CASCADE CITY COUNCIL
FIRST REGULAR MEETING
Monday, June 13, 2016 at 6:00 PM
Cascade City Hall

MINUTES

CALL TO ORDER AND ROLL CALL

The meeting of the Cascade City Council was called to order at 6:00 P.M. Council members Judy Nissula, Debbie Haskins, Kathy Hull, and Rachel Huckaby were present. Quorum exists.

Also present:	Randall Freeman	Police Chief
	Valerie Stewart-Rice	Librarian
	Matt Johnson	City Attorney
	Heather Soelberg	City Clerk

AMENDMENTS TO MEETING AGENDA

MOTION BY: Judy Nissula **SECOND BY:** Rachel Huckaby

Motion to Amend the Agenda to add the Cascade Airport Master Plan PSA Estimate Approval due to the fact it was neglected to be added.

DISCUSSION: *no further discussion*

ROLL CALL:	Debbie Haskins	*Yes*	Rachel Huckaby	*Yes*
	Kathy Hull	*Yes*	Judy Nissula	*Yes*

MOTION BY: Judy Nissula **SECOND BY:** Rachel Huckaby

Motion to Amend the Agenda to also add an Executive Session, Code 74-2061(b).

DISCUSSION: *no further discussion*

ROLL CALL:	Debbie Haskins	*Yes*	Rachel Huckaby	*Yes*
	Kathy Hull	*Yes*	Judy Nissula	*Yes*

PUBLIC COMMENT

Public comment is limited to three (3) minutes per person, per item, unless additional time is permitted by the presiding official.

Councilwoman Nissula thanked Rachel and her daughter for painting interior of City Hall.

APPROVAL OF MINUTES

MOTION BY: Debbie Haskins **SECOND BY:** Judy Nissula

Approve Cascade City Council Minutes dated March 28, 2016 with corrections

ROLL CALL:	Debbie Haskins	*Yes*	Rachel Huckaby	*Yes*
	Kathy Hull	*Yes*	Judy Nissula	*Yes*

MOTION BY: Debbie Haskins **SECOND BY:** Judy Nissula

Approve Cascade City Council Minutes dated April 25, 2016 with corrections

ROLL CALL:	Debbie Haskins	*Yes*	Rachel Huckaby	*Yes*
	Kathy Hull	*Yes*	Judy Nissula	*Yes*

MOTION BY: Judy Nissula **SECOND BY:** Kathy Hull

Approve Cascade City Council Minutes dated May 23, 2016 with corrections

ROLL CALL:	Debbie Haskins	*Yes*	Rachel Huckaby	*Yes*
	Kathy Hull	*Yes*	Judy Nissula	*Yes*

MOTION BY: Debbie Haskins **SECOND BY:** Judy Nissula

Approve Cascade City Council Minutes dated May 25, 2016.

ROLL CALL:	Debbie Haskins	*Yes*	Rachel Huckaby	*Yes*
	Kathy Hull	*Yes*	Judy Nissula	*Yes*

APPROVAL OF PAYMENT OF BILLS

MOTION BY: Judy Nissula **SECOND BY:** Kathy Hull

Approve payment of bills on the Unpaid Invoice Report dated June 10, 2016 in the amount of $$92,477.71.

DISCUSSION: Councilwoman Huckaby inquired into (1) Christmas Gift Certificate; (2) Granite Excavation for grading; (3) electricity bill for the parks; and (4) Metroquip camera locater/detector purchase.

ROLL CALL:	Debbie Haskins	*Yes*	Rachel Huckaby	*Yes*
	Kathy Hull	*Yes*	Judy Nissula	*Yes*

DEPARTMENT REPORTS

AIRPORT *absent*

BUILDING INSPECTOR: Sally Gossi apologized for not having a report for the previous month. Building Permits have been up in April and May. Aquatic Center is requesting a temporary occupancy, waiting for electrical permit. A Temporary occupancy is being issued because the pool is attached to the building permit, and the pool will not be ready for a few months. The second stage of the storage units will begin shortly. Armstrong Park is in progress. Sally Gossi paid a complement to Clerk Soelberg.

