

MINUTES

**McCall City Council
Regular Meeting
Legion Hall (McCall City Hall - Lower Level)
May 24, 2012**

Agenda

Call to Order and Roll Call
Approve the Agenda
Work Session
Public Hearing
Pledge of Allegiance
Public Comment
Business Agenda
Consent Agenda
Executive Session
Return to Open Session
Executive Session
Return to Open Session
Adjournment

CALL TO ORDER AND ROLL CALL

Mayor Bailey called the regular meeting of the McCall City Council to order at 5:31 p.m. Council Member Aymon, Mayor Bailey, Council Member Swanson and Council Member Witte all answered roll call. Council Member Scott was absent. A quorum was present.

City staff present was Lindley Kirkpatrick, City Manager, Bill Nichols, City Attorney; Dennis Coyle, Parks and Recreation Director; Peter Borner, Public Works Director; and Laurie Radcliffe, Deputy City Clerk.

APPROVE THE AGENDA

Mayor Bailey, with the consent of the Council, approved the amended agenda as presented.

WORK SESSION

AB 12-96 Implementation of Social Media for the City of McCall

Lindley Kirkpatrick, City Manager, stated that staff was pursuing the implementation of a formal social media policy and desired input and direction from the Council. Council was presented with several documents:

- Memo to Council dated May 18, 2012

- Draft Social Media Policy, dated May 16, 2012
- “Social Media Policies Guide Government Use”, *American City & County*, April 24, 2012
- “Municipal Dilemma: Get Social?” PlaceMakers blog, April 26, 2012, <http://placeshakers.wordpress.com/2012/04/26/municipal-dilemma-get-social/>

Staff requested Council’s permission to formally establish a social media presence for the City, on a variety of social media sites and for a number of purposes. The City Manager would approve and implement the Social Media Policy, in much the same way that other administrative procedures were approved and implemented. A draft Social Media Policy was presented. Mr. Kirkpatrick asked Council to provide guidance to staff regarding the use of social media and to allow staff to formally establish a social media presence for the City of McCall.

Council Member Scott joined the meeting at 5:35 p.m.

Mr. Kirkpatrick briefly reviewed the draft policy, and indicated the draft was based on a policy from the Idaho Attorney General’s office.

A discussion occurred regarding the handling of public records, information removal, security issues, handling inappropriate, untruthful or offensive material, and the benefits and drawbacks of utilizing public media.

Council Member Swanson suggested using social media as an informational posting site, and asking people to come to meetings or write letters if they wished to comment.

Mayor Bailey recommended establishing one site for a specific period of time. Mr. Kirkpatrick mentioned that there were several Facebook postings for the City of McCall that the City had no input into or control over.

Council concurred with proceeding with a single test site. Dennis Coyle, Parks and Recreation Director, agreed to be the test site and provide feedback. Council to provide input to the City Clerk regarding the draft policy provided, with requested changes made, and schedule proceeding with the test site.

PUBLIC HEARING

AB 12-95 Recreation Fees–4% Convenience Fee, Online Payments/Resolution 12-09

Dennis Coyle, Parks and Recreation Director, explained that the McCall Parks and Recreation Department requested that a 4% convenience fee for recreation program online payments be added to the recreation program fee schedule. Staff requested the additional fee as a means to cover the costs associated with credit card use by patrons and not create a financial burden on the Department. Mr. Coyle indicated that it was the intent of the current fee structure to recover costs associated with providing recreational programs. On-line payment would be a choice for registrants; registration at City Hall would still be an option. On-line registration would lessen the work load on staff, allowing more time for direct services.

Council Member Scott questioned the legality of specifying the fee was for using a credit card. Linda Stokes, Treasurer, indicated the merchant card company selected did not have the requirement referred to by Council Member Scott. Council Member Aymon commented that convenience had a cost.

Mayor Bailey opened the public hearing for AB 12-95 Recreation Fees – 4% Convenience Fee for Online Payments, Resolution 12-09 at 6:07 p.m.

Hearing no comments the public hearing was closed at 6:07 p.m.

Council Member Witte moved to approve Resolution 12-09 for the 4% Convenience Fee for Online Payments and authorize the Mayor to sign all necessary documents. Council Member Swanson seconded the motion. In a roll call vote Council Member Witte, Council Member Swanson, Mayor Bailey, Council Member Aymon and Council Member Scott all voted aye and the motion carried.

Mayor Bailey led the audience in the Pledge of Allegiance at 6:09 p.m.

PUBLIC COMMENT

Mayor Bailey called for public comment at 6:10 p.m.

Hearing no comments, Mayor Bailey closed the public comment.

