

# MINUTES

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**McCall City Council  
Regular Meeting  
McCall City Hall -- Legion Hall  
April 27, 2017**

Call to Order and Roll Call  
Pledge of Allegiance  
Approve the Agenda  
Consent Agenda  
Staff Introductions  
Work Session  
Public Comment  
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 Swanson, and Council Member Witte all answered roll call. Council Member Scott was absent.**

City staff members present were Nate Coyle, City Manager; Bill Nichols, City Attorney; BessieJo Wagner, City Clerk; Linda Stokes, City Treasurer; Michelle Groenevelt, Community Development Director; Delta James, City Planner; Kurt Wolf, Parks and Recreation Director; Jay Scherer, Airport Manager; Eric McCormick, Golf Course Superintendent; Traci Malvich, Human Resources Manager; Justin Williams, Police Chief; Nathan Stewart, Public Works Director; Philip Bowman, City Engineer

**Mayor Aymon led the audience in the Pledge of Allegiance.**

**Council Member Scott arrived at 5:32 p.m.**

## **APPROVE THE AGENDA**

**Council Member Swanson moved to approve the amended agenda as submitted. Council Member Giles seconded the motion. In a roll call vote Council Member Swanson, Council Member Giles, Mayor Aymon, Council Member Scott, and Council Member Witte all voted aye and the motion carried.**

## **CONSENT AGENDA**

Staff recommended approval of the following items:

1. Payroll Report for Period ending April 7, 2017
2. Clerk Licenses Activity Report
3. Warrant Register – GL
4. Warrant Register – Vendor
5. AB 17-77 Treasurer’s Report as Required by IC 50-208
6. AB 17-81 Gem Air Commercial Airport Lease

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

## **STAFF INTRODUCTIONS**

Chief of Police Justin Williams introduced Cody Butler and Nate Kimmel, the newest officers to join the police department.

## **WORK SESSION**

### **AB 17-84 FY18 Five Year Capital Improvement Plan Initial Discussion**

City Manager Nate Coyle introduced the FY18 Five Year Capital Improvement Plan discussion. Parks & Recreation Director Kurt Wolf gave a review of the FY18 CIP Committee process, briefly explained the project scoring process, and answered the Council’s questions about how items were prioritized and scored. City Treasurer Linda Stokes gave a presentation of prioritized CIP along with options/considerations for funding CIP needs over the 5-year period. The Council was asked to provide some general direction on the funding options for the recommended projects from the City Manager. The Council discussed the items that were called out and the general consensus was to cash fund all the projects with the exception of the Library expansion which debt service could be considered. The Local Option Tax was also discussed as an option, and a possible criteria point to separate out the items that could be possibly funded by grants.

## **PUBLIC COMMENT**

**Mayor Aymon called for public comment at 6:14 p.m.**

**Hearing no comments, Mayor Aymon closed the comment period.**

## **BUSINESS AGENDA**

### **AB 17-85 Request for Approval of an Exclusive Leasing Listing Agreement with Colliers Paragon, LLC**

City Manager Nate Coyle presented the request for approval of an exclusive leasing listing agreement with Colliers Paragon, LLC. In February 2017, the City put out a Request for

Qualifications (RFQ) for Commercial Realtor Services from a Realty firm or individual Real Estate Agent specializing in commercial real estate to provide services in reference to the lease of the city-owned golf course facility located at the McCall Golf Club, 925 Fairway Drive, McCall, Idaho. It was the intent of the RFQ to have the successful firm/individual enter into a contract for service with the City of McCall to supply real estate leasing services. The City received proposals from three interested parties: Shane Hinson/Ray Dupree of Re/Max Resort Realty, Robert Lyons of Century 21 Whitewater Clark, and David Cadwell/Mike Christensen of Colliers International.

