

**AGENDA**  
**McCall City Council**  
**SPECIAL MEETING**  
**July 29, 2011 at 11:00 a.m.**  
**McCall City Hall (Lower Level)**  
**Legion Hall**  
**216 East Park Street**

The times listed are estimated times only. The Council reserves the right to alter the times as necessary.

**11:00 a.m.**      WORK SESSION

FY12 Budget review with a look at the Capital Improvement Plan

Review of the City's fee Schedule

**1:00 p.m.**      ADJOURNMENT

American with Disabilities Act Notice: The City Council Meeting room is accessible to persons with disabilities. If you need assistance, contact City Hall at 634-7142.

27 July 2011

To: City Council

From: Don Bailey, Mayor

Subject: Taxes and Expenses of the City

Cc: Lindley Kirkpatrick, Linda Stokes

After giving some additional thought to the property tax increase debate at our last budget meeting, I suggest we all think carefully on the path forward. In this regard we need to keep in mind the ongoing reduction in revenue sharing from the State from sales tax collections, liquor taxes, and other misc. revenues which continue to decline. By devoting all future increases in property taxes (the 3%, any foregone from past years, or taxes resulting from annexations or properties improvements), you then must accept that you are limiting or reducing the amount of dollars available for increases in salaries, benefits, and other ongoing expenses of the City. Of course, one can balance some of these increases with improvements in energy efficiency or reductions in various other expenses, such as the cost of fuels, etc. But there will be a limit to these reductions so that, in order to continue with a balanced budget, the City would be faced with a more serious option of staff reductions.

Therefore, I recommend that we do not make it a permanent City policy to devote 100% of future property tax increases to capital projects, but adopt a more flexible approach to see how this settles out. I also recommend that we prepare for voter consideration, either at this November's election or an election next May, an additional Local Option Tax consisting of a one percent increase in sales taxes applied to taxable purchases within the City, to include a tax on major purchases of building products and materials delivered to an address within the City. Perhaps some additional terms could be applied as well; for example: not applying the additional tax to food purchases from a grocery store. Steve Gleason, and the LOT committee, will be willing, I'm certain, to assist the Council in laying the reasoning and benefits for this approach.

I realize the current economic climate is still not positive, so deferring an increase in property taxes for next year would be reasonable; I would, however, assuming the local economy continues to improve, strongly recommend that the Council adopt the increases for fiscal 2012, including any foregone amounts.

Comprehensive Fee Schedule  
For the City of McCall

<b>Clerk fees</b>	
Copying a Record	First 100 pages are free, then it is per page \$0.10
Labor and administrative costs	Free unless the request requires more than 2 hours of labor which would then be calculated based on the hourly rate of the lowest paid employee or official who is <b>necessary and qualified</b> to process the request. If redactions must be made by legal counsel, the hourly rate may not exceed the lowest hourly rate of a staff attorney who is <b>necessary and qualified</b> to process the request, or the actual hourly rate of a contract attorney.
Advanced payment for a computer tape, computer disc, microfilm or other similar analogous record system containing public information	Cost of duplication Most cases we generally supply a CD = \$1.00
<b>Fee for licenses or permits</b>	
Business License	\$25.00 Per Year
Hawker's or Peddler's license (for profit)	\$100.00 Per Day
During January 15 through February 20	\$200.00 Per Day
Entire Summer Rate May 25 through September 15	\$1500.00 Total
Annual Rate	\$2500.00 Per Year
Street Carnival (in addition to Hawker's fees)	\$50.00 Per Day
Each sideshow or other attraction or concession not under the management and control of such carnival	\$25.00 Per Day
From January 20 through February 20, on each such sideshow or concession not under the management and control of such carnival	\$50.00 Per Day
Exempt Nonprofit Farmer's Market	\$50.00 Per Year
Exempt Nonprofit Street Carnival	\$50.00 Per Day
Each sideshow or other attraction or concession not under the management and control of such carnival	\$25.00 Per Day
From January 20 through February 20, on each such sideshow or concession not under the management and control of such carnival	\$50.00 Per Day
Exempt Nonprofit Hawker or Peddler	\$10.00 Per Day
<b>Fee For a Group Event Permit</b>	
Group Event (5 or more hawkers, in addition to Hawker's Fees)	\$50.00 Per Day - Per Event
Exempt Non-Profit Group Event (5 or more hawkers, in addition to Hawker's Fees)	\$10.00 Per Day - Per Event

