

# MINUTES

---

**McCall City Council  
Regular Meeting  
McCall City Hall -- Legion Hall  
January 12, 2017**

Call to Order and Roll Call  
Pledge of Allegiance  
Approve the Agenda  
Work Session  
Committee Minutes  
Public Comment  
Department Reports  
Consent Agenda  
Proclamations  
Business Agenda  
Executive Session  
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. Council Member Giles, Council Member Scott, Council Member Swanson, and Council Member Witte, Mayor Aymon all answered roll call.**

City staff members present were Nate Coyle, City Manager; Bill Nichols, City Attorney; Shay Tyler, Deputy City Clerk; Erin Greaves, Communication Manager; Kurt Wolf, Parks and Recreation Director; Tara Woods, Recreation Supervisor; Jay Scherer, Airport Manager; Eric McCormick, Golf Course Superintendent; Meg Lojek, Library Director; Nathan Stewart, Public Works Director; Justin Williams, Police Chief; Traci Malvich, Human Resource Manager;

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

## **APPROVE THE AGENDA**

Mayor Aymon requested to remove the December 15, 2016 minutes from the Consent Agenda. Council Member Witte requested to move AB 17-09 Winter Carnival 2017 Event Summary Request for Approval of the Fireworks Display from the Consent Agenda to the Business Agenda for more discussion.

**Council Member Swanson moved to approve the amended agenda. Council Member Giles seconded the motion. In a voice vote all members voted aye and the motion carried.**

## WORK SESSION

### **AB 17-11 Golf Course Restaurant Operations Discussion**

City Manager Nate Coyle presented the Golf Course Restaurant discussion. During the ongoing contract negotiations for continued Golf Professional services with Allan Morrison, it had been proposed by Mr. Morrison and City staff that the restaurant be removed from the contract for operation by a separate entity. The current Golf Professional contract between the City of McCall and Allan Morrison terminates in October of 2017. To enable a seamless transition in operation of the restaurant, it is important that the City begin seeking interest now from a separate party to operate the restaurant following termination of the current contract. Staff is seeking feedback regarding year round leasing, the length of the lease, costs related to marketing and RFQ requirements.

Council Member Witte questioned whether it was viable to have the restaurant open all 12 month but if feasible, she is supportive. Council Member Swanson was supportive of being open year round and compensating for the slower months with a lesser rate. Council Member Scott was concerned about not enough business to keep it open year round and brought up the employment challenge of being open less. However, if it is viable then having the restaurant open all year certainly should be explored. Council Member Giles preferred a year round model with flexible terms. Mayor Aymon preferred year round, plus would like to encourage events and not limit it to just a restaurant. The consensus was a year round model was preferred with flexible leasing to allow a business owner to close for a month, and work towards keeping it economical and not drive the owner out due to rates.

Communications Manager Erin Greaves gave a summary of the facts and ideas that has been collected. She covered the contract lease, appropriate rent prices, an early sublet, free rent incentive to help entice a late season start, summer versus winter rates, and who will be responsible for the repair, replacement, and maintenance costs including possible buy out of the existing equipment. Also discussed was the importance of collecting enough revenue from the leasee to make sure the costs currently supported by the City is covered, snow removal, utility sharing issues, the added value features such as the liquor license, and a marketing plan. The marketing plan would include an e-blast list, reaching out to surrounding existing businesses in town and nearby communities, and utilize Idaho agencies and real estate agents.

The Council had an additional discussion. Council Member Swanson expressed concern regarding the complications with the utilities between the restaurant and the clubhouse, and would like to see what it would take to put in separate meters. He also suggested a competitive lease rate. City Attorney Bill Nichols stated that the State statues give cities great flexibility in the leasing of real property as long as the playing field is fair. Mayor Aymon would prefer a local vendor. The overall general consensus of the Council was to hire a professional for the promotion with the preference to lease all 12 months.