The team of Staff consisted of Erin Greaves, Eric McCormick, Linda Stokes, BessieJo Wagner and Nate Coyle, to review each proposal. After the review, the team recommended that Robert Lyons of Century 21 Whitewater Clark and David Cadwell/Mike Christensen of Colliers International be interviewed. After the interview and much consideration by the team, they recommended Colliers International for contract for services.

There was a discussion regarding the brokerage fees and possible tenants.

**Council Member Swanson moved to approve the Exclusive Leasing Listing Agreement with Colliers Paragon, LLC and authorize the Mayor to sign all necessary documents. Council Member Scott seconded the motion. In a roll call vote Council Member Swanson, Council Member Scott, Mayor Aymon, Council Member Giles, and Council Member Witte all voted aye and the motion carried.**

**AB 17-78 McCall Area Chamber of Commerce Request to Reallocate FY16 Local Option Tax Funds from the ITC Grant**

City Clerk BessieJo Wagner presented the request to reallocate FY16 Local Option Tax funds from the ITC Grant. The Chamber of Commerce submitted three applications and were awarded Local Option Tax funding for an ITC grant match (\$25,000), 2016 Winter Carnival fireworks (\$10,000), and 2016 Fourth of July fireworks (\$10,000). When the Chamber submitted their completion report for the ITC Grant Match it was identified that their match requirement was only \$20,307 leaving a balance of \$4,693. Generally when a LOT recipient uses less than what they are awarded, they are required to pay back the balance. The applicant has the option to request a reallocation of funds; however these types of requests generally happen within the funding year.

Sherry Maupin of McCall Area Chamber of Commerce presented stating that the Chamber is requesting that the \$4,693 be reallocated, after the fact, to supplement the costs for developing and printing two issues of Visit McCall Magazine in 2015/2016. The Chamber spent \$21,172.81 for this publication and have provided the invoices and proof of payment.

**Council Member Swanson moved to approve the McCall Area Chamber of Commerce request to reallocate FY16 Local Option Tax Funds from the ITC Grant to supplement the costs for developing and printing two issues of Visit McCall Magazine in 2015/2016. Council Member Giles seconded the motion. In a roll call vote Council Member Swanson, Council Member Giles, Mayor Aymon, Council Member Scott, and Council Member Witte all voted aye and the motion carried.**

**AB 17-80 Request to Reallocate a Portion of Golf Course FY17 LOT Funds from Paving Cart Paths for the Purchase of a Dump Trailer**

Golf Supervisor Eric McCormick presented the request to reallocate a portion of Golf Course FY17 LOT Funds from Paving Cart Paths for the purchase of a Dump Trailer. The Golf Course was awarded \$30,000 FY16 and \$50,000 FY17 Local Option Tax (LOT) to reconstruct and pave areas of paths that are in the poorest condition and to seal coat the remainder of the paths. An issue identified with this process is moving the material out onto the course without causing additional damage to the existing paths and surrounding area. When the paths were last paved there was a lot of cleanup involved to mitigate the damage caused by the truck that left tracks in the course, some of which still exist today. Staff is requesting to reallocate a portion of the awarded LOT funds to purchase a trailer to haul the material out to the areas that need worked on instead of trucking it there.

The desired trailer will haul 4 yards or 5 ton of material and has 4 floatation tires and a walking beam to spread the weight evenly and not damage turf or the paths. The construction company that rebuilt 1 Aspen green a year ago used two of these trailers to haul a large amount of material back and forth to the parking lot. When the project was done, there was no damage or repair needed. The plan is to have staff do the reconstruction of the bad areas and have it ready to pave. The trailer would be used to haul construction material then shuttle asphalt to the paver. This trailer would be used for multiple projects around the Golf Course and the City, as well as to take the pressure off of the 10 year old utility vehicles that are in use now. Staff looked for a used trailer of this type; however, due to the high quality and demand of these trailers, a used one could not be found.