<b>Fee Schedule for Alcohol Beverage Licenses</b>		<b>The Expiration Date shall be August 31 of each year</b>			
		Yearly Fees	Transfer of License Fees (33%)	Transfer of Location Fees (25%)	Prorated Fees (66%)
Retail Beer	(on premises)	\$200.00	\$66.50	<b>\$50.00</b>	<b>\$133.00</b>
Retail Beer	(off premises)	\$50.00	\$16.50	<b>\$12.50</b>	<b>\$33.00</b>
Retail Wine	(on premises)	\$200.00	\$66.50	<b>\$50.00</b>	<b>\$133.00</b>
Retail Wine	(off premises)	\$50.00	\$16.50	<b>\$12.50</b>	<b>\$33.00</b>
Liquor	(on premises)	\$375.00	\$125.00	<b>\$93.75</b>	<b>\$250.00</b>
Alcohol Catering Permits		\$20.00			
<b>Police Department Fees</b>					
Fingerprinting		\$20.00			
Parking: Exp. time/restricted zones		\$30.00			
Parking: Handicap/Fire		\$50.00			
Annual dog license fees					
Dogs which have been spayed/neutered		\$10.00 per dog			
Dogs which are not spayed/neutered		\$25.00 per dog			
An annual kennel fee will be collected from owners that have three (3) or more dogs over four (4) months of age at any one time		\$25.00 per owner			
<b>Fees for the Parks &amp; Recreation Department</b>					
Parks Reservation		Small Event \$100.00			
		Large Event \$300.00			
A Permit for the Removal of a Public Tree		\$25.00			
<b>Calculation for recreation fees:</b>					
Cost of the program is calculated by: The Instructors Fees <i>plus</i> Supplies Cost <i>plus</i> Rental Cost <i>plus</i> Miscellaneous Cost = Subtotal <i>plus</i> 10% for Administrative Cost = Total Cost of the Program		<i>Example:</i> Instructor Fees \$100 + Supplies \$100 + Rental Cost \$50 + 0 Misc. = \$250 + 10% (\$25) = \$275 Total Cost of the Program			
Fees per person is calculated by: The Cost of the Program <i>divided by</i> the number of participants (number of participants to be determined by the Parks and Recreation Director) = Fee per participant		<i>Example:</i> \$275 / 10 people = \$27.50 per person for class or 20 people for \$13.75 per person			
Each class will have a minimum and a maximum number of participants to be determined by the Parks and Recreation Director. If the minimum is not reached, the class is cancelled.					
Non-Resident Fee		50% more than Resident Fees based on the calculation of fees per person			

