MINUTES

McCall City Council
Regular Meeting
McCall City Hall -- Legion Hall
March 10, 2016

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 Bill Nichols, City Attorney; Erin Greaves, Communications Manager; Linda Stokes, City Treasurer; Michelle Groenevelt, Community Development Director; Delta James, City Planner; Dennis Coyle, Parks and Recreation Director; Jay Scherer, Airport Manager; Eric McCormick, Golf Course Superintendent; Meg Lojek, Library Director; Justin Williams, Police Chief; Peter Borner, Public Works Director; 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 as submitted. Council Member Scott seconded the motion. In a voice vote all members voted aye and the motion carried.

DEPARTMENT REPORTS

Council reviewed Department Reports. Some items of note:
Golf:
- Still waiting to decide on where to hold the snowbike races next year. Superintendent Eric McCormick is waiting to gather feedback from the neighbors.

Parks and Recreation:
- Mayor Aymon asked Parks & Rec Director Dennis Coyle to share a document from Hailey about green initiatives with the Environmental Advisory Group.
- Boat ramp and retaining wall projects are nearly complete.
- Mr. Coyle attended the Waterways Committee meeting and reported there are mixed feelings about the proposed new rules for Mill Street parking alternatives.

Public Works:
- Mayor Aymon asked about pothole repairs and commented that McCall's roads look like a "highway of gold" compared to Donnelly's roads. Public Works Director Peter Borner said they are coming along. They used up all of the asphalt that they acquired last fall and need more.

City Clerk:
- City Clerk BessieJo Wagner stated the newest updated figure for Streets LOT revenue is just over $92,000 for January. She gave an overview of the sales tax revenue from Winter Carnival.

 COMMITTEE MINUTES

Council was presented with the following committee minutes:
1. Public Art Advisory Committee – December 8, 2015
3. Library Board of Trustees – January 19, 2016
5. Tree Advisory Committee – December 1, 2015
6. Tree Advisory Committee – January 12, 2016

 PUBLIC COMMENT

Mayor Aymon called for public comment at 5:40 p.m.

Hearing no comments, Mayor Aymon closed the comment period at 5:40 p.m.

 CONSENT AGENDA

Staff recommended approval of the following items:
1. AB 16-56 Request for Reallocation of FY15 LOT Funds by Adaptive Wilderness Sports of McCall
2. AB 16-57 Request for Consent to Assignment – Babcock Artwork Commission Agreement
4. City Council Special Minutes – February 26, 2016
5. Payroll Report for Period ending February 26, 2016
6. Clerk’s License Report

Council Member Scott commented that there were a lot of new businesses shown on the Clerk's Report. City Clerk Wagner explained that the Clerk's Office has been working to identify several established businesses that previously did not have a business license.

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

**BUSINESS AGENDA**

**AB 16-64 2015 Airport Annual Department Report to Council**
Jay Scherer, Airport Manager, presented the Annual Report for the Airport. Mr. Scherer gave some statistics regarding the Airport.
- The Airport handles about 45,000 operations annually.
- $29.7M in economic impact to the local area.
- Direct and indirect support to 400+ jobs.
- The USFS had about 2,200 departures and arrivals last year.

2015 Accomplishments:
- Continued crack sealing of runways.
- Beacon replacement.
- Progress toward acquiring snow removal equipment.
- Finances are in good shape -- $346K budget with 10% match from FAA.
- Slight increase (11%) in hangar leases.
- All fee revenues and property taxes are up this year.
- In general, all flight operations are increased.

Future 2015 goals:
- Acquire snow removal equipment.
- Land acquisition.

Mr. Scherer expressed his gratitude for being in McCall and acknowledged the hardworking staff.

**AB 16-55 Request for Approval of the Addendum to State and Local Agreement-Construction (SLA-C) between the City of McCall and Idaho Transportation Department for Key No. 14341 McCall Redevelopment Area Sidewalk Improvements**
Nathan Stewart, City Engineer, presented the request for approval of the Addendum to State and Local Agreement-Construction (SLA-C) between the City of McCall and Idaho Transportation Department for Key No. 14341 McCall Redevelopment Area Sidewalk Improvements.
This is the next step in the Community Choices project. The revised plans for the MRA Sidewalk Improvement Project have been submitted and ITD has approved them. Because there is an increase in budget and likewise required matching funds, this addendum is required by ITD. Prior to bidding the City consents to providing its revised share of the match. The presented document amends the original State and local agreement and requires that the City provides the additional funding.