The staff will put together an opportunity to seek interest in a realtor assisting with this process, and identify the terms to make sure the expectations are clear. City Manager Coyle will keep the Council apprised as the process progresses and once a realtor is selected, present a contract.

## COMMITTEE MINUTES

The Council received the following Committee Minutes for review:

1. Environmental Advisory Committee – September 20, 2016
2. Environmental Advisory Committee – October 18, 2016
3. Environmental Advisory Committee – December 20, 2016
4. Golf Advisory Committee – November 9, 2016
5. Library Building Committee – November 2, 2016
6. Library Building Committee – November 16, 2016
7. Library Building Committee – December 7, 2016
8. Library Board of Trustees – October 18, 2016
9. Library Board of Trustees – November 15, 2016
10. Library Board of Trustees – November 28, 2016
11. Planning and Zoning Commission – November 1, 2016
12. Parks and Recreation Advisory Committee – November 16, 2016
13. Public Art Advisory Committee – November 10, 2016
14. Tree Advisory Committee – April 5, 2016
15. Tree Advisory Committee – June 1, 2016
16. Tree Advisory Committee – November 1, 2016
17. Tree Advisory Committee – December 6, 2016

It was noted that there was an error on the September 20, 2016 Environmental Advisory Committee minutes. The error will be corrected and noted at their next meeting.

## PUBLIC COMMENT

### **Mayor Aymon called for public comment at 6:07 p.m.**

Jean Odmark at 141 Lake Street, has concerns with the trash container on the main byway by the Yacht Club which is unsightly. Code enforcement has been called but she cannot see that anything has been done. Mrs. Odmark would like to know why it is not being taken care. City Manager Coyle will find out the details and follow up.

Mike Everett at 600 Woodlands, Vice President of the Housing Trust (HT), which formed about seven months ago. Mr. Everett is proud to say HT has purchased their first home and is looking at four other properties. He has been in discussion with Dave Christenson, owner of the Rustic Inn, and another individual who has some property about employee housing. Currently, the Housing Trust is working on a strategic plan and once it is complete, Mr. Everett would like to formally present the strategic plan to the Council.

### **Hearing no additional comments, Mayor Aymon closed the comment period at 6:13 p.m.**

## **DEPARTMENT REPORTS**

Council received written department reports and additional updates were provided as follows:

### City Manager

City Manager Nate Coyle updated the Council on the 5-year Capital Improvement Plan. He is still working with staff on the Campus Facility Planning and will be presenting a recommendation for the Annex as well as providing cost comparisons for other options and a timeline in the near future. He gave an update on his teleconference with FCS, the Bond Counsel meeting held this week, and quickly discussed upcoming meetings for the Bond Counsel, the public Lagoon discussion with property owners, the rescheduling of the July 4<sup>th</sup> meeting, and the Council Retreat. Council Member Witte asked to add the JWAG structure to the Retreat Agenda.

### Airport

Airport Manager Jay Scherer gave an update on the new snow machine and the status of the current equipment. He reported as of today, the runway is completely clear.

### Golf

Golf Course Superintendent Eric McCormick gave an update on the Doggie Poo stations and how well they are doing. Community members have been walking the grounds cleaning up after those who do not, in an effort keep it clean. Communications Manager Greaves is working on putting out public info about the codes. Because of the type of winter the State has had, Mr. McCormick has been receiving a lot of calls from other golf courses looking for advice on how to deal with the ice.

### Parks & Recreation

Parks and Recreation Director Kurt Wolf discussed the dumpster wraps art project. Mayor Aymon requested a project for the money she won and Director Wolf stated that they are working on that for her and should be presenting it soon. A survey was put out regarding Brown Park and data is being assembled. He gave an update on the play equipment location, how they are going to keep it open during construction, and safety issues that need addressed. Recreation Supervisor Tara Woods gave an update on a bus to take people to the valley for fun activities.