LIBRARY: *absent*

POLICE DEPARTMENT: May has been a busy moth for the Police Department with the warmer weather. Memorial day was busy with tourist and with the Ball Players. The PD is gearing up for 4th of July.

PUBLIC WORKS: Mayor updated us on a failure of a lift station and Randy Redmon's manually opening and closing the valves.

CLERK/TREASURER: No report.

PUBLIC HEARING

No public hearing scheduled for this meeting.

OLD BUSINESS

No old business discussed.

NEW BUSINESS

Cascade Lumber

DISCUSSION: Cascade Lumber declined to be on the agenda

Zwygart Engagement Letter

DISCUSSION: Engagement letter for Millington Zwygart to perform Cascade City's 2016 FY Audit Report

MOTION BY: Debbie Haskins **SECOND BY:** Judy Nissula

Motion to approve the Millington Zwygart Certified Public Accountant engagement letter for fiscal year 2017 audit (clarified, should be 206 Fiscal Year Audit) in the amount of $7,9000 and authorize the Mayor to sign it.

DISCUSSION: *No further discussion*

ROLL CALL:	Debbie Haskins	*Yes*	Rachel Huckaby	*Yes*
	Kathy Hull	*Yes*	Judy Nissula	*Yes*

Master Plan Fee Estimate Approval

DISCUSSION: Discussion regarding fees from T-) Engineers, Inc. for the Airport Master Plan Professional Services Agreement that will be spread out over the next two years.

MOTION BY: Judy Nissula **SECOND BY:** Rachel Huckaby

Motion to direct the Mayor to contact T-O Engineers, that we will accept the Airport Master Plan's Professional Service Agreement Labor Worksheet as presented.

DISCUSSION: *No further discussion…* following roll call discussion regarding fees.

ROLL CALL:	Debbie Haskins	*Yes*	Rachel Huckaby	*Yes*
	Kathy Hull	*Yes*	Judy Nissula	*Yes*

Leisure Time

DISCUSSION: The purposed of the discussion is the concern over what is a park model, additions to park models, and modular homes. Sally has researched the qualifications and what is required for a permit. In attendance is also Phil Allaire, and several people from Leisure Time including Dennis White. The City's concern is what is allowed, what is not allowed, what is legal, what is not legal and what roll does the City have, if any, to play in this whole thing. Discussion regarding the procedure of Leisure Time for new units. Building Inspector Gossi's explanation of different units. Discussion regarding the RVA sticker and that all units at Leisure Time has the RVA sticker (the RVA sticker needs to remain on the unit). Building Inspector Gossi discusses tiny homes/park model/modular homes. Council woman Huckaby