Recreation cards entitle the owner of the card to pay resident fees for all programs	\$40 per household
Participants enrolling after the start of the program will be pro-rated based upon the number of weeks left for that program.	
<b>Refunds:</b>	
A total refund in the form of a check will be issued, at the request of the participant, if the class the participant has registered for is cancelled.	
Pro-rated refund credit vouchers will be issued if:	<ol style="list-style-type: none"> <li>1. The participant is physically unable to participate and has a letter from a physician stating such.</li> <li>2. The participant is moving out of the area.</li> </ol>
A refund credit, minus a \$4.00 processing charge, will be issued when the participant cancels 7 days before the starting date of the activity. Refund credits will be good for any Recreation Department activity for 1 year from the date of issue.	
Refunds will not be granted on McCall Recreation Cards.	
Applications for refunds must be submitted to the Finance Director at City Hall.	
Refund requests must be submitted within 30 days of the period in question.	
<b>Scholarships and Discounts:</b>	
Direct Cost recovery for programs for youth, seniors, and individuals with disabilities shall be relatively low based on the formula for determining fees and charges, and adjusted by scholarship, discount, or waiving fees outright based on need.	
Scholarships are available for participants to help offset the cost of the programs. Eligible recipients may receive up to a 100% fee waiver if they meet the guidelines established.	
Scholarship forms may be obtained at the Recreation Department or City Hall. All forms must be submitted to the Parks and Recreation Director for review and then to the City Manager for approval.	
Volunteers who are head coaches or instructors of classes, who have children participating in the program they are instructing or volunteering for, will receive a 50% discount in fees for his/her child/children.	
<b>Fees for Planning and Zoning Applications</b>	
Administrative Approval	\$50
Annexation	\$3,000
Conditional Use Permit	\$600
Design Review	\$300
Design Review for sign only	\$150
Planned Unit Development	\$2,000 plus \$75/lot or unit
Planned Unit Development Amendment	Minor – \$500 Major – same fee as new application
Record of Survey	\$350
Scenic Route Zone Review	\$300
Subdivision	\$2,000 plus \$75/lot or unit
Subdivision Amendment	Minor - \$500 Major - same fee as new application
Vacation of existing subdivision, right-of-way or easement	\$750

Variance	\$1000
Zoning and/or Subdivision Ordinance Amendment (special accelerated process)	\$750
Zoning Map Amendment	\$1,500
CBD Parking (MCC 3.4.061)	\$20,000 for each space omitted
City Engineer Review/City Attorney Review	Actual Cost
2007 McCall Area Comprehensive Plan	Hardcopy- \$25
<b>Fees for all Applications for Building Permits</b>	
<b>Total Valuation</b>	<b>Building Permit Fee</b>
\$1.00 to \$500.00	\$23.50
\$501.00 to \$2,000.00	\$23.50 for the first \$500.00 plus \$3.00 for each additional \$100.00 or fraction thereof, to and including \$2,000.00
\$2,001.00 to \$25,000.00	\$69.25 for the first \$2,000.00 plus \$14.00 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$391.75 for the first \$25,000.00 plus \$10.00 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$643.75 for the first \$50,000.00 plus \$7.00 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$993.75 for the first \$100,000.00 plus \$5.50 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00
\$500,000.00 to \$1,000,000.00	\$3,233.75 for the first \$500,000.00 plus \$4.75 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$5,608.75 for the first \$1,000,000.00 plus \$3.50 for each additional \$1,000.00, or fraction thereof
<b>Other Inspections and Fees</b>	
Plan Check Fee (Required for all permits)	65% of Building Permit Fee plan check fees are not refundable.
Re-inspection Fee	\$85 per additional inspection
Use of outside consultants for specialty plan checking, inspections, or both at the discretion of the building inspector.	Actual cost plus 10 percent
Every building permit expires if construction on the site is not started within 180 days of issuance	
Building permits may be extended for 180 days by the City of McCall Building Official if requested in writing prior to the expiration and justifiable cause is demonstrated for no additional fee. The Building Official may grant no more than two extensions, not exceeding 180 days for each extension.	
Building permit fees (calculated fee) may only be refunded within the first 180 days from the date of issuance of the permit. However, no refund will be issued if construction has been commenced, or if the building permit has been extended or expired.	
Building permits may be transferred from the original permit holder to a new permittee.	

