

MINUTES

**McCall City Council
Regular Meeting
McCall City Hall -- Legion Hall
June 30, 2016**

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

CALL TO ORDER AND ROLL CALL

Mayor Aymon called the regular meeting of the McCall City Council to order at 5:30 p.m. Mayor Aymon, Council Member Giles, Council Member Scott, Council Member Swanson, and Council Member Witte all answered roll call.

City staff members present were Nate Coyle, City Manager; Matt Johnson, City Attorney; Linda Stokes, City Treasurer; Michelle Groenevelt, Community Development Director; Delta James, City Planner; Carol Coyle, Grant Coordinator; Dennis Coyle, Parks and Recreation Director; Jay Scherer, Airport Manager; Kurt Wolf, Parks Supervisor; Nathan Stewart, City Engineer; and BessieJo Wagner, City Clerk

Mayor Aymon led the audience in the Pledge of Allegiance.

APPROVE THE AGENDA

Council Member Swanson moved to approve the amended agenda with the Council Regular Minutes of April 14, 2016 removed. Council Member Scott seconded the motion. In a voice vote all members voted aye and the motion carried.

WORK SESSION

AB 16-156 Airport Rules and Regulations Review, Discussion, and Request for Direction

Airport Manager Jay Scherer presented the Airport Rules and Regulations review and discussion to Council. The Airport Advisory Committee has completed a review of the Airport Rules and Regulations and is recommending changes. Manager Scherer walked through each of the recommended changes with the Council. Changes included: Definition of drones, hangar sewer

connection requirements, new leases, and lease extensions, through the fence agreements, requirement for FAA environmental process for construction, and hangars proposed for non-aeronautical use. There was a brief discussion involving clarifying questions from the Council.

AB 16-157 Airport Minimum Standards Review, Discussion, and Request for Direction

Airport Manager Jay Scherer presented the Airport Minimum Standards review and discussion. The Airport Advisory Committee has completed a review of the Airport Minimum Standards. Changes are recommended. Manager Scherer walked through each of the recommended changes with the Council. Changes include: clarifying standards for commercial operators with shared space, business license requirements, through the fence agreements, changed insurance requirements for Independent Operators, and removed prohibition on aircraft paint. There was a brief discussion involving clarifying questions from the Council.

PUBLIC HEARINGS

AB 15-158 Request for approval of Resolution 16-15 to Adopt Fees to be Charged for Overnight Parking in the Mill Road Parking Lot

At 6:10 PM Mayor Aymon opened the public hearing to establish fees for overnight parking at the Mill Road Parking Lot.

Parks and Recreation Director presented the request for approval of Resolution 16-15 to Adopt Fees to be charged for overnight parking in the Mill Road parking lot. The intent of this public hearing is to implement a permit system and fee to be imposed upon trailers and vehicles parking overnight (between 11 PM and 5 AM) between of 1 June and 30 August each year, however effective from 1 July through 30 August in 2016. The proposed fee for this permit is \$15 per night. A self-collection permit envelope will be used for purchase of this permit, and will be available on-site at the parking lot.

This overnight parking fee supports the recent ordinance adopted by the Council which outlines the permit system called out above for the Mill Road Parking Lot. The intent for this fee is to incentivize turnover within the lot during the peak summer season when demand for use of this lot is greatest.

At 6:14 PM Mayor Aymon called for public comment on the Mill Road parking fee proposal:

Colby Nielson, McCall resident spoke against imposing a fee for parking at the Mill Road parking lot. Felt that there was too much regulation. He expressed concern for the resulting reduced parking spaces.

Tom Arnold, Chase Dr, McCall resident spoke against imposing a fee for parking at the Mill Road parking lot, stating that it was not clear what problem the City was trying to solve. He was concerned that the restriction would keep people away. He also thought that the parking lot was purchased with boating fees and should be used by the boating people.