### Public Works

Public Works Director Nathan Stewart gave a brief update on providing snow for the Winter Carnival. Starting next week, the Streets Department will be delivering snow depending on the weather. Director Stewart gave a report on the down equipment.

## **CONSENT AGENDA**

Staff recommended approval of the following items as amended:

1. Payroll Report for Period Ending December 16, 2016
2. Payroll Report for Period Ending December 30, 2016
3. Clerk's License Report

4. AB 17-02 Resolution 17-01 McCall City Council Meeting Schedule for 2017
5. AB 17-03 Resolution 17-02 Authorization for the Destruction of Records
6. AB 17-15 Agreement for Professional Services T-O Engineers – Rehabilitate Aprons and Taxiway AIP-23

**Council Member Scott moved to approve the Consent Agenda with the removal of City Council Regular Minutes – December 15, 2016 and AB 17-09 Winter Carnival 2017 Event Summary Request for Approval of the Fireworks Display. Council Member Swanson seconded the motion. In a voice vote, all voted aye and the motion carried.**

## **PROCLAMATIONS**

### **AB 17-01 Request for Approval of a Proclamation Recognizing January 22-28, 2017 as McCall School Choice Week and Call this Observance to the Attention of All of Our Citizens**

Mayor Aymon presented the Proclamation recognizing January 22-28, 2017 McCall School Choice Week. Andrew Campanella, President of the National School Choice Week, has requested that the City of McCall consider joining city and county leaders across the country in officially recognizing January 22-28, 2017 as School Choice Week in McCall.

Mr. Campanella states that issuing a proclamation provides an opportunity to shine a positive spotlight on the K-12 education options available for children and families in McCall. Last year, more than 240 mayors and county leaders, along with 33 governors and the unanimous United States Senate, issued proclamations recognizing National School Choice Week, which in 2017 will feature more than 20,000 events across America.

National School Choice Week is entirely nonpolitical and nonpartisan, and does not advocate for or against any legislation. Their goal is simply to raise awareness, among parents, of the K-12 education options available to their children.

After some discussion, the Council would prefer the community educators to bring this proclamation to the table and was resistant to endorse as it stands.

**Council Member Scott moved to take no action on the Proclamation recognizing January 22-28, 2017 as McCall School Choice Week. Council Member Swanson seconded the motion. In a voice vote, all voted aye and the motion carried.**

## **BUSINESS AGENDA**

### **AB 17-04 Request to Adopt an Ordinance to Amend McCall City Code Title 8 Chapter 15 McCall Golf Course**

Golf Course Supervisor Eric McCormick presented the request to adopt an ordinance to amend McCall City Code Title 8 Chapter 15. On November 3, 2016, staff presented to City Council the recommended code changes pertaining to the City's Golf Course. After review of the

recommended changes Council directed staff to draft an ordinance to adopt the changes. The recommended changes are to the rain check policy and the Season Pass Refund policy.

The ordinance has been revised to include deleted (strikethrough) definitions that do not appear in the text of the remaining or new code; also substituted “licensed primary medical provider” for “doctor”.

The ordinance and summary to adopt the code amendment pertaining to McCall City Code Title 8 Chapter 15 McCall Golf Course prepared by legal counsel to formalize the recommended code changes is attached.

**Council Member Witte moved to Suspend the rules and read by title only one time only Ordinance 954. 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.**

Deputy City Clerk Shay Tyler read by title only one time only Ordinance 954:

An ordinance of the City of McCall, Valley County, Idaho amending Chapter 15, *McCall Golf Course*, of Title 8, *Public Ways and Property*, of the McCall city code as follows: in section 8-15-1, *McCall Golf Course, Unlawful Acts*, adding an exception to (c) *Bicycling* to allow bicycling on the premises known and designated as the McCall municipal golf course when the golf course is closed November 15 through May 15; renumbering section 8-15-1-1, *Golf Season Pass Policy*, to 8-15-2, under (a), *definitions*, deleting definitions, and adding a definition for *rollover* as the extension of a seasonal pass into the following year, amending (b) to replace *declaration of policy* with (b) *medical rollover policy*, to provide that the McCall Golf Course will rollover a season pass to the following year for verified medical reasons only, specifying the requirements therefor, that no refunds will be given and the rollover is not transferable, & deleting (c) *exceptions to the policy*, (d) *refund requests*, (e) *extension*, (f) *action by golf course advisory committee*, (g) *action by City Manager*, and (h) *appeal procedure*; adding section 8-15-3, *McCall Golf Course Rain Check Policy*, setting forth the criteria for the issuance of rain checks when the Golf Course Superintendent determines that the course is unplayable due to inclement weather or play is suspended due to hazardous conditions; renumbering 8-15-2, *penalty*, to 8-15-4; and providing an effective date therefor.

**Council Member Witte moved to Adopt Ordinance 954 to amend McCall City Code Title 8 Chapter 15 McCall Golf Course, approve the summary for publication, and authorize the Mayor to sign all required 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 17-05 Request to Approve Resolution 17-03 to Adopt the McCall Golf Course Rules and Regulations**

Golf Course Supervisor Eric McCormick presented the request to approve Resolution 17-03 to adopt the McCall Golf Course Rules and Regulations. The McCall Golf Pro Allan Morrison requested that the Golf Course Advisory Committee review and present to City Council updated

rules of operation for the Golf Course. The reasoning was to give the Pro Shop staff an adopted policy to back them up when it came to directing offenders. By having the Golf Course Rules and Regulations discussed and approved by the Golf Course Advisory Committee and the City Council gives the needed support.

The Council reviewed the suggested changes at the November 3, 2016 regular meeting and directed staff to draft a resolution for adoption. Resolution 17-03 is attached.

**Council Member Witte moved to approve Resolution 17-03 to adopt the McCall Golf Course Rules and Regulations 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 17-08 Idaho Humanities Council Grant for McCall Public Library Digital History Project**

Library Director Meg Lojek presented the Idaho Humanities Council Grant for the McCall Public Library digital history project. The Idaho Humanities Council supports projects focusing on literature, history, philosophy, ethics, languages, archaeology, art history, and other humanities disciplines involving Idaho citizens. The McCall Public Library is seeking grant funding to allow for the hiring of a temporary, part-time archiving assistant for the Library's Digital History project. Funding from the FY17 LOT awards is anticipated for this project, and additional grant funds would allow for an increase in hours for the assistant, as well as a public presentation from University of Idaho personnel on how to access and use the digital historic records. The Programming Librarian would provide training and project oversight.

**Council Member Giles moved to approve submission of a 2017 Idaho Humanities Council Mini Grant for the McCall Public Library's Digital History Project and authorize the Mayor to 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 aye and the motion carried.**

#### **AB 17-14 Residential Yard Waste Burn Permit Discussion**

Fire Chief Mark Billmire presented the residential yard waste burn permit. He reported the open burn process is restricted on three different levels; the Federal dictates what can and cannot be burned, the Idaho Department of Lands (IDL) controls when the burn can happen and permit requirements, and the local municipalities can add to those with their own rules. Within the McCall city limits, the Fire department is the entity that sets and oversees the burn permits. Outside the city limits, it is controlled by the IDL. Fire Chief Billmire gave a brief overview of the current permit process and the number of permits given each year over the last several years. The Woody Debris Program brought those numbers down when it was implemented.

Rules governing the burning of yard waste are governed by IDAPA 58.01.01. In accordance with this guidance, a rule or ordinance established by a local government agency can allow for burning of this waste.

Fire Chief Billmire would like to expand the Woody Debris Program verses changing the fire permit dates as people would be resistant and it would be a difficult change. Permits are not issued during high fire season. He suggests offering the Woody Debris bins twice a year adding a couple of weeks in October. Valley County is looking at finding a use for the debris collected.