BUSINESS AGENDA

AB 12-98 Centennial Plaza Project Update

Peter Borner, Public Works Director, reminded Council that the McCall Centennial Committee had proposed the installation of a new pocket park on the corner of Third Street and Railroad Avenue to commemorate McCall's 100th year of incorporation. The new Park was approved by City Council on June 9, 2011. Construction of the project was conditioned upon the McCall Centennial Committee having adequate funding and meeting the requirements of the Planning & Zoning Commission. Mr. Borner indicated the Centennial Committee would complete the Planning & Zoning requirements by the end of May. Multiple meetings had been held between the McCall Centennial Committee and City staff. Those meetings discussed fund raising efforts as well as design and operational concerns with Centennial Plaza. All concerns had been addressed. Mr. Borner provided Council with a proposed construction schedule and the preliminary construction plans.

Mayor Bailey reminded Mr. Borner of the need for sign post review and elimination. Council Member Aymon indicated the centennial celebration had been moved to July 18, 2012.

AB 12-103 Digital Data Submission Standards Policy, Resolution 12-10, and Zoning Ordinance Amendments ~ Ordinance No. 899

Michelle Groenevelt, Community Development Director, indicated that at the May 10 City Council meeting, Garrett Mapp and Nathan Stewart presented the City's digital drawing submittal format and data standards to establish uniform requirements for all digital drawing submissions and to streamline the integration of the digital information into the City's Engineering and Geographic Information Systems (GIS) datasets. Council was provided with The Digital Data Submission Standards Policy and the associated zoning ordinance amendments, which incorporated revisions recommended at the May 10 meeting.

Council Member Witte asked for and received clarification regarding which items shown in the Resolution would require City Council approval.

Council Member Scott moved to approve Resolution 12-10 for the Digital Data Submission Standards Policy and authorize the Mayor to sign all necessary documents. Council Member Aymon seconded the motion. In a roll call vote, Council Member Scott, Council Member Aymon, Mayor Bailey, Council Member Swanson, and Council Member Witte all voted aye and the motion carried.

Council Member Scott moved to suspend the rules and read by title only, one time only, Ordinance No 899. Council Member Swanson seconded the motion. In a roll call vote, Council Member Scott, Council Member Swanson, Mayor Bailey, Council Member Aymon and Council Member Witte all voted aye and the motion carried.

Ordinance 899 was read by title only, one time only by Lindley Kirkpatrick, City Manager.

Council Member Scott moved to adopt Ordinance No. 899, approve the publication of the summary, and authorize the Mayor to sign all necessary documents. Council Member Witte seconded the motion. In a roll call vote Council Member Scott, Council Member Witte, Mayor Bailey, Council Member Aymon, and Council Member Swanson all voted aye and the motion carried.

AB 12-102 Impact Area Expansion Discussion

Michelle Groenevelt, Community Development Director, stated that City Council had reviewed the Future Land Use Plan (FLUP) map boundaries at a previous Council meeting and initiated the process with County Commissioners to discuss a modification of the Impact Area. Council was provided with a map that reflected those efforts and showed the additions and subtractions for the Impact Area. Ms. Groenevelt indicated that any change to the McCall Impact Area would need to be negotiated between city and county governing boards, and ordinances would need to be adopted according to procedures outlined in Idaho Code 67-6526. Ms. Groenevelt stated that Council had been provided a memo about a recently formalized code enforcement process for the Impact Area. The memo also provided background information on efforts to change the McCall Impact Area.

A brief discussion occurred regarding the property that would be impacted and contacting property owners to explain the process. Ms. Groenevelt reviewed with Council what it meant to be in the city impact area.

Mayor Bailey indicated a letter to the property owners would be the next step, and he requested Council be provided the letter for review prior to dissemination. He stated that the second step would be a letter to the County Commissioners. Bill Nichols, City Attorney, recommended following the statutory process, including public hearings, and indicating the process steps in any letters. He suggested letters to property owners as an outreach, to allow an opportunity to address any questions/issues. A very brief discussion occurred regarding 'The Committee of Nine.' Mr. Nichols indicated he had not experienced that process, and was not aware of it occurring anywhere in Idaho in the past thirteen years.

AB 12-101 FY12 Second Quarter Budget Review

Linda Stokes, Treasurer, stated that second quarter reviews were conducted at the end of April. Ms. Stokes stated that the General Fund came in under budget, with other funds in budget. She recommended that unexpended funds not be utilized until at least the end of third quarter.

A brief discussion occurred regarding data provided. Mayor Bailey questioned the budgeted amount for economic development. Reviewing and updating the Campus Plan was discussed. The Mayor recommended Council select a course of action based on the Campus Plan. Council Member Aymon suggested Council review the CH2MHill recommendations and make a decision prior to any updates. Mayor Bailey indicated he would prepare a memo for consideration. Council Member Swanson indicated he would prefer to not expend any unused funds at this time.

