

# MINUTES

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**McCall City Council  
Regular Meeting  
Legion Hall (McCall City Hall - Lower Level)  
January 23, 2014**

## Agenda

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

## CALL TO ORDER AND ROLL CALL

**Mayor Aymon called the regular meeting of the McCall City Council to order at 5:33 p.m. Mayor Aymon, Councilor Giles, Councilor Scott, and Councilor Swanson all answered roll call. Councilor Witte was absent**

City staff present was Gene Drabinski, City Manager; Bill Nichols, City Attorney; Linda Stokes, City Treasurer; Erin Roper, Communications Coordinator; Justin Williams, Chief of Police; Nathan Coyle, Airport Manager; Michelle Groenevelt, Community Development Director; Dennis Coyle, Parks and Recreation Director; Carol Coyle, Grant Coordinator; and BessieJo Wagner, City Clerk.

## APPROVE THE AGENDA

**Councilor Swanson moved to approve the agenda as submitted. Councilor Scott seconded the motion. In a voice vote all members voted aye and the motion carried.**

## WORK SESSION

### **AB 13-17 City Manager's 2013 Annual Report to Council**

Gene Drabinski, City Manager, presented the City Manager's 2013 Annual Report to Council.

**Mayor Aymon led the audience in the Pledge of Allegiance at 5:56 pm.**

## PUBLIC COMMENT

**Mayor Aymon called for public comment at 5:57 p.m.**

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

## **BUSINESS AGENDA**

### **AB 14-14 Airport Advisory Committee Annual Report to City Council**

Mike Weiss, Airport Advisory Committee (AAC) Member, presented the annual AAC report to City Council. Mr. Scott distributed a written report attached as Attachment 1.

Mayor Aymon asked about the work being done on evaluating the hangar lease rates. Mr. Weiss stated that there were many factors to be considered when setting the lease rates including the set back issues and lot coverage. The hangar lease rate issue will be coming to a future Council meeting for discussion.

### **AB 14-10 Waterways Improvement Fund (WIF) grant application for boat launch replacement-Idaho Parks and Recreation**

Carol Coyle, Grant Coordinator, presented the Waterways Improvement Fund (WIF) grant application for boat launch replacement-Idaho Parks and Recreation to Council. She distributed an aerial photo of the area where the launch is located. The Idaho Department of Parks and Recreation administers the Waterways Improvement Fund grant program for improvements to facilities serving motorized watercraft. The funding for the grant program is from annual boat user registration fees.

Mrs. Coyle stated that the McCall boat launch is approximately 40 years old. It was repaired several years ago, but there are significant cracks and the launch pad is uneven. She stated that Grant funds through the Idaho Department Parks and Recreation's WIF program are needed to replace the boat launch. Mrs. Coyle stated that the Parks and Recreation Director had received one quote for removal and disposal of the old launch and installation of a new launch. In addition, a sidewalk and boat launch ADA access will be installed using Community Choices for Idaho grant funds. Valley County's Waterways Advisory Committee has committed \$25,000 in FY15 as matching funds for the project.

**Councilor Scott moved to approve submission of a Waterways Improvement Fund grant application for the replacement of the City boat launch and authorize the Mayor to sign all necessary documents. Councilor Giles seconded the motion. In a roll call vote Councilor Scott, Councilor Giles, Mayor Aymon, and Councilor Swanson all voted aye and the motion passed.**

### **AB 14-11 FY15 Federal Transit Administration (FTA) 5311 grant application for transit bus shelter through Idaho Transportation Department**

Carol Coyle, Grant Coordinator, presented the FY15 Federal Transit Administration (FTA) 5311 grant application for transit bus shelter through Idaho Transportation Department to Council. The Idaho Department of Transportation (ITD) administers federal funding for transit projects. The City of McCall has a network of five transit bus shelters, which are located on the route served by Mountain Community Transit (MCT). In consultation with MCT, additional locations have been recommended as potential shelter sites. Mrs. Coyle stated that staff members were working with MCT to determine the ideal location, and would also determine feasibility of installing a new shelter at the preferred location. If funded, the project would be constructed in summer, 2015. The Parks and Recreation Department provides maintenance for the existing shelters, and has agreed to accept responsibility for the new shelter, if it is funded.