Council Member Swanson moved to approve the addendum to State Local Agreement-Construction for Key No. 14341 McCall Redevelopment Area Sidewalk Improvements 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 16-65 Review of Resolution 16-08 Adopting a Capital Asset Management Policy for Future Adoption

Linda Stokes, City Treasurer, presented Resolution 16-08 to adopt the Capital Asset Management Policy. The Policy is the same as presented in the previous review by Council except for one change in language on item 4.C.: City of McCall assets will not be degraded, given away or allowed to deteriorate except by action of the Council. Mrs. Stokes explained that the next step after adopting the policy is to develop the procedures.

Council Member Giles moved to adopt Resolution 16-08 providing for a Capital Asset Management Policy relating to capital improvement planning; capital budgeting; capital project management; capital asset maintenance as amended to Change Section 4. C. to the previous language: City of McCall assets will not be degraded, given away, or allowed to deteriorate except by action of the Council; and authorize the Mayor to sign all necessary documents. Council Member Swanson seconded the motion. In a roll call vote, Council Member Giles, Council Member Swanson, Mayor Aymon, Council Member Scott, and Council Member Witte all voted aye and the motion carried.

AB 16-63 Review the Proposed Amendment to McCall City Code Title 5, Public Safety, Chapter 6 Vehicle and Boat Regulations, Subchapter B, Parking Regulations

Michelle Groenevelt, Community Development Director, continued discussion on recreational trailer parking in the downtown area. Ms. Groenevelt recapped the previous steps and the list of options for a more comprehensive parking strategy that were presented at the February meeting. At that meeting Staff was given direction by the Council to develop a strategy to include prohibiting overnight parking in the Mill Street parking lot. Staff looked at the times and decided this could appropriately be enforced from June 1 to August 31 from 11:00 p.m. to 5:00 a.m. The Council also supported the idea of looking at prohibiting parking within residential areas. Ms. Groenevelt reported that after the last meeting we looked at a specific parking plan for the First Street lot, which was identified as an overflow lot. Based on the configuration, due to the size, maintenance, and safety concerns, the Public Works Department felt like it was not a viable option. Ms. Groenevelt also noted that included in this meeting's packet was the communications plan, put together by Erin Greaves, Communications Manager. This plan will announce the new parking strategy to the public.
Ms. Groenevelt highlighted the many public comments that came in, specifically from the sailing community, who have written letters to the City on the issue of prohibiting overnight parking. No other public comment has been received. Mayor Aymon explained that the sailing community is mostly concerned about having a place to rig their sailboats before launch because it takes a great deal more time than merely dropping off a boat and parking. Their concern is about a regatta that McCall hosts in June where many visitors are expected to come.

Council Member Swanson acknowledged the difficulties encountered by sailboat owners and the occasional need to park overnight in the lot as the rigging process is fairly lengthy. Some options were discussed to give the sailing community some flexibility, at least during the weekend of the regatta. Other ideas were to keep just a few designated overnight spaces, only allowing sailboats to park overnight, or waiting until July 1 to start the overnight parking restrictions.

Police Chief Williams thought that July 1 would be much too late in the season and by then the parking problems are already there. Also, City Code prohibits overnight camping, so sleeping in the boats is prohibited. He reminded Council that deviations or exceptions to Code are discouraged because they are difficult to track and enforce but open the City up to problems with liability and discrimination. Chief Williams recommended that if we have something on the books that we look at the enforcement of it. He would like to have an idea of how many we are talking about with the sailing community. He too has not heard any negative or positive comments from any other members of the community.

Mayor Aymon brought up designating a different piece of property for overflow parking. She mentioned that Rick Fereday suggested a parcel that is south of town by the Airport. Mayor Aymon asked Parks & Rec Director Coyle what parcel that might be. Mr. Dennis Coyle said that might be Riverfront Park, but it is so far from the boat ramp that it is problematic, especially transporting a sailboat downtown with a mast extended. Mr. Dennis Coyle stated that he talked to recreation managers at both Coeur d'Alene and Sandpoint and each gave a different scenario for their boat trailer parking, neither of which appears helpful to McCall’s situation. In both cities a private company manages all city-owned lots and the parking lots generate revenue.

