



City of McCall
City Council

AGENDA
Regular Meeting
February 24, 2022 at 5:30 PM
Legion Hall – Below City Hall
216 East Park Street
McCall, ID
AND MS TEAMS Virtual

ANNOUNCEMENT:

Due to McCall's commitment to stay healthy in response to the COVID-19 Emergency and ensuring that the City's Business continues, this will be both an in person and virtual meeting. The Legion Hall's 6-foot social distancing Occupancy Capacity is **15**. The Council Members and staff who are anticipated to be in attendance is **8**. The first **7** persons who appear will be allowed to be present in the meeting location. **Social distancing and masking will be enforced.** All other persons may be in attendance virtually. Any member of the public can join and listen only to the meeting at 5:30 p.m. by calling in as follows:

Dial 208-634-8900 when asked for the Conference ID enter: 827 785 686#

Or you may watch live by clicking this link: https://youtu.be/Bu_yFwE6jkU

OPEN SESSION

PLEDGE OF ALLEGIANCE

APPROVE THE AGENDA

CONSENT AGENDA

All matters which are listed within the consent section of the agenda have been distributed to each member of the McCall City Council for reading and study. Items listed are considered routine by the Council and will be enacted with one motion unless a Council Member specifically requests it to be removed from the Consent Agenda to be considered separately. Staff recommends approval of the following ACTION ITEMS:

1. City Council Special Meeting Minutes – December 17, 2021(ACTION ITEM)
2. City Council Regular Meeting Minutes – January 13, 2022(ACTION ITEM)
3. Payroll Report for period ending February 4, 2022 (ACTION ITEM)
4. Warrant Register – GL (ACTION ITEM)
5. Warrant Register – Vendor (ACTION ITEM)
6. AB 22-051 City Licenses Report to Council Per McCall City Code (ACTION ITEM)
7. AB 22-054 City Treasurer's Report as Required by IC 50-208 (ACTION ITEM)
8. AB 22-046 Request to Proclaim March 2, 2022 as National Education Association's Read Across America Day (ACTION ITEM)
9. AB 22-041 Request to Proclaim March 4, 2022 as Celebration of Idaho Day in the City of McCall (ACTION ITEM)
10. AB 22-045 Request to Approve Resolution 22-05 Adopting the 2022 Governance Manual Update (ACTION ITEM)

GENERAL PUBLIC COMMENT – HOW TO SUBMIT COMMENTS

Public comment will be accepted in writing prior to the meeting. To ensure that the Council receives all comments prior to the meeting, all comments must be submitted **prior to 3:00 pm on February 24, 2022**. There is a link to submit your written comment on the City’s website at <https://www.mccall.id.us/packets> If a member of the public would like to make comment during the live meeting online or to call-in, please sign up at www.mccall.id.us/packets **prior to 3:00 pm on February 24, 2022**. Once we receive your request to make public comment, a link will be sent to you with instructions. Members of the public are also welcomed to attend the meeting in person; however, space is limited due to social distancing requirements and only 7 members of the public may attend. Again – **written comments are preferred**.

REPORTS

Covid-19 Update

AB 22-040 FY20 Audit Report presented by Bobby Lawrence, EideBailly

AB 22-044 Golf Course Advisory Committee Annual Report

PUBLIC HEARING

AB 22-042 Request to Adopt Resolution 22-07 Setting the 2022 Golf Course Rates
(ACTION ITEM)

PUBLIC HEARING TESTIMONY – HOW TO SUBMIT COMMENTS

The public may attend in person to make public testimony; however, due to limited space, **public testimony submitted in writing prior to the meeting is strongly encouraged**. Only 7 members of the public will be invited into the meeting space at one time. Those who make their comment in person will need to exit after commenting for others to have the opportunity to make testimony. **Masks will be required, and social distancing will be enforced**. To ensure that the Council receives all comments prior to the meeting, written comments must be submitted **prior to 3:00 pm on February 24, 2022**, on the City’s website at <https://www.mccall.id.us/packets>. All written testimony will be either read into the record or attached to the minutes for the record. If a member of the public would like to make comment during the live meeting **online** or to call-in, please sign up at www.mccall.id.us/packets **prior to 3:00 pm on February 24, 2022**. Once we receive your request to make public comment related to the posted public hearing above online, a link will be sent to you with instructions. Again – **written comments are preferred**.

BUSINESS AGENDA

AB 22-053 Request to Appoint Donna Bush to the McCall Parks and Recreation Advisory Committee (ACTION ITEM)

AB 22-049 Request to Appoint Samantha Westendorf to the McCall Historic Preservation Commission (ACTION ITEM)

AB 22-050 Request to Approve the Conserving the Heart of Idaho Public Art Project (ACTION ITEM)

AB 22-048 Request to Approve Consultant Agreement with Logan Simpson for the Parks, Recreation and Open Space Plan (ACTION ITEM)

AB 22-043 Request Approval of an Appropriation from the Airport Fund Balance to Airport Capital for Purchase of a Snow Broom Truck (ACTION ITEM)

AB 22-047 Request to Approve submittal of an Idaho Commission for Libraries Grant to support a Summer Intern for the McCall Public Library (ACTION ITEM)

AB 22-052 Request Approval of an Escrow Agreement for DR-19-55 – 1400 Mill Road (ACTION ITEM)

Upcoming Meeting Schedule Discussion

ADJOURN

American with Disabilities Act Notice: The City Council Meeting room is accessible to persons with disabilities. If you need assistance, please contact City Hall at 634-7142 at least 48 hours prior to the meeting.

MINUTES

**McCall City Council
Special Meeting
McCall City Hall -- Legion Hall
VIA TEAMS Virtual
December 17, 2021**

Call to Order and Roll Call
Work Session

CALL TO ORDER AND ROLL CALL

Mayor Giles called the Special meeting of the McCall City Council to order at 9:00 a.m. Mayor Giles, Council Member Maciaszek, Council Member Nelson, and Council Member Nielsen all answered roll call. Council Member Callan was absent

City staff members present were Bill Punkoney, City Attorney; BessieJo Wagner, City Clerk; Erin Greaves, Communications Manager; Michelle Groenevelt, Community Development Director; Brian Parker, City Planner; Vlatko Jovanov, Network Administrator; Meredith Todd, Assistant City Planner; John Powell, Building Official, Amanda Payne, Local Option Tax Administrator

Also, in attendance were Garrett DeJong, Fire Chief; Julie Thrower Council Member Elect; Casey Quinn and Kelly Hill, Representatives of DoneRight Property Management Company

WORK SESSION

AB 21-294 Permitting and Regulating Short Term Rentals

Community and Economic Development (CED) Director Michelle Groenevelt presented stating that the purpose of the work session was to review the current permitting and regulations process for Short Term Rentals (STRs). The work session discussions were focused on how to better permit and regulate STRs based on experience from administering existing codes and looking to other communities like Sandpoint, Idaho for ideas on how to improve the process and implementation. The topic areas would ultimately affect Title 4 and Title 3 as permitting and regulating STRs is a collaboration between the Clerk's Department and Community and Economic Development Department. The intent of this work session was to understand and discuss the topic areas at a high level to help inform any change in policy needed. The intention of the Memorandum distributed to Council was to review the existing short-term rentals' licensing process and regulations and outline the ongoing issues that are not being addressed with current process and regulations. This is the first of three touches on the subject.

The City of McCall first started regulating large STRs that sleep 20 or more people by requiring a conditional use permit. This was to address some of the existing large STRs that were creating issues in neighborhoods. As the number of STRs increased, it became apparent that all STRs

needed to better manage secondary impacts. Therefore, the following additional permit standards for STRs were established in January 2020:

3.13.09: PERMIT STANDARDS FOR DWELLING, STRS:

(A) All STRs shall comply with this section and file with the Administrator, a signed declaration affirming that the property will be managed to adhere to the following requirements:

1. Parking: all parking for the unit is contained on the site and not more than one (1) parking space per bedroom is provided. All trailers shall be parked on a surfaced area, if space is provided, and shall not park on the right-of way.
2. Occupancy: STRs shall contain no more than four (4) people per bedroom. Total maximum occupancy of the short-term rental shall be based on the number of bedrooms times four (4).
3. Noise: Quiet hours from 10 pm to 8 am the following day are enforced.
4. Safety: Smoke, propane gas, and carbon monoxide detectors are installed within the premises.
5. A posting of the requirements set forth in 1-3 are posted in a visible spot on the premises and a copy provided to all renters.
6. Contact Information: The name and contact information for the property manager is identified and has been sent to all property owners within 300 feet of the location of the short-term rental.
7. No events are held that include additional guests beyond those staying at the short-term rental without first obtaining a conditional use permit.
8. If the short-term rental is located on a parcel that contains an accessory dwelling unit and a primary residence, then one of the dwellings must be owner occupied or a local housing, non-short-term rental, dwelling unit.
9. Camping shall comply with conditions set forth in 3.8.01 and shall not be used to exceed the number of tenants specified on the short-term rental business license.
10. Trash Service: Bear proof solid waste collection facilities shall be available on the site and adequate for the occupancy of the short-term dwelling unit.

(B) STRs shall comply with the provisions set forth in this section by March 1, 2020.

(C) No STRs within the City of McCall shall operate without obtaining a business license. STRs with a local property manager who maintains a physical office in the City of McCall or Impact Area may operate under the business license held by that local property manager.

(D) Enforcement of the requirements set forth in this section shall follow the provisions pursuant to Chapter 17 ENFORCEMENT of this title.

It has been a year since these codes were put into place. The McCall Fire Chief and McCall Building Official have had conversations about health and safety concerns related to STRs, especially the high occupancy rentals; both presented at the work session to provide additional background. Similarly, the impacts to neighborhoods with increased traffic, parking (too much or sometimes not enough) and noise can cause unreasonable impacts to residential neighborhoods. Staff from Community & Economic Development and the Clerk's Department have met several times to identify the problems and brainstorm solutions from a permitting and regulatory perspective. The following are some potential suggestions to better manage STRs in McCall. The specifics need to be more formally researched and vetted with the City Attorney but create a framework for Council discussion, so staff gets direction on how to proceed.

Changing the Current STR Permit Process:

- From Business License to Short-Term Rental Permit

- Requiring STR permit for each unit on each property
- STR permit renewal to occur annually
- Revise fee schedule to better cover administrative costs

Suggested land use changes:

- Ensure regulations address health and safety concerns
- Clarify definitions of different types of accommodations
- Limit occupancy of STRs to something that is more “residential” in nature
- Reduce occupancy per bedroom
- Use adopted codes from other communities as a template to better manage secondary impacts

Questions for the Council:

1. Would you like us to change the permitting process and associated fees (as described) to manage the STR process?
2. Are you interested in a policy shift to better address the health/safety issues and impacts to residential neighborhoods?
3. Any other concerns or ideas?

CED Director Groenevelt gave a brief history of the McCall City Codes regarding STRs and highlighted health and safety concerns that have been realized. Building Official John Powell commented on the concern about occupancy and the health and safety issues that larger occupancy STRs create. Fire Chief Garrett DeJong briefed the Council on how STRs effect emergency services and health and safety issues. STRs are classified as a single-family home in the state fire code which limits the input the local Fire Departments have on regulations. Chief DeJong noted that local fire departments and police departments are not built to handle emergencies in homes that have high occupancy. The main issue being that unlike bed and breakfasts and hotels, STRs have no one accountable to know who is sleeping in what room or exactly how many people are in the home. Chief DeJong recommends that the classification for use on STRs with an occupancy greater than ten (10) are looked at and the City ensures that fire safety, water supply standards and parking and access standards are met.

City Clerk BessieJo Wagner gave Council an overview of the current permitting process for STRs. Mayor Giles asked what the City currently charges for the permitting process and what staff recommends being more in line with administering a permit. Clerk Wagner noted that the current fee is \$125.00 for the initial application and a renewal fee of \$25.00 annually or \$100.00 for 5 years. Staff has been looking into how much staff time goes into processing STR applications as well as the cost of the software needed to manage the STRs. The price could go up to somewhere around \$200 a year for each STR unit.

Council Member Nelsen asked if there is any thought around how STRs can be regulated by location or density, using Sandpoint Idaho as an example. Fire Chief DeJong noted that state code exempts the City from even considering that type of regulation. City Attorney Bill Punkoney noted that Sandpoint does limit the maximum number of non-owner-occupied STRs in residential zones

to thirty-five (35). To clarify, Sandpoint is limiting the total number of permits that are allowed but not prohibiting short term rentals.

Council Member Maciaszek believes the City should be looking at what the issues are and ways to help mitigate those issues. There should be clearly defined reasons why any changes are made, the fee change does make sense and can be backed up with the cost to process the application. Council Member Maciaszek also echoed the health and safety concerns heard from Chief DeJong. Council Member Nielsen echoed what Council Member Maciaszek commented.

Clerk Wagner asked if there was a way to use definitions to separate a residential use from a bed and breakfast or a hotel? Can the occupancy be used to define that an STR is considered to no longer be a residential use and is now a commercial use? Attorney Punkoney noted that there is a significant amount of gray area with this topic, but definitions are one area that has been discussed with city staff.

Council Member Maciaszek added that the traditional vacation home model has been in the area for a long time. People would rent out their vacation homes when they are not using them and add some public benefit in the way of additional beds in the area, but the owners were also still using the home. There has been a shift to a more commercial use to generate income, not just offset the cost during the time the owner is not using the home. Does the City look at this consideration and is it appropriate for commercial use in a residential zone? That is why we have zoning. Attorney Punkoney responded to Council Member Maciaszek noting that Idaho Code requires that STRs are classified as a residential land use for zoning purposes. Director Groenevelt commented that the models for STRs and even hotels are changing, especially with Covid, you don't have any interaction with the front desk these days. Clearly defining occupancy is really about how high occupancy is impacting health safety and secondary neighborhood impacts.

Council Member Nelsen believes the City needs to push its regulation capacity within the state code to ultimately lead other communities to have greater teeth on the subject of STRs. The City should not be intimidated at the chance of running into possible court issues. Council Member Nelsen brought up the possibility of Homeowners Associations limiting STRs using the Woodlands neighborhood as an example. Could the City require future building projects to limit STRs on the basis of safety concerns entering and exiting the neighborhood? Mayor Giles asked for direction from Attorney Punkoney and Director Groenevelt. Attorney Punkoney understood the question as asking if the City can require new subdivisions to have CC&Rs that would exclude STRs. The answer to that question is no, the City cannot do that within the current state code. Director Groenevelt commented that some new developers have volunteered to limit STRs in their CC&Rs. City Attorney Bill Punkoney clarified the difference between the City being able to require it and the developers offering it voluntarily. Director Groenevelt asked if the City could create an incentive in the code similar to the local housing deed restriction for STRs. Attorney Punkoney responded stating there is the approach of saying a developer cannot do something vs. the approach of the developer wanting something and the City allowing it if the developer follows specific conditions, and that specifying conditions is worth looking into. Mayor Giles commented that there are existing subdivisions with HOAs and if an owner within that association wants to operate a large STR, it is the Mayor's understanding that they can do it as long as they are operating within the limit of the City Code. Mayor Giles asked if it is a possibility for the existing HOA to

pass a bylaw that would prohibit large STRs. Attorney Punkoney noted that if all the owners agree that a restriction will be put in place, then the HOA can pass a new bylaw restricting uses. Requiring a restriction is one thing and having a restriction everyone agrees on is another. Council Member Maciaszek noted that using CC&Rs and HOAs are not in the City's toolbox unless it's a volunteered action by a developer or a HOA.

Council Member Nielsen commented that there is no way to build out of the housing shortage in the community. The intention of this discussion is not how to turn STRs into long term rentals, but how is the City within the bounds of state code able to control when and where and how STRs happen.

Director Groenevelt asked if the Council was comfortable with the changes related to the permitting process. Council Member Nelsen asked if the fee could be based on occupancy. Clerk Wagner clarified that when the City sets fees, it has to be recouping the cost to administer the permit. If a CUP was needed, the applicant would have to apply and pay for the CUP in addition to the STR permit. Council Member Maciaszek asked if the City has any obligation to approve a CUP application unless it truly meets all requirements? Attorney Punkoney clarified the City still needs to use standards that are in the City Code and abide by those but there is discretionary power built into the CUP process.

Council Member Maciaszek shared appreciation for the DoneRight Management representatives interested in being present during the work session.

Director Groenevelt recapped that Council is interested in pursuing land use regulations regarding health and safety. Council Member Nielsen commented on parking, stating that it is not only important to be able to accommodate all the parking and equipment but also having it structured in a way that if there was an emergency, EMS could still access the neighborhood. Director Groenevelt responded, clarifying that there is a fine balance of not restricting parking so much that parking on the right of way happens, but you also do not want large driveways and massive parking areas because that changes the nature of the neighborhood as well. Council Member Nielsen stated that changing the occupancy per bedroom might be able to help with the parking issues. Clerk Wagner noted that the CUP process happens when a STR is advertising for 20 or more occupancy, staff has talked about looking at what the capacity is and if the capacity is to house more than 20 it would be thrown into the CUP regardless of the occupancy it is advertised for.

Council Member Nielsen noted that the City does not currently inspect STRs, and regulations are based all in good faith. Looking at the licensing fees and what the city staff time requirement is, the City really should have a higher fee for inspections if the City wants to actually regulate STRs or at least monitor them more effectively. That would also be reason to back up an increase in licensing fees. Director Groenevelt commented that staff have talked about potentially doing inspections and it could be something we will continue to talk about with Chief DeJong and Building Official Powell. Especially at a larger occupancy it could go a long way to ensuring compliance for a lot of the health and safety issues. That is a continued conversation and there might be thresholds based on occupancy for what STRs get inspected.

Council Member Maciaszek commented that it's like with a bed and breakfast, the definition is occupancy of ten (10) or more people. Inspections change when you become a bed and breakfast based on different building codes and fire codes. Chief DeJong went through the different code regulations and requirements for building, fire, and residential codes. Chief DeJong noted that code inconsistency is a problem, for example the State Park and Shore Lodge were required to build their STRs to commercial building code and these residential STRs are not required to do the same thing. The next step is coming up with a policy direction that includes inspections if over a certain capacity because safety issues do happen including propane explosions and fires. A good inspection process could prevent those events from happening. Council Member Maciaszek asked what the difference was in regard to a bed and breakfast and a hotel? What is the other layer of a hotel as far as inspections or compliance that they are required to do? Chief DeJong noted the difference is having a monitored sprinkler system and monitored alarm system, so the Fire Department gets instant notification. Alpine Village is an example of a mixed-use building, commercial on bottom with living area above, that has to meet the higher standard of the building code rather than the residential code. Being built to building code makes the building that much safer for people to sleep in. Council Member Nielsen asked Attorney Punkoney what the threshold of a commercial operation is and how the City can define that within the confines of state regulations. Attorney Punkoney noted that the classifications across state code is not consistent. Determine what the City's objections are and define them in a way that can be defensible in court. An important part of how STRs is approached is making the distinction between residential and commercial use for the purpose of STRs in the City of McCall.

Council Member Maciaszek questioned how traditional single-family residences apply whether there is a large family or not, is there ever ten people living in a house? Director Groenevelt clarified that staff discussion of an occupancy of ten being a standard was based on the building code. The current occupancy of nineteen came from regulating the few large STRs that were in the City at the time that code was written. Council Member Maciaszek stated that it is not necessarily that an applicant can't have an occupancy of more than ten but there are requirements. An applicant can have a high occupancy for STRs, however, if it's in the city limits and it's over nineteen, then it's going to need a conditional use permit and from a fire and other standpoint, it's going to need to meet these requirements related to health and safety. The process needs to follow the same rules as everybody, and it does not currently.

Mayor Giles believes that Council has given enough input and has confidence that staff will come up with a good plan that will address the items discussed.

Council Member Nielsen commented that if the City can start making meaningful steps into the permitting and changing how STR operations are perceived, the City might have some luck down the road with changing the current legislation. Council Member Maciaszek gave a personal experience example of a process in Joshua Tree to set up an STR. The application process for STRs in the area is lengthy and the application fee was over \$500.00, and the cabin they were trying to get permitted as an STR did not meet the physical inspection requirements, so it was denied. So, when the Council is talking about \$200.00 in administrative costs, it seems reasonable.

Council Member Nelsen agreed that the fee seems reasonable. There is a need in the community for greater capacity travel accommodations. Council Member Nelsen asked Kelly Hill of

DoneRight Management what the need in the community is from a property management perspective. Ms. Hill responded noting an issue with lack of enforcement and praised the idea of individual home permits. One, it would allow the city to restrict certain rentals if there is a problem, placing enforcement on that individual rental and not all rentals as a whole. Second, the administrative fees should allow for additional enforcement. Health and safety is a huge concern to DoneRight Management which is why they participate in the Vacation Rental Management Association. The City can make regulations and rules all day long but if there is no enforcement it is useless. Ms. Hill agrees with the entire discussion at this meeting and the focus of health and safety. Mayor Giles thanked Ms. Hill for making the effort to show up and making comment.