Councilor Scott left the meeting at 6:12 p.m. and returned at 6:13 p.m.

**Councilor Swanson moved to approve submission of a FY15 FTA 5311 application to the Idaho Department of Transportation for a new transit bus shelter and authorize the Mayor to sign all necessary documents. Councilor Giles seconded the motion. In a roll call vote Councilor Swanson, Councilor Giles, Mayor Aymon, and Councilor Scott all voted aye and the motion passed.**

**AB 14-12 FY15 Public Art and Cultural Facilities Grant application- Idaho Commission on the Arts**

Carol Coyle, Grant Coordinator, presented the FY15 Public Art and Cultural Facilities Grant application- Idaho Commission on the Arts. The Idaho Commission on the Arts administers the Public Art & Cultural Facilities grant which encourages local, public, and private support for feasibility studies, renovation, or construction of performance, exhibition, or artist spaces, for capital purchases for those facilities, and for public art projects. The planned sidewalk improvements on Roosevelt Avenue, funded through the Community Choices for Idaho grants, offer the City an opportunity to incorporate public art. Staff proposes the public art be located near the Alpine Playhouse, to highlight the cultural importance of that building and organization.

Mrs. Coyle explained that the grant required a 50-50 match. The City of McCall has \$10,000 in the Public Art line in the Community Development budget that would be directed as local cash match for the project. Delta James, City Planner, and the Public Art Advisory Committee would be responsible for project implementation, and the City's public art selection process would be used to solicit artists and final design for the project. It is expected the project would be completed by June, 2015.

**Councilor Scott moved to approve submission of a Public Art and Cultural Facilities grant for public art and authorize the Mayor to sign all necessary documents. Councilor Swanson seconded the motion. In a roll call vote Councilor Scott, Councilor Swanson, Mayor Aymon, and Councilor Giles all voted aye and the motion passed.**

**AB 14-13 Idaho Transportation Department – Office of Highway Safety Federal Fiscal Year 2015 (FY15) Highway Safety Grant Application for the purchase of four speed monitoring display devices**

Justin Williams, Chief of Police presented the Idaho Transportation Department – Office of Highway Safety Federal Fiscal Year 2015 (FY15) Highway Safety Grant Application for the purchase of four speed monitoring display devices to Council. Idaho Department of Transportation – Office of Highway Safety has announced the FY15 highway safety grant application. This funding is for law enforcement agencies and other organizations to assist in the development of programs to reduce or eliminate traffic deaths and serious injuries.

Chief Williams stated that the McCall Police Department (MPD) wishes to purchase four speed monitoring display devices. He stated that the speed monitoring display devices would be mounted in various locations within the City of McCall. MPD will coordinate with the Idaho Transportation Department and McCall Streets Department regarding locations and obtain any necessary permits. Chief Williams stated that studies have shown a significant reduction of driver speed and traffic accidents in areas where speed monitoring display devices are located. He also stated the McCall Police Department had identified \$7,200 in the FY15 budget to apply as matching funds for this grant.

**Councilor Scott moved to approve submission of the Idaho Transportation Department – Office of Highway Safety Grant application for the purchase of Speed Monitoring Display Devices and authorize the Mayor to sign all necessary documents. Councilor Swanson seconded the motion. In a roll call vote Councilor Scott, Councilor Swanson, Mayor Aymon, and Councilor Giles all voted aye and the motion passed.**

**AB 14-18 Letter of Commitment for FY14 and Intent for FY15 for Treasure Valley Transit**

Terri Lindenberg, Executive Director, Treasure Valley Transit, Inc presented the request for the Letter of Commitment for FY14 and Intent for FY15 for Treasure Valley Transit. She gave a brief history of the transit service in McCall. The Idaho Transportation Department's Division of Public Transportation has requested a letter of intent for Treasure Valley Transit, Inc. for the FY15 Grant Application which is for the time period of April 1, 2015 through March 31, 2016. In addition, they are asking for documentation stating the currently budgeted FY14 local match contribution of \$65,000 from the City and \$20,000 from the Local Option Tax.