<b>Fees for GIS Maps and Related Services:</b>	
Electronic Data on Compact Disk (CD)	\$1.00/disk, \$5.00 minimum
Electronic Data on Digital Video Disk (DVD)	\$2.00/disk, \$5.00 minimum
Cut-stock, paper map, 8 ½" x 11" or 11" x 17"	\$5.00
Roll-stock, paper map, 12" through 35"	\$10.00
Roll-stock, paper map, 36" through 41"	\$15.00
Roll-stock, paper map, 42" through 47"	\$20.00
Roll-stock, paper map, 48" through 53"	\$25.00
Roll-stock, paper map, 54" through 60"	\$30.00
(All roll-stock, paper maps measured at longest dimension)	
Custom mapping	\$20.00/hour
(Any labor beyond initial 2 hours, billed in 15 minute increments)	
Map books, 8 ½" x 11"	\$0.25/page, \$5.00 minimum
Map books, 11" x 17"	\$0.30/page, \$5.00 minimum
Shipping & Handling (domestic only)	\$5.00
<b>Library Fee Schedule</b>	
Color Copy (per side)	\$0.50 (tax included)
Color Print (per side)	\$0.50 (tax included)
Black and White Copy (per side)	\$0.25 (tax included)
Black and White (per side)	\$0.25 (tax included)
Scan Documents to Personal Computer (up to 10 pages per job)	\$2.00
Fines levied for items not returned by the specified due date	\$ .20 per item - per day
Non-library card holders will pay for the use of the library's computers.	\$2.00 per 15 minutes \$5.00 per hour
Reimbursement for items not returned	Replacement cost plus 50% handling and replacement fee.
Non-resident Library Cards	\$50 per year per family
Calculation for Instructional Class Fees:	
The Instructors Fees <i>plus</i> Supplies Cost <i>plus</i> Miscellaneous Cost = Subtotal <i>plus</i> 10% for Administrative Cost = Total Cost of the Program	<i>Example:</i> Instructor Fees \$100 + Supplies \$100 + Misc. \$0 = \$200 + 10% (\$20) = \$220 Total Cost of the Class
Fees per person is calculated by:	
The Cost of the Class divided by the number of participants (number of participants to be determined by the Library Director) = Fee per participant	<i>Example:</i> \$220 / 10 people = \$22 per person for class or 20 people for \$11 per person
Each class will have a minimum and a maximum number of participants to be determined by the Library Director. If the minimum is not reached, the class is cancelled	
The initial cost of the class will be determined by the minimum number of participants and then, if necessary, adjusted accordingly.	
Fees for participants enrolling after the start of the class will be pro-rated based upon the number of weeks left for that class.	

<b>Refunds for Instructional Classes:</b>	
A total refund in the form of a check will be issued, at the request of the participant, if the class the participant has registered for is cancelled.	
Pro-rated refund credit vouchers will be issued if:	The participant is physically unable to participate and has a letter from a physician stating such. The participant is moving out of the area.
A refund credit, minus a \$4.00 processing charge, will be issued when the participant cancels 7 days before the starting date of the activity. Refund credits will be good for any Library activity for 1 year from the date of issue.	
Applications for refunds must be submitted to the Finance Director at City Hall.	
<b>Scholarships and Discounts for Instructional Classes:</b>	
Direct Cost recovery for programs for youth, seniors, and individuals with disabilities shall be relatively low based on the formula for determining fees and charges, and adjusted by scholarship, discount, or waiving fees outright based on need.	
Scholarships are available for participants to help offset the cost of the classes. Eligible recipients may receive up to a 100% fee waiver based on the following established guidelines:	Participants in one of the following: WICAP/Headstart National School Lunch Program Medicaid
Scholarship forms may be obtained at the Library or City Hall. All forms must be submitted to the Library Director for review and then to the City Manager for approval.	
<b>Public Works Fees</b>	
<b>County Surveyor Charge</b>	
County Surveyor Plat Review	\$500 per plat review
County Surveyor Record of Survey Review	\$70 per Record of Survey
<b>Right of way permit</b>	
All right of way permits, including those issued to the telephone, electricity, and cable television utility companies doing business in McCall.	\$125
All right of way permits as they pertain to driveways	\$60
All re-inspection fees	\$60 per hour
<b>Staff Engineer Fee</b>	
Staff Engineer Services/ Review	\$60 per hour
<b>Utility Fees</b>	
The fee for Utility Payment Convenience when choosing to use a debit card or credit card	4% of the transaction amount
Water turn on/off fee	\$65
For service performed after business hours an additional charge	\$50
<b>The Rates For Sewer Services</b>	
Sewer Base Rate	\$44.00 per month
Trunk and Treatment Charge	\$4,910 per equivalent dwelling unit
Connection Charge	\$290 per equivalent dwelling unit