Clerk Wagner asked Attorney Punkoney how Fair Housing plays into the larger occupancy STRs, are there any Fair Housing laws that would prevent limiting occupancy? Attorney Punkoney stated it is a complex question. Yes, there may be an element of Fair Housing involved but maybe not with STRs specifically. If the City were to broaden the scope and start limiting the number of related people that can live in a home, the City would get into hot water quickly. Council Member Nelsen noted that there are places like Park City where three families are living in a two-bedroom condo due to lack of affordable housing. Building Official Powell noted his understanding of the Fair housing Act applied to units of 4 or more and does not apply to single family housing.

Council Member Nielsen asked if the City could implement a Local Option Tax specifically on STRs. Clerk Wagner stated that the question was asked the last time LOT went through and the understanding was that STRs could not be taxed differently than a Hotel is taxed. Attorney Punkoney confirmed that is still the case.

Director Groenevelt appreciates all the feedback and believes staff can move forward with the information from this discussion. Council Member Nelsen shared appreciation for City Staff. Director Groenevelt shared her experiences from STR panels including the Mountain Town Planners.

ADJOURNMENT

Without further business, Mayor Giles adjourned the meeting at 10:45 a.m.

ATTEST:

Robert S. Giles, Mayor

BessieJo Wagner, City Clerk

MINUTES

**McCall City Council
Regular Meeting
McCall City Hall -- Legion Hall
VIA TEAMS Virtual
January 13, 2022**

Call to Order and Roll Call
Pledge of Allegiance
Approve the Agenda
Consent Agenda
Public Comment
Oaths Of Office
Reports
Public Hearing
Business Agenda
Adjournment

CALL TO ORDER AND ROLL CALL

Mayor Giles called the regular meeting of the McCall City Council to order at 5:30 p.m. Mayor Giles, Council Member Maciaszek, Council Member Nielson, Council Member Nelsen, Council Member Thrower all answered roll call.

City staff members present were Anette Spickard, City Manager; Bill Nichols, City Attorney; BessieJo Wagner, City Clerk; Sarah Edson, Deputy Clerk; Erin Greaves, Communications Manager; Linda Stokes, City Treasurer; Michelle Groenevelt, Community Development Director; Delta James, Economic Development Planner; Brian Parker, City Planner; Kurt Wolf, Parks and Recreation Director; Eric McCormick, Golf Course Superintendent; Meg Lojek, Library Director; Chris Curtin, Information Systems Manager; Traci Malvich, Human Resources Manager; Justin Williams, Police Chief; Nathan Stewart, Public Works Director; Vlatko Jovanov, Network Administrator;

Also in attendance, Eve Marostica, member of the public and Lindsey Harris, Chamber of Commerce Director

Mayor Giles led the audience in the Pledge of Allegiance.

APPROVE THE AGENDA

Council Member Council Member Maciaszek moved to approve the agenda as submitted. Council Member Council Member Nelsen seconded the motion. In a voice vote all members voted aye, and the motion carried.

CONSENT AGENDA

Staff recommended approval of the following ACTION ITEMS. All matters which are listed within the consent section of the agenda have been distributed to each member of the McCall City Council for reading and study. Items listed are considered routine by the Council and were enacted with one motion.

1. City Council Special Meeting Minutes – August 27, 2021
2. City Council Regular Meeting Minutes – September 9, 2021
3. Payroll Report for period ending December 10, 2021
4. Payroll Report for period ending December 24, 2021
5. Warrant Register – GL
6. Warrant Register – Vendor
7. Accept the Minutes of the following Committees
 - a. Airport Advisory Committee – October 7, 2021
 - b. Airport Advisory Committee – November 4, 2021
 - c. Golf Advisory Committee – July 14, 2021
 - d. Golf Advisory Committee – October 13, 2021
 - e. Golf Advisory Committee – November 10, 2021
 - f. Housing Advisory Committee – November 8, 2021
 - g. Library Board of Trustees – October 11, 2021
 - h. Library Board of Trustees – November 8, 2021
 - i. Planning and Zoning Commission – November 2, 2021
 - j. Tree Advisory Committee – October 5, 2021
 - k. Tree Advisory Committee – November 2, 2021

8. **AB 22-014 City Licenses Report to Council Per McCall City Code**

Per McCall City Code Title 4 Chapter 9, the City Council has determined the City Clerk shall be delegated the authority to process and grant or deny all alcoholic beverage license applications, other than certain circumstances involving catering permits, which the City Clerk shall review the application for catering permit for completeness and forward said application to the Police Chief. The Police Chief upon receipt of the application shall make a recommendation to the City Clerk to approve or deny the application. Whenever the City Clerk shall determine that an application for alcoholic beverage license transfer or renewal is complete, the City Clerk shall approve or deny such application. All decisions of the City Clerk shall be reported to the City Council at the next regularly scheduled City Council meeting after such decision. The City Clerk is also responsible for all processing of business, taxi, snow removal, pawnbroker, child daycare licenses, vendor permits, and public event applications.

Action: Council to review the License report.

9. **AB 22-008 Request for Review and Approval of the Local Option Tax Funding Contract and Completion Report Templates**

With the approval of Ordinance 965 - 3% Occupancy Local Option Tax (LOT), it was identified that the Council would review and approve the contract to be used for the entities awarded funds. During discussions the Council wanted to understand the process staff used when distributing LOT funds and the process used to ensure those funds were spent according to the contract. Staff has worked with the City Attorney to revise the contract template used historically. The revised template requires the attachment of the original application to the contract to ensure that all parties are clear of the project that was approved for funding. Staff is requesting that Council approve the contract template and authorize the Mayor to sign all the contracts for FY2022 for the approved funding. The checks for the approved funding will still come to the Council for approval through the Warrant Register process. The other option would be that the contracts would be placed on the Consent

Agenda for individual approval as the funding becomes available. By approving the contract template and giving authority to the Mayor to sign all contracts for the approved LOT awards, the process of releasing the funds to the recipients will be expedited. In FY19 the Council recognized a need to revise the contract and add the following language: 1.1.2 If the Recipient dissolves or ceases operations within five (5) years after receiving funds that are used to purchase tangible personal property, then prior to or at dissolution or the cessation of operations, such tangible personal property shall be tendered to the City. The City is not obligated to accept such property and may use its discretion whether to receive the property or otherwise direct its distribution. *Action: Approve the Local Option Tax Funding Contract and Completion Report templates and authorize the Mayor to sign all the contracts for FY2022 approved LOT projects.*

10. **AB 22-009 Winter Carnival 2022 Event Summary and Request for Approval of the**

Fireworks Display The Chamber of Commerce has submitted the following requests and applications pertaining to Winter Carnival 2022, which is to be held from Friday, January 28 through Sunday, February 6, 2022. The Chief of Police, Fire Chief, Parks and Recreation Director and Street Superintendent have received the information for this event. Staff continues to work with the Chamber to finalize the event plan and road closures.

The McCall Area Chamber of Commerce has provided the following information:

For Approval:

- * Fireworks Display Application

For Information:

- * General Event Plan, Schedule and Layout
- * Children's Torchlight Parade Route
- * Mardi Gras Parade Route

Other Items Provided to the City Clerk's Office (not in packet):

- * Certificate of Liability Insurance, Naming the City as Additional Insured
- * Catering Permit Applications for the Beer Garden and Various Other Events during the Carnival
- * ITD Approval for the Torchlight and Mardi Gras Parades
- * Parks Reservation Applications for the Use of Legacy Park for Various Carnival Events
- * Road Closure Request for East Lake Street

Action: Approve the fireworks display permit for Winter Carnival 2022 and authorize the Mayor to sign all necessary documents.

Council Member Council Member Nielsen moved to approve the Consent Agenda. Council Member Maciaszek seconded the motion. In a roll call vote Council Member Nelsen, Council Member Maciaszek, Council Member Nielsen, Mayor Giles all voted aye, and the motion carried.

PUBLIC COMMENT

Mayor Giles called for public comment at 5:33 p.m.

Written comments received:

1/7/22 14:24:00 Todd Leeds 432 Virginia Blvd McCall ID 83938 "Please cancel winter carnival. With the current amount of Covid cases, it does not make any sense to promote anything that leads to crowds. The health of residents is too important. In addition, out of towners tend to be far less compliant with logical safety precautions. The current crisis is evident by the fact that Brundage cannot even operate at full lift capacity.

Thank you, Todd Leeds"

11/9/21 9:37:36 Joy Murphy 411F Deinhard Lane McCall ID 83938
"Informational Comment Video of Presentation by Dr David Martin on 1999 origination
of covid and 2015 decision to use it for financial gain.
<https://www.brighteon.com/53ec5b5e-5ec3-4b25-b750-a4dace7672ae>"

Hearing no further comments, Mayor Giles closed the comment period.

OATHS OF OFFICE

AB 22-002 Installation of newly elected City Council Members: Bob Giles, Lyle Nelson, and Julie Thrower

Idaho Code § 50-805 states that the governing body of any city governed by the Council/Manager form of government shall consist of five (5) Members. As stated in Idaho Code § 50-702, each Council Member elected at a general city election, shall be installed at the first meeting in January following the election. The incumbents shall meet and conduct such business as may be necessary to conclude the fiscal matters of the preceding year; the newly elected shall then subscribe to the oath of office, be presented certificates of election, and assume the duties of their position.

The Oaths of office were administered by the City Clerk to the elected Council Members, Bob Giles, Lyle Nelson, and Julie Thrower.

AB 22-003 The 2022 Election of Mayor

Idaho Code § 50-805 states that the governing body of any city governed by the Council/Manager form of government shall consist of five (5) Members. McCall City Code states that the Mayor shall be elected by the Council from among its membership for a term of two (2) years at the first meeting of the newly elected Council after each general or special election of members of the Council; the Mayor may be removed by the Council per Idaho Code section 50-809. The Mayor shall preside at the meetings of the Council and perform such other duties consistent with the office as may be imposed by the Council. The Mayor shall be entitled to a vote on all matters coming before the Council but shall possess no veto power. The Mayor shall be recognized as the official head of the City for all ceremonial purposes, by the courts for the purposes of serving civil processes, and by the Governor for military purpose. The Mayor may use the title of Mayor in any case in which the execution of contracts or other legal instruments in writing, or other necessity arising from the general laws of this State may so require, but this shall not be construed as conferring upon the office administrative powers or functions of a Mayor under the general laws of the State per Idaho Code section 50-810.

The process to elect the Mayor from the Council members is outlined in the Governance Manual. A list of Mayoral duties that prior Mayors have participated in as well as Idaho Code regarding Mayoral duties were presented to Council.

Each Council Member was asked if they would like to be considered for Mayor. Council Member Maciaszek, Council Member Thrower and Council Member Nelsen all declined. Council Member Giles and Council Member Nielsen both voiced interest in being Mayor.

Council Member Nielsen commented that he has two years remaining on his term and if he does not take a chance now to try it out, he would regret it; noting that it is not an objection to the current Mayor who is doing a great job.

Council Member Giles commented that he is interested in running again, noting the length of time it takes to learn the role.

There was a consensus to nominate Bob Giles as Mayor.

Council Member Nelsen moved that Bob Giles be appointed to the City of McCall as Mayor for a two-year term. Council Member Maciaszek seconded the motion. In a roll call vote Council Member Nelsen, Council Member Maciaszek, Council Member Nielsen, Council Member Thrower and Mayor Giles all voted yes, and the motion carried.

AB 22-004 The 2022 Election of Council President

Idaho Code § 50-805 states that the governing body of any city governed by the Council/Manager form of government shall consist of five (5) Members. After the Oaths of office and the Selection of Mayor, the Council will select one of its members as Council President

This process is outlined in the Governance Manual. The council president's most significant role is in chairing council meetings, signing documents, and signing checks in the Mayor's absence. Other responsibilities of the council president may be defined by local policy.

Mayor Giles asked each council member if they would like to serve as council president. Council Member Nelsen, Council Member Maciaszek and Council Member Thrower all declined.

Council Member Nielsen would like to serve again as Council President noting that he enjoys the responsibility of it and the importance of the roll.

Council Member Maciaszek made a motion to appoint Council Member Nielsen as City Council President for the next two years. Council Member Nelsen seconded the motion. In a roll call vote Council Member Maciaszek, Council Member Nelsen, Council Member Nielsen, Mayor Giles, and Council Member Thrower all voted yes, and the motion carried.

REPORTS

Chamber of Commerce

Director for the Chamber of Commerce Lindsey Harris presented the Chamber of Commerce Report to Council noting that the cancelation of the Mardi Gras Parade for Winter Carnival has happened considering an increase in Covid cases. The vendors were not canceled due to the ability to spread vendors out and limiting the indoor use of spaces as well as the number of overall vendors. The space for the fireworks display has been moved to be able to free up space for considerable social distancing. As for why the Chamber has gone forward with Winter Carnival is because it is part of the City's history and something the community can look forward to and safety processes can be modified to keep Covid protocols in place.

Council Member Nielsen gave thanks to Director Harris for making the tough decisions and keeping the community safe. Council Member Maciaszek and Council Member Nelsen echoed

that sentiment. Council Member Nelson added that it is not just about Covid but also about infrastructure and available resources.

Department Reports

Council requested additional detail regarding the short-term rental licenses submitted on the Clerk report to be emailed to Council next week.

Covid-19 Update

Police Chief Justin Williams presented the Covid-19 update to Council stating that there has been a severe spike in cases. There were 143 active cases in Valley County, up to 47% positivity rate from 7% positivity rate two weeks prior. The McCall Donnelly School District was closed this week Tuesday and Wednesday, due to staffing shortages, and many businesses in the area are facing the same issue. Omicron is the main variant being seen in the area as it is more contagious but less deadly. The City Administration has not changed its policy for City staff at this time. To limit exposure and ensure the safety of officers, the McCall Police Department has no cross over between staff. Chief Williams stated that in review of the graph from the last two years the infection is the same as it was about this time last year and is expecting this spike to last another week to two weeks based on past trends.

Council Member Nielsen asked when it is going to end. Chief Williams replied with information regarding Spain and the UK stating that these countries have discussed the transition from pandemic to endemic, suggesting that Covid is something everyone will have to learn to live with like we do with many other respiratory diseases.

Council Member Thrower asked questions about peaking and whether City services and hospital services are available and able to serve the public. Other hospitals around the country have been saying that they have been overwhelmed, is there a concern that if numbers continue to spike that our hospital is going to be overwhelmed again? Chief Williams commented that the issues with the hospital capacity is very similar to where the community was last year, which was more of a staffing issue than an issue of space. The staffing issues have since been addressed and is not where it was this time last year. Hospitalization is not nearly as high with the number of cases that are currently in the area. Council Member Thrower noted her main concern being Winter Carnival coming and the surge in population of the area.

Council Member Nielsen commented that the City has tried to be in line with what CDH has been doing and in line with the State. He reviewed that early on there was some frustration that the decision was left up to cities and the Council had decided to do something to help the businesses that resulted in getting push back from the public regarding public safety regulations and so it is a fine balance. Unfortunately, after two years most people are set in their comfort levels and the best the City can do at this point is to encourage people to take the necessary precautions. Mayor Giles commented that he is impressed with the private sector being fluid on the precautions and policies to flow with the peaks and down turns.

City Manager Spickard commented that the City does partner with the Chamber to be able to advertise in the Treasure Valley to spread the awareness and manage expectations of what visitors may experience. Council Member Nelson shared appreciation for staff and their efforts to spread education and awareness about the virus.

AB 22-012 Police Department Update

Police Chief Justin Williams gave a brief update of the Police Department and anticipated staffing changes in the upcoming year.

The Police Department is at full staff and code enforcement has been very busy this winter with the usual number of calls coming in regarding deer. There are residents who drive around feeding as well as those feeding on their own property. There is an unusually large herd this year. The majority of the herd issues are near Lick Creek and Davis due to food being available. He also stated that the Police Department is prepared for the upcoming Winter Carnival event.

Chief Williams informed the Council that he has put in his retirement notice after 27 years as a Police Officer and has been with the City of McCall since 2014. He stated that in preparation, other staff in the department have been taking more responsibility and leadership roles for the staff changes to come. Chief Williams is set to retire June 3, 2022.

Council and staff shared appreciation for the service and accomplishments of Chief Williams.

PUBLIC HEARING

AB 22-015 Request to Approve Planned Unit Development Preliminary Plan (PUD-21-01) and Subdivision Preliminary Plat (SUB-21-04) at 116 Thula Street for Rywest Homes, Inc.

City Planner Brian Parker presented a Planned Unit Development and Subdivision Preliminary Plat application to construct 26 condominium units to Council. During their regularly scheduled November 2, 2021 meeting, the McCall Area Planning and Zoning Commission held a properly noticed public hearing and unanimously recommended approval of the subject application to the McCall City Council without a second public hearing. The subject application includes requests to enter into development and escrow agreements. Final versions of these agreements will be presented to Council at a later date.

Council Member Thrower recused herself before the beginning of the public hearing.

Planner Parker asked council to open the public hearing and continue it to the January 27, 2022, Regular City Council Meeting.

Mayor Giles acknowledged written comments received as well as the members of the public in attendance to speak regarding the public hearing.

At 6:42pm Council Member Nielsen moved to open the public hearing for Planned Unit Development Preliminary Plan (PUD-21-01) and Subdivision Preliminary Plat (SUB-21-04) at 116 Thula Street for Rywest Homes, Inc. Council Member Maciaszek seconded the motion. In a roll call vote Mayor Giles, Council Member Maciaszek, Council Member Nelsen, Council Member Nielsen all voted aye, and the motion carried.

Council Member Nielsen moved to continue the Public Hearing for Planned Unit Development Preliminary Plan (PUD-21-01) and Subdivision Preliminary Plat (SUB-21-04) at 116 Thula Street for Rywest Homes, Inc to January 27, 2022, at 6:00 pm or as soon thereafter as the matter may be heard. Council Member Nelsen seconded the motion. In a roll call vote Mayor Giles, Council Member Maciaszek, Council Member Nelsen and Council Member Nielsen all voted aye, and the motion carried.

BUSINESS AGENDA

AB 22-017 Request for McCall Redevelopment Agency (MRA) Appointments – 3 Vacancies

Community and Economic Development Director Michelle Groenevelt presented the request for McCall Redevelopment Agency (MRA) Appointments, 3 Vacancies, to Council. Per McCall City Code, the City Council appoints a board of commissioners for the McCall Redevelopment Agency (MRA) which shall consist of seven (7) members. The term of office of a commissioner shall be three (3) years per MCC 1.11.2. The Board position was advertised in The Star News and on the City's website.

At the December 7, 2021 meeting, McCall Redevelopment Board considered the four submitted letters of interest for the three vacancies on the MRA Board. Clair Bowman, Michelle Rentzsch, James Woolcott, and existing member Monty Moore had submitted resumes or letters of interest.

McCall Redevelopment Agency Member Maciaszek suggested a virtual interview be scheduled to give a little more insight, because the Board was not familiar with the new applicants. Therefore, the MRA Board held a special meeting on December 14, 2021 to interview all applicants. When the meeting concluded, the MRA Board decided to recommend Monty Moore, Clair Bowman and Michelle Rentzsch for the vacant positions to the McCall City Council.

Council had no questions regarding the recommendations for appointment. Council Member Nelsen commented on the high quality of candidates.

Council Member Maciaszek moved to approve the appointment of Monty Moore to McCall Redevelopment Agency for a term expiring in April 2024; the appointment of Clair Bowman to the McCall Redevelopment Agency for a term expiring in September 2024; the appointment of Michelle Rentzsch to the McCall Redevelopment Agency for a term expiring in January 2025; and authorize the Mayor to sign all necessary documents. Council Member Nielsen seconded the motion. In a roll call vote Mayor Giles, Council Member Maciaszek, Council Member Nelsen, and Council Member Thrower all voted aye, and the motion carried.

AB 22-013 Request to approve submittal of a Waterways Improvement Fund grant application

Economic Development Planner Delta James presented the request to approve submittal of a Waterways Improvement Fund grant application to Council. The Idaho Parks and Recreation Department (IDPR) administers the Waterways Improvement Fund (WIF) program. Funded by state gas tax revenues, WIF grants support waterways improvements for boating purposes such as public boat ramps and moorings.

The McCall Parks and Recreation Department would like to apply for \$173,705 in WIF funding to improve the public boat launch and mooring docks at Legacy Park, specifically to:

- Re-grade the lakebed at the toe and edges of the existing concrete boat ramp and replace fine sedimentary material with coarse interlocking rock to mitigate prop wash, sediment transport, and lock in existing concrete panels across the toe of the boat ramp; and
- Replace the two (6' x 64') aged existing docks at public ramp with new wider docks and extend the south dock by an additional 24' section to increase moorage capacity at ramp.

The older docks will be repurposed to update moorage used by the County Marine Deputies to the south.

- Install a lateral extension dock along shore off the southern ramp dock and add an additional 80' finger to increase short-term moorage at boat ramp.