Council Member Swanson asked how many parking spaces had the City eliminated. Parks and Recreation Director Dennis Coyle stated that there were 27 parking spaces in the Mill Road Parking lot.

Leslie Arnold, McCall resident asked is there had been a traffic count or impact study done to see how many trailers were parked in that lot on any given day to know what the demand is.

Director Coyle responded stating that staff has counted the number of boat launches at the ramp; however, as far as turnover in the lot not been counted. He stated that there has been up to 12 trailers left in the lot for long periods of time. Since the implementation of the 72 hour parking there has been little improvement. The intent of the pay for overnight parking is to encourage more turnover throughout the day.

Community Development Director Michelle Groenevelt stated that there will be an occupancy parking count done this summer; the last count was done in 2009. The count does not cost the City except for employee wages as the count is done in house. The Count will be done in July and will look at occupancy and turnover and then again later in the year in a nonpeak time.

Council Member Scott asked where parking has been taken away within the city. Director Groenevelt stated that there has not been any taken away, it has been added to and formalized over the past few years. Carol Coyle Grant Coordinator clarified the grant that was received in relation to the Mill Road Parking Lot.

At 6:27 PM Mayor Aymon Closed the Public Hearing for the Mill Road Parking fee proposal.

Council Member Witte stated that she is for the parking fees and wanted to clarify that there is still parking there this would not eliminate parking it would only require a fee to park overnight and encourage more turnover.

Director Coyle and Director Groenevelt stated that there were currently 1700 parking spots within the City. Director Coyle stated that staff will be available to show people with a map where they can park the trailers.

Council Member Scott stated that hopefully with the overnight parking fee it will make it easier for people to find parking. Council Member Giles was in favor. Mayor Aymon also stated that she was in favor of the overnight parking fee. She stated that a mechanism was needed to be able maintain the parking lot and these overnight fees will help.

Council Member Witte moved to approve Resolution 16-15 adopting fees to be charged for overnight parking in the Mill Road Parking Lot and authorize the Mayor to sign all necessary documents. Council Member Giles seconded the motion. In a roll call vote Council Member Witte, Council Member Giles, Mayor Aymon, Council Member Scott, and Council Member Swanson all voted aye and the motion carried.

AB 15-159 Request for approval of Resolution 16-15 to Adopt Fees to be Charged for Processing Public Records Requests

Mayor Aymon opened the public hearing for Fees to be charged for Processing Public Records Requests at 6:30 pm.

City Clerk BessieJo Wagner presented the request for approval of Resolution 16-15 to adopt fees to be charged for processing Public Records Requests to the Council. She walked through the fees with the Council. The Council reviewed the new form for Public Records Request at their May 26, 2016 Council Meeting. The City's current form and fees are out of date.

Council Member Swanson asked how often attorney redactions were required, Clerk Wagner responded that it is rare. City Manager Coyle pointed out that it was more prevalent in the Police Department. Clerk Wagner agreed; however also stated that staff in the Police Department is adept at knowing what to redact and will often do the redactions and then send to the attorney for review cutting down on the costs.

Mayor Aymon called for comments at 6:32 pm., hearing none Mayor Aymon closed the public hearing for Fees to be charged for Processing Public Records Requests.

Council Member Scott moved to approve Resolution 16-16 adopting fees to be charged for processing public records requests and authorize the Mayor to sign all necessary documents. Council Member Swanson seconded the motion. In a roll call vote Council Member Scott, Council Member Swanson, Mayor Aymon, Council Member Giles, and Council Member Witte all voted aye and the motion carried.

PUBLIC COMMENT

Mayor Aymon called for public comment at 6:32 p.m.

Hearing no comments, Mayor Aymon closed the comment period at 6:32 p.m.