The Local Mobility Management Network Plan for Adams and Valley Counties was updated in December 2013. This plan identified needs, priorities, and strategies. Maintaining existing services was the number one priority. Mountain Community Transit provides a valuable deviated fixed route service to the residents of McCall and a fixed route service serving McCall south to Lake Fork, Donnelly and Cascade, and North to New Meadows. This has been demonstrated by the ridership and community support for the transit service. In April Terri Lindenberg, Executive Director, Treasure Valley Transit, Inc will be submitting a FY15 Letter of Request for funding along with the budget.

Ms. Lindenberg stated that they started the move into the new maintenance facility in McCall which was phase one of the transit center development. She commented that the transit center was a component of the Downtown Master Plan. Ms. Lindenberg also stated that one of the challenges they faced was that Treasure Valley Transit (TVT) had to come up with unexpected \$75,000 cash. She stated that she would be asking for some additional one time funding to assist with recouping the \$75,000 during the City Of McCall's budget process. She stated that TVT would also look to some foundations and other sources of funding as well.

Judy Watkins, Treasure Valley Board Member, gave a brief update on the marketing plan for TVT.

Councilor Giles asked what happens if ridership doubles does that help with the grant application process. Ms. Lindenberg stated that it is a positive performance measure for grant applications.

**Councilor Swanson moved to authorize the Mayor to sign the Letter of Commitment for FY14 and Intent for FY15 for Treasure Valley Transit. Councilor Giles seconded the motion. In a roll call vote Councilor Swanson, Councilor Giles, Mayor Aymon, and Councilor Scott all voted aye and the motion passed.**

**AB 14-15 Review Language Regarding Smoke Free Ordinances**

Suzanne Mack, McCall resident, spoke in favor of a smoke free ordinance

Stacey Satterlee, Idaho State Director, Government Relations of the American Cancer Society Cancer Action Network gave a presentation on the merits of a Smoke Free Idaho at the August 22, 2013 City Council Meeting. The Council directed staff to hold a Public Forum regarding

Smoke Free Ordinances on October 9, 2013. Six members of the community attended and spoke at the public forum. Two community members spoke against a Smoke Free Ordinance stating that the government should not determine whether or not smoking should be allowed in their place of business. The other members of the community spoke in favor of a smoke free ordinance.

The intent of the American Cancer Society Cancer Action Network is to inform public agencies on the merits of a smoke free ordinance to protect the public health, the health of employees who work in public places, and the rights of nonsmokers to breathe clean air by prohibiting smoking in public places and in places of employment.

Stacey Satterlee stated that they had done some polling in Treasure Valley and 73% were interested in passing a smoke free ordinance. In Garden City 64% of the people polled were in favor of a smoke free ordinance for their community.

There was much discussion as to how other communities developed their smoke free ordinances.

Councilor Giles stated that polling might be helpful and have more credibility. He also asked for the history on how Smoke Free Idaho came to McCall. Ms. Satterlee stated they were invited to McCall from Central District Health.

Mayor Aymon suggested a public survey be posted on the website. Gene Drabinski stated that although there have been a few survey's done on the website, those surveys included information from anyone who visits the website whether they were citizens of McCall or not.

Councilor Giles felt that outreach to the community was very important. Councilor Scott suggested that the City start the dialogue with concepts of an ordinance for the community to consider as opposed to a complete ordinance that is sometimes difficult to sift through to the facts. Bill Nichols suggested that there be some identifying questions for the web based survey. Councilor Swanson was concerned that the web survey may not be the best way to get information out to all the residents of McCall.

After continued discussion the Council consensus was that a professional survey may not be the best direction due to cost.

It was suggested that the ordinance language be put on the website and that comments be requested in response to the suggested language. It was also suggested that the same information be posted in the news paper with request for written comment or direct them to the website. There was general Council consensus that input from the community was priority.