Council Member Witte suggested a year round permit, and to increase the woody debris program within the city limits. Mayor Aymon suggested involving the neighborhoods in implementing a Fire Wise program. Council Member Giles thought some education on recycling and the permit process.

The Council asked Fire Chief Billmire to put together some recommendations of how to reduce permit numbers while reducing fire risk and improving air quality.

#### **AB 17-13 Valley County Economic Development Council (VCEDC) Quarterly Update**

Andrew Mentzer, Executive Director of the Valley County Economic Development Council (VCEDC), gave the quarterly update. The VCEDC has changed their name to the West Central Mountains Development Council (WCMDC). Mr. Mentzer reported on the unemployment in the area, offering online courses to increase skills, and include links to online education on the WCMDC. He is currently working on a grant to make this happen. WCMDC has been working on offering business growth resources and gave a seminar about how to navigate government contracts. Mr. Mentzer gave a quick overview on work in progress with the Valley County Pathways group, the grant for apprenticeships, Jr. Achievement classes, the current public relations efforts, and connecting with the Housing Trust.

#### **AB 17-06 City of McCall Environmental Advisory Committee (EAC) Annual Report**

Recreation Supervisor Tara Woods and Morgan Zedalis, an Environmental Advisory Committee Member presented the Committee's annual report in conjunction with the EAC's Air Quality Report. The mission of the Environmental Advisory Committee is to identify and promote a unifying policy of objectives for environmental stewardship and sustainability across all city departments and for the ultimate benefit of the community.

Focus on the Green Business Program brochure which is in final stage of edit and reviews. Parks and Recreation will fund the project to be launched in the spring. She gave an update on the Noxious Weeds Program promotion and education including teaming up with the schools. The air quality report was first presented in May 2015 but it needs more guidance and that will be the focus for 2017. The Committee met with Josh Brown to look how they can help with the recycle program. She gave an update on the changes coming up with the Committee members. The Green Business Program has had great interest and support but the problem is in the funding.

There was a discussion on the Noxious Weeds Program and what is currently being done. The City uses door hangers or contacts people directly. Valley County can take action in its removal and then bill the owner for what they did, but manpower is an issue. It was suggested looking at a possible ordinance to address this issue.

**AB 17-07 Request for Approval of a Single Event Concessions Permit for the 7<sup>th</sup> Annual Flash Point McCall Snow Bike Race**

Parks and Recreation Director Kurt Wolf presented the request for the approval of a Single Event Concessions permit for the 7<sup>th</sup> Annual Flash Point McCall Snow Bike Race. This event has been held at the McCall Golf Course during the first weekend of Winter Carnival for the past six years and has outgrown the venue. The event promoter has been working with City staff on relocating the event to Riverfront Park where traffic, parking, spectators, and race participants can be better managed. Staff has developed a concessionaire's agreement for the Council's review and approval. The City Attorney has reviewed this agreement.

Additional concerns other than liability insurance issues are traffic control, porta pottys, trash, snow removal, etc. The promoter is working with the Chamber on porta pottys and trash, has hired a company named MAV for traffic control, hired Sharlie's for snow removal, and Precision Snow Grooming has been hired for trail grooming. The course has been set and a letter is going out to all the neighbors. The City has recommended that the promoter incur all the costs. It has been discussed that the park fee needs to be revisited.

Council Member Giles expressed concern having an outside entity removing people from the public right a ways and would like to know what the City's position is on this. It could possibly create confrontational issues. City Manager Coyle stated he would check with Police Chief Justin Williams and Parks and Recreation Director Wolf will check with MAV as well.

Council Member Giles requested that staff bring a number of Department heads together for more discussion.