	inquired as to foundations of additions. Councilwoman Hull inquired as to the question to the Council. Mayor clarified. Discussion regarding the fact that Modular homes are being brought in, and if City has any say in what can or cannot be brought into Leisure Time. Mr. White states that two Park Models brought in by Mr. Allaire have had their RVA stickers on them that he has taken off, they should have RVA stickers per the manufacturer – they still qualify as Park Models. Explanation of the RVA standards. Discussion of Leisure Time Standards and CCR's. Councilwoman Huckaby inquires as to a CUP. Building Inspector Gossi elaborates on Leisure Time CUP. Mr. Allaire explains his interpretation of "part-time" and RVA certification. Councilwoman Nissula directs the discussion to Attorney Matt Johnson. Mr. Johnson discussion Leisure Time CUP, with the land use to be "temporary." Mr. Johnson states the need to further research whether or not the use at Leisure Time is exceeding the use that it is permitted under either the City Ordinances and/or land use ordinances. Mr. Johnson needs to do further research. Further discussion by Johnson of the fact that the transmission from temporary housing to more permanent style housing. At some point the City might have a zone that is completely out of compliance with the intent of that Zone and the possible need of the City to rezone or revision of the CUP. Design is outside of the City's prevue and really is an HOA's type issue and that is not City's part to get into. Mr. Johnson believes the issue of whether or not these constitute RVs or crossing the line into a modular home begins to threaten the land use that the City set up. This is a wide spread issue. Discussion of moratorium and need to revisit this issue. Discussion as to the taxing of these units. Mr. Allaire gives his interpretation of the taxing of these units. Mr. White voices his interpretation. Mayor inquires has the City need to move forward. Mr. Johnson explains the need for clarification, CUP and/or zoning. Mr. White provides information regarding part-time and full-time tenants. Mr. White provides information regarding Leisure Time CCR's and infrastructure of Leisure Time. Councilwoman interrupts the conversation stating that the City needs to have more information from the City's Attorney. Tabled due to the Opening Meeting Law/Public Hearing Law.
SVCRD	
DISCUSSION:	Hold due to death of Ben Wellington. Attorney Johnson provides a status of the agreement between the City and SVCRD. Councilwoman Hull inquiry as to the procedure due to the use of geothermal water. Councilwoman Nissula inquires as to different industry uses of geothermal water. Further explanation by Attorney Johnson of the water usage by SVCRD.
Schedule of Fees	
DISCUSSION:	Discussion regarding updating the schedule of fees. Specifically, dog license fees, impound fee, color copy fees, park fees, sports park

banner, on/off service fee. McPaws impound fee, base rate, recreation dub fee, septic hauler fee, Cemetery. Discussion regarding Public Meeting regarding fee increases (max 3% without hearing).

Budget

DISCUSSION: Discussion regarding budget. Explanation/discussion regarding the Department Proposed Budget vs. Clerk Proposed Budget. Discussion of required Property Tax needed to make a balanced budget. Explanation regarding insurance premiums and the allocation of insurance premiums to appropriate departments. Discussion regarding Property Tax monies. Discussion regarding Grant Writer, and budgeting for the Grant Writer. Discussion regarding the Police Department budget. Discussion regarding equal cut throughout all departments. Discussion of health insurance premium costs.

MAYOR REPORT

Sports Park: The sprinkler system is finished, and for the most part most of the grass was undisturbed. Discussion regarding the sprinkler layout and zones. Discussion regarding fixes of the drop system for the trees.

Armstrong Park: Construction has begun, although there is still issues with ground water. Building Inspector Gossi has made suggestions to help with the ground water issues. Concrete will be started sometime next week.

Street Striping: ITD does not know when they are going to chip seal. Mayor can't see paying to have the striping scheduled prior to having the roads chip sealed.

Lakeshore Phase II: Phase Two should begin July 5th.

LGIP: The total amount in the LGIP is $1.3 Million. With the biggest amount is in the General Fund equaling $701K. PD has $4K, Airport has 11K, IBB has 264K, Water is $90K, Sewer is $35K. Streets is $183K and LID is 9K. Library has 46K.

Cascade Hardware: Concerns with ADA Compliance issues. Discussion regarding getting into compliance. Discussion regarding parking, and garbage issues.

Executive Session

MOTION BY: Judy Nissula **SECOND BY:** Rachel Huckaby

Motion to move into Executive Session per Idaho Code 74-206(b)

DISCUSSION: *No decisions were made, came out of Executive Session, Returned to City Council Meeting at 8:46 p.m.*

ROLL CALL:	Debbie Haskins	*Yes*	Rachel Huckaby	*Yes*
	Kathy Hull	*Yes*	Judy Nissula	*Yes*

ADJOURNMENT

MOTION TO ADJOURN: Mayor **SECOND BY:** Kathy Hull

ALL IN FAVOR: Debbie Haskins Rachel Huckaby
Kathy Hull Judy Nissula

MEETING ADJOURNED: 8:47 p.m.

Respectfully submitted and Attested by,

Approved

Heather Soelberg, Clerk/Treasurer

Rob Terry, Mayor