The total project cost is estimated at \$218,705. Valley County Waterways Committee has committed \$30,000 to the project and \$15,000 from the City of McCall Parks and Recreation Department FY22 budget will be used, surpassing the minimum 5% grant match requirement.

Council Member Maciaszek stated that he is continually impressed with the grant opportunities staff brings to council.

Council Member Nielsen moved to approve submittal of a Waterways Improvement Fund application and authorize Mayor to sign all necessary documents. Council Member Maciaszek seconded the motion. In a roll call vote Mayor Giles, Council Member Maciaszek, Council Member Nelsen, Council Member Nielsen, and Council Member Thrower all voted aye, and the motion carried.

AB 22-018 Request approval for the Senior Center Building & Envelope Improvements Contract between the City of McCall and Dalrymple Construction Services, Inc.

Building Official John Powell presented the request for approval for the Senior Center Building & Envelope Improvements Contract between the City of McCall and Dalrymple Construction Services, Inc. to Council. This contract is for general building and exterior envelope improvements of the City of McCall's Senior Center building. Improvements are needed to maintain the building envelope, such as the siding, roofing, and insulation. Interior work includes ADA entry doors and an extension of the HVAC system to the meeting room. This project is Phase 1 of 2. Phase 2 is a partially grant-funded improvement of the parking lot. The City received two bids, EKC and Dalrymple Construction. Dalrymple Construction Services was the responsive low bidder.

Council Member Nelsen commented that the project is deserved but asked if there is any other thought for the long-term uses for the building. Building Official Powell commented that he could not speak to the Community Center's full plans, but they have been working on more outreach to the community and not just the senior community. Parks and Recreation Director Kurt Wolf noted that his department has been working closely with the center's outreach programs and recreation programs. City Manager Anette Spickard sits on the board and echoed what Official Powell and Director Wolf have mentioned.

Council Member Nelsen moved to select Dalrymple Construction Services, Inc. as responsive low bidder; approve the contract with Dalrymple Construction Services, Inc. for the construction improvements to McCall Senior Center and authorize the Mayor to sign all necessary documents. Council Member Maciaszek seconded the motion. In a roll call vote Mayor Giles, Council Member Maciaszek, Council Member Nelsen, Council Member Nielsen, and Council Member Thrower all voted aye, and the motion carried.

AB 22-010 Request to Approve the Proposal for Engineering Services for Clear Solutions Engineering, LLC -WTP Filtration and Disinfection CT Evaluation and PER

Public Works Director Nathan Stewart presented the request to approve the proposal for Engineering Services for Clear Solutions Engineering, LLC -WTP Filtration and Disinfection CT Evaluation and PER to Council. The City of McCall's water treatment plant (WTP) was completed

in 2001. The treatment process principally relies on filtration through two anthracite filter basins followed by chlorination before water is delivered to the distribution. Identified in the 2017 Water Master Plan, filtration capacity is one process within the plant limiting daily water production. Disinfection contact time (i.e., CT) is also a limiting process (due to the small volume of the existing chlorine contact basin). These two limiting processes restrict the amount of water the treatment plant can produce in 24 hours. During peak irrigation season (as occurred in June 2021), the WTP struggles to provide the water demand of its customers. The FY22 CIP identified funding to complete engineering evaluations to identify recommended options to improve WTP capacity.

The proposal will complete necessary research, preliminary design, and cost estimation for developing recommended options to improve filtration capacity and disinfection CT. Benefits and costs of all options will be discussed with the goal of selecting preferred options that will be further developed into infrastructure construction projects.

Clear Solutions, LLC was formed in 2020, and has staff with more than 10 years of experience working for the City. They are currently completing a distribution storage capacity evaluation that, in combination with this evaluation, will provide a comprehensive assessment of how storage, filtration and disinfection CT enhancements can ultimately expand the production capability of McCall's water treatment facility. They also completed a filter audit in 2021 that assessed current performance of the two existing filters. Per IC 67-2320(2), the City can contract directly with Clear Solutions for this proposal (>\$50,000) due to its previous and ongoing associated work for the Department.

Council Member Nelsen asked if the City is limited on the amount of water the City can take out of Payette Lake. Director Stewart commented that the City has water rights as well as other resources through the Water Resources Board.

Council Member Nelsen moved to approve the Proposal for Engineering Services with Clear Solutions Engineering, LLC, and authorize the mayor to sign all necessary documents. Council Member Maciaszek seconded the motion. In a roll call vote Mayor Giles, Council Member Maciaszek, Council Member Nelsen, Council Member Nielsen, and Council Member Throver all voted aye, and the motion carried.

AB 22-011 Recommendation for Contract Award: McCall Shore Lodge Pump Station Upgrade

Public Works Director Nathan Stewart presented the recommendation for contract award of the McCall Shore Lodge Pump Station Upgrade to Council. During December 2021, The Water Department, with assistance from SPF Water Engineers (project engineer) conducted semi-formal bidding for the McCall Shore Lodge Pump Station Upgrade project. This project consists generally of replacing existing pump starters with variable frequency drive (VFD) motors, installation of a new programable logic control (PLC) panel to allow improved and remote control of the pump station via the City's SCADA system, and various valve and piping upgrades. Included are the following attachments:

- Cover sheet of project plans
- Draft Contract Agreement
- Bidder Recommendation Letter, by SPF Water Engineer, 12/28/22

SPF conducted the bid opening on 12/21/21. The City received two bids. SPF completed a thorough review of the bids to determine the responsive low bid. Their letter provides a bid tabulation and recommendation for the City to award the construction contract to RM Mechanical,

Inc. The draft “Agreement” that has been reviewed by legal counsel. If awarded, the project will be completed by the end of May 2022.

Mayor Giles asked if the contract is awarded, is it comparable to the government estimate. Referring to the Bidder Recommendation Letter, Director Stewart noted staff feels confident in the responsive low bidder’s ability to do the job.

Council Member Thrower moved to award the construction contract for the McCall Shore Lodge Pump Station Upgrade project to RM Mechanical, Inc. in the amount of Fifty-One Thousand, Thirty-Nine Dollars (\$51,039.00); authorize the Mayor to sign all necessary documents; and authorize City staff to manage change orders up to 10% over the initial Contract amount. Council Member Nielsen seconded the motion. In a roll call vote Mayor Giles, Council Member Maciaszek, Council Member Nelsen, Council Member Nielsen, and Council Member Thrower voted aye, and the motion carried.

AB 22-016 Request to Approve the Amended FY21 Annual Road and Street Financial Report

City Treasurer Linda Stokes presented the request to approve the Amended FY21 Annual Road and Street Financial Report to Council. At the regular council meeting held December 16, 2021 the FY21 Annual Road and Street Report was accepted and approved by the City Council upon approval of the consent agenda. The report was submitted to Idaho Transportation Department (ITD) prior to the due date of December 31, 2021. Staff received notification from ITD the report could not be accepted because the Highway User Shared Revenue was understated. Upon review of the amounts received by the City and amounts sent to the City by ITD, a cash receipting error was discovered. A State General Fund distribution of \$40,370 in April 2021 was cash receipted to the City of McCall General Fund instead of to the Streets Fund.

The revenues received in April from the State were the result of the passage of HB 308 during the last legislative session. HB 308, which was effective immediately, went into law signed by the Governor on March 23. HB 308 provided for a onetime distribution to cities, counties, and highway districts from the state’s general fund surplus. There are no restrictions on the use of the revenues other than it is dedicated for local road and bridge purposes.

The presented FY21 Annual Road and Street Financial report (lines 12, 17, 24, 62, 64, 65, 74, and 76) has been amended to correct the total Highway User Revenues received by the City in FY21.

Council had no questions or comments.

Council Member Nelsen moved to accept and approve the amended FY21 Annual Road and Street Financial Report and authorize the Mayor to sign all necessary documents. Council Member Nielsen seconded the motion. In a roll call vote Mayor Giles, Council Member Maciaszek, Council Member Nelsen Council Member Nielsen, and Council Member Thrower all voted aye, and the motion carried.

AB 22-006 Request to Approve a Resolution Designating the newly appointed Mayor and Council President as Signatories on the City of McCall’s Contracts and Agreements

City Manager Anette Spickard presented the request to approve a Resolution Designating the newly appointed Mayor and Council President as Signatories on the City of McCall’s Contracts and Agreements. The Resolution authorizes the new Mayor and Council President to sign contracts

and agreements and any related documents as authorized by the City Council. The Resolution also authorizes BessieJo Wagner, City Clerk signature authority for attesting documents.

Council had no questions or comments.

Council Member Nielsen moved to adopt Resolution No. 22-03 designating the Mayor and Council President as signatories on the City of McCall's contracts and agreements as authorized by the City Council and authorize the Mayor to sign all necessary documents with changes. Council Member Thrower seconded the motion. In a roll call vote Mayor Giles, Council Member Maciaszek, Council Member Nelsen, Council Member Nielsen, and Council Member Thrower all voted aye, and the motion carried.

AB 22-007 Request to Approve the US Bank Master Services Agreement and adopt a Resolution Designating Signatories on the City of McCall's Bank Accounts

City Treasurer Linda Stokes presented the Request to Approve the US Bank Master Services Agreement and adopt a Resolution Designating Signatories on the City of McCall's Bank Accounts to Council. The election of a new Mayor and Council President requires the Council to update the list of signatories of the City of McCall's bank accounts. The Resolution authorizes the new Mayor and Council President to sign checks and other disbursements.

The signature authority for BessieJo Wagner, City Clerk; Linda Stokes, City Treasurer; and Anette Spickard, City Manager remains unchanged.

This agreement also removes the Mayor, Council President, and City Staff from the McCall Urban Renewal Agency Accounts. A new Resolution with a new Master Services Agreement for the McCall Urban Renewal Agency accounts will be brought to the Agency Board to adopt new signatories.

There were no questions or comments from Council.

Council Member Nielsen moved to approve the US Bank Master Services Agreement and Adopt Resolution No. 22-04 designating the new Mayor and Council President as signatories on the City of McCall's bank accounts and authorize the Mayor to sign all necessary documents. Council Member Thrower seconded the motion. In a roll call vote Mayor Giles, Council Member Maciaszek, Council Member Nelsen, Council Member Nielsen, Council Member Thrower all voted aye, and the motion carried.

AB 22-005 Assignment of Council Liaison Duties 2022

City Manager Anette Spickard presented the assignment of Council Liaison Duties 2022 to Council. In January of each year after a general election, the Council chooses, from its membership, liaisons to serve on various community boards. As the liaison the Council Member attends each Board's meeting, some are monthly, and some are quarterly. The Council Member will then report to the whole Council, at their first Regular Meeting of each month, a brief accounting of what has transpired on the various community organizations.

Council Member Thrower would like to be involved in the process and become a committee liaison. Council Member Thrower's main interest is the PLWSA, but that board was not wanting a council member on the board with their change to a nonprofit and it is not a government board.

Council Member Maciaszek and Council Member Nielsen positions on MRA are not up for change as they are appointed members of the MRA. Council Member Thrower expressed an interest in serving on Payette River Scenic Byway Council. Manager Spickard noted that it is currently staffed by Economic Development Planner Delta James.

The Winter Recreation Committee (WRC) is still active, and Council Member Nielsen is the liaison on that committee. Mayor Giles commented on the importance of the WRC.

Council Member Nelsen has interest in WYCAP which Mayor Giles currently serves on. Mayor Giles agreed to step away from that liaison duty for Council Member Nelsen to step in.

Council Member Nielsen asked about post JWAG and the next steps on that committee. Manager Spickard noted that the Sewer District is moving forward with their master plan effort and the focus has been on the master plan. Council Member Thrower is interested but there may be a need for a main and a backup liaison to be able to continue the continuity of Council being part of JWAG. Both Council Member Nielsen and Council Member Thrower will participate.

Council Member Nelsen showed interest in the opportunity with the Firewise Group.

Council Member Thrower showed interest in the nonprofit group that works with McPaws.

In summary, Council Member Thrower will be liaison for the McPaws committee and a second liaison for JWAG. Council Member Nelsen will be liaison for the Firewise Group and WYCAP. Council Member Nielsen will continue as liaison for MRA, WRC and JWAG. Council Member Maciaszek will continue as liaison for MRA, and Mayor Giles has stepped away from Council Liaison duties for WYCAP and will continue as liaison on the Library Board

AB 22-001 Request to Approve Resolution 22-01 Adopting the McCall City Council Meeting Schedule for 2022

City Manager Anette Spickard presented the Request to Approve Resolution 22-01 Adopting the McCall City Council Meeting Schedule for 2022 to Council. McCall City Code §1.8.2 states that regular Council meetings will be held on the second and fourth Thursdays of each month except when such regular meetings fall on a legal holiday, then the meetings would be held on the preceding day unless otherwise fixed by the Council.

Historically Council has only altered their schedule for Holidays and the AIC Annual conference. The presented calendar and resolution reflect these changes. Should the Council wish to adopt a new Council Meeting Schedule, Council will need to direct staff to prepare the appropriate documents to make those changes.

Council Member Nielsen would like the option of having the tentative meeting that was available in 2021. With the meeting on the first Thursday of the month being a regular tentative meeting. There was an echo from the rest of council.

Council Member Nielsen moved to approve Resolution 22-01 adopting the McCall City Council Meeting Schedule for 2022 with the addition of a tentative meeting the first Thursday of every month February through September and authorize the Mayor to sign all necessary documents. Council Member Nelsen seconded the motion. In a roll call vote Mayor Giles, Council Member Maciaszek, Council Member Nelsen, Council Member Nielsen, and Council Member Thrower all voted aye, and the motion carried.

Upcoming Meetings Schedule Discussion

Council discussed having Saint Luke’s Dr. Kinney at the next council meeting for a brief Covid-19 update and had a brief discussion on the March meeting calendar regarding spring break.

Council Member Maciaszek made a motion to amend the 2022 Council Meeting schedule to change the March 24th and 25th meetings to March 31st and April 1st and direct the City Manager to make that change. Council Member Nielsen seconded the motion. In a roll call vote Mayor Giles, Council Member Maciaszek, Council Member Nelsen, Council Member Nielsen, and Council Member Thrower all voted aye, and the motion carried.

ADJOURNMENT

Without further business, Mayor Giles adjourned the meeting at 8:32p.m.

ATTEST:

Robert S. Giles, Mayor

BessieJo Wagner, City Clerk

Report Criteria:

Selected pay codes: 9-02 (Comp Time Available)

Title	Hours Beg Bal	Hours Accrued	Hours Used	Hours Remain
9-02				
Total Airport:	55.73	.00	.00	55.73
Total City Clerk:	13.69	.00	2.25	11.44
Total City Manager:	29.94	.00	.00	29.94
Total Community Development:	105.62	12.75	27.50	90.87
Total Finance:	25.77	3.00	.00	28.77
Total Golf Course Maint:	53.77	1.88	.00	55.65
Total Info systems:	7.00	.00	.00	7.00
Total Library:	.00	.00	.00	.00
Total Local Option Tax:	.00	.00	.00	.00
Total Parks:	66.95	22.88	2.00	87.83
Total Police:	186.37	1.50	1.00	186.87
Total PW/Streets:	199.57	8.25	39.00	168.82
Total Recreation Programs:	43.63	3.00	4.00	42.63
Total Water Distribution:	131.98	50.63	8.00	174.61
Total Water Treatment:	42.88	4.88	.00	47.76

Emp No	Name	Total Gross Amount	2-00 Overtime Emp Amt	10-00 Overtime-G Emp Amt	
	Total Airport:				
		3	4,291.00	.00	.00
	Total City Clerk:				
		3	6,430.54	.00	.00
	Total City Manager:				
		4	12,928.53	.00	.00
	Total Community Development:				
		7	16,688.64	.00	.00
	Total Council:				
		5	5,000.00	.00	.00
	Total Finance:				
		3	7,709.28	.00	.00
	Total Golf Course Maint:				
		7	8,679.39	24.94	.00
	Total Info systems:				
		2	5,700.09	.00	.00
	Total Library:				
		7	8,443.25	.00	.00
	Total Local Option Tax:				
		1	1,598.61	.00	.00
	Total Parks:				
		8	11,928.07	.00	.00
	Total Police:				
		15	39,296.42	958.19	.00
	Total PW/Streets:				
		12	26,813.86	63.75	.00
	Total Recreation Programs:				
		3	6,735.27	.00	.00
	Total Water Distribution:				
		5	10,514.34	544.78	.00
	Total Water Treatment:				
		2	5,560.57	.00	.00
	Grand Totals:				
		87	178,317.86	1,591.66	.00



Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
01-11750 UTILITY CASH CLEARING						
ALDOUS, JESSE & HAILEY	251014	DBL PAYMENT FOR WATER NOV & DEC	02/17/22	97.77	.00	
COFFIELD, CAYCEE & JON	194452	DBL PAYMENT FOR WATER NOVEMBE	02/10/22	51.06	.00	
FOSTER, DAVID	169301	EXTRA PAYMENT AFTER CLOSING	02/17/22	50.00	.00	
HOLDER, ELLIAT	207241	DBL PAYMENT FOR WATER NOVEMBE	02/17/22	53.96	.00	
NEVES, JEFFREY & SANDRA	404672	DBL PAYMENT OF WATER NOVEMBER	02/10/22	49.61	.00	
PACK, PHIL & JILL	159054	DBL PAYMENT FOR WATER NOVEMBE	02/04/22	86.11	.00	
LANGRILL, REID	207644	DBL PAYMENT FOR WATER NOVEMBE	02/04/22	49.61	.00	
Total 01-11750 UTILITY CASH CLEARING:				438.12	.00	
Total :				438.12	.00	
Total :				438.12	.00	
PAYROLL PAYABLES CLEARING						
03-22313 AFLAC						
AFLAC	773405	PREMIUMS - A/C #OLF52	12/28/21	106.52	106.52	02/10/2022
Total 03-22313 AFLAC:				106.52	106.52	
03-22314 DENTAL						
DELTA DENTAL PLAN OF IDAHO	202201	PREMIUMS - #2667-0000	02/02/22	3,009.01	3,009.01	02/10/2022
Total 03-22314 DENTAL:				3,009.01	3,009.01	
03-22315 COLONIAL						
COLONIAL LIFE & ACCIDENT	32897250201220	PREMIUMS - BCN E3289725	02/01/22	451.12	451.12	02/10/2022
Total 03-22315 COLONIAL:				451.12	451.12	
03-22316 IDAHO NCPERS GROUP LIFE						
NCPERS GROUP LIFE INS	C440122	PREMIUMS - C44000000000	01/01/22	16.00	16.00	02/10/2022
Total 03-22316 IDAHO NCPERS GROUP LIFE:				16.00	16.00	
03-22317 OHIO NATIONAL LIFE						
OHIO NATIONAL LIFE INSURANCE	87822322	PREMIUMS - SS0004892	01/01/22	21.47	21.47	02/10/2022
Total 03-22317 OHIO NATIONAL LIFE:				21.47	21.47	
03-22323 HRA ADMIN FEE						
NUESYNERGY INC.	2022-1	HRA/FSA ADMIN FEES	02/08/22	385.00	.00	
Total 03-22323 HRA ADMIN FEE:				385.00	.00	
03-22326 HEALTH INSURANCE PAYABLE						
III-A TRUST	202201	PREMIUMS - #142-MCCALL	01/31/22	88,135.00	88,135.00	02/10/2022
III-A TRUST	202202	PREMIUMS - #142-MCCALL	01/22/22	97,362.00	97,362.00	02/10/2022
Total 03-22326 HEALTH INSURANCE PAYABLE:				185,497.00	185,497.00	
03-22328 VISION PAYABLE						
III-A TRUST	202201	VISION PREMIUMS - #142-MCCALL	01/31/22	939.00	939.00	02/10/2022
III-A TRUST	202202	VISION PREMIUMS - #142-MCCALL	01/22/22	1,025.00	1,025.00	02/10/2022