Commercial, industrial, institutional, and large home rates and charges shall be fixed and determined by the City Engineer with appeal to City Council on the basis of equivalent single family residential dwelling units, and the determination of such equivalence shall include the volume, type and content of liquid effluent and/or industrial wastewater discharges into the sewer system.																			
Water and Sewer connection fees may only be refunded within the first 180 days from the date of issuance of the building permit.																			
Water and Sewer connection fees are refundable within the first 180 days from the date of issuance and not refundable after 180 days for any circumstance. However, water/sewer connection fees paid (“credit”) may be applied towards future water/sewer connection fees. This credit ‘runs with the land’ so it cannot be transferred to another property. The credit may be transferred from the existing property owner to a new property owner. The credit will be applied to the current water/sewer connection fees in effect at the time a new building permit is issued, and the new property owner will be responsible for paying the difference. Proof of payment is required for the water and sewer connection credit.																			
For septage dumping per gallon with a minimum charge per septage dumping to be, without exception, the charge for a fully-loaded truck volume rate.	\$.04 per Gallon																		
<b>The Rates for Water Service</b>																			
Private Residences base rate	\$33.70 per month per equivalent residential unit																		
<p>Equivalent residential unit (“ERU”), as that term is used in this Section 2, means the capacity of the connection to deliver water, measured according to the size for the installed meter. The number of ERU’s for any given connection shall be determined from the following table:</p> <table border="1"> <thead> <tr> <th><u>Meter Diameter</u></th> <th><u>ERU’s</u></th> </tr> </thead> <tbody> <tr> <td>5/8” or ¾”</td> <td>1</td> </tr> <tr> <td>1”</td> <td>2</td> </tr> <tr> <td>1 ½”</td> <td>4</td> </tr> <tr> <td>2”</td> <td>8</td> </tr> <tr> <td>3”</td> <td>16</td> </tr> <tr> <td>4”</td> <td>29</td> </tr> <tr> <td>6”</td> <td>64</td> </tr> <tr> <td>8”</td> <td>114</td> </tr> </tbody> </table>		<u>Meter Diameter</u>	<u>ERU’s</u>	5/8” or ¾”	1	1”	2	1 ½”	4	2”	8	3”	16	4”	29	6”	64	8”	114
<u>Meter Diameter</u>	<u>ERU’s</u>																		
5/8” or ¾”	1																		
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4”	29																		
6”	64																		
8”	114																		
Where the structure(s) on the premises served is one or more multifamily residences, or is one or more multi-tenant business buildings, or is a townhouse or condominium development, rates shall apply separately to each of the individual residential or commercial units in the structure(s).																			
Private Residences consumption rate	\$0.71 per thousand gallons																		
Industrial and Commercial Users base rate	\$37.70 per month per equivalent residential unit																		
Industrial and Commercial Users consumption rate	\$0.71 per thousand gallons																		
In the case of commercial or industrial uses, the term “unit” shall mean a structure or portion of a structure.																			
Unmetered Accounts base rate	\$68.32 per month per equivalent residential unit																		
Non-Resident rates	150% of the resident rates																		

