We have already been able to use the message center signs to help get the word out about an Idaho Amber Alert on Friday, June 5th (see attached photo). We are confident that the message board signs will be valuable additions to the City's communication tool set and that the archway will become a beloved monument for our community for years to come.

As the message board signs are now operating, staff believes it will be important to adopt a standard set of procedures for the use of these signs so that all potential sign users can know what to expect and so staff can treat all requests with consistency. Staff has prepared a resolution (attached) for the Council's review and adoption which will establish these procedures. An earlier draft of this resolution was presented and discussed by the Council at their May 4th meeting.

The resolution is pretty straightforward and includes the following:

- a purpose statement indicating that the sign will be used for public safety information, government messaging, and community event information
- a provision for an on-line request form, and a 14 day review period with staff approval
- an appeal provision of staff decisions to the City Council
- a prioritization of messages in the order of public safety, City, other governments, then community events
- a time limit for community event postings of 14 days
- a standard file type and screen size for requests
- an attached on-line application form

The attached resolution is very similar to the earlier draft discussed at the May 4th Council meeting. However, at that meeting, there was some discussion regarding the then proposed restriction of

organizational logos for community event signs. That restriction has been eliminated from this draft. So, under this version of the resolution, a message could be requested publicizing a community event and including the logo for the host of that event. That would not have been allowed under the earlier draft of the resolution. Another change made to this draft is that a community event message can be posted for 14 days before the event instead of just seven.

Staff believes that the attached resolution accomplishes the desire of the Archway Committee. The signs can be used to communicate public safety information, like Amber Alerts or road closures, to the public. The City and our government partners (like the County or school district) can use the sign to share important information and government events with our residents. And, we can use the signs to publicize upcoming community events. Staff recommends that the City Council adopt the attached resolution as presented.

Approval Process:

A simple majority vote of the Council is needed to adopt the attached resolution.

Budget Impact:

There is no significant fiscal impact associated with this request. At this time, staff is not proposing an application fee to include community event publication messages on the signs. Instead, staff is proposing that we use the included procedures for some time to develop an understanding of what resources will be needed to process requests and manage the signs' messages. This process is new to us and we need a little experience under our belts before we can accurately suggest an appropriate fee amount. We will track our time and expenses related to managing the sign processes and then come back to the Council in the future to request an appropriate fee amount.

Regulatory Impact:

Should the Council adopt the resolution, staff will begin accepting and processing requests for community event messages using the procedures contained within.

History:

N/A

Analysis:

N/A

Conclusion:

Staff recommends that the City Council adopt the attached resolution as presented.

Attachments:

1. amber alert
2. Archway Message Board - Resolution - Final Draft


AMBER ALERT
SUSPECT: MIMI CHARMAYNE HIBEL
TRAVELING WITH TWO CHILDREN
MALE AGE 6 AND FEMALE AGE 17
LAST SEEN IN RATHDRUM, IDAHO
IF SEEN, CALL 911
DAKTRONICS
GALAXY

RESOLUTION NO. 2020-___

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TWIN FALLS, IDAHO, ADOPTING MESSAGE BOARD GUIDELINES.

WHEREAS, The City has constructed a new Message Board above Shoshone Street North/East, to provide messages from the City related to public safety and public events; and,

WHEREAS, The City will rely on private parties to assist in suggesting messages to be posted on the Message Board; and,

WHEREAS, The City retains full control and final approval authority for all messages posted on the Message Board; and,

WHEREAS, The City Council deems it appropriate to adopt Message Board Guidelines in order to guide City Staff on the messages to be posted to the Message Board; and,

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of Twin Falls, Idaho that the following Message Board Guidelines are hereby adopted.

"Message Board Guidelines

Purpose

The purpose of the Message Board is to provide public safety information and information on local public events. All information posted to the Message Board is Government Speech of the City of Twin Falls (the "City"). As such, all message board requests ("Requests") from private parties are considered suggestions pending final approval of the City. The City will draft the final content of all messages to be posted to the Message Board and reserves the right to deny any Request for any reason.

A. Processing Message Board Requests

The following process applies to all Requests:

1. Online Submittal – Requests must be submitted through the Message Board Application Form on the City's Website at www.tfid.org. The Form will be updated periodically.

2. Timing – Requests must be received at least 14 business days, but no more than 13 months, prior to being posted to the Message Board. If approved, the City will make reasonable efforts to reserve space for the Message on the Message Board.

3. Application Fee – If an application fee is required, the application fee will be requested after the approval is granted. Payment will be required prior to posting.

4. Review – Requests will be reviewed by City Staff including the acting Public Information Officer.

5. Decision – The approval or denial of the Message will be emailed to the requestor upon review.
    a. Approval – Approved requests will be drafted and posted to the Message Board by the City on the dates and times requested, if possible.
    b. Denial – The City reserves the right to deny any Request for any reason.

6. Decision Appeal – The requestor may appeal the City's decision to the City Council. The requestor should contact the City Clerk and request to be added to the next available City Council agenda. The requestor will be responsible for presenting to the City Council for final decision.

B. Posting of Messages

The following process applies to the posting of Messages on the Message Board.

1. Prioritization – Messages will be posted in the following priority:
    a. Public Safety Alerts and Notices
    b. Twin Falls City Services and Events
    c. Other Government Services and Events
    d. Other Civic or Community Events

2. First-Come, First-Served - After prioritization, Messages will be posted on a first-come, first-served basis. If there is not adequate space due to high volume or a higher priority message, a previously approved message may be denied or removed. If a message is denied or removed, an application fee that was paid will be refunded.