Mr. Dennis Coyle discussed the idea of having valet parking and storage. There are currently three vendors that he knows of who do this, which might be an option. He agreed that it is a good idea to find an alternative solution for parking. He does not feel that allowing long-term parking at the Mill Street lot is a solution, but maybe permitting within certain windows might be acceptable. The problem is that designating 72-hour parking for the entire lot does not allow enough turnover and not enough spaces for the day use boaters. Mr. Dennis Coyle also noted that he researched the implication that there were certain grant assurances that prohibited the City from charging parking fees, but this only applies to a smaller parcel that is not a significant piece of the entire parking area.

Mr. Dennis Coyle offered to meet with Ms. Groenevelt and Chief Williams to consider the pros and cons of doing an actual ban during a selected timeframe during summer. He would also like to understand the pros and cons of doing a permit system. He noted that this would be very expensive to implement.
Council Member Witte asked Mr. Dennis Coyle about the main problem with overnight parking. The problem is that boaters leave the trailers parked there for too long and there is not enough turnover to accommodate people that want to park for a day. Chief Williams added that the long term parking is mainly used by people who rent condos or houses without parking available at the rental, so the trailer gets left at the lake.

Council Member Witte stated that we need an answer for people when they call and ask where they can park their trailer. Mr. Dennis Coyle said he was hoping for an answer upon Public Works review of the First Street parking lot, but now that it is not feasible, and we are back to where we started.

Chief Williams felt the ownership should be on the property owners that people are renting from, ensuring that there is parking for everything the guests bring. He stated that if the rules are tightened or we start charging for parking that people will adjust and get used to it, which is why the public education is so important.

Council Member Witte stated her concern about the unintended consequences of restricting parking in the Mill Street parking lot and restricting the residential areas will lead to more trailers parked overnight in the business areas. Chief Williams thought that might not happen after hours because those spaces are filled during the summer with other vehicles and they are not going to be able to parallel park a trailer in those places. However, once those vehicles leave at night, if they are pulling off the lake and need somewhere to park, there is nothing prohibiting them at this time, the way that it is written, from parking on Second Street.

Council Member Giles stated that he really doubts that would happen. He assumed this would only affect 30 to 50 people at most, and with public education, some of them would be responsible and rent a property where they could leave their trailer. Some would use a valet service. He could not visualize downtown being crowded with boat trailers.

Chief Williams felt comfortable with the educational component. He stated that once the word is out people will work with rental companies and there will be some options available. He stated that it does not necessarily mean, in his opinion, that the City is responsible for providing physical space for those trailers to be parked. Council Member Giles agreed and stated that it is not the City's responsibility.

Mayor Aymon asked about parking at Ponderosa Park, which may be able to contain 25 to 30 spaces, and hinted that it would be another option for parking. The users would have to pay a fee or get a sticker to park there.

Parks & Rec Director Coyle summarized that Council would like staff to look at a permit system as a possibility and come back with ideas on that, look at changing the dates of the ban, determine how many users would be affected, and then outline how the public will be informed of alternatives and what those alternatives might be.

Council Member Witte stated that even though it is not the City's responsibility, we need an answer for our visitors.
Ms. Groenevelt agreed to explore these issues and come back with some alternatives.

Mr. Dennis Coyle added that Ms. Greaves has started outlining a public information campaign for this particular issue, whatever direction we go, to inform the public, not just the one time early on in the season, but throughout the year.

Mayor Aymon added that she would like to know the number of sailboats that participate in the regatta, because even if they are charged an event fee, we at least know how many spaces they are going to require.

City Attorney Bill Nichols also suggested that we find out what the valet services charge.

**AB 16-61 Request to Approve Resolution 16-06 to Adopt the City of McCall Access Management Policy**

Peter Borner, Public Works Director, presented a review of the Access Management Plan. This was started in November of 2015. Mr. Borner reminded the Council that the purpose of the plan is to keep the most important roads clear and open so traffic can be moved. The idea is to control access to parcels that adjoin the major collectors and arterials and allow more access via the streets that have a more functional classification.

Mr. Borner outlined the revisions that were made since November. Council was concerned about access within residential areas. Mr. Borner noted that even though the policy addresses local residential streets we still allow them access. Each residential property is allowed one driveway. The only concerns are those lots that front another street and he described a situation where there might be potential conflict and traffic problems. The change to accommodate this was to specify how far away from the adjoining street that the access has to be. Mr. Borner added that we have not limited any of the residential areas or local roads from having an access.