There was continued discussion regarding ways to engage and educate the public. There was general consensus from the Council that the possible ordinance would address smoking for inside only.

Council gave direction to staff to bring back to the next meeting possible survey questions addressing what would the citizens want in a smoke free ordinance and information that the Council could circulate.

**AB 14-16 Authorization for the Destruction of Records – Resolution 14-04**

BessieJo Wagner, City Clerk, presented Resolution 14-04 to Council. In 2011 staff developed an Email Retention Procedure designed to provide detail to the retention of email as it pertains to correspondence in addition to what is stated in the Records Retention Schedule. It has been identified that there are many emails that have exceeded the retention time limits established by the City's records management policy. Resolution 14-04 will authorize the City Clerk to provide notice to all City employees with email of the intent for the destruction of the identified emails.

**Councilor Swanson moved to adopt Resolution 14-04 allowing the destruction of documents and authorize the Mayor to sign all necessary documents. Councilor Giles seconded the motion. In a roll call vote Councilor Swanson, Councilor Giles, Mayor Aymon, and Councilor Scott all voted aye and the motion passed.**

**AB 14-19 FY13 Annual Road and Street Financial Report**

Linda Stokes, City Treasurer, presented the FY13 Annual Road and Street Financial Report to Council. Pursuant to IC §40-708, it is state policy that highway user revenues accruing to the state highway account be spent exclusively for the maintenance, construction and development of highways and bridges in the state highway system. All moneys apportioned to cities from the proceeds from the imposition of tax on fuels and from any tax or fee for the registration or operation of motor vehicles for general highway construction and maintenance, bridge and culvert moneys, will be accounted for as to the actual expenditure to the state controller, as dedicated funds through the Annual Road and Street Financial Report. This report is made by the 31st of December of each year for the preceding fiscal budget year, and is published once as a legal notice between January 1st and the 15th of January.

It is required that the Mayor sign this report. During the process of establishing the Governance Manual and reiterating the process of the Council /Manager form of government, staff realized that this document has not gone before the Council for review and authorization for the Mayor to sign. However the Mayor has signed the report historically. It has become apparent to staff that this practice needs to be corrected.

There was a brief discussion regarding the report.

**Councilor Scott moved to approve the Amended Annual Road and Street Financial Report for FY13 and authorize the Mayor to sign all necessary documents. Councilor Giles seconded the motion. In a roll call vote Councilor Scott, Councilor Giles, Mayor Aymon, and Councilor Swanson all voted aye and the motion passed.**

**Upcoming Meetings Schedule Discussion**

Councilor Giles commented on the Airport Lease rate discussions work sessions that are scheduled on the upcoming meeting schedule. He commented that through training he received by the Association of Idaho Cities, cities should not look at other communities as their only rationale, but instead base lease rates on city specific costs associated with leases.

**CONSENT AGENDA**

Staff recommended approval of the following items:

1. Regular Council Minutes – January 9, 2014
2. Warrant Registers

3. Payroll Report for Period ending January 3, 2014
4. Alcohol and Catering Licenses Activity Report

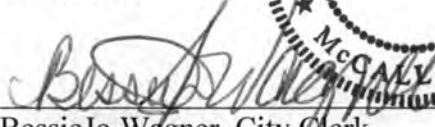
A brief discussion took place regarding the Warrant Register and corrections to the minutes.

**Councilor Swanson moved to approve the Consent Agenda, with the minutes corrected. Councilor Scott seconded the motion. In a voice vote all voted aye and the motion passed.**

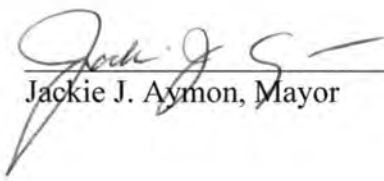
## ADJOURNMENT

Without further business, the Mayor adjourned the meeting at 8:08 p.m.

ATTEST:

  
BessieJo Wagner, City Clerk



  
Jackie J. Aymon, Mayor