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 03-22328 VISION PAYABLE:				1,964.00	1,964.00	
03-22330 WILLAMETTE DENTAL						
WILLAMETTE DENTAL INSURANCE	202201	PREMIUMS - GROUP #Z1759 - ID51	01/01/22	2,733.00	2,733.00	02/10/2022
Total 03-22330 WILLAMETTE DENTAL:				2,733.00	2,733.00	
03-22333 UNUM LIFE INSURANCE						
GUARDIAN	202112	GROUP ID: 00 025439 PREMIUM	12/08/21	1,181.71	1,181.71	02/10/2022
GUARDIAN	202201	GROUP ID: 00 025439 PREMIUM	12/14/21	1,179.90	1,179.90	02/10/2022
Total 03-22333 UNUM LIFE INSURANCE:				2,361.61	2,361.61	
03-22375 CHILD SUPPORT						
IDAHO CHILD SUPPORT RECEIPTING	20220211 - 2	CASE# - 195240	02/10/22	214.62	214.62	02/10/2022
IDAHO CHILD SUPPORT RECEIPTING	20220211 - 6	CASE# - 395109	02/10/22	106.62	106.62	02/10/2022
IDAHO CHILD SUPPORT RECEIPTING	20220211 - 8	CASE# - 421420	02/10/22	192.92	192.92	02/10/2022
OREGON DEPT. OF JUSTICE	20220211 - 5	CASE ID - 41000000121812	02/10/22	252.00	252.00	02/10/2022
Total 03-22375 CHILD SUPPORT:				766.16	766.16	
Total :				197,310.89	196,925.89	
Total PAYROLL PAYABLES CLEARING:				197,310.89	196,925.89	
GENERAL FUND						
10-21001 LOT-STREETS SALES TAX PAYABLE						
MCCALL, CITY OF	202201-TAX	LOT TAX - 1%	01/31/22	16.00	.00	
Total 10-21001 LOT-STREETS SALES TAX PAYABLE:				16.00	.00	
10-22540 DEPOSITS/EVIDENCE PROPERTY						
McCALL AREA CHAMBER OF	20220214	REFUND - PARKS DEPOSIT	02/14/22	150.00	.00	
Total 10-22540 DEPOSITS/EVIDENCE PROPERTY:				150.00	.00	
Total :				166.00	.00	
GENERAL FUND REVENUE						
10-30-070-990.0 CASH OVER\(\SHORT)						
MCCALL, CITY OF	202201-TAX	LOT TAX - 1% / OVER	01/31/22	.24-	.00	
Total 10-30-070-990.0 CASH OVER\(\SHORT):				.24-	.00	
Total GENERAL FUND REVENUE:				.24-	.00	
MAYOR & COUNCIL						
10-41-150-275.0 PUBLIC RELATIONS						
STAR NEWS, THE	57675	DISPLAY AD - MCCALL COUNCIL JANU	01/20/22	352.00	.00	
STAR NEWS, THE	57676	DISPLAY AD - DEER - JANUARY 27	01/20/22	330.00	.00	
Total 10-41-150-275.0 PUBLIC RELATIONS:				682.00	.00	
10-41-150-420.0 TRAVEL AND MEETINGS						
GILES, ROBERT S.	20220120	LEGISLATIVE SUMMIT AND CITY OFFIC	01/20/22	250.38	.00	

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 10-41-150-420.0 TRAVEL AND MEETINGS:				250.38	.00	
Total MAYOR & COUNCIL:				932.38	.00	
INFORMATION SYSTEMS						
10-42-150-460.0 TELEPHONE						
VERIZON WIRELESS	9898616804	CELLULAR PHONE SERVICE	02/01/22	337.22	.00	
Total 10-42-150-460.0 TELEPHONE:				337.22	.00	
10-42-150-465.0 COMMUNICATIONS - ETHERNET						
SPARKLIGHT	20220208	INTERNET - ACCT # 112663760 FEBRUA	02/08/22	124.72	.00	
ZIPLY FIBER	0222-0944	ETHERNET - 208-196-0944-080508-9	02/07/22	1,280.00	.00	
Total 10-42-150-465.0 COMMUNICATIONS - ETHERNET:				1,404.72	.00	
10-42-150-610.0 COMPUTER SOFTWARE						
XERILLION CORPORATION	66762	Global PO# to cover monthly charges from	01/31/22	4,521.00	.00	
Total 10-42-150-610.0 COMPUTER SOFTWARE:				4,521.00	.00	
Total INFORMATION SYSTEMS:				6,262.94	.00	
CITY MANAGER						
10-43-150-460.0 TELEPHONE						
VERIZON WIRELESS	9898616804	CELLULAR PHONE SERVICE	02/01/22	126.63	.00	
Total 10-43-150-460.0 TELEPHONE:				126.63	.00	
Total CITY MANAGER:				126.63	.00	
ADMINISTRATIVE COSTS						
10-44-150-200.0 OFFICE SUPPLIES						
OFFICE SAVERS ONLINE	6962	ENVELOPES, STICKY NOTES	02/03/22	52.08	.00	
Total 10-44-150-200.0 OFFICE SUPPLIES:				52.08	.00	
10-44-150-260.0 POSTAGE						
U.S. POSTAL SERVICE	20220211	POSTAGE - METER A/C #18573386	02/11/22	500.00	.00	
Total 10-44-150-260.0 POSTAGE:				500.00	.00	
10-44-150-300.0 PROFESSIONAL SERVICES						
NUESYNERGY INC.	2022-1	COBRA ADMIN FEES	02/08/22	75.00	.00	
WORLD WIDE INTERPRETERS	41672	INTERPRETATION	02/02/22	14.96	.00	
Total 10-44-150-300.0 PROFESSIONAL SERVICES:				89.96	.00	
10-44-150-420.0 TRAVEL AND MEETINGS						
TREASURE VALLEY COFFEE INC.	2160:08091005	COFFEE, TEA, SUGAR	02/07/22	99.20	.00	
Total 10-44-150-420.0 TRAVEL AND MEETINGS:				99.20	.00	
10-44-150-450.0 CLEANING AND CUSTODIAL						
ALSCO	LBOI1963715	LAUNDRY	02/08/22	77.36	.00	

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 10-44-150-450.0 CLEANING AND CUSTODIAL:				77.36	.00	
10-44-150-460.0 TELEPHONE						
ZIPLY FIBER	0222-3038	CITY HALL - 208-634-3038-062090-8	02/07/22	37.68	.00	
ZIPLY FIBER	0222-4493	CITY HALL - 208-634-4493-042005-8	02/07/22	37.61	.00	
Total 10-44-150-460.0 TELEPHONE:				75.29	.00	
10-44-150-500.0 RENTAL - OFFICE EQUIPMENT						
U.S. BANK EQUIPMENT FINANCE	465213247	CITY HALL XEROX COPIER - SN 6TB45	02/10/22	247.39	.00	
WELLS FARGO EQUIPMENT FINANCE	5018817169-FIN	XEROX C8045 #603-0214726-000 RENT	02/04/22	170.25	.00	
Total 10-44-150-500.0 RENTAL - OFFICE EQUIPMENT:				417.64	.00	
10-44-150-500.1 RENTAL - EQUIPMENT MAINTENANCE						
BOISE OFFICE EQUIPMENT	IN2454760	XEROX XALC8070H2 OVERAGE CHAR	02/10/22	175.62	.00	
Total 10-44-150-500.1 RENTAL - EQUIPMENT MAINTENANCE:				175.62	.00	
10-44-150-570.0 REPAIRS - BUILDING AND GROUNDS						
COULTER'S APPLIANCES	587072	GE FRIDGE WITH ICE MAKER	01/28/22	959.00	.00	
Total 10-44-150-570.0 REPAIRS - BUILDING AND GROUNDS:				959.00	.00	
Total ADMINISTRATIVE COSTS:				2,446.15	.00	
CITY CLERK						
10-46-150-210.0 DEPARTMENT SUPPLIES						
OFFICE SAVERS ONLINE	6962	DIVIDERS, BROOM	02/03/22	79.09	.00	
Total 10-46-150-210.0 DEPARTMENT SUPPLIES:				79.09	.00	
10-46-150-400.0 ADVERTISING/LEGAL PUBLICATIONS						
U.S. BANK - CARD SERVICES	0122-GREAVES	CLERK'S SPECIALIST AD	01/25/22	47.90	.00	
Total 10-46-150-400.0 ADVERTISING/LEGAL PUBLICATIONS:				47.90	.00	
10-46-150-440.0 PROFESSIONAL DEVELOPMENT						
IDAHO SECRETARY OF STATE	20220209	NOTARY RENEWAL - WILKINS	02/09/22	30.00	.00	
Total 10-46-150-440.0 PROFESSIONAL DEVELOPMENT:				30.00	.00	
10-46-150-598.0 RECORDS DESTRUCTION						
SHRED-IT USA - BOISE	8000942115	REGULAR SERVICE	02/03/22	176.95	.00	
Total 10-46-150-598.0 RECORDS DESTRUCTION:				176.95	.00	
Total CITY CLERK:				333.94	.00	
COMMUNITY DEVELOPMENT						
10-48-150-210.0 DEPARTMENT SUPPLIES						
OFFICE SAVERS ONLINE	6962	MAGNETIC BOARDS	02/03/22	153.13	.00	
Total 10-48-150-210.0 DEPARTMENT SUPPLIES:				153.13	.00	
10-48-150-250.0 MOTOR FUELS AND LUBRICANTS						
CHEVRON TEXACO	78273647-CD	FUEL	02/06/22	80.61	.00	

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 10-48-150-250.0 MOTOR FUELS AND LUBRICANTS:				80.61	.00	
10-48-150-300.0 PROFESSIONAL SERVICES						
CRESTLINE ENGINEERS INC.	2931	20013 - DAVIS AVENUE - WETLAND EVA	02/07/22	326.75	.00	
WSW CONSULTING INC	2021-2	Local Housing Action Plan	02/01/22	10,285.00	.00	
Total 10-48-150-300.0 PROFESSIONAL SERVICES:				10,611.75	.00	
10-48-150-460.0 TELEPHONE						
VERIZON WIRELESS	9898616804	CELLULAR PHONE SERVICE	02/01/22	214.85	.00	
Total 10-48-150-460.0 TELEPHONE:				214.85	.00	
Total COMMUNITY DEVELOPMENT:				11,060.34	.00	
POLICE DEPARTMENT						
10-50-100-156.0 CLOTHING/UNIFORMS						
UNIFORMS2GEAR INC.	122065	NeCKTIE	01/01/22	5.00	.00	
UNIFORMS2GEAR INC.	122184	Uniforms for new officer DUKE	02/01/22	93.56	.00	
UNIFORMS2GEAR INC.	2724	CoMFORT PANEL- DUKE	01/11/22	59.74-	.00	
Total 10-50-100-156.0 CLOTHING/UNIFORMS:				38.82	.00	
10-50-150-210.0 DEPARTMENT SUPPLIES						
TREASURE VALLEY COFFEE INC.	2160:08051686	COFFEE, TEA, SUGAR	02/08/22	130.03	.00	
Total 10-50-150-210.0 DEPARTMENT SUPPLIES:				130.03	.00	
10-50-150-240.0 MINOR EQUIPMENT						
ROCKY MOUNTAIN SIGNS & APPAREL	22125	LAMINATED SIGNS	12/22/21	261.78	.00	
Total 10-50-150-240.0 MINOR EQUIPMENT:				261.78	.00	
10-50-150-250.0 MOTOR FUELS AND LUBRICANTS						
CHEVRON TEXACO	78273567-PD	FUEL	02/06/22	2,954.71	.00	
Total 10-50-150-250.0 MOTOR FUELS AND LUBRICANTS:				2,954.71	.00	
10-50-150-260.0 POSTAGE						
UNITED PARCEL SERVICE	8459E30390648842	SHIPPING	02/08/22	11.69	.00	
UNITED PARCEL SERVICE	8459E30391755859	SHIPPING	02/08/22	11.73	.00	
Total 10-50-150-260.0 POSTAGE:				23.42	.00	
10-50-150-300.0 PROFESSIONAL SERVICES						
SHRED-IT USA - BOISE	8000942115	REGULAR SERVICE	02/03/22	74.29	.00	
Total 10-50-150-300.0 PROFESSIONAL SERVICES:				74.29	.00	
10-50-150-400.0 ADVERTISING/LEGAL PUBLICATIONS						
STAR NEWS, THE	57699	DISPLAY AD - HELP WANTED - POLICE	01/27/22	240.00	.00	
U.S. BANK - CARD SERVICES	0122-GREAVES	PD ADMIN SOCIAL MEDIA AD	01/25/22	34.99	.00	
Total 10-50-150-400.0 ADVERTISING/LEGAL PUBLICATIONS:				274.99	.00	
10-50-150-450.0 CLEANING AND CUSTODIAL						
BLUE RIBBON LINEN SUPPLY INC.	302364	FLOOR MATS	10/15/21	25.00	.00	

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
BLUE RIBBON LINEN SUPPLY INC.	309877	FLOOR MATS	11/12/21	25.00	.00	
BLUE RIBBON LINEN SUPPLY INC.	321110	FLOOR MATS	12/24/21	25.00	.00	
BLUE RIBBON LINEN SUPPLY INC.	324733	FLOOR MATS	01/07/22	25.00	.00	
BLUE RIBBON LINEN SUPPLY INC.	332308	FLOOR MATS	02/04/22	26.13	.00	
GEM STATE PAPER & SUPPLY	3051981	45 GALLON BAGS, MULTIFOLD TOWEL	02/03/22	120.17	.00	
Total 10-50-150-450.0 CLEANING AND CUSTODIAL:				246.30	.00	
10-50-150-460.0 TELEPHONE						
VERIZON WIRELESS	9898209674	CELLULAR PHONE SERVICE	01/26/22	918.30	.00	
ZIPLY FIBER	0222-2144	POLICE - 208-634-2144-111299-8	02/07/22	27.96	.00	
Total 10-50-150-460.0 TELEPHONE:				946.26	.00	
10-50-150-500.0 RENTAL - OFFICE EQUIPMENT						
WELLS FARGO EQUIPMENT FINANCE	5018748892-PD/A	XEROX C405 #603-0173151 01/27/22-02/	02/02/22	62.01	.00	
WELLS FARGO EQUIPMENT FINANCE	5018748893-PD	XEROX C8045 #603-0173257-000 MIN. U	02/02/22	442.31	.00	
Total 10-50-150-500.0 RENTAL - OFFICE EQUIPMENT:				504.32	.00	
10-50-150-520.1 RENTAL-POLICE DEPT. FACILITIES						
VALLEY COUNTY	2022 - MARCH	PD FACILITY LEASE	02/11/22	2,700.00	.00	
Total 10-50-150-520.1 RENTAL-POLICE DEPT. FACILITIES:				2,700.00	.00	
10-50-150-580.0 REPAIRS - AUTOMOTIVE EQUIPMENT						
BRUNEEL COMPANY INC.	MCC 0018092	OIL CHANGE	02/07/22	59.63	.00	
BRUNEEL COMPANY INC.	MCC 0018126	OIL CHANGE	02/10/22	60.04	.00	
WESTERN COLLISION INC	10869	POLICE VEHICLE REPAIR	09/14/21	1,500.00	.00	
Total 10-50-150-580.0 REPAIRS - AUTOMOTIVE EQUIPMENT:				1,619.67	.00	
Total POLICE DEPARTMENT:				9,774.59	.00	
GRANT EXPENSES						
10-60-250-598.0 FEDERAL - CDBG						
CRESTLINE ENGINEERS INC.	2886	MCCALL SENIOR CENTER PARKING LO	01/11/22	6,933.25	.00	
Total 10-60-250-598.0 FEDERAL - CDBG:				6,933.25	.00	
10-60-250-660.0 FEDERAL - PD - BJA BODY ARMOR						
UNIFORMS2GEAR INC.	2022/02/0067	Replace soft body armor for Officer Kimme	02/07/22	511.92	.00	
UNIFORMS2GEAR INC.	2022/02/0227	Concealed body armor for new hire. Gra	02/14/22	511.92	.00	
Total 10-60-250-660.0 FEDERAL - PD - BJA BODY ARMOR:				1,023.84	.00	
10-60-250-670.0 FED-PD-CITY MATCH BJA						
UNIFORMS2GEAR INC.	2022/02/0067	Replace soft body armor for Office Kimmel	02/07/22	511.92	.00	
UNIFORMS2GEAR INC.	2022/02/0227	Concealed body armor for new hire. Gra	02/14/22	511.92	.00	
Total 10-60-250-670.0 FED-PD-CITY MATCH BJA:				1,023.84	.00	
Total GRANT EXPENSES:				8,980.93	.00	
Total GENERAL FUND:				40,083.66	.00	

PUBLIC WORKS & STREETS FUND

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
PUBLIC WORKS & STREETS						
24-55-100-153.0 PHYSICAL EXAMS						
WIENHOFF DRUG TESTING	103998	RANDOM TESTING	01/31/22	145.00	.00	
Total 24-55-100-153.0 PHYSICAL EXAMS:				145.00	.00	
24-55-100-154.0 UNEMPLOYMENT						
IDAHO DEPT. OF LABOR	20220209	UNEMPLOYMENT BENEFITS-000700291	02/02/22	129.50	129.50	02/10/2022
Total 24-55-100-154.0 UNEMPLOYMENT:				129.50	129.50	
24-55-150-211.0 MECHANIC SHOP SUPPLIES						
MAY HARDWARE INC.	35137	ELECRICAL TAPE, WIRE NUTS, SCREW	02/16/22	70.51	.00	
Total 24-55-150-211.0 MECHANIC SHOP SUPPLIES:				70.51	.00	
24-55-150-240.0 MINOR EQUIPMENT						
TATES RENTS INC	1566603-7	WEED BURNER TORCHMAN	02/14/22	79.99	.00	
Total 24-55-150-240.0 MINOR EQUIPMENT:				79.99	.00	
24-55-150-250.0 MOTOR FUELS AND LUBRICANTS						
CHEVRON TEXACO	78275356-PW	FUEL	02/06/22	9,460.26	.00	
JERRY'S AUTO PARTS	263986	SYN 5w30	02/02/22	43.84	.00	
TATES RENTS INC	1566348-7	LP GAS	02/14/22	27.46	.00	
Total 24-55-150-250.0 MOTOR FUELS AND LUBRICANTS:				9,531.56	.00	
24-55-150-400.0 ADVERTISING/LEGAL PUBLICATIONS						
STAR NEWS, THE	57692	DISPLAY AD - SNOW IN THE CITY JANU	01/27/22	176.00	.00	
STAR NEWS, THE	57693	DISPLAY AD - HELP WANTED - MECHA	01/27/22	492.00	.00	
STAR NEWS, THE	57697	DISPLAY AD - HELP WANTED - STREE	01/27/22	264.00	.00	
U.S. BANK - CARD SERVICES	0122-GREAVES	STREETS OPERATOR PW SOCIAL ADS	01/25/22	95.99	.00	
U.S. BANK - CARD SERVICES	0122-GREAVES	MECHANIC SOCIAL MEDIA ADS	01/25/22	26.57	.00	
Total 24-55-150-400.0 ADVERTISING/LEGAL PUBLICATIONS:				1,054.56	.00	
24-55-150-450.0 CLEANING AND CUSTODIAL						
ALSCO	LBO1965478	LAUNDRY	02/15/22	39.50	.00	
Total 24-55-150-450.0 CLEANING AND CUSTODIAL:				39.50	.00	
24-55-150-460.0 TELEPHONE						
VERIZON WIRELESS	9898616804	CELLULAR PHONE SERVICE	02/01/22	357.63	.00	
ZIPLY FIBER	0222-4170	CITY SHOP - 208-634-4170-092194-8	02/07/22	43.46	.00	
Total 24-55-150-460.0 TELEPHONE:				401.09	.00	
24-55-150-490.0 HEAT, LIGHTS, AND UTILITIES						
AMERIGAS PROPANE L.P.	3132744376-PW	PROPANE - A/C #200810869	02/09/22	374.67	.00	
Total 24-55-150-490.0 HEAT, LIGHTS, AND UTILITIES:				374.67	.00	
24-55-150-500.0 RENTAL - OFFICE EQUIPMENT						
U.S. BANK EQUIPMENT FINANCE	465213247	PUBLIC WORKS XEROX COPIER - SN 8	02/10/22	163.69	.00	
Total 24-55-150-500.0 RENTAL - OFFICE EQUIPMENT:				163.69	.00	