Council Member Witte asked Mr. Borner to explain what the requirements are for each section. Principal arterial streets will serve the highest traffic volumes (such as Highway 55). In actuality, Boydstun and Deinhard Streets serve as major collectors, and we will be working with the State to get that classification changed, because it is in our best interests to get it reclassified to a higher functional classification. Highway 55 through town does not act as a principal arterial as there are too many accesses on it. Highway 55 is listed as the only principal arterial at the present time. The revised policy identified more streets that are not listed but should be. Mr. Borner stated he is going to start the process with ITD to reclassify Boydstun and Deinhard Streets. After that, the Transportation Plan will take a look at all of our streets. There will be extensive traffic counts that will be done in May as well as more in the summer to get them before visitors come to town and after they come to town so that we can get an accurate portrayal of what the differences are.

Mr. Borner stated that we are trying to limit the access where we can on a principal arterial. If a piece of property can gain access from another street, we would like them to do so. Mr. Borner gave the example of the May Hardware complex parking lot. That development has two access points, one from Highway 55 and one from Park Street, but drivers make left turns coming out of...
May Hardware across the designated left turn lane on Highway 55. What they should be doing is a right-in, right-out only. For a full movement they can go to Park Street, then come out to the intersection. When Park Street backs up during busy times some drivers cut across the turn lane to beat the traffic, which is going to result in a really bad accident when that happens. That is what is being evaluated on a principal arterial -- how to develop an access so that we minimize impacts to the arterials and still allow a piece of property to develop and have a good safe access. Typically our development code will require a traffic study anyway, and that will tell how much traffic the development will have, whether it is residential or commercial, and where additional streets might get put in. The idea is to preserve the ability of that principal arterial to carry traffic through town.

Council Member Witte asked if ITD needs to approve this access plan since it involves Highway 55. Mr. Borner stated that ITD has their own Access Manager. In this particular case the policy probably would not apply to Highway 55 through town. It does apply to any street in our city that is designated as a principal arterial, and that is the main purpose of this policy with Boydstun and Deinhard. Mr. Borner stated that we need to have an access management plan that covers everything, all classifications of streets within the city.

Council Member Witte thought that the right-in, right-out designation for a driveway seems problematic. Mr. Borner explained that there will be a traffic impact study and another street would be used that can be accessed. The point is to limit that access unless it can be proved that there are no other viable options through the use of the traffic impact study. The City is not going to go a residential home on Boydstun, of which there are a few, and make them do a right turn out of their driveway. In the examples Mr. Borner gave he was referring to these accesses being too close to an intersection, as the policy is derived from national standards in the AASHTO Green Book, so they are basic guidelines but there is some opportunity for latitude when conditions warrant it.

Mayor Aymon revealed that her driveway would not qualify as being 150 feet away from an intersection and neither would some of her neighbors, so she has a hard time seeing how the enforcement would work. Mr. Borner reminded her that it does not apply to existing driveways and accesses, just new development. The primary purpose is to make sure that the accesses are planned appropriately.

Mayor Aymon acknowledged that she understands the concept and agreed that it makes sense. She hesitated in where to go next with this and asked for feedback from the Council. Council Member Scott commented that the driveway requirement seemed concerning because it would require a very large lot to comply with that, which might discourage developers. Council discussed using GIS mapping as a tool to map out what compliance would look like compared to the existing lots. Council Member Giles thought this would be an excellent exercise and the results might not be as onerous as one might think.

Mayor Aymon stated that it does not make sense to adopt a policy that would constantly need to be worked around and it might require amending some of the distance requirements. Mr. Borner confirmed that Council's biggest concern was the lengths of the driveway spacing.
Mr. Borner offered to review the tables and make adjustments accordingly and bring a revised plan to the next meeting.

City Manager Nate Coyle joined the meeting.

AB 16-62 Request for Approval of the Purchase of a Used Snow Blower – Bid Number AP 16-01 Award

Airport Manager Jay Scherer presented a request for approval of a used snow blower. Two bids were opened on March 8, 2016. The high bid was nonconforming but the low bid conformed. Mr. Scherer recommended awarding procurement to the low bidder, Excel Equipment Company.

Council Member Swanson moved to authorize staff to issue a “Notice of Award” to Excel Equipment Company for the purchase of a used snow blower in the amount of $38,000, and authorize the Mayor 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 16-60 4th of July Planning Efforts Update

Nate Coyle, City Manager, presented an update on ongoing efforts for Fourth of July planning. City Manager Coyle had hoped to present a resolution banning alcohol in City parks but the City Attorney recommended another step up in the process to amend City Code and then present a resolution for the ban. City Attorney Nichols and his staff are in the process of developing the ordinance and the resolution to go with it. City Manager Coyle hopes to bring that back to Council on the March 24, 2016 meeting. The March 24 meeting will not have full attendance by Council so they will use this opportunity to get a first look and then it can be voted on during the April meeting for action. City Manager Coyle then turned the floor over to Erin Greaves, Communications Manager.