CONSENT AGENDA

Staff recommended approval of the following items:

1. AB 16-152 Request for Approval of the Chamber of Commerce July 4, 2016 Fireworks Display
2. Council Regular Minutes – April 28, 2016
3. Council Regular Minutes – June 9, 2016
4. Payroll Report for Period ending May 20, 2016
5. Clerk's License Report

Council Member Swanson moved to approve the Consent Agenda as submitted. Council Member Giles seconded the motion. In a voice vote all members voted aye and the motion carried.

BUSINESS AGENDA

AB 16-150 McCall Area Planning and Zoning Commission Term Renewal – Amanda Thompson

City Planner Delta James presented the McCall Area Planning and Zoning Commission Term Renewal. The McCall Area Planning and Zoning Commission consists of seven (7) members: four (4) appointed by the Mayor with consent of the Council, and three (3) appointed by the Board of Valley County Commissioners. All members must be residents of the city or the area of city impact for a period of at least two (2) years prior to appointment (MCC 3.12.02).

Amanda Thompson was appointed by the Mayor and Council in 2013 for a term of three (3) years, expiring June, 2016. Amanda Thompson has requested to be appointed to a second three (3) year term on the Commission, expiring June 2019.

Council Member Swanson moved to appoint Amanda Thompson to a second term of service on the McCall Area Planning and Zoning Commission expiring June, 2019. Council Member Scott seconded the motion. In a voice vote all members voted aye and the motion carried.

AB 16-148 McCall Improvement Committee Annual report to City Council

Sadie Noah, Chair of the McCall Improvement Committee, presented the annual report. Ms. Noah updated the Council on the America in Bloom Program and a new program called the Secret Garden Tour. These programs help to further the purpose of the McCall Improvement Committee to beautify the community.

AB 16-149 Request for Approval of a Professional Services Agreement with TAG Historical Research & Consulting for Rotary Park Interpretive Signs

Carol Coyle, Grant Coordinator presented the Request for Approval of a Professional Services Agreement with TAG Historical Research & Consulting for Rotary Park Interpretive Signs. The City of McCall issued a Request for Qualifications/Request for Proposals to research, design, and fabricate two interpretive signs for Rotary Park. The signs will describe the historical evolution of bridges at the Payette River crossing (Lardo Bridge), and biographical information about Idaho bridge designer Charles Kyle. Two qualified responses were received: ASM Affiliates with a proposed cost of \$13,011, and TAG Historical Research and Consulting with a proposed cost of \$10,880. City staff from Parks/Recreation and Community Development and the Historic Preservation Commission reviewed the proposals and recommend project award to TAG Historical Research and Consulting.

Council Member Scott moved to approve the professional services agreement with TAG Historical Research and Consulting and authorize the Mayor to sign all necessary documents. Council Member Swanson seconded the motion. In a roll call vote Council Member Scott, Council Member Swanson, Mayor Aymon, Council Member Giles, and Council Member Witte all voted aye and the motion carried.

AB 16-154 Parks Department Request for Approval of a Public Works Construction Contract Award for ADA Improvements at Rotary Park

Parks Supervisor Kurt Wolf presented the Parks Department request for approval of a public works construction contract award for ADA improvements at Rotary Park. The Parks Department was awarded a total of \$120,000 from the two sources to complete site improvements and bring the park into compliance with the American Disabilities Act (A.D.A). Plans and specifications were designed in house by the Parks Supervisor and engineered by Crestline Engineering LLC (See attached Cover Sheet 1). Formal public works construction bidding, in accordance with IDAPA, occurred during the first two weeks of June. The project is divided into seven alternative bid sections. Three bids were received. Falvey Earthworks LLC was the low bidder with a total bid proposal of \$107,125.00 for the mandatory scope of work (Bid alt. 1 & 2) and total project cost of \$226,675 for all seven bid alternates. The bid has been verified and complete. A bid summary with all bid values is attached.

Supervisor Wolf explained that included was a copy of the draft construction contract along with an outline of all bid alternatives for the project. Existing funding for the contract will cover bid alternatives one and two only. Funding of bid alternatives 5-7 (finished surface work) would put the project over budget and therefore are recommended to be put on hold unless additional funding becomes available. Construction for this project is proposed to begin in mid-August and be complete by the end of November.