3. Duration of Post - No civic or community event will remain posted for more than fourteen (14) days.

4. Dimensions of Post - Each posting will be limited to the content that can fit on one screen and must be photo ready. The dimensions of the screen are 200x100 pixels. The document must be in .jpg format.

PASSED BY THE CITY COUNCIL _____,2020

SIGNED BY THE MAYOR _____,2020

_____
Suzanne Hawkins - Mayor

ATTEST:

_____
DEPUTY CITY CLERK

Exhibit A

Message Board Application Form

All message board requests must be received at least 14 business days prior to being placed on message board.

Who	
Contact Name:	
Contact Email:	
Contact Street Address:	
Contact City, State, Zip	
Contact Phone Number:	
Mobile Phone Number:	
Best Time to Contact:	
Name of Organization:	
Type of Information:	○ Public Safety Alerts and Notices ○ Twin Falls City Services and Events ○ Other Government Services and Events ○ Other Civic or Community Events in Twin Falls County

What	
Name of Event:	
Event Description:	

When	
Date of Event:	
Start Time of Event:	
End Time of Event:	

Where	
Location of Event:	

Why	
Please Describe Why Public Notification is Important:	

Posting Information Please list the suggested information.	
Start Date of Posting:	
End Date of Posting:	
Please attach the graphically designed posting in a 200x100 pixel .jpg format.	

Suggested Post Although not preferred, text format is acceptable, please complete the following: (each line is limited to 60 characters)	
Line 1:	
Line 2:	
Line 3:	

If Applicable, the application fee will be requested after the approval is granted. Payments will be required prior to posting.

Date: Monday, June 15, 2020

To: Honorable Mayor and City Council

From: Mitch Humble, Deputy City Manager

ACTION ITEM

Request:

ACTION ITEM: Request to authorize $83,145 for repairs to a retaining wall along the Canyon Rim Trail at the tunnel under Pole Line Road.

Time Estimate:

The presentation will take about five minutes. Additional time may be needed for questions and discussion.

Background:

In Summer 2019, we spent time at several Council meetings discussing the upcoming fiscal year 2020 budget. During those discussion, some time was devoted to allocating the $770,000 of Council directed capital project funds. One of the projects the Council considered funding with that money was a planning/engineering project to begin designing the reconstruction of the Shoshone Falls entry roadway. We ended up including $300,000 in the FY 2020 budget for that project.

At our last budget meeting, we were finalizing the list of projects to be funded from the $770,000. During that discussion, we shared with the Council that we had a last minute addition that we'd like to make to that list. As you will recall, there is a section of the Canyon Rim Trail that runs south from the canyon, along a coulee, that crosses under Pole Line Road in a tunnel. When that section of trail was built, it required a long retaining wall to be constructed as the trail angles down to get under the roadway. As time passed, that retaining wall has needed some maintenance due to some of the higher blocks falling off the wall. Last summer, the Parks Dept. requested bids to perform that maintenance. One of the bidders indicated that the wall was not built adequately in the first place and that the proper repair would require a complete reconstruction of the wall, including additional engineered structural stability measures. That bidder estimated the repair to cost over $100,000.

We had just received that information the week before that last budget discussion. So, we didn't had time to complete the engineering of the wall and did not have a real accurate cost estimate, apart from what the one bidder felt would be appropriate. Therefore, at our last budget meeting last summer, we suggested to the Council that we would like to spend some portion of the $300,000 that we were budgeting for the Shoshone Falls entry roadway redesign on a repair to the retaining wall, then leave the balance of that $300,000 for that design project. Since we did not have a good number for how much would be needed, we indicated that we would come back to the Council once we had a good price to get the authorization to proceed.

Troy Vitek, Assistant City Engineer, has finished the engineered design for the retaining wall repair. We have asked for informal bids to construct the repair. Two bidders responded, and the low bid was received from Windsor Nursery in the amount of $72,300. We would like to add a 15% contingency to

that bid for a total authorization of $83,145.00.

The request tonight is for the Council to authorize the use of $83,145 from the $300,000 that was budgeted for the Shoshone Falls entry roadway redesign project to be used on the repair of the retaining wall at the trail tunnel under Pole Line Road. Approval of this request will leave $216,855 to begin the redesign project for the Shoshone Falls Entry roadway.

Approval Process:

A simple majority vote of the Council is needed to approve this request.

Budget Impact:

The FY 2020 budget includes $300,000 for the Shoshone Falls entry roadway redesign project. Approval of this request will reallocate $83,145 from that project to the repair of the retaining wall at the trail tunnel under Pole Line Road. Approval of this request will leave $216,855 to begin the redesign project for the Shoshone Falls Entry roadway.

Regulatory Impact:

If the Council approves the request, staff will award the informally bid project to Windsor Nursery and begin work. Since awarding this project also helps define the amount of budget left for the Shoshone Falls entry roadway redesign, Staff will also then begin the process of awarding a design contract for that project.

History:

N/A

Analysis:

N/A

Conclusion:

Staff recommends that the Council approve this request to fund repairs of a retaining wall along the Canyon Rim Trail at the tunnel under Pole Line Road.

Attachments:

None