Ms. Greaves presented a summary in the packet of the most recent community planning meeting. It was a good meeting with more than 20 in attendance and widespread community representation. Eight nonprofits were represented. Ms. Greaves presented the news that the Youth Advisory Committee (YAC) is giving a $2K contribution to distribute among nonprofits that come forward with Fourth of July planning. There is a cap of 40 volunteers with each volunteer getting $50 towards the community or sports group of their choice in the community. The Shepherd's Home signed up to host the volleyball tournament, the Payette Lakes Community Association signed up for the kids' play area, and the band Merchants of Groove are interested in being part of a live music presentation. The next step is to make personal contact with those who offered to volunteer to set up some individual focus groups for each one of these activities. Ms. Greaves has been working closely with Parks and Recreation Director Dennis Coyle to develop a comprehensive plan of placement of the activities for good flow and age appropriateness to protect the community's downtown area. Ms. Greaves will also be working on a media plan for full media coverage as well as a budget for the downtown activities. Sponsorship will be solicited from the community and some organizations have already offered contributions. Ms. Greaves stated that with the sponsorships, small and large, hopefully we can put together an awesome event. The ideas that came up were vast and wide. The evident goal is a
mass of activity, a list of things that people can participate in and look forward to. The first step will be launching a poster logo contest to get the community involved. She will confirm with the nonprofits that offered to participate. Ms. Greaves stated that planning for the event is coming together nicely and people in the community are working together.

**Upcoming Meetings Schedule Discussion**
Council discussed upcoming meetings.

Mayor Aymon brought up the idea of doing a proclamation, thanking Paul's Market for their great service to the community, now that they are changing hands to Albertson's. The proclamation will be announced at the first April meeting.

**Warrant Registers**
Staff presented the Warrant Registers for approval.

Council asked about an expense for reimbursement of a towing fee. This was over a disputed towing charge due to snow removal parking obstruction. The signage was contested, found to be nonconforming, and therefore the plaintiff was reimbursed.

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

**EXECUTIVE SESSION**

At 7:24 p.m. Council Member Scott moved to go into Executive Session for:

- **Land Acquisition – 74-206(1)(c)** To acquire an interest in real property which is not owned by a public agency;
- **Exempt Records – 74-206 (1)(d)** To consider records that are exempt from disclosure as provided in chapter 1, title 74, Idaho Code;
- **Litigation – 74-206 (1)(f)** To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. The mere presence of legal counsel at an executive session does not satisfy this requirement;

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.

Council discussed land acquisition at the airport, records exempt from disclosure, and possible litigation.

**RETURN TO OPEN SESSION**

At 7:43 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.
AB 16-58 Request for Approval of a Master Agreement for Litigation and Related Legal Services

Master Agreement for Litigation and Related Legal Services. This is an agreement with White, Peterson, Gigray & Nichols, P.A. to provide general litigation services to be assigned by the Task Order. There was a correction involving a past date that should be a current date on Section 5.21.

Council Member Scott moved to approve the Master Agreement for Litigation and Related Legal Services as amended to correct the dates and authorize the Mayor to sign all necessary documents. Council Member Giles seconded the motion. In a roll call vote, Council Member Scott, Council Member Giles, Mayor Aymon, Council Member Swanson, and Council Member Witte all voted aye and the motion carried.

AB 16-59 Request for Approval of Task Addendum No. 1 to Agreement for Litigation and Related Legal Services

Task Addendum No. 1 to Agreement for Litigation and Related Legal Services issues task to White, Peterson, Gigray, & Nichols, P.A. to provide legal services.

Council Member Scott moved to approve a resolution of the City Council of the City of McCall, Valley County, State of Idaho, making certain findings and purposes; authorizing the Mayor as the authorized agent of this city to issue the “Task Addendum No. 1 to the Master Agreement for Litigation and Related Legal Services” by and between the City of McCall and the law firm of White, Peterson, Gigray & Nichols, P.A. (“White Peterson”) directing the City Clerk; and setting an effective date and sign all related 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.

ADJOURNMENT

Without further business, Mayor Aymon adjourned the meeting at 7:47 p.m.

ATTEST:

Jackie J. Aymon, Mayor

Bessie Jo Wagner, City Clerk