Council Member Giles moved to authorize staff to issue a “Notice of Award” to Falvey Earthworks LLC for bid alternatives 1 and 2, and authorize the Mayor to sign and execute all contract documents. Council Member Witte seconded the motion. In a roll call vote Council Member Giles, Council Member Witte, Mayor Aymon, Council Member Scott, and Council Member Swanson all voted aye and the motion carried.

AB 16-151 Request for Approval of VAC-16-01, SUB-16-02: Vacation of Archer Avenue and Riverside Subdivision Minor Plat Amendment

City Planner Delta James presented the request for approval of VAC-16-01, SUB-16-02: Vacation of Archer Avenue and Riverside Subdivision Minor Plat Amendment to Council. The owners of properties within the Riverside Subdivision on the west side of Mission Street and on the east and west sides of the Archer Avenue right-of-way have submitted the following land use applications:

1. Vacation of Right-of-Way application (VAC-16-01) to request that the City vacate the Archer Avenue public right-of-way between Rice Street and Scott Street. Archer Avenue is not developed to City street standards and, therefore, has never been accepted or maintained by the City of McCall. A public utilities easement to be established along the former Archer Ave. right-of-way will allow for the continued location and maintenance of existing public utilities, yet increase the buildable area of adjoining lots as the setback from a street would no longer apply.
2. Subdivision Minor Plat Amendment application (SUB-16-02) to combine lots under common ownership. The resulting lots meet the dimensional lot size and frontage standards of the underlying Industrial zoning.

At its June 7, 2016 regularly scheduled meeting, the McCall Area Planning and Zoning Commission held a properly noticed public hearing and unanimously recommended the applications for approval by McCall City Council. No public comment was received in opposition or in favor of these applications.

There was a brief discussion regarding will-serve letters and the impact on development.

Council Member Witte moved to approve Vacation of Right of Way application VAC-16-02 as recommended by the McCall Area Planning and Zoning Commission and authorize the Mayor to sign all necessary documents. Council Member Scott seconded the motion. In a roll call vote Council Member Witte, Council Member Scott, Mayor Aymon, Council Member Giles, and Council Member Swanson all voted aye and the motion carried.

Council Member Witte moved to approve Subdivision Plat Amendment application SUB-16-01 as recommended by the McCall Area Planning and Zoning Commission and authorize the Mayor to sign all necessary documents. Council Member Scott seconded the motion. In a roll call vote Council Member Witte, Council Member Scott, Mayor Aymon, Council Member Giles, and Council Member Swanson all voted aye and the motion carried.

AB 16-160 Request to Adopt an Ordinance Amending the Parking Code § 5.6.220 A of the McCall City Code

Community Development Director Michelle Groenevelt presented the request to adopt an Ordinance amending the Parking Code § 5.6.220 A of the McCall City Code to Council. It was identified at the June 9, 2016 Council Meeting that the McCall City Code that regulates two (2) hour parking in the downtown needed to be amended. The proposal was to have the parking restriction only apply to Central Business District (CBD) or Community Commercial (CC) zones that are appropriately signed with a parking time limit, and remove that parking restriction from Lake Street, Lenora Street, Park Street, First Street, Second Street, and Third Street. There had been some discussion to change the two (2) hour restriction to four (4) hours.

There was a brief discussion as to whether 2 or 4 hours was most appropriate and the possibility to have different time limits at different locations. There was a suggestion to set times by resolution. There was general consensus to have flexibility in the Ordinance and to set times per resolution. Council also requested a definition of parking in residential areas. Revisions will be made to the ordinance and brought back to a future Council Meeting.