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
24-55-150-500.1 RENTAL - EQUIPMENT MAINTENANCE						
BOISE OFFICE EQUIPMENT	IN2454760	XEROX XALC8045'S OVERAGE CHARG	02/10/22	42.69	.00	
Total 24-55-150-500.1 RENTAL - EQUIPMENT MAINTENANCE:				42.69	.00	
24-55-150-580.0 REPAIRS - AUTOMOTIVE EQUIPMENT						
BRUNEEL COMPANY INC.	MCC 0018155	2 TIRE REPLACEMENT	02/15/22	567.04	.00	
JERRY'S AUTO PARTS	263986	OIL FILTERS	02/02/22	14.25	.00	
JERRY'S AUTO PARTS	264567	SILICONE	02/07/22	15.03	.00	
WESTERN STATES EQUIPMENT CO.	IN001919003	Misc. repairs	02/08/22	1,047.71	.00	
WESTERN STATES EQUIPMENT CO.	IN001923240	1250 HR SERVICE	02/11/22	517.58	.00	
WESTERN STATES EQUIPMENT CO.	IN001923242	2500 HR SERVICE	02/11/22	432.60	.00	
Total 24-55-150-580.0 REPAIRS - AUTOMOTIVE EQUIPMENT:				2,594.21	.00	
24-55-200-701.0 FACILITY PLAN & IMPROVEMENTS						
MAY HARDWARE INC.	34591	PAINTING SUPPLIES	02/07/22	430.34	.00	
MAY HARDWARE INC.	34622	CAULK FLEX	02/08/22	5.39	.00	
MAY HARDWARE INC.	34687	RAZOR BLADE, WINDOW & DOOR, CAU	02/09/22	32.00	.00	
MAY HARDWARE INC.	34872	PAINT & PRIMER	02/11/22	8.00	.00	
MAY HARDWARE INC.	35068	PAINTING SUPPLIES	02/15/22	190.07	.00	
Total 24-55-200-701.0 FACILITY PLAN & IMPROVEMENTS:				665.80	.00	
Total PUBLIC WORKS & STREETS:				15,292.77	129.50	
Total PUBLIC WORKS & STREETS FUND:				15,292.77	129.50	
LIBRARY FUND						
25-21000 SALES TAX PAYABLE						
STATE TAX COMMISSION	202201	SALES TAX	01/31/22	21.64	.00	
Total 25-21000 SALES TAX PAYABLE:				21.64	.00	
Total :				21.64	.00	
LIBRARY FUND REVENUE						
25-30-070-990.0 CASH OVER\(\SHORT)						
STATE TAX COMMISSION	202201	SALES TAX OVER	01/31/22	.12-	.00	
Total 25-30-070-990.0 CASH OVER\(\SHORT):				.12-	.00	
Total LIBRARY FUND REVENUE:				.12-	.00	
LIBRARY DEPARTMENT						
25-57-150-460.0 TELEPHONE						
VERIZON WIRELESS	9898616804	CELLULAR PHONE SERVICE	02/01/22	41.61	.00	
Total 25-57-150-460.0 TELEPHONE:				41.61	.00	
25-57-150-461.0 CABLEONE INTERNET SERVICES						
SPARKLIGHT	20220208	INTERNET - ACCT # 112663760 FEBRUA	02/08/22	116.71	.00	
Total 25-57-150-461.0 CABLEONE INTERNET SERVICES:				116.71	.00	
25-57-150-462.0 AUDIO VISUAL MATERIALS						
OVERDRIVE INC.	4258C022048840	AUDIO BOOKS	02/09/22	443.77	.00	

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 25-57-150-462.0 AUDIO VISUAL MATERIALS:				443.77	.00	
25-57-150-500.0 RENTAL - OFFICE EQUIPMENT						
U.S. BANK EQUIPMENT FINANCE	465213247	LIBRARY XEROX COPIER - SN 8TB6545	02/10/22	170.41	.00	
Total 25-57-150-500.0 RENTAL - OFFICE EQUIPMENT:				170.41	.00	
25-57-150-500.1 RENTAL - EQUIPMENT MAINTENANCE						
BOISE OFFICE EQUIPMENT	IN2454760	XEROX XALC845H OVERAGE CHARGE	02/10/22	29.71	.00	
Total 25-57-150-500.1 RENTAL - EQUIPMENT MAINTENANCE:				29.71	.00	
25-57-200-700.0 LIBRARY EXPANSION						
RATIO ARCHITECTS LLC	19704.000 - 32146	CONSTRUCTION DOCUMENTS 100%	01/31/22	9,301.00	.00	
Total 25-57-200-700.0 LIBRARY EXPANSION:				9,301.00	.00	
Total LIBRARY DEPARTMENT:				10,103.21	.00	
Total LIBRARY FUND:				10,124.73	.00	
RECREATION FUND						
28-21000 SALES TAX PAYABLE						
STATE TAX COMMISSION	202201	SALES TAX	01/31/22	73.07	.00	
Total 28-21000 SALES TAX PAYABLE:				73.07	.00	
Total :				73.07	.00	
RECREATION - PROGRAMS						
28-58-150-210.0 DEPARTMENT SUPPLIES						
ALBERTSONS LLC	00433363-090921-3	PROGRAMMING SUPPLIES	09/09/21	18.55	.00	
ALBERTSONS LLC	00806439-021522-3	TOTS & TYKES SNACKS	02/15/22	25.03	.00	
MAY HARDWARE INC.	34477	REC TIKI TREKS	02/04/22	45.34	.00	
MAY HARDWARE INC.	34764	TIKI TORCH FUEL	02/10/22	71.95	.00	
MAY HARDWARE INC.	35167	TIKI TORCH FUEL	02/16/22	34.52	.00	
WOODS, TARA M.	20220115	MESSY MUNCHKINS - ART SUPPLIES	01/15/22	44.00	.00	
Total 28-58-150-210.0 DEPARTMENT SUPPLIES:				239.39	.00	
28-58-150-300.0 PROFESSIONAL SERVICES						
ELK CREEK BAPTIST CHURCH INC.	112	SITE RENTAL - TOTS & TYKES FEBRUA	01/03/22	420.00	.00	
Total 28-58-150-300.0 PROFESSIONAL SERVICES:				420.00	.00	
28-58-150-460.0 TELEPHONE						
VERIZON WIRELESS	9898616804	CELLULAR PHONE SERVICE	02/01/22	133.23	.00	
Total 28-58-150-460.0 TELEPHONE:				133.23	.00	
Total RECREATION - PROGRAMS:				792.62	.00	
RECREATION - PARKS						
28-59-150-210.0 DEPARTMENT SUPPLIES						
MAY HARDWARE INC.	34706	CM DRILL PRESS	02/09/22	206.99	.00	
MAY HARDWARE INC.	34866	STEEL FLAP, FLAP DISC	02/11/22	21.58	.00	

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
MAY HARDWARE INC.	34990	LATCH STOR BOX	02/14/22	17.99	.00	
MAY HARDWARE INC.	35111	FLOORING KNEEPADS	02/16/22	24.29	.00	
MAY HARDWARE INC.	35165	EARMUFF BLACK, LINER ROLL, SAFET	02/16/22	72.85	.00	
NORCO INC.	34204855	CARBON DIOXIDE/ARGON & WIRE	02/10/22	92.05	.00	
SHERWIN-WILLIAMS CO., THE	7940-1	BLUE TAPE, PAINT BRUSHES & HANDL	02/12/22	32.61	.00	
Total 28-59-150-210.0 DEPARTMENT SUPPLIES:				468.36	.00	
28-59-150-211.0 BATHROOM SUPPLIES						
MAY HARDWARE INC.	34555	PINESOL	02/07/22	11.69	.00	
Total 28-59-150-211.0 BATHROOM SUPPLIES:				11.69	.00	
28-59-150-220.0 SAND & SOIL						
GRASS ROOTS AGRONOMICS INC.	2022-2712	BLACK SAND - SNOW & ICE MELT	02/08/22	403.20	.00	
Total 28-59-150-220.0 SAND & SOIL:				403.20	.00	
28-59-150-240.0 MINOR EQUIPMENT						
MAY HARDWARE INC.	35130	ROLLNG TL CABNT, TOOL CHEST	02/16/22	859.98	.00	
Total 28-59-150-240.0 MINOR EQUIPMENT:				859.98	.00	
28-59-150-250.0 MOTOR FUELS AND LUBRICANTS						
CHEVRON TEXACO	78273656-PR	FUEL	02/06/22	1,648.16	.00	
Total 28-59-150-250.0 MOTOR FUELS AND LUBRICANTS:				1,648.16	.00	
28-59-150-460.0 TELEPHONE						
VERIZON WIRELESS	9898616804	CELLULAR PHONE SERVICE	02/01/22	164.84	.00	
Total 28-59-150-460.0 TELEPHONE:				164.84	.00	
28-59-150-490.0 HEAT, LIGHTS, AND UTILITIES						
AMERIGAS PROPANE L.P.	3132472729-PR	PROPANE - A/C #200810869	02/04/22	450.31	.00	
AMERIGAS PROPANE L.P.	3133021361-PR	PROPANE - A/C #200810869	02/16/22	408.46	.00	
Total 28-59-150-490.0 HEAT, LIGHTS, AND UTILITIES:				858.77	.00	
28-59-150-570.0 REPAIRS - BUILDING AND GROUNDS						
BUILDERS FIRSTSOURCE INC.	84874475	STAR CON LAG	02/11/22	14.99	.00	
CONSOLIDATED ELECTRICAL DIST	4438-1011010	OCTRON FLUOR LAMP	02/08/22	86.70	.00	
MAY HARDWARE INC.	34501	HOSE END	02/05/22	4.49	.00	
MAY HARDWARE INC.	34569	FERRULES STOPS	02/07/22	5.56	.00	
NELSON PLUMBING INC.	20220207	ROTARY PARK	02/07/22	228.30	.00	
Total 28-59-150-570.0 REPAIRS - BUILDING AND GROUNDS:				340.04	.00	
28-59-150-590.0 REPAIRS - OTHER EQUIPMENT						
WESTERN STATES EQUIPMENT CO.	IN001923249	1000hr Skidsteer Service completed out of	02/11/22	1,055.79	.00	
Total 28-59-150-590.0 REPAIRS - OTHER EQUIPMENT:				1,055.79	.00	
28-59-200-715.0 PARKS SHOP RELOCATION						
CM COMPANY INC	2106-00002	Parks shop relocation construction docum	11/30/21	148,421.35	.00	
RATIO ARCHITECTS LLC	19734.000 - 32144	McCall Parks Shop Relocation design/con	01/31/22	2,425.00	.00	

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 28-59-200-715.0 PARKS SHOP RELOCATION:				150,846.35	.00	
Total RECREATION - PARKS:				156,657.18	.00	
Total RECREATION FUND:				157,522.87	.00	
AIRPORT FUND						
AIRPORT DEPARTMENT						
29-56-100-153.0 PHYSICAL EXAMS						
WIENHOFF DRUG TESTING	103998	RANDOM TESTING	01/31/22	55.00	.00	
Total 29-56-100-153.0 PHYSICAL EXAMS:				55.00	.00	
29-56-150-210.0 DEPARTMENT SUPPLIES						
U.S. BANK - CARD SERVICES	0122-BISOM	MIRL LENS DOME	01/25/22	604.64	.00	
U.S. BANK - CARD SERVICES	0122-BISOM	CRIMPED WIRE WHEEL	01/25/22	40.70	.00	
U.S. BANK - CARD SERVICES	0122-BISOM	CAR FLOOR MATS, CAR PHONE MOUN	01/25/22	57.89	.00	
Total 29-56-150-210.0 DEPARTMENT SUPPLIES:				703.23	.00	
29-56-150-250.0 MOTOR FUELS AND LUBRICANTS						
CHEVRON TEXACO	78275414-A	FUEL	02/06/22	52.30	.00	
DIAMOND FUEL & FEED SUPPLY INC.	28075	DIESEL FUEL	02/14/22	2,015.98	.00	
Total 29-56-150-250.0 MOTOR FUELS AND LUBRICANTS:				2,068.28	.00	
29-56-150-460.0 TELEPHONE						
VERIZON WIRELESS	9898616804	CELLULAR PHONE SERVICE	02/01/22	273.22	.00	
ZIPLY FIBER	0222-0267	AIRPORT - 208-196-0267-051399-9	02/07/22	65.03	.00	
Total 29-56-150-460.0 TELEPHONE:				338.25	.00	
29-56-150-500.0 RENTAL - OFFICE EQUIPMENT						
WELLS FARGO EQUIPMENT FINANCE	5018748892-PD/A	XEROX C405 #603-0173151 01/27/22-02/	02/02/22	62.01	.00	
Total 29-56-150-500.0 RENTAL - OFFICE EQUIPMENT:				62.01	.00	
29-56-150-580.0 REPAIRS - AUTOMOTIVE EQUIPMENT						
U.S. BANK - CARD SERVICES	0122-BISOM	GENESIS LAMP	01/25/22	332.79	.00	
Total 29-56-150-580.0 REPAIRS - AUTOMOTIVE EQUIPMENT:				332.79	.00	
29-56-150-590.0 REPAIRS - AIRPORT EQUIPMENT						
U.S. BANK - CARD SERVICES	0122-BISOM	SHEAR BOLT, RETAINERS	01/25/22	263.49	.00	
U.S. BANK - CARD SERVICES	0122-BISOM	15 LAMP 45W	01/25/22	241.91	.00	
Total 29-56-150-590.0 REPAIRS - AIRPORT EQUIPMENT:				505.40	.00	
Total AIRPORT DEPARTMENT:				4,064.96	.00	
Total AIRPORT FUND:				4,064.96	.00	
LOCAL OPTION TAX FUND						
31-60-250-110.0 STP RURAL GRANT						
FORSGREN ASSOCIATES INC	221634	02-20-0115 MISSION ST, SOUTH CITY LI	12/31/21	1,115.02	.00	

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 31-60-250-110.0 STP RURAL GRANT:				1,115.02	.00	
31-60-250-111.0 STP RURAL GRANT - CITY MATCH						
FORSGREN ASSOCIATES INC	221634	02-20-0115 MISSION ST, SOUTH CITY LI	12/31/21	88.33	.00	
Total 31-60-250-111.0 STP RURAL GRANT - CITY MATCH:				88.33	.00	
Total :				1,203.35	.00	
Total LOCAL OPTION TAX FUND:				1,203.35	.00	
GOLF FUND						
GOLF OPERATIONS DEPARTMENT						
54-85-100-154.0 UNEMPLOYMENT						
IDAHO DEPT. OF LABOR	20220209	UNEMPLOYMENT BENEFITS-000700291	02/02/22	1,570.00	1,570.00	02/10/2022
Total 54-85-100-154.0 UNEMPLOYMENT:				1,570.00	1,570.00	
54-85-150-210.0 DEPARTMENT SUPPLIES						
ALSCO	LBO1963707	LAUNDRY	02/08/22	36.30	.00	
ALSCO	LBO1965481	LAUNDRY	02/15/22	36.30	.00	
BOW WOW WASTE PRODUCTS	465387	PET WASTE BAGS, CAN LINERS	02/14/22	397.44	.00	
JERRY'S AUTO PARTS	263764	IMPACT SOCKET	02/01/22	29.89	.00	
MAY HARDWARE INC.	34970	SAW BLADE	02/14/22	49.49	.00	
ROCKY MOUNTAIN SIGNS & APPAREL	22125	LAMINATED SIGNS	12/22/21	261.78	.00	
Total 54-85-150-210.0 DEPARTMENT SUPPLIES:				811.20	.00	
54-85-150-440.0 PROFESSIONAL DEVELOPMENT						
U.S. BANK - CARD SERVICES	0122-MCCORMICK	GCSAA CONFERENCE - AIRFARE	01/25/22	.30-	.00	
Total 54-85-150-440.0 PROFESSIONAL DEVELOPMENT:				.30-	.00	
54-85-150-460.0 TELEPHONE						
VERIZON WIRELESS	9898616804	CELLULAR PHONE SERVICE	02/01/22	46.61	.00	
Total 54-85-150-460.0 TELEPHONE:				46.61	.00	
54-85-150-522.0 PORTABLE TOILET-RENT CONTRACT						
ASAP PORTABLES CO.	21-5458	WINTER PORTABLE RENTAL - MONTHL	01/31/22	260.01	.00	
Total 54-85-150-522.0 PORTABLE TOILET-RENT CONTRACT:				260.01	.00	
54-85-150-570.0 REPAIRS - BUILDING AND GROUNDS						
C & M LUMBER CO. INC.	473866	STAR EST SCREW, FIR STUDS	02/08/22	95.79	.00	
Total 54-85-150-570.0 REPAIRS - BUILDING AND GROUNDS:				95.79	.00	
54-85-150-575.0 REPAIRS - CLUBHOUSE						
BUILDERS FIRSTSOURCE INC.	84798245	CEDAR SHIM	01/26/22	15.99	.00	
BUILDERS FIRSTSOURCE INC.	84862221	5" SDW SCREW EAW EA	02/09/22	8.72	.00	
MAY HARDWARE INC.	34359	PAINTING SUPPLIES	02/03/22	223.10	.00	
MAY HARDWARE INC.	34537	RIB ANCHOR, PLUG, THREADED CAP	02/09/22	9.13	.00	
MAY HARDWARE INC.	34607	MISC FASTENERS	02/08/22	4.90	.00	
MAY HARDWARE INC.	34624	TACK CLOTH	02/08/22	6.10	.00	
MAY HARDWARE INC.	34684	PL400 SUBFLOOR, DYNAFLEX SEAL, C	02/09/22	16.43	.00	
MAY HARDWARE INC.	35070	DAP, PAINTERS TAPE	02/15/22	15.91	.00	

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
MAY HARDWARE INC.	35110	DAP, AA 20 PK BATTERIES	02/16/22	26.28	.00	
MAY HARDWARE INC.	35122	FAUCET CON	02/16/22	48.89	.00	
MAY HARDWARE INC.	35131	PLASTIC WASHER	02/16/22	4.13	.00	
MAY HARDWARE INC.	35139	LAV EXT TUBE	02/16/22	14.39	.00	
ROGERS ELECTRIC INC	4628	14W LED LAMP, LABOR TO INSTALL	02/04/22	511.56	.00	
Total 54-85-150-575.0 REPAIRS - CLUBHOUSE:				905.53	.00	
54-85-150-590.0 REPAIRS - OTHER EQUIPMENT						
TURF EQUIPMENT & IRRIGATION	762185-00	HYD CYLINDER ASM, YOKE END, BEAR	02/03/22	734.65	.00	
Total 54-85-150-590.0 REPAIRS - OTHER EQUIPMENT:				734.65	.00	
Total GOLF OPERATIONS DEPARTMENT:				4,423.49	1,570.00	
Total GOLF FUND:				4,423.49	1,570.00	
WATER FUND						
WATER DISTRIBUTION						
60-64-150-210.0 DEPARTMENT SUPPLIES						
JERRY'S AUTO PARTS	263941	BRUSHES-MED BRASS	02/02/22	11.55	.00	
MAY HARDWARE INC.	34388	LONG TAPE, WALL SCRAPER	02/03/22	28.42	.00	
MAY HARDWARE INC.	34613	GALV RED BELL	02/08/22	7.36	.00	
MAY HARDWARE INC.	34628	TUBE POLY	02/08/22	5.67	.00	
MAY HARDWARE INC.	34648	AP CEMENT	02/08/22	6.74	.00	
Total 60-64-150-210.0 DEPARTMENT SUPPLIES:				59.74	.00	
60-64-150-250.0 MOTOR FUELS AND LUBRICANTS						
CHEVRON TEXACO	78273782-WT	FUEL	02/06/22	1,047.98	.00	
MAY HARDWARE INC.	34437	STIHL 2 CYCLE OIL	02/04/22	11.70	.00	
Total 60-64-150-250.0 MOTOR FUELS AND LUBRICANTS:				1,059.68	.00	
60-64-150-360.0 REIMBURSABLE DEVEL. FEES						
SPF WATER ENGINEERING LLC	31133	LU Development Fire Flow Analysis for wa	01/29/22	1,618.75	.00	
Total 60-64-150-360.0 REIMBURSABLE DEVEL. FEES:				1,618.75	.00	
60-64-150-400.0 ADVERTISING/LEGAL PUBLICATIONS						
STAR NEWS, THE	57694	DISPLAY AD - HELP WANTED - WATER	01/27/22	432.00	.00	
Total 60-64-150-400.0 ADVERTISING/LEGAL PUBLICATIONS:				432.00	.00	
60-64-150-460.0 TELEPHONE						
VERIZON WIRELESS	9898616804	CELLULAR PHONE SERVICE	02/01/22	289.87	.00	
Total 60-64-150-460.0 TELEPHONE:				289.87	.00	
60-64-150-590.0 REPAIRS - OTHER EQUIPMENT						
FERGUSON WATERWORKS	807489-1	5-1/4X4 VLV BX RSR	02/04/22	104.94	.00	
FERGUSON WATERWORKS	811055	DISTRIBUTION INFRASTRUCTURE PAR	02/14/22	3,370.44	.00	
WESTERN STATES EQUIPMENT CO.	IN001910770	Troubleshoot and repair Whitetail generato	01/31/22	1,782.92	.00	
WESTERN STATES EQUIPMENT CO.	IN001913904	EDGE-CUTTING	02/02/22	184.04	.00	
Total 60-64-150-590.0 REPAIRS - OTHER EQUIPMENT:				5,442.34	.00	