City Water System buy-in fees	are calculated as required by McCall City Code Section 6.4.050, using the American Water Works Association Manual 26 based on the incremental-cost pricing method
Water connection charges	\$4,400, or actual labor and material costs plus \$3,750 (buy-in fee), whichever is greater, and in either case per dwelling unit or commercial unit
Reduced cost for small business and small residences	For system buy-in shall be \$3,463 or actual labor and material costs plus \$2,813 (buy-in fee), whichever is greater. This is a reduction in the buy-in of 25%
<b>Fee Schedule for Golf Course</b>	
<b>18 HOLES</b>	
Friday-Saturday-Sunday-Holidays	\$47.00
Monday – Thursday	\$39.00
10 Round Fri-Sat-Sun-Holiday coupon book – 18 holes	\$378.00
10 Round Monday - Thursday coupon book – 18 holes	\$311.00
Junior (18 & under)	\$25.00
<b>9 HOLES</b>	
Fri-Sat-Sun-Holidays	\$34.00
Monday -Thursday	\$24.00
10 round Fri-Sat-Sun-Holiday coupon book - 9 holes	\$269.00
10 round Monday -Thursday coupon book – 9 holes	\$193.00
Junior (18 & under)	\$14.00
<b>SPECIAL RATES</b>	
Friday-Saturday-Sunday-Holidays - after 2 p.m. – 18 holes	\$34.00
Friday-Saturday-Sunday-Holidays - after 5 p.m. – 18 holes	\$21.00
Friday-Sunday – Holidays after 2p.m. – 9 holes	\$21.00
Friday-Sunday – Holidays after 5p.m. – 9 holes	\$10.00
Monday - Thursday after 2p.m. – 18 holes	\$27.00
Monday - Thursday after 2p.m. – 9 holes	\$16.00
Add 9	\$13.00
<b>SEASON PASSES</b>	
Season – Unlimited Play	\$693.00
Discount Pass (1/2 price green fees anytime)	\$231.00
Monday – Thursday –Unlimited	\$491.00
College student under 23	\$231.00
Junior (18 & under)	\$87.00

OTHER RATES	
Trail fee – Season	\$289.00
Trail fee – day	\$21.00
Locker rental – season	\$32.00
<b>Fees for the Municipal Airport</b>	
Fuel Flowage Fees	\$0.08per gallon
<b>Seasonal Tie-Down Rates</b>	per month - 25% discount for paying six months in advance
Single Engine and Small Twin, T-tie-down areas	\$50.00
Twin Tie-Down row	\$75.00
Jet Row	\$200.00
<b>Aircraft Parking</b>	
piston single & light piston twin, less than 6,000 pounds	\$5.00 per night
piston single & light piston twin, 6,000-12,500 pounds	\$5.00 after 4 hours
turbine-powered single/twin	\$10.00 after four hours
jet less than 12,500 pounds	\$30.00 after 4 hours
jet 12,500 pounds and greater	\$45.00 after 4 hours
<b>New Land Leases</b>	
Covered	\$0.35 per square foot, annually
Bare	\$0.35 per square foot, annually
<b>Landing Fees max certificated gross takeoff weight</b>	
less than 8,000 pounds	No charge
Based Aircraft 8,000 lbs.	\$1.10 per thousand pounds
Transient Group A,B,C, Category I & II greater 8,000 and greater	\$1.65 per thousand pounds
Category III and greater	\$2.75 per thousand pounds
all air ambulance and fire fighting aircraft	no charge
Hangar Waiting List	\$500.00
Car Rental Fees (On airport and Picking up or dropping off at Airport)	10% of gross receipts
Lease Assignment Fee	Not to exceed \$1000 and not to exceed actual costs of personnel and expenses
Commercial Operator Permits not leasing from airport or subleasing from airport tenant	
Itinerant Commercial Operators- New	\$500.00 per year, landing fee @\$1.65 credited against first \$500.00
FAR Part 137 Ag Operators, except fire fighters-New	\$500.00 per month
Scheduled Part 135 <10 seats-New	\$1,000.00 per year, landing fee @ \$1.65
Commercial Snow Removal Operators-New	Deferred to be included in minimum standards
Other Non-Tenant Commercial Operations-New	Deferred to be included in minimum standards