AB 16-155 Budget Request discussion for FY17 Proposed Capital Expenditure for P&Z, Subdivision and Development, and Affordable Housing Code Revisions

Community Development Director Michelle Groenevelt presented the budget request discussion for FY17 proposed capital expenditure for P&Z, Subdivision and Development, and Affordable Housing Code Revisions. At the FY17 budget meeting on June 17, the McCall City Council requested additional information regarding the proposed capital expenditure related to revisions of the McCall P&Z, subdivisions, and development code sections. Council consensus was in favor of moving forward with the budget request as presented.

AB 16-161 Wastewater Update

City Manager Nathan Coyle gave the wastewater update stating that the opportunity to tour the wastewater treatment plant the next day will be a great way the Council to see firsthand the needs. SPF Water has assisted city staff with development of a 20-year CIP for wastewater treatment and wastewater collections. Within the WWTP 20-year CIP there are roughly \$3M in immediate improvements which could be considered under a financing venture to provide ideal sewer effluent quality. This number may be reduced if draft rates appear unreasonable and we need to only make an investment to meet the filtration requirement of the DEQ reuse permit. This CIP has been provided to FCS Group for use in the ongoing sewer rate study. He stated that they would be meeting next week to clean up some information to get back to FCS. The rate study is the primary focus. The City and PLRWSD are working in tandem with FCS on each entity's rate study.

Manager Coyle stated that there have been many discussions surrounding consolidation with PLRWSD. The City and PLRWSD staff members are completing discussions related to planning/density considerations (planning interactions between City and Sewer District) related to consolidation, identification of all wastewater assets which would be transferred under consolidation, the completion of a rate study, and a financial impact analysis to identify impacts to city/water budgets following consolidation.

Manager Coyle covered the timeline for the ballot stating that getting on the November ballot would not be feasible. The group recommended that we seek finalization of the timeline extension with Simplot and landowners to allow for use of a May ballot. This would allow for finalization of a draft annexation agreement which can be completed at the conclusion of planning efforts outlined above. This would also allow for a better timeline for consideration of the agreement by the Council and PLRWSD Board to confirm acceptance/support of the components. The group is awaiting a response from Simplot regarding the extension proposal and Manager Coyle will look to provide an update during this presentation.

Manager Coyle stated that he recognizes the challenge of communicating to the public the about reuse and the need for the rate study and the cost related to wastewater. He stated that with the assistance of Dale Caza, he recently reached out to the Rotary Club in hopes of finding volunteers for a focus group related to our ongoing sewer discussions. He stated that ten people volunteered for the event. The intent at this focus group will be to present information related to the investment needed to continue land application and to make improvements at the WWTP. The JWAG will also introduce the general concept related to the discussions of consolidation. The hope is to work closely with a group of critical thinkers who will help identify any potential concerns related to reuse or consolidation discussions and help better identify pending questions related to these concepts as we prepare to communicate with the general public. The date of this focus group was initially set as 29 June; however, a conflict with a scheduled Rotary event has arisen and staff is working to reschedule for another date which will meet the schedules of our volunteers.

Upcoming Meetings Schedule Discussion

Council discussed upcoming meetings.

Warrant Registers

Staff presented the Warrant Registers for approval.

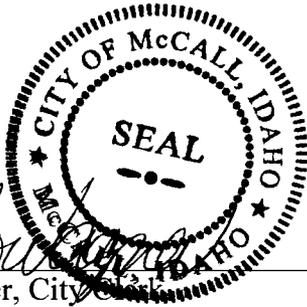
Council Member Witte moved to approve the Warrant Registers as submitted. Council Member Giles seconded the motion. In a voice vote, all members voted aye and the motion carried.

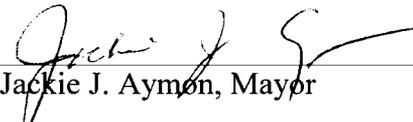
ADJOURNMENT

Without further business, Mayor Aymon adjourned the meeting at 7:53p.m.

ATTEST:


BessieJo Wagner, City Clerk




Jackie J. Aymon, Mayor