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
60-64-150-591.0 REPAIRS - WATER METERS/MXU'S						
FERGUSON WATERWORKS	791690	WATER METERS & METER SUPPLIES -	02/10/22	1,807.82	.00	
FERGUSON WATERWORKS	805628-1	BRS NIP STOCK	02/09/22	57.37	.00	
FERGUSON WATERWORKS	807669	WATER METERS & METER SUPPLIES -	01/28/22	2,785.94	.00	
Total 60-64-150-591.0 REPAIRS - WATER METERS/MXU'S:				4,651.13	.00	
Total WATER DISTRIBUTION:				13,553.51	.00	
WATER TREATMENT						
60-65-150-200.0 OFFICE SUPPLIES						
RICOH AMERICAS CORP.	5063786364-WT	RICOH MPC2004EX ADDITIONAL IMAG	02/01/22	24.85	.00	
Total 60-65-150-200.0 OFFICE SUPPLIES:				24.85	.00	
60-65-150-210.0 DEPARTMENT SUPPLIES						
MAY HARDWARE INC.	34766	COVERALL TYVEK XL	02/10/22	48.57	.00	
Total 60-65-150-210.0 DEPARTMENT SUPPLIES:				48.57	.00	
60-65-150-250.0 MOTOR FUELS AND LUBRICANTS						
CHEVRON TEXACO	78273782-WT	FUEL	02/06/22	262.95	.00	
Total 60-65-150-250.0 MOTOR FUELS AND LUBRICANTS:				262.95	.00	
60-65-150-260.0 POSTAGE						
MAY HARDWARE INC.	8459E3072	SHIPPING	02/12/22	43.33	.00	
Total 60-65-150-260.0 POSTAGE:				43.33	.00	
60-65-150-302.0 LABORATORY TESTING						
ANALYTICAL LABORATORIES INC.	88008	TESTING - WATER TREATMENT	01/31/22	235.14	.00	
HACH COMPANY	12811960	ELECTRODE FILLING SOLN	12/27/21	32.80	.00	
Total 60-65-150-302.0 LABORATORY TESTING:				267.94	.00	
60-65-150-350.0 ENGINEER SERVICES						
CONTROL ENGINEERS PA	28357	FY22 GENERAL SERVICE AGREEMENT	02/10/22	213.00	.00	
Total 60-65-150-350.0 ENGINEER SERVICES:				213.00	.00	
60-65-150-460.0 TELEPHONE						
VERIZON WIRELESS	9898616804	CELLULAR PHONE SERVICE	02/01/22	46.61	.00	
ZIPLY FIBER	0222-1008	SCADA/WT - 208-634-1008-062703-8	02/07/22	60.44	.00	
ZIPLY FIBER	0222-1252	WATER PLANT - 208-634-1252-032097-8	02/07/22	322.96	.00	
Total 60-65-150-460.0 TELEPHONE:				430.01	.00	
60-65-150-570.0 REPAIRS - BUILDING AND GROUNDS						
FRANKLIN BUILDING SUPPLY	1264895	1X4-8 s4s eased-edge k-spf	01/24/22	52.32	.00	
FRANKLIN BUILDING SUPPLY	1267263	MASONRY DRILL BIT, 1X4-8 S4S EASED	01/26/22	90.45	.00	
MAY HARDWARE INC.	34734	PAINTING PARTS	02/09/22	36.58	.00	
MAY HARDWARE INC.	34735	ADHESIVE	02/09/22	7.64	.00	
SHERWIN-WILLIAMS CO., THE	7762-9	GALLON OF TIN LIZZIE	02/03/22	42.32	.00	
SHERWIN-WILLIAMS CO., THE	7797-5	BLOCK FILLER, IND URE ALK EX WHT	02/07/22	880.81	.00	
Total 60-65-150-570.0 REPAIRS - BUILDING AND GROUNDS:				1,110.12	.00	

Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
60-65-150-590.0 REPAIRS - OTHER EQUIPMENT						
A.M.E. ELECTRIC INC.	211518	Blanket PO for emergency/unplanned elec	01/27/22	3,194.02	.00	
JERRY'S AUTO PARTS	263977	GASKET MATERIAL	02/02/22	5.89	.00	
MAY HARDWARE INC.	35135	WATER PARTS	02/16/22	327.20	.00	
MAY HARDWARE INC.	35187	LAUNDRY A&H PWDR, PNT&PRMR	02/17/22	219.47	.00	
Total 60-65-150-590.0 REPAIRS - OTHER EQUIPMENT:				3,746.58	.00	
Total WATER TREATMENT:				6,147.35	.00	
Total WATER FUND:				19,700.86	.00	
URBAN RENEWAL AGENCY FUND						
URBAN RENEWAL AGENCY EXPENSES						
90-40-150-300.0 PROFESSIONAL SERVICES						
ELAM & BURKE, P.A.	194416	GENERAL - URBAN RENEWAL	01/31/22	2,511.50	.00	
Total 90-40-150-300.0 PROFESSIONAL SERVICES:				2,511.50	.00	
Total URBAN RENEWAL AGENCY EXPENSES:				2,511.50	.00	
Total URBAN RENEWAL AGENCY FUND:				2,511.50	.00	
Grand Totals:				452,677.20	198,625.39	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
A.M.E. ELECTRIC INC.					
1070	A.M.E. ELECTRIC INC.	211518	Blanket PO for emergency/unplann	01/27/22	3,194.02
Total A.M.E. ELECTRIC INC.:					3,194.02
AFLAC					
1680	AFLAC	773405	PREMIUMS - A/C #OLF52	12/28/21	106.52
Total AFLAC:					106.52
ALBERTSONS LLC					
1850	ALBERTSONS LLC	00433363-090	PROGRAMMING SUPPLIES	09/09/21	18.55
1850	ALBERTSONS LLC	00806439-021	TOTS & TYKES SNACKS	02/15/22	25.03
Total ALBERTSONS LLC:					43.58
ALDOUS, JESSE & HAILEY					
1002	ALDOUS, JESSE & HAILEY	251014	DBL PAYMENT FOR WATER NOV	02/17/22	97.77
Total ALDOUS, JESSE & HAILEY:					97.77
ALSCO					
2300	ALSCO	LBOI1963707	LAUNDRY	02/08/22	36.30
2300	ALSCO	LBOI1963715	LAUNDRY	02/08/22	77.36
2300	ALSCO	LBOI1965478	LAUNDRY	02/15/22	39.50
2300	ALSCO	LBOI1965481	LAUNDRY	02/15/22	36.30
Total ALSCO:					189.46
AMERIGAS PROPANE L.P.					
2700	AMERIGAS PROPANE L.P.	3132472729-P	PROPANE - A/C #200810869	02/04/22	450.31
2700	AMERIGAS PROPANE L.P.	3132744376-P	PROPANE - A/C #200810869	02/09/22	374.67
2700	AMERIGAS PROPANE L.P.	3133021361-P	PROPANE - A/C #200810869	02/16/22	408.46
Total AMERIGAS PROPANE L.P.:					1,233.44
ANALYTICAL LABORATORIES INC.					
2790	ANALYTICAL LABORATORIES IN	88008	TESTING - WATER TREATMENT	01/31/22	235.14
Total ANALYTICAL LABORATORIES INC.:					235.14
ASAP PORTABLES CO.					
3215	ASAP PORTABLES CO.	21-5458	WINTER PORTABLE RENTAL - M	01/31/22	260.01
Total ASAP PORTABLES CO.:					260.01
BLUE RIBBON LINEN SUPPLY INC.					
4745	BLUE RIBBON LINEN SUPPLY I	302364	FLOOR MATS	10/15/21	25.00
4745	BLUE RIBBON LINEN SUPPLY I	309877	FLOOR MATS	11/12/21	25.00
4745	BLUE RIBBON LINEN SUPPLY I	321110	FLOOR MATS	12/24/21	25.00
4745	BLUE RIBBON LINEN SUPPLY I	324733	FLOOR MATS	01/07/22	25.00
4745	BLUE RIBBON LINEN SUPPLY I	332308	FLOOR MATS	02/04/22	26.13

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
Total BLUE RIBBON LINEN SUPPLY INC.:					126.13
BOISE OFFICE EQUIPMENT					
4870	BOISE OFFICE EQUIPMENT	IN2454760	XEROX XALC845H OVERAGE CH	02/10/22	29.71
4870	BOISE OFFICE EQUIPMENT	IN2454760	XEROX XALC8045'S OVERAGE C	02/10/22	42.69
4870	BOISE OFFICE EQUIPMENT	IN2454760	XEROX XALC8070H2 OVERAGE	02/10/22	175.62
Total BOISE OFFICE EQUIPMENT:					248.02
BOW WOW WASTE PRODUCTS					
5200	BOW WOW WASTE PRODUCTS	465387	PET WASTE BAGS, CAN LINERS	02/14/22	397.44
Total BOW WOW WASTE PRODUCTS:					397.44
BRUNEEL COMPANY INC.					
5680	BRUNEEL COMPANY INC.	MCC 0018092	OIL CHANGE	02/07/22	59.63
5680	BRUNEEL COMPANY INC.	MCC 0018126	OIL CHANGE	02/10/22	60.04
5680	BRUNEEL COMPANY INC.	MCC 0018155	2 TIRE REPLACEMENT	02/15/22	567.04
Total BRUNEEL COMPANY INC.:					686.71
BUILDERS FIRSTSOURCE INC.					
5763	BUILDERS FIRSTSOURCE INC.	84798245	CEDAR SHIM	01/26/22	15.99
5763	BUILDERS FIRSTSOURCE INC.	84862221	5" SDW SCREW EAW EA	02/09/22	8.72
5763	BUILDERS FIRSTSOURCE INC.	84874475	STAR CON LAG	02/11/22	14.99
Total BUILDERS FIRSTSOURCE INC.:					39.70
C & M LUMBER CO. INC.					
5980	C & M LUMBER CO. INC.	473866	STAR EST SCREW, FIR STUDS	02/08/22	95.79
Total C & M LUMBER CO. INC.:					95.79
CHEVRON TEXACO					
6760	CHEVRON TEXACO	78273567-PD	FUEL	02/06/22	2,954.71
6760	CHEVRON TEXACO	78273647-CD	FUEL	02/06/22	80.61
6760	CHEVRON TEXACO	78273656-PR	FUEL	02/06/22	1,648.16
6760	CHEVRON TEXACO	78273782-WT	FUEL	02/06/22	1,047.98
6760	CHEVRON TEXACO	78273782-WT	FUEL	02/06/22	262.95
6760	CHEVRON TEXACO	78275356-PW	FUEL	02/06/22	9,460.26
6760	CHEVRON TEXACO	78275414-A	FUEL	02/06/22	52.30
Total CHEVRON TEXACO:					15,506.97
CM COMPANY INC					
5952	CM COMPANY INC	2106-00002	Parks shop relocation construction	11/30/21	148,421.35
Total CM COMPANY INC:					148,421.35
COFFIELD, CAYCEE & JON					
1234	COFFIELD, CAYCEE & JON	194452	DBL PAYMENT FOR WATER NOV	02/10/22	51.06

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
Total COFFIELD, CAYCEE & JON:					51.06
COLONIAL LIFE & ACCIDENT					
7460	COLONIAL LIFE & ACCIDENT	328972502012	PREMIUMS - BCN E3289725	02/01/22	451.12
Total COLONIAL LIFE & ACCIDENT:					451.12
CONSOLIDATED ELECTRICAL DIST					
7720	CONSOLIDATED ELECTRICAL D	4438-1011010	OCTRON FLUOR LAMP	02/08/22	86.70
Total CONSOLIDATED ELECTRICAL DIST:					86.70
CONTROL ENGINEERS PA					
7785	CONTROL ENGINEERS PA	28357	FY22 GENERAL SERVICE AGREE	02/10/22	213.00
Total CONTROL ENGINEERS PA:					213.00
COULTER'S APPLIANCES					
7991	COULTER'S APPLIANCES	587072	GE FRIDGE WITH ICE MAKER	01/28/22	959.00
Total COULTER'S APPLIANCES:					959.00
CRESTLINE ENGINEERS INC.					
8190	CRESTLINE ENGINEERS INC.	2886	MCCALL SENIOR CENTER PARKI	01/11/22	6,933.25
8190	CRESTLINE ENGINEERS INC.	2931	20013 - DAVIS AVENUE - WETLA	02/07/22	326.75
Total CRESTLINE ENGINEERS INC.:					7,260.00
DELTA DENTAL PLAN OF IDAHO					
8860	DELTA DENTAL PLAN OF IDAHO	202201	PREMIUMS - #2667-0000	02/02/22	3,009.01
Total DELTA DENTAL PLAN OF IDAHO:					3,009.01
DIAMOND FUEL & FEED SUPPLY INC.					
9080	DIAMOND FUEL & FEED SUPPL	28075	DIESEL FUEL	02/14/22	2,015.98
Total DIAMOND FUEL & FEED SUPPLY INC.:					2,015.98
ELAM & BURKE, P.A.					
9880	ELAM & BURKE, P.A.	194416	GENERAL - URBAN RENEWAL	01/31/22	2,511.50
Total ELAM & BURKE, P.A.:					2,511.50
ELK CREEK BAPTIST CHURCH INC.					
9950	ELK CREEK BAPTIST CHURCH I	112	SITE RENTAL - TOTS & TYKES F	01/03/22	420.00
Total ELK CREEK BAPTIST CHURCH INC.:					420.00
FERGUSON WATERWORKS					
10750	FERGUSON WATERWORKS	791690	WATER METERS & METER SUPP	02/10/22	1,807.82
10750	FERGUSON WATERWORKS	805628-1	BRS NIP STOCK	02/09/22	57.37
10750	FERGUSON WATERWORKS	807489-1	5-1/4X4 VLV BX RSR	02/04/22	104.94
10750	FERGUSON WATERWORKS	807669	WATER METERS & METER SUPP	01/28/22	2,785.94

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
10750	FERGUSON WATERWORKS	811055	DISTRIBUTION INFRASTRUCTUR	02/14/22	3,370.44
Total FERGUSON WATERWORKS:					8,126.51
FORSGREN ASSOCIATES INC					
11229	FORSGREN ASSOCIATES INC	221634	02-20-0115 MISSION ST, SOUTH	12/31/21	1,115.02
11229	FORSGREN ASSOCIATES INC	221634	02-20-0115 MISSION ST, SOUTH	12/31/21	88.33
Total FORSGREN ASSOCIATES INC:					1,203.35
FOSTER, DAVID					
2587	FOSTER, DAVID	169301	EXTRA PAYMENT AFTER CLOSIN	02/17/22	50.00
Total FOSTER, DAVID:					50.00
FRANKLIN BUILDING SUPPLY					
11280	FRANKLIN BUILDING SUPPLY	1264895	1X4-8 s4s eased-edge k-spf	01/24/22	52.32
11280	FRANKLIN BUILDING SUPPLY	1267263	MASONRY DRILL BIT, 1X4-8 S4S	01/26/22	90.45
Total FRANKLIN BUILDING SUPPLY:					142.77
GEM STATE PAPER & SUPPLY					
11940	GEM STATE PAPER & SUPPLY	3051981	45 GALLON BAGS, MULTIFOLD T	02/03/22	120.17
Total GEM STATE PAPER & SUPPLY:					120.17
GILES, ROBERT S.					
12040	GILES, ROBERT S.	20220120	LEGISLATIVE SUMMIT AND CITY	01/20/22	250.38
Total GILES, ROBERT S.:					250.38
GRASS ROOTS AGRONOMICS INC.					
12420	GRASS ROOTS AGRONOMICS I	2022-2712	BLACK SAND - SNOW & ICE MEL	02/08/22	403.20
Total GRASS ROOTS AGRONOMICS INC.:					403.20
GUARDIAN					
4258	GUARDIAN	202112	GROUP ID: 00 025439 PREMIUM	12/08/21	1,181.71
4258	GUARDIAN	202201	GROUP ID: 00 025439 PREMIUM	12/14/21	1,179.90
Total GUARDIAN:					2,361.61
HACH COMPANY					
12780	HACH COMPANY	12811960	ELECTRODE FILLING SOLN	12/27/21	32.80
Total HACH COMPANY:					32.80
HOLDER, ELLIAT					
4151	HOLDER, ELLIAT	207241	DBL PAYMENT FOR WATER NOV	02/17/22	53.96
Total HOLDER, ELLIAT:					53.96
IDAHO CHILD SUPPORT RECEIPTING					
14860	IDAHO CHILD SUPPORT RECEI	20220211 - 2	CASE# - 195240	02/10/22	214.62

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
14860	IDAHO CHILD SUPPORT RECEI	20220211 - 6	CASE# - 395109	02/10/22	106.62
14860	IDAHO CHILD SUPPORT RECEI	20220211 - 8	CASE# - 421420	02/10/22	192.92
Total IDAHO CHILD SUPPORT RECEIPTING:					514.16
IDAHO DEPT. OF LABOR					
15020	IDAHO DEPT. OF LABOR	20220209	UNEMPLOYMENT BENEFITS-000	02/02/22	129.50
15020	IDAHO DEPT. OF LABOR	20220209	UNEMPLOYMENT BENEFITS-000	02/02/22	1,570.00
Total IDAHO DEPT. OF LABOR:					1,699.50
IDAHO SECRETARY OF STATE					
15473	IDAHO SECRETARY OF STATE	20220209	NOTARY RENEWAL - WILKINS	02/09/22	30.00
Total IDAHO SECRETARY OF STATE:					30.00
III-A TRUST					
15735	III-A TRUST	202201	PREMIUMS - #142-MCCALL	01/31/22	88,135.00
15735	III-A TRUST	202201	VISION PREMIUMS - #142-MCCA	01/31/22	939.00
15735	III-A TRUST	202202	PREMIUMS - #142-MCCALL	01/22/22	97,362.00
15735	III-A TRUST	202202	VISION PREMIUMS - #142-MCCA	01/22/22	1,025.00
Total III-A TRUST:					187,461.00
JERRY'S AUTO PARTS					
16890	JERRY'S AUTO PARTS	263764	IMPACT SOCKET	02/01/22	29.89
16890	JERRY'S AUTO PARTS	263941	BRUSHES-MED BRASS	02/02/22	11.55
16890	JERRY'S AUTO PARTS	263977	GASKET MATERIAL	02/02/22	5.89
16890	JERRY'S AUTO PARTS	263986	OIL FILTERS	02/02/22	14.25
16890	JERRY'S AUTO PARTS	263986	SYN 5w30	02/02/22	43.84
16890	JERRY'S AUTO PARTS	264567	SILICONE	02/07/22	15.03
Total JERRY'S AUTO PARTS:					120.45
LANGRILL, REID					
6127	LANGRILL, REID	207644	DBL PAYMENT FOR WATER NOV	02/04/22	49.61
Total LANGRILL, REID:					49.61
MAY HARDWARE INC.					
20160	MAY HARDWARE INC.	34359	PAINTING SUPPLIES	02/03/22	223.10
20160	MAY HARDWARE INC.	34388	LONG TAPE, WALL SCRAPER	02/03/22	28.42
20160	MAY HARDWARE INC.	34437	STIHL 2 CYCLE OIL	02/04/22	11.70
20160	MAY HARDWARE INC.	34477	REC TIKI TREKS	02/04/22	45.34
20160	MAY HARDWARE INC.	34501	HOSE END	02/05/22	4.49
20160	MAY HARDWARE INC.	34537	RIB ANCHOR, PLUG, THREADED	02/09/22	9.13
20160	MAY HARDWARE INC.	34555	PINESOL	02/07/22	11.69
20160	MAY HARDWARE INC.	34569	FERRULES STOPS	02/07/22	5.56
20160	MAY HARDWARE INC.	34591	PAINTING SUPPLIES	02/07/22	430.34
20160	MAY HARDWARE INC.	34607	MISC FASTENERS	02/08/22	4.90
20160	MAY HARDWARE INC.	34613	GALV RED BELL	02/08/22	7.36
20160	MAY HARDWARE INC.	34622	CAULK FLEX	02/08/22	5.39
20160	MAY HARDWARE INC.	34624	TACK CLOTH	02/08/22	6.10
20160	MAY HARDWARE INC.	34628	TUBE POLY	02/08/22	5.67