**Council Member Swanson moved to approve the re-allocation of FY17 LOT funds to allow staff to purchase a DT710 dump trailer and authorize the Mayor to sign all necessary documents. Council Member Scott seconded the motion. In a roll call vote Council Member Swanson, Council Member Scott, Mayor Aymon, Council Member Giles, and Council Member Witte all voted aye and the motion carried.**

**AB 17-86 Request to Approve Resolution 17-08 Declaring Two Police Department Vehicles as Surplus Property (ADDED 4/24/17)**

Police Chief Justin Williams presented the request to approve Resolution 17-08 declaring two Police Department vehicles as surplus property. Idaho Code §67-5732A allows the conveyance of surplus personal property to other state and local agencies. Annually City staff has identified several items as surplus property. The Police Chief has determined that there are two identified 2006 Ford Explorers that no longer serve the needs of the department. The Police Chief would like to sell the vehicles for \$5000 each including all the equipment. Homedale Police Department will purchase one vehicle, the second vehicle will be for sale to an un-named agency. The Police Chief has determined that it is in the best interest of the Police Department to sell the two vehicles instead of auctioning the vehicles. In order to auction the vehicles, they would be stripped of the police equipment prior to auction and therefore would only be worth approximately \$2500 and it would be difficult to sell the removed equipment.

**Council Member Scott moved to adopt Resolution 17-08 declaring the two identified 2006 Ford Explorers as surplus, authorizing the sale of the two identified 2006 Ford Explorers, one to Homedale Police Department, the other to an un-named agency, 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 17-83 Lease Agreement with the Senior Citizens Center for Bus Use**

Parks and Recreation Director Kurt Wolf presented the lease agreement with the Senior Citizens Center for bus use. The City of McCall Recreation Department has partnered with the McCall Senior Center to use their 10-passenger bus for the trips and tours program; which consists of one day tours to regional events and facilities with unique recreational character, historic and or cultural significance. The program has gained traction, with two successful trips to the Treasure Valley to visit the Boise Train Depot, Boise Art Museum, and Celebration Park along the Snake River and scenic overlooks along the way. The popularity of these trips and the use of the Senior Center's bus would allow for increased participation and a more efficient and economical cost breakdown as it relates to travel. Certified drivers are volunteers with the Senior Center, and participants pay a registration fee that is calculated to pay for gas, lunch and any admission fees. The next trip is scheduled for August 6, 2017 to Cottonwood, Idaho. The partnership between the City of McCall Recreation Department and the Senior Center provides a much needed recreational service to include community seniors. The plan is to provide at minimum 4 trips a year, using the Senior Center bus as means of transportation. The Senior Center will carry the insurance which required an agreement between the two parties and the driving force behind the lease agreement.

**Council Member Giles moved to approve the Bus Lease Agreement with the Senior Citizens Center for the Trips and Tours Program and authorize the Mayor sign all necessary 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 17-79 SUB-17-01, PUD-05-01: Shore Lodge Cottages Subdivision Preliminary Plat and Whitetail Minor PUD Amendment**

City Planner Delta James presented the Shore Lodge Cottages Subdivision Preliminary Plat and Whitetail Minor PUD Amendment and reviewed the requirements. Shore Lodge Whitetail LLC has submitted a Subdivision Preliminary Plat application for Shore Lodge Cottages, a new twenty three (23) lot subdivision within the Whitetail Planned Unit Development (PUD), and an application for a minor amendment to the Whitetail Planned Unit Development (PUD) to:

1. Show the lot configuration of the Shore Lodge Cottages Plat in place of the currently platted Parcel A Phase 1A.
2. Adjust the residential density calculations for the PUD based on the 23 residential units proposed in the Shore Lodge Cottages Plat.
3. Request alleviation from McCall City Code Garage Standards and McCall Design Guideline street slope requirements.

At its April 4, 2017, regularly scheduled meeting, the McCall Area Planning and Zoning Commission held a properly noticed public hearing and recommended the Subdivision Preliminary Plat (SUB-17-01) and Planned Unit Development Minor Amendment (PUD-05-01) for approval to City Council and waived the requirement for a second public hearing. Additionally, the Commission approved the companion Scenic Route application (SR-17-05).