CONSENT AGENDA

Staff recommended approval of the following items:

- City Council Minutes – Regular March 22, 2012
- City Council Minutes – Special April 20, 2012
- Warrant Registers Dated May 18, 2012
- Payroll Report for Period Ending May 17, 2012
- Alcohol and Catering Licenses Activity Report
- AB 12-97 No Late Payments/NXGen Pricing/Contract Update Addendum
- AB 12-99 Contract Award For: Bid Number PW12-04 2012 Street Striping
- AB 12-100 Contract Award For: 2012 SH-55/Third Street ADA Pedestrian Walkway Improvements
- AB 12-104 Surplus Property – Resolution12-11

A brief discussion took place regarding items in the minutes and the Warrant Register.

Mr. Nichols indicated there were slight changes to Article III of the Contracts for AB 12-99 and AB 12-100. Council Member Witte indicated the date in Article IV in both Contracts should also be corrected.

The list of surplus property items was reviewed.

Council Member Scott moved to approve the Consent Agenda, with Contracts as amended. Council Member Swanson seconded the motion. In a roll call vote, Council Member Scott, Council Member Swanson, Mayor Bailey, Council Member Aymon and Council Member Witte all voted aye and the motion carried.

EXECUTIVE SESSION

At 7:15 p.m., Mayor Bailey moved to go into Executive Session for: Personnel – Pursuant to Idaho Code §67-2345(1)(b) To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student. Council Member Swanson seconded the motion. In a roll call vote, Mayor Bailey, Council Member Swanson, Council Member Aymon, Council Member Scott and Council Member Witte all voted aye and the motion carried.

Council evaluated the performance of the City Department Heads.

RETURN TO OPEN SESSION

At 7:24 p.m., Mayor Bailey moved to return to Open Session. Council Member Scott seconded in the motion. In a roll call vote, Mayor Bailey, Council Member Scott, Council Member Aymon, Council Member Swanson and Council Member Witte all voted aye and the motion carried.

Council took an approximate 10 min break.

AB 12-107 City Manager Recruitment

Lindley Kirkpatrick, City Manager, introduced Barbara Sivey, Human Resources Director. Mayor Bailey stated Council appreciated Mr. Kirkpatrick's efforts and they were saddened by his resignation, which was effective August 3, 2012. The process of recruiting, interviewing and selecting a new City Manager was discussed.

A discussion occurred regarding recruitment brochures from other cities, whether to handle the search for a new City Manager through a recruiter or in-house, utilizing a marketing brochure for recruitment, costs associated with an in-house recruitment, whether to include travel costs for spouses for potential candidates from out-of-town, the need for Council to define their requirements for the position, a targeted start date, the number of anticipated potential candidates, whether there would be community involvement in the interview process or through a reception and participation of staff in interviews.

Mayor Bailey encouraged Council to act in a timely manner on any candidate they were interested in.

Council stated they would provide guidance on their requirements and priorities for a new City Manager to staff. Further discussion was scheduled for the May 25 Work Session.

Council Member Swanson indicated he would prefer a candidate who was specifically interested in McCall, and willing to wait for this specific opportunity, as opposed to someone who would accept another offer because he/she received it first.

Possible options for structuring the interview process with City Council were also discussed.

EXECUTIVE SESSION

At 8:16 p.m., Mayor Bailey moved to go into Executive Session for: **Litigation – Pursuant to Idaho Code §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. Council Member Aymon seconded the motion. In a roll call vote, Mayor Bailey, Council Member Aymon, Council Member Scott, Council Member Swanson and Council Member Witte all voted aye and the motion carried.**

Council discussed issues concerning the Pancake House.

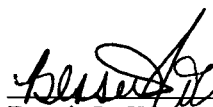
RETURN TO OPEN SESSION

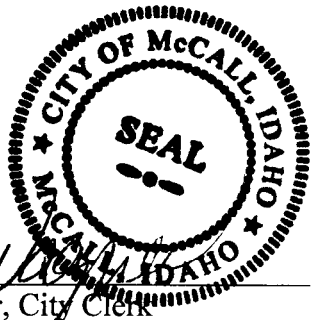
At 8:45 p.m., Mayor Bailey moved to return to Open Session. Council Member Scott seconded in the motion. In a roll call vote, Mayor Bailey, Council Member Scott, Council Member Aymon, Council Member Swanson and Council Member Witte all voted aye and the motion carried.

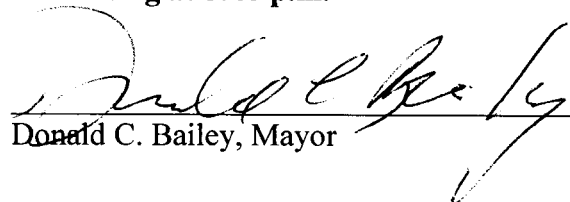
ADJOURNMENT

Without further business, the Mayor adjourned the meeting at 8:46 p.m.

ATTEST:


BessieJo Wagner, City Clerk




Donald C. Bailey, Mayor