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
20160	MAY HARDWARE INC.	34648	AP CEMENT	02/08/22	6.74
20160	MAY HARDWARE INC.	34684	PL400 SUBFLOOR, DYNAFLEX S	02/09/22	16.43
20160	MAY HARDWARE INC.	34687	RAZOR BLADE, WINDOW & DOO	02/09/22	32.00
20160	MAY HARDWARE INC.	34706	CM DRILL PRESS	02/09/22	206.99
20160	MAY HARDWARE INC.	34734	PAINTING PARTS	02/09/22	36.58
20160	MAY HARDWARE INC.	34735	ADHESIVE	02/09/22	7.64
20160	MAY HARDWARE INC.	34764	TIKI TORCH FUEL	02/10/22	71.95
20160	MAY HARDWARE INC.	34766	COVERALL TYVEK XL	02/10/22	48.57
20160	MAY HARDWARE INC.	34866	STEEL FLAP, FLAP DISC	02/11/22	21.58
20160	MAY HARDWARE INC.	34872	PAINT & PRIMER	02/11/22	8.00
20160	MAY HARDWARE INC.	34970	SAW BLADE	02/14/22	49.49
20160	MAY HARDWARE INC.	34990	LATCH STOR BOX	02/14/22	17.99
20160	MAY HARDWARE INC.	35068	PAINTING SUPPLIES	02/15/22	190.07
20160	MAY HARDWARE INC.	35070	DAP, PAINTERS TAPE	02/15/22	15.91
20160	MAY HARDWARE INC.	35110	DAP, AA 20 PK BATTERIES	02/16/22	26.28
20160	MAY HARDWARE INC.	35111	FLOORING KNEEPADS	02/16/22	24.29
20160	MAY HARDWARE INC.	35122	FAUCET CON	02/16/22	48.89
20160	MAY HARDWARE INC.	35130	ROLLNG TL CABNT, TOOL CHES	02/16/22	859.98
20160	MAY HARDWARE INC.	35131	PLASTIC WASHER	02/16/22	4.13
20160	MAY HARDWARE INC.	35135	WATER PARTS	02/16/22	327.20
20160	MAY HARDWARE INC.	35137	ELECRICAL TAPE, WIRE NUTS, S	02/16/22	70.51
20160	MAY HARDWARE INC.	35139	LAV EXT TUBE	02/16/22	14.39
20160	MAY HARDWARE INC.	35165	EARMUFF BLACK, LINER ROLL,	02/16/22	72.85
20160	MAY HARDWARE INC.	35167	TIKI TORCH FUEL	02/16/22	34.52
20160	MAY HARDWARE INC.	35187	LAUNDRY A&H PWDR, PNT&PRM	02/17/22	219.47
20160	MAY HARDWARE INC.	8459E3072	SHIPPING	02/12/22	43.33
Total MAY HARDWARE INC.:					3,274.97
McCALL AREA CHAMBER OF					
20420	McCALL AREA CHAMBER OF	20220214	REFUND - PARKS DEPOSIT	02/14/22	150.00
Total McCALL AREA CHAMBER OF:					150.00
MCCALL, CITY OF					
6960	MCCALL, CITY OF	202201-TAX	LOT TAX - 1%	01/31/22	16.00
6960	MCCALL, CITY OF	202201-TAX	LOT TAX - 1% / OVER	01/31/22	.24
Total MCCALL, CITY OF:					15.76
NCPERS GROUP LIFE INS					
22580	NCPERS GROUP LIFE INS	C440122	PREMIUMS - C44000000000	01/01/22	16.00
Total NCPERS GROUP LIFE INS:					16.00
NELSON PLUMBING INC.					
22640	NELSON PLUMBING INC.	20220207	ROTARY PARK	02/07/22	228.30
Total NELSON PLUMBING INC.:					228.30
NEVES, JEFFREY & SANDRA					
4891	NEVES, JEFFREY & SANDRA	404672	DBL PAYMENT OF WATER NOVE	02/10/22	49.61

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
Total NEVES, JEFFREY & SANDRA:					49.61
NORCO INC.					
22940	NORCO INC.	34204855	CARBON DIOXIDE/ARGON & WIR	02/10/22	92.05
Total NORCO INC.:					92.05
NUESYNERGY INC.					
23265	NUESYNERGY INC.	2022-1	HRA/FSA ADMIN FEES	02/08/22	385.00
23265	NUESYNERGY INC.	2022-1	COBRA ADMIN FEES	02/08/22	75.00
Total NUESYNERGY INC.:					460.00
OFFICE SAVERS ONLINE					
22363	OFFICE SAVERS ONLINE	6962	ENVELOPES, STICKY NOTES	02/03/22	52.08
22363	OFFICE SAVERS ONLINE	6962	MAGNETIC BOARDS	02/03/22	153.13
22363	OFFICE SAVERS ONLINE	6962	DIVIDERS, BROOM	02/03/22	79.09
Total OFFICE SAVERS ONLINE:					284.30
OHIO NATIONAL LIFE INSURANCE					
23400	OHIO NATIONAL LIFE INSURAN	87822322	PREMIUMS - SS0004892	01/01/22	21.47
Total OHIO NATIONAL LIFE INSURANCE:					21.47
OREGON DEPT. OF JUSTICE					
23603	OREGON DEPT. OF JUSTICE	20220211 - 5	CASE ID - 410000000121812	02/10/22	252.00
Total OREGON DEPT. OF JUSTICE:					252.00
OVERDRIVE INC.					
23635	OVERDRIVE INC.	4258C0220488	AUDIO BOOKS	02/09/22	443.77
Total OVERDRIVE INC.:					443.77
PACK, PHIL & JILL					
5413	PACK, PHIL & JILL	159054	DBL PAYMENT FOR WATER NOV	02/04/22	86.11
Total PACK, PHIL & JILL:					86.11
RATIO ARCHITECTS LLC					
14410	RATIO ARCHITECTS LLC	19704.000 - 32	CONSTRUCTION DOCUMENTS 1	01/31/22	9,301.00
14410	RATIO ARCHITECTS LLC	19734.000 - 32	McCall Parks Shop Relocation desi	01/31/22	2,425.00
Total RATIO ARCHITECTS LLC:					11,726.00
RICOH AMERICAS CORP.					
25770	RICOH AMERICAS CORP.	5063786364-W	RICOH MPC2004EX ADDITIONAL	02/01/22	24.85
Total RICOH AMERICAS CORP.:					24.85
ROCKY MOUNTAIN SIGNS & APPAREL					
26280	ROCKY MOUNTAIN SIGNS & AP	22125	LAMINATED SIGNS	12/22/21	261.78

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
26280	ROCKY MOUNTAIN SIGNS & AP	22125	LAMINATED SIGNS	12/22/21	261.78
Total ROCKY MOUNTAIN SIGNS & APPAREL:					523.56
ROGERS ELECTRIC INC					
26420	ROGERS ELECTRIC INC	4628	14W LED LAMP, LABOR TO INSTA	02/04/22	511.56
Total ROGERS ELECTRIC INC:					511.56
SHERWIN-WILLIAMS CO., THE					
27655	SHERWIN-WILLIAMS CO., THE	7762-9	GALLON OF TIN LIZZIE	02/03/22	42.32
27655	SHERWIN-WILLIAMS CO., THE	7797-5	BLOCK FILLER, IND URE ALK EX	02/07/22	880.81
27655	SHERWIN-WILLIAMS CO., THE	7940-1	BLUE TAPE, PAINT BRUSHES & H	02/12/22	32.61
Total SHERWIN-WILLIAMS CO., THE:					955.74
SHRED-IT USA - BOISE					
27890	SHRED-IT USA - BOISE	8000942115	REGULAR SERVICE	02/03/22	176.95
27890	SHRED-IT USA - BOISE	8000942115	REGULAR SERVICE	02/03/22	74.29
Total SHRED-IT USA - BOISE:					251.24
SPARKLIGHT					
28656	SPARKLIGHT	20220208	INTERNET - ACCT # 112663760 F	02/08/22	116.71
28656	SPARKLIGHT	20220208	INTERNET - ACCT # 112663760 F	02/08/22	124.72
Total SPARKLIGHT:					241.43
SPF WATER ENGINEERING LLC					
28895	SPF WATER ENGINEERING LLC	31133	LU Development Fire Flow Analysis	01/29/22	1,618.75
Total SPF WATER ENGINEERING LLC:					1,618.75
STAR NEWS, THE					
28980	STAR NEWS, THE	57675	DISPLAY AD - MCCALL COUNCIL	01/20/22	352.00
28980	STAR NEWS, THE	57676	DISPLAY AD - DEER - JANUARY	01/20/22	330.00
28980	STAR NEWS, THE	57692	DISPLAY AD - SNOW IN THE CITY	01/27/22	176.00
28980	STAR NEWS, THE	57693	DISPLAY AD - HELP WANTED -	01/27/22	492.00
28980	STAR NEWS, THE	57694	DISPLAY AD - HELP WANTED -	01/27/22	432.00
28980	STAR NEWS, THE	57697	DISPLAY AD - HELP WANTED -	01/27/22	264.00
28980	STAR NEWS, THE	57699	DISPLAY AD - HELP WANTED -	01/27/22	240.00
Total STAR NEWS, THE:					2,286.00
STATE TAX COMMISSION					
29060	STATE TAX COMMISSION	202201	SALES TAX	01/31/22	21.64
29060	STATE TAX COMMISSION	202201	SALES TAX OVER	01/31/22	.12
29060	STATE TAX COMMISSION	202201	SALES TAX	01/31/22	73.07
Total STATE TAX COMMISSION:					94.59
TATES RENTS INC					
71114	TATES RENTS INC	1566348-7	LP GAS	02/14/22	27.46
71114	TATES RENTS INC	1566603-7	WEED BURNER TORCHMAN	02/14/22	79.99

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
Total TATES RENTS INC:					107.45
TREASURE VALLEY COFFEE INC.					
30580	TREASURE VALLEY COFFEE IN	2160:08051686	COFFEE, TEA, SUGAR	02/08/22	130.03
30580	TREASURE VALLEY COFFEE IN	2160:08091005	COFFEE, TEA, SUGAR	02/07/22	99.20
Total TREASURE VALLEY COFFEE INC.:					229.23
TURF EQUIPMENT & IRRIGATION					
30880	TURF EQUIPMENT & IRRIGATIO	762185-00	HYD CYLINDER ASM, YOKE END,	02/03/22	734.65
Total TURF EQUIPMENT & IRRIGATION:					734.65
U.S. BANK - CARD SERVICES					
31020	U.S. BANK - CARD SERVICES	0122-BISOM	SHEAR BOLT, RETAINERS	01/25/22	263.49
31020	U.S. BANK - CARD SERVICES	0122-BISOM	MIRL LENS DOME	01/25/22	604.64
31020	U.S. BANK - CARD SERVICES	0122-BISOM	CRIMPED WIRE WHEEL	01/25/22	40.70
31020	U.S. BANK - CARD SERVICES	0122-BISOM	15 LAMP 45W	01/25/22	241.91
31020	U.S. BANK - CARD SERVICES	0122-BISOM	CAR FLOOR MATS, CAR PHONE	01/25/22	57.89
31020	U.S. BANK - CARD SERVICES	0122-BISOM	GENESIS LAMP	01/25/22	332.79
31020	U.S. BANK - CARD SERVICES	0122-GREAVE	PD ADMIN SOCIAL MEDIA AD	01/25/22	34.99
31020	U.S. BANK - CARD SERVICES	0122-GREAVE	CLERK'S SPECIALIST AD	01/25/22	47.90
31020	U.S. BANK - CARD SERVICES	0122-GREAVE	STREETS OPERATOR PW SOCIA	01/25/22	95.99
31020	U.S. BANK - CARD SERVICES	0122-GREAVE	MECHANIC SOCIAL MEDIA ADS	01/25/22	26.57
31020	U.S. BANK - CARD SERVICES	0122-MCCOR	GCSAA CONFERENCE - AIRFARE	01/25/22	.30-
Total U.S. BANK - CARD SERVICES:					1,746.57
U.S. BANK EQUIPMENT FINANCE					
31035	U.S. BANK EQUIPMENT FINANC	465213247	LIBRARY XEROX COPIER - SN 8T	02/10/22	170.41
31035	U.S. BANK EQUIPMENT FINANC	465213247	PUBLIC WORKS XEROX COPIER	02/10/22	163.69
31035	U.S. BANK EQUIPMENT FINANC	465213247	CITY HALL XEROX COPIER - SN	02/10/22	247.39
Total U.S. BANK EQUIPMENT FINANCE:					581.49
U.S. POSTAL SERVICE					
31540	U.S. POSTAL SERVICE	20220211	POSTAGE - METER A/C #1857338	02/11/22	500.00
Total U.S. POSTAL SERVICE:					500.00
UNIFORMS2GEAR INC.					
31175	UNIFORMS2GEAR INC.	122065	NeCKTIE	01/01/22	5.00
31175	UNIFORMS2GEAR INC.	122184	Uniforms for new officer DUKE	02/01/22	93.56
31175	UNIFORMS2GEAR INC.	2022/02/0067	Replace soft body armor for Officer	02/07/22	511.92
31175	UNIFORMS2GEAR INC.	2022/02/0067	Replace soft body armor for Office	02/07/22	511.92
31175	UNIFORMS2GEAR INC.	2022/02/0227	Concealed body armor for new hire	02/14/22	511.92
31175	UNIFORMS2GEAR INC.	2022/02/0227	Concealed body armor for new hire	02/14/22	511.92
31175	UNIFORMS2GEAR INC.	2724	CoMFORT PANEL- DUKE	01/11/22	59.74-
Total UNIFORMS2GEAR INC.:					2,086.50
UNITED PARCEL SERVICE					
31280	UNITED PARCEL SERVICE	8459E3039064	SHIPPING	02/08/22	11.69

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
31280	UNITED PARCEL SERVICE	8459E3039175	SHIPPING	02/08/22	11.73
Total UNITED PARCEL SERVICE:					23.42
VALLEY COUNTY					
31640	VALLEY COUNTY	2022 - MARCH	PD FACILITY LEASE	02/11/22	2,700.00
Total VALLEY COUNTY:					2,700.00
VERIZON WIRELESS					
32020	VERIZON WIRELESS	9898209674	CELLULAR PHONE SERVICE	01/26/22	918.30
32020	VERIZON WIRELESS	9898616804	CELLULAR PHONE SERVICE	02/01/22	337.22
32020	VERIZON WIRELESS	9898616804	CELLULAR PHONE SERVICE	02/01/22	126.63
32020	VERIZON WIRELESS	9898616804	CELLULAR PHONE SERVICE	02/01/22	214.85
32020	VERIZON WIRELESS	9898616804	CELLULAR PHONE SERVICE	02/01/22	357.63
32020	VERIZON WIRELESS	9898616804	CELLULAR PHONE SERVICE	02/01/22	41.61
32020	VERIZON WIRELESS	9898616804	CELLULAR PHONE SERVICE	02/01/22	133.23
32020	VERIZON WIRELESS	9898616804	CELLULAR PHONE SERVICE	02/01/22	164.84
32020	VERIZON WIRELESS	9898616804	CELLULAR PHONE SERVICE	02/01/22	273.22
32020	VERIZON WIRELESS	9898616804	CELLULAR PHONE SERVICE	02/01/22	46.61
32020	VERIZON WIRELESS	9898616804	CELLULAR PHONE SERVICE	02/01/22	289.87
32020	VERIZON WIRELESS	9898616804	CELLULAR PHONE SERVICE	02/01/22	46.61
Total VERIZON WIRELESS:					2,950.62
WELLS FARGO EQUIPMENT FINANCE					
32560	WELLS FARGO EQUIPMENT FIN	5018748892-P	XEROX C405 #603-0173151 01/27	02/02/22	62.01
32560	WELLS FARGO EQUIPMENT FIN	5018748892-P	XEROX C405 #603-0173151 01/27	02/02/22	62.01
32560	WELLS FARGO EQUIPMENT FIN	5018748893-P	XEROX C8045 #603-0173257-000	02/02/22	442.31
32560	WELLS FARGO EQUIPMENT FIN	5018817169-FI	XEROX C8045 #603-0214726-000	02/04/22	170.25
Total WELLS FARGO EQUIPMENT FINANCE:					736.58
WESTERN COLLISION INC					
9842	WESTERN COLLISION INC	10869	POLICE VEHICLE REPAIR	09/14/21	1,500.00
Total WESTERN COLLISION INC:					1,500.00
WESTERN STATES EQUIPMENT CO.					
32820	WESTERN STATES EQUIPMENT	IN001910770	Troubleshoot and repair Whitetail g	01/31/22	1,782.92
32820	WESTERN STATES EQUIPMENT	IN001913904	EDGE-CUTTING	02/02/22	184.04
32820	WESTERN STATES EQUIPMENT	IN001919003	Misc. repairs	02/08/22	1,047.71
32820	WESTERN STATES EQUIPMENT	IN001923240	1250 HR SERVICE	02/11/22	517.58
32820	WESTERN STATES EQUIPMENT	IN001923242	2500 HR SERVICE	02/11/22	432.60
32820	WESTERN STATES EQUIPMENT	IN001923249	1000hr Skidsteer Service complete	02/11/22	1,055.79
Total WESTERN STATES EQUIPMENT CO.:					5,020.64
WIENHOFF DRUG TESTING					
33040	WIENHOFF DRUG TESTING	103998	RANDOM TESTING	01/31/22	145.00
33040	WIENHOFF DRUG TESTING	103998	RANDOM TESTING	01/31/22	55.00
Total WIENHOFF DRUG TESTING:					200.00

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
WILLAMETTE DENTAL INSURANCE					
33095	WILLAMETTE DENTAL INSURA	202201	PREMIUMS - GROUP #Z1759 - ID	01/01/22	2,733.00
Total WILLAMETTE DENTAL INSURANCE:					2,733.00
WOODS, TARA M.					
33300	WOODS, TARA M.	20220115	MESSY MUNCHKINS - ART SUPP	01/15/22	44.00
Total WOODS, TARA M.:					44.00
WORLD WIDE INTERPRETERS					
33335	WORLD WIDE INTERPRETERS	41672	INTERPRETATION	02/02/22	14.96
Total WORLD WIDE INTERPRETERS:					14.96
WSW CONSULTING INC					
9847	WSW CONSULTING INC	2021-2	Local Housing Action Plan	02/01/22	10,285.00
Total WSW CONSULTING INC:					10,285.00
XERILLION CORPORATION					
33418	XERILLION CORPORATION	66762	Global PO# to cover monthly charg	01/31/22	4,521.00
Total XERILLION CORPORATION:					4,521.00
ZIPLY FIBER					
33560	ZIPLY FIBER	0222-0267	AIRPORT - 208-196-0267-051399-	02/07/22	65.03
33560	ZIPLY FIBER	0222-0944	ETHERNET - 208-196-0944-08050	02/07/22	1,280.00
33560	ZIPLY FIBER	0222-1008	SCADA/WT - 208-634-1008-06270	02/07/22	60.44
33560	ZIPLY FIBER	0222-1252	WATER PLANT - 208-634-1252-03	02/07/22	322.96
33560	ZIPLY FIBER	0222-2144	POLICE - 208-634-2144-111299-8	02/07/22	27.96
33560	ZIPLY FIBER	0222-3038	CITY HALL - 208-634-3038-062090	02/07/22	37.68
33560	ZIPLY FIBER	0222-4170	CITY SHOP - 208-634-4170-09219	02/07/22	43.46
33560	ZIPLY FIBER	0222-4493	CITY HALL - 208-634-4493-042005	02/07/22	37.61
Total ZIPLY FIBER:					1,875.14
Grand Totals:					452,677.20

**McCALL CITY COUNCIL
AGENDA BILL**

216 East Park Street
McCall, Idaho 83638

Number AB 22-051
Meeting Date February 24, 2022

AGENDA ITEM INFORMATION

SUBJECT: <i>City Licenses Report to Council Per McCall City Code</i>		<i>Department Approvals</i>	<i>Initials</i>	<i>Originator or Supporter</i>
		Mayor / Council		
		City Manager	ABS	
		Clerk	AU	Originator
		Treasurer		
		Community Development		
		Police Department		
		Public Works		
		Golf Course		
		Parks and Recreation		
COST IMPACT:	n/a	Airport		
FUNDING SOURCE:	n/a	Library		
TIMELINE:	n/a	Information Systems		
		Grant Coordinator		

SUMMARY STATEMENT:

Per McCall City Code Title 4 Chapter 9, the City Council has determined the City Clerk shall be delegated the authority to process and grant or deny all alcoholic beverage license applications, other than certain circumstances involving catering permits, which the City Clerk shall review the application for catering permit for completeness and forward said application to the Police Chief. The Police Chief upon receipt of the application shall make a recommendation to the City Clerk to approve or deny the application. Whenever the City Clerk shall determine that an application for alcoholic beverage license transfer or renewal is complete, the City Clerk shall approve or deny such application. All decisions of the City Clerk shall be reported to the City Council at the next regularly scheduled City Council meeting after such decision.

The City Clerk is also responsible for all processing of business, taxi, snow removal, pawnbroker, child daycare licenses, vendor permits, and public event applications.

Please see the attached Clerk Report for the last two weeks. We have updated the report to separate out short-term rentals (STR) and to show the number of Declaration of Compliance (DOC) documents received. We receive more DOCs than business licenses for STRs because the property management companies are taking on additional STR units. We are hoping this report tells a more complete story.

RECOMMENDED ACTION:

Council to review the License report.