Attorney Amy Pemberton, President/General Manager Dan Scott of Shore Lodge Whitetail, and Jeff Townsend of Resort Concepts gave an overview of the design plans, short term rental use, materials and landscaping, zoning and design requirements, pathways, tree removal, the PUD amendments, and answered the Council's questions about the pathways and slope grades.

City Planner James went over the remaining conditions of approval.

**Council Member Witte moved to Approve Minor Planned Unit Development Amendment application PUD-05-01 as recommended by the McCall Area Planning and Zoning Commission 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 Aymon, Council Member Giles, and Council Member Scott all voted aye and the motion carried.**

**Council Member Witte moved to Approve Subdivision Preliminary Plat application SUB-17-01 as recommended by the McCall Area Planning and Zoning Commission 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 Aymon, Council Member Giles, and Council Member Scott all voted aye and the motion carried.**

#### **AB 17-82 Commerce Street Reconstruction – Final Design Presentation**

Public Works Director Nathan Stewart introduced the Commerce Street Reconstruction Final Design and Brian Foote and Karie Davidson, the Project Managers from Horrocks Engineers gave the presentation. In November, 2016, City Council chose Alternative 3 (widened shoulders/bike lanes and shallow swales) as the preferred street section for the reconstruction of Commerce Street. This decision was the result of a thorough evaluation of multiple section alternatives, extensive public input and meetings with property owners to identify the location and width of necessary driveway approaches.

Since then Horrocks Engineers, working with the City Engineer, have developed 95% final design plans for this project. They presented the final design including the overall site plan (showing final property access points); cross-section views (identifying vegetated shallow swales) and a current engineer's construction cost estimate.

Director Stewart indicated that it is intended that formal bidding will commence in early May so that construction can begin soon after July 4, 2017. Director Stewart clarified the construction time line. Mr. Foote stated he expects some challenges and possible cost increases during the bidding process due to the market climate this year. There will be weekly meetings between the project engineer, contractor, and property owners to try to accommodate the businesses as best as possible and detour updates.

Scott Bowes of 195 Commerce Street asked for clarification of why it took so long to put it out to bid and what will the final costs look like. Director Stewart answered that last November the Council gave the authority to put together the final design so now it is ready to move forward. The bidding environment is always changing and not bidding it earlier allows contractors to put together accurate bids thus the bidding timeframe is appropriate. In order to complete the project

before the winter season, it has to start in July. If the weather is cooperative, it should go rather smoothly. A letter will be sent out to let the property owners know of the schedule.

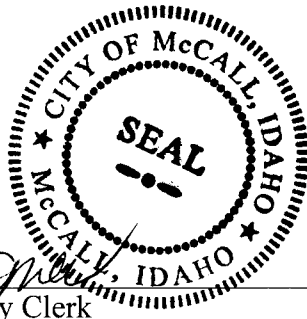
**Upcoming Meetings Schedule Discussion**

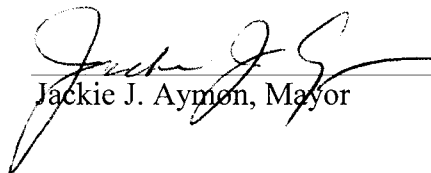
Council discussed upcoming meetings. The May 26<sup>th</sup> ICRMP workshop between the Library Board and Council has been postponed due to none of the Library Board members being available. A budget workshop will replace it. Council Member Witte will not be available on May 11<sup>th</sup>. An additional Budget Special Meeting on July 14 was tentatively set for the possible carryover from the June 30<sup>th</sup> Budget work session.

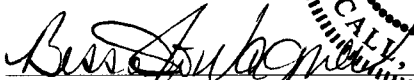
**ADJOURNMENT**

Without further business, Mayor Aymon adjourned the meeting at 7:42 p.m.

ATTEST:



  
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Jackie J. Aymon, Mayor

  
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BessieJo Wagner, City Clerk