**Council Member Swanson motioned to approve Single Event Concessions Permit for the Flash Point Snow Bike Race to be held Saturday, January 30 at Riverfront Park 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 McCall Municipal Disadvantage Business Enterprise (DBE) Program**

Airport Manager Jay Scherer presented the request to approve the McCall Municipal Disadvantage Business Enterprise (DBE) program. This program is to provide opportunity for disadvantaged business owners bidding on McCall Municipal Airport projects and to remain compliant with FAA grant assurances the following DBE program is proposed. Key components of this policy are:

1. To ensure nondiscrimination in the award and administration of DOT-assisted contracts;
2. To create a level playing field on which DBEs can compete fairly for DOT-assisted contracts;
3. To ensure that the DBE program is narrowly tailored in accordance with applicable law;
4. To ensure that only firms that fully meet 49 CFR Part 26 eligibility standards are permitted to participate as DBEs;
5. To help remove barriers to the participation of DBEs in DOT-assisted contracts;

6. To promote the use of DBEs in all types of federally-assisted contracts and procurement activities conducted by recipients;
7. To assist in the development of firms that can compete successfully in the marketplace outside the DBE program;
8. To provide appropriate flexibility to recipients of Federal financial assistance in establishing and providing opportunities for DBEs.

Airport Manager Jay Scherer is named as DBE Liaison Officer for the McCall Municipal Airport. This policy also sets the DBE contract goal at 2.40% which, if met, will provide \$29,900.00 to DBEs based on estimated contract value of \$1,673,182.00.

**Council Member Swanson moved to approve the McCall Municipal Airport Disadvantaged Business Enterprise Program and authorize the Mayor to sign all necessary documents. 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 17-09 Winter Carnival 2017 Event Summary Request for Approval of the Fireworks**

##### **Display**

Council Member Witte had some questions regarding second page of the contract submitted as well as on the certificate of liability as it is stated. The wording lists City of McCall/McCall Area Chamber of Commerce as the designated parties, listed again at the signature line, and on the certificate of liability. City Attorney Nichols advised that the city needs to be removed or separated out from the Chamber. He stated that the contract can be amended by crossing out the City of McCall portion so the contract is solely between the provider and the Chamber, and the certificate of insurance will need to be revised. Attorney Nichols gave direction on how to reword the motion.

**Council Member Witte made a motion to approve the Fireworks Display permit for Winter Carnival 2017 with the change that City of McCall is removed as a party in the contract with Garden State Fireworks and contention that the City of McCall be added as an additional insured on the certificate of liability insurance. 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.**

#### **Upcoming Meetings Schedule Discussion**

Council discussed upcoming meetings. Mayor Aymon will be absent for the March 3<sup>rd</sup> work session.

#### **Warrant Registers**

Staff presented the Warrant Registers for approval.

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

**EXECUTIVE SESSION**

At 8:06 p.m. Council Member Scott moved to go into Executive Session for:

- Personnel - 74-206 (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, Council Member Scott, Council Member Swanson, Mayor Aymon, and Council Member Giles, and Council Member Witte all voted aye and the motion carried.

Council discussed personnel issues. Council requested to schedule another executive session at the end of the Council retreat on January 27, 2017.

**RETURN TO OPEN SESSION**

At 8:56 p.m. Council Member Swanson moved to return to Open Session. Council Member Scott seconded the motion. In a voice vote, all members voted aye and the motion carried.

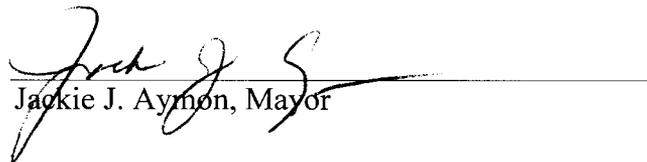
**ADJOURNMENT**

Without further business, Mayor Aymon adjourned the meeting at 8:57 p.m.

ATTEST:

  
BessieJo Wagner, City Clerk



  
Jackie J. Aymon, Mayor