RECORD OF COUNCIL ACTION

MEETING DATE	ACTION

City Clerk's License Report

Council Meeting: February 24, 2022

Business License Activity

Business Name	Type of Business	Address	New	Close	Trnsfr	BL#	Issued
On the Square LLC	Contractor	592 W Mountain Rd		X		2322	
Modern Keeping LLC	Cleaning Services	323 N 3rd st		X		1912	
McCall Dream Real Estate	Real Estate	502 N 3rd St unit 4	X			2650	2/11/2022
McCall Glass LLC	Glass & Glazier Services	325 Commerce St	X			2657	2/11/2022
McCall Roots	Lactation and Postpartum Consulting	200 Broken Creek	X			2656	2/11/2022
West Edge Contractors LLC	General Contractor	1581 Mile High Dr	X			2655	2/11/2022
In House McCall LLC	Flooring and Cabinet Dealer	302 N 3rd St	X			2654	2/11/2022
Idaho Barn Wood LLC	Building Material Supply	502 N 3rd St unit 6	X			2663	2/16/2022

Short-Term Rental License Activity

Owner(s)	Rental Address		New	Close	Trnsfr	BL#	Issued
John and Jaime Hacker	Short Term Vacation Rental	1301 Herrick St	X			2651	2/11/2022
Idaho Investment Associates	Short Term Vacation Rental	602 Syringa Dr	X			2660	2/16/2022
Casa Bella Vista	Short Term Vacation Rental	260 Rio Vista Blvd		X		2170	

Declaration of Compliance Activity

Property Management Co.	Owner	Rental Physical Address	Bedrooms	Occupancy	Parking	BL#	Issued
McCall Vacation Properties	Andi Lindstrom	1407 Louisa Ave	3	10	3	2075	2/16/22
N/A	Peter Hitt	602 Syringa Dr	2	4	2	2660	2/16/22
N/A	John & Jamie Hacker	1301 Herrick St. Unit B	1	4	1	2651	2/11/22

City Clerk's License Report

Alcohol License Activity

Business Name	Owner(s)	Physical Address	New	Renewal	Closed	BL#	Issued
Huckleberry Garden Co.	Meghan & William Minshall	903 N. 1st Street	X			2598 A	2/10/2022

Catering Permit Activity

Name of Licensee	Event	Location of Event	Day & Date of Event	Time of Event	Revenue
Rupert's	Paint & Sip	1401 Mill Rd	Sat, Feb 19th	5pm - 9pm	\$20
Idaho Brewers United	Destination Beer	1117 E Lake St	Fri, Feb 25 & Sat, Feb 26	5pm - 8pm & 2pm - 6pm	\$40

Outdoor Public Events/Vendor Permit Activity

Applicant	Event	Location of Event	Date(s) of Event	Time of Event	Road Closure
No Activity					

Snow Removal Operator Permit Activity

Business Name	Owner	Address	BL#	Decal Permit Numbers Issued	Denie	Date
No Activity						

Taxi & Commercial Transportation Driver License Activity

Business Name	Driver Name	Address	BL#	City Taxi License #	Denied	Date Approved	License Expires
No Activity							

Peddler Permit Activity

Applicant	Company Represented	Product Sold	Date(s) Permitted	Permit #	Fees Collected
No Activity					

**McCALL CITY COUNCIL
AGENDA BILL**

216 East Park Street
McCall, Idaho 83638

Number AB 22-054
Meeting Date February 24, 2022

AGENDA ITEM INFORMATION

SUBJECT: <i>Treasurer's Report as Required by IC 50-208</i>		<i>Department Approvals</i>	<i>Initials</i>	<i>Originator or Supporter</i>
		Mayor / Council		
		City Manager	ABS	
		Clerk		
		Treasurer	RS	Originator
		Community Development		
		Police Department		
		Public Works		
		Golf Course		
COST IMPACT:	N/A	Parks and Recreation		
FUNDING SOURCE:	N/A	Airport		
		Library		
TIMELINE:	Report Only	Information Systems		
		Grant Coordinator		

SUMMARY STATEMENT:
Treasurer's report of accounts and activity of office during the month of January 2022 regarding care, management or disposition of moneys, property or business of the City.

Attached is the January 2022 Report

RECOMMENDED ACTION:

The Council shall examine the report and determine whether additional information from the Treasurer is required.

RECORD OF COUNCIL ACTION

MEETING DATE	ACTION

City of McCall, Idaho
 Monthly Financial Dashboard
 Issued on February 17, 2022



Reporting Period: January 2022

Our Investments and Cash...

Balances as of January 2022

General Fund – Cash & Investments

January 2022	\$ 10,307,576
January 2021	\$ 8,257,094
Unavailable Cash Reserves	\$ 1,580,330
Restricted Cash - Franchise Fees	\$ 1,201,072
Available Cash	\$ 7,526,174

Streets Fund - Cash & Investments

January 2022	\$ 1,954,546
January 2021	\$ 1,718,635
Unavailable Cash Reserves	\$ 449,914
Available Cash	\$ 1,504,632

Library Fund - Cash & Investments

January 2022	\$ 1,244,883
January 2021	\$ 1,011,117
Unavailable Cash Reserves	\$ 111,254
Restricted Cash - Bldg Fund	\$ 676,568
Available Cash	\$ 457,061

Recreation Fund - Cash & Investments

January 2022	\$ 412,333
January 2021	\$ 51,958
Unavailable Cash Reserves	\$ 236,870
Available Cash	\$ 175,463

Airport Fund - Cash & Investments

January 2022	\$ 1,066,741
January 2021	\$ 1,044,988
Unavailable Cash Reserves	\$ 75,387
Available Cash	\$ 991,354

Capital Projects Fund-Cash & Investments

January 2022	\$ 76,898
January 2021	\$ 70,241

Local Option Tax - Cash & Investments

January 2022	\$ 2,368,076
January 2021	\$ 974,547
Available Cash	\$ 1,393,529

Major Fund Cash Flows...

<u>General Fund Revenues and Expense</u>	<u>As % of Budget</u>	<u>As % of FY16-FY20 Avg. Actual</u>
Fiscal Year 2022 Budget	\$ 11,611,546	
Revenues to Date	\$ 4,027,824	34.69%
Expenditures to Date	\$ 2,175,585	18.74%
Revenues over Expenditures	\$ 1,852,238	
 <u>Street Fund Revenues and Expenditures</u>		
Fiscal Year 2022 Budget	\$ 3,113,593	
Revenues to Date	\$ 1,263,446	40.58%
Expenditures to Date	\$ 706,109	22.68%
Revenues over Expenditures	\$ 557,337	
 <u>Library Fund Revenues and Expenditures</u>		
Fiscal Year 2022 Budget	\$ 6,005,002	
Revenues to Date	\$ 420,289	7.00%
Expenditures to Date	\$ 274,578	4.57%
Revenues over Expenditures	\$ 145,710	
 <u>Recreation Fund Revenues and Expenditures</u>		
Fiscal Year 2022 Budget	\$ 3,347,265	
Revenues to Date	\$ 1,043,475	31.17%
Expenditures to Date	\$ 1,146,016	34.24%
Revenues over Expenditures	\$ (102,541)	
 <u>Airport Fund Revenues and Expenditures</u>		
Fiscal Year 2022 Budget	\$ 2,555,763	
Revenues to Date	\$ 257,783	10.09%
Expenditures to Date	\$ 195,989	7.67%
Revenues over Expenditures	\$ 61,794	
 <u>Local Option Tax - Streets Fund Revenues and Expenditures</u>		
Fiscal Year 2022 Budget	\$ 3,873,926	
Revenues to Date	\$ 1,041,729	26.89%
Expenditures to Date	\$ 158,508	4.09%
Revenues over Expenditures	\$ 883,221	
 <u>Water Fund Revenues and Expenditures</u>		
Fiscal Year 2022 Budget	\$ 3,571,594	
Revenues to Date	\$ 1,176,751	32.95%
Expenditures to Date	\$ 760,934	21.31%
Revenues over Expenditures	\$ 415,818	

City of McCall, Idaho
 Monthly Financial Dashboard
 Issued on February 17, 2022



Reporting Period: January 2022

Specific Revenue Collections at a Glance

		As % of Budget	As % of FY16- FY20 Avg.
Property Tax Collection			
Fiscal Year 2022 Budget	\$ 6,909,090		
Revenues to Date	\$ 4,284,362	62.01%	72.82%
State Shared Revenue Collection			
Fiscal Year 2022 Budget	\$ 1,053,426		
Revenues to Date	\$ 570,433	54.15%	53.61%
Building Permit Revenue Collection			
Fiscal Year 2022 Budget	\$ 450,000		
Revenues to Date	\$ 83,274	18.51%	19.75%
Local Option Tax - Tourism Revenue Collection			
Fiscal Year 2022 Budget	\$ 766,797		
Revenues to Date	\$ 314,147	40.97%	57.19%
Local Option Tax - Streets Revenue Collection*			
Fiscal Year 2022 Budget	\$ 2,268,500		
Revenues to Date	\$ 956,262	42.15%	45.32%

*New Tax and Fund as of January 1, 2016 (percent avg. is 2 year comparison)

Our Investments and Cash... cont'd

Balances as of January 2022

Golf Fund - Cash & Investments	
January 2022	\$ 750,443
January 2021	\$ 401,441
Unavailable Cash Reserves	\$ 205,110
Available Cash	\$ 545,333
Water Fund - Cash & Investments	
January 2022	\$ 5,593,415
January 2021	\$ 4,790,788
Unavailable Cash Reserves	\$ 515,500
Restricted Cash - DEQ Loan Reserve	\$ 392,318
Available Cash	\$ 4,685,598

McCall Redevelopment Agency...

		As % of Budget	As % of FY16- FY20 Avg.		
MRA Fund Revenues and Expenditures				Urban Renewal Fund-Cash & Investments	
Fiscal Year 2022 Budget	\$ 70,754			January 2022	\$ 424,311
Revenues to Date	\$ 22,955	32.44%	3.01%	January 2021	\$ 1,909,403
Expenditures to Date	\$ 438,723	620.07%	68.55%	Unavailable Cash Reserves	\$ 100,000
Revenues over Expenditures	\$ (415,768)			Restricted Cash - Bond Reserves	\$ -
Urban Renewal Property Tax Collection				Available Cash	\$ 324,311
Fiscal Year 2022 Budget	\$ -				
Revenue to Date	\$ 22,366	#DIV/0!	3.03%		
MRA Cash Flow					
Prior Year Comparison. . .					
Fiscal Year 2022: January			Fiscal Year 2021: January		
McCall Redevelopment Agency			Percentage	McCall Redevelopment Agency	
Fiscal Year 2022 Budget	\$ 70,754			Fiscal Year 2021 Budget	\$ 2,017,381
Revenues to Date	\$ 22,955		32.44%	Revenues to Date	\$ 477,753
Expenditures to Date	\$ 438,723		620.07%	Expenditures to Date	\$ 19,270
Revenues over Expenditures	\$ (415,768)			Revenues over Expenditures	\$ 458,483
					23.68%
					0.96%

City of McCall, Idaho
 Monthly Financial Dashboard
 Issued on February 17, 2022



Reporting Period: January 2022

Our Cash Flows Prior Year Comparison

January 2022			January 2021		
<u>General Fund</u>		Percentage	<u>General Fund</u>		Percentage
Fiscal Year 2022 Budget	\$ 11,611,546		Fiscal Year 2021 Budget	\$ 9,957,972	
Revenues to Date	\$ 4,027,824	34.69%	Revenues to Date	\$ 3,721,179	37.37%
Expenditures to Date	\$ 2,175,585	18.74%	Expenditures to Date	\$ 2,925,103	29.37%
Revenues over Expenditures	\$ 1,852,238		Revenues over Expenditures	\$ 796,076	
<u>Streets Fund</u>			<u>Streets Fund</u>		
Fiscal Year 2022 Budget	\$ 3,113,593		Fiscal Year 2021 Budget	\$ 2,580,839	
Revenues to Date	\$ 1,263,446	40.58%	Revenues to Date	\$ 1,158,003	44.87%
Expenditures to Date	\$ 706,109	22.68%	Expenditures to Date	\$ 710,221	27.52%
Revenues over Expenditures	\$ 557,337		Revenues over Expenditures	\$ 447,783	
<u>Library Fund</u>			<u>Library Fund</u>		
Fiscal Year 2022 Budget	\$ 6,005,002		Fiscal Year 2021 Budget	\$ 1,048,664	
Revenues to Date	\$ 420,289	7.00%	Revenues to Date	\$ 323,695	30.87%
Expenditures to Date	\$ 274,578	4.57%	Expenditures to Date	\$ 162,120	15.46%
Revenues over Expenditures	\$ 145,710		Revenues over Expenditures	\$ 161,575	
<u>Recreation Fund</u>			<u>Recreation Fund</u>		
Fiscal Year 2022 Budget	\$ 3,347,265		Fiscal Year 2021 Budget	\$ 4,859,250	
Revenues to Date	\$ 1,043,475	31.17%	Revenues to Date	\$ 418,745	8.62%
Expenditures to Date	\$ 1,146,016	34.24%	Expenditures to Date	\$ 815,241	16.78%
Revenues over Expenditures	\$ (102,541)		Revenues over Expenditures	\$ (396,496)	
<u>Airport Fund</u>			<u>Airport Fund</u>		
Fiscal Year 2022 Budget	\$ 2,555,763		Fiscal Year 2021 Budget	\$ 3,304,192	
Revenues to Date	\$ 257,783	10.09%	Revenues to Date	\$ 2,481,079	75.09%
Expenditures to Date	\$ 195,989	7.67%	Expenditures to Date	\$ 2,359,682	71.41%
Revenues over Expenditures	\$ 61,794		Revenues over Expenditures	\$ 121,397	
<u>Local Option Tax (Streets) Fund</u>			<u>Local Option Tax (Streets) Fund</u>		
Fiscal Year 2022 Budget	\$ 3,873,926		Fiscal Year 2021 Budget	\$ 2,254,139	
Revenues to Date	\$ 1,041,729	26.89%	Revenues to Date	\$ 907,594	40.26%
Expenditures to Date	\$ 158,508	4.09%	Expenditures to Date	\$ 363,438	16.12%
Revenues over Expenditures	\$ 883,221		Revenues over Expenditures	\$ 544,156	
<u>Golf Fund</u>			<u>Golf Fund</u>		
Fiscal Year 2022 Budget	\$ 1,260,675		Fiscal Year 2021 Budget	\$ 1,275,999	
Revenues to Date	\$ 125,600	9.96%	Revenues to Date	\$ 119,191	9.34%
Expenditures to Date	\$ 157,395	12.49%	Expenditures to Date	\$ 342,182	26.82%
Revenues over Expenditures	\$ (31,795)		Revenues over Expenditures	\$ (222,991)	
<u>Water Fund</u>			<u>Water Fund</u>		
Fiscal Year 2022 Budget	\$ 3,571,594		Fiscal Year 2021 Budget	\$ 4,197,499	
Revenues to Date	\$ 1,176,751	32.95%	Revenues to Date	\$ 1,227,630	29.25%
Expenditures to Date	\$ 760,934	21.31%	Expenditures to Date	\$ 1,191,722	28.39%
Revenues over Expenditures	\$ 415,818		Revenues over Expenditures	\$ 35,907	

**McCALL CITY COUNCIL
AGENDA BILL**

216 East Park Street
McCall, Idaho 83638

Number AB 22-046
Meeting Date February 24, 2022

AGENDA ITEM INFORMATION

SUBJECT:		<i>Department Approvals</i>	<i>Initials</i>	<i>Originator or Supporter</i>
<i>Request to Proclaim March 2, 2022 as National Education Association’s Read Across America Day</i>		Mayor / Council		
		City Manager	ABS	
		Clerk	ABU	originator
		Treasurer		
		Community Development		
		Police Department		
		Public Works		
		Golf Course		
COST IMPACT:	n/a	Parks and Recreation		
FUNDING SOURCE:	n/a	Airport		
		Library		
TIMELINE:	n/a	Information Systems		
		Grant Coordinator		

SUMMARY STATEMENT:

Every year, the month of March is National Reading Month. The start of this is initiated with ‘Read Across America Day’ on March 2, which is also the birthday of one of the most beloved children’s book authors of all time — Dr. Seuss. Reading stories and antics about his wonderful characters is a rite of passage, and the perfect way to get children interested in reading books. Read Across America Day is more so a reading program, which calls upon everyone to read and engage with children to make reading a more fun and interactive experience. From the time when the building blocks of our character are laid, to adulthood when we seek to escape from the humdrum of daily life in the pages of a book, reading plays an integral role in shaping us into who we are. With the advent of smartphones and tablets, it is more essential than ever to motivate children to read. The National Education Association (NEA) has been leading the Read Across America initiative since 1998.

This year the McCall City Library will host a special Dr. Seuss themed story time at 10:30 am, complete with “Red Fish Blue Fish”, snacks, and a free book for each child to choose and take home. Everyone is welcome.

Barbara Morgan Elementary will be recognizing the event by hosting a fun Virtual Paint Night for their elementary students on Thursday March 3rd. On March 4th the day will be celebrated with a school wide “Drop Everything and Read” moment where everyone (including adults) must stop and read!

The proclamation is attached.

RECOMMENDED ACTION:

Proclaim March 2, 2022 as Read Across America Day in McCall and authorize the Mayor to sign the proclamation.

RECORD OF COUNCIL ACTION

MEETING DATE	ACTION



City of McCall

National Education Association's Read Across America Day

PROCLAMATION

WHEREAS, the citizens of City of McCall stand firmly committed to promoting reading as the catalyst for our students' future academic success, their preparation for America's jobs of the future, and their ability to compete in a global economy; and

WHEREAS, McCall Public Library has provided significant leadership in the area of community involvement in the education of our youth, grounded in the principle that educational investment is key to the community's wellbeing and long-term quality of life; and

WHEREAS, "**National Education Association's Read Across America**," a national celebration of reading on March 2, 2021, promotes reading and adult involvement in the education of our community's students;

NOW, THEREFORE, BE IT PROCLAIMED that the Mayor and City Council of the City of McCall, Valley County, Idaho call on the citizens of McCall to ensure that every child is in a safe place reading together with a caring adult on March 2, 2022; and

BE IT FURTHER RESOLVED that this body enthusiastically Proclaims March 2, 2022 as

“National Education Association's Read Across America Day”

and recommits our community to engage in programs and activities to make America's children the best readers in the world.

IN WITNESS WHEREOF, I have hereunto set my hand at the City of McCall in Idaho on this 24 day of February in the year of 2022.

Robert S. Giles, Mayor

**McCALL CITY COUNCIL
AGENDA BILL**

216 East Park Street
McCall, Idaho 83638

Number AB 22-041
Meeting Date February 24, 2022

AGENDA ITEM INFORMATION				
SUBJECT:		<i>Department Approvals</i>	<i>Initials</i>	<i>Originator or Supporter</i>
<i>Request to Proclaim March 4, 2022 as Celebration of Idaho Day in the City of McCall</i>		Mayor / Council		
		City Manager	ABS	
		Clerk	JW	Originator
		Treasurer		
		Community Development		
		Police Department		
		Public Works		
		Golf Course		
COST IMPACT:	n/a	Parks and Recreation		
FUNDING SOURCE:	n/a	Airport		
		Library		
TIMELINE:	n/a	Information Systems		
		Grant Coordinator		

SUMMARY STATEMENT:

Idaho Day is always celebrated on 4th March. It is not a public holiday. Idaho Day was created by the 2014 Idaho Legislature with the purpose of encouraging the people of Idaho to "celebrate the rich history, cultural diversity, unique beauty, and boundless resources of the State of Idaho, and thereby gain a renewed sense of courage and confidence for the future." 2015 was the first ever Idaho Day. The 4th of March was chosen as Idaho Day to commemorate the creation of Idaho by President Abraham Lincoln on that day in 1863. Idaho gained its statehood on 3 July 1890, becoming the 43rd state.

Idaho Day 2022 commemorates Idaho’s mining heritage

On May 10, 1872, President Ulysses S. Grant signed the General Mining Act. This law changed Idaho’s industry and landscape for years to come. For the 150th anniversary of the General Mining Act, the Idaho State Historical Society is highlighting Idaho’s mining history in our annual Idaho Day programming. Idaho Day inspires many Idahoans across the Gem State to celebrate Idaho and its history, along with all that is special about their own community or part of the State. Idaho Day is an opportunity to showcase the Gem State’s treasured past, thriving present, and unlimited future. Spearheaded by the Idaho Historical Society, Idaho Day is enjoyed throughout the state by schools and universities, state agencies, and other organizations.

The City of McCall Librarians are hosting a field trip for the 4th grade Idaho History students and teachers. For the general public, everyone who drops in the library that day can take home an Idaho baked potato surprise and be entered into a free drawing for an Idaho Day gift basket.

The proclamation is attached.

RECOMMENDED ACTION:

Proclaim March 4, 2022 as the celebration of Idaho Day in the City of McCall and authorize the Mayor to sign the proclamation.

RECORD OF COUNCIL ACTION

MEETING DATE	ACTION



City of McCall

Idaho Day 2022 – Commemorates Idaho’s Mining Heritage

PROCLAMATION

Whereas, during its 2014 Session, the Legislature established an official IDAHO DAY to be observed each year on March 4th to commemorate the creation of Idaho by President Abraham Lincoln on that day in 1863; and

Whereas, on March 4, 2014, Governor Otter signed into law H.B. 378, creating an annual recognition and celebration of March 4th as “Idaho Day”; and

Whereas, Spearheaded by the Idaho Historical Society, Idaho Day is enjoyed throughout the state by schools and universities, state agencies, and other organizations; and

Whereas, Idaho Day is an opportunity to showcase the Gem State’s treasured past, thriving present, and unlimited future; and

Whereas, on May 10, 1872, President Ulysses S. Grant signed the General Mining Act.; and

Whereas, this law changed Idaho’s industry and landscape for years to come.; and

Whereas, For the 150th anniversary of the General Mining Act, the Idaho State Historical Society is highlighting Idaho’s mining history in their annual Idaho Day programming; and

Whereas, Idaho is known for its rich soil, vast and fruitful land, and the beautiful mountains that are replete with opportunity, strong family values, and an inimitable spirit of independence and self-reliance; and

Whereas, Idahoans are proud of their history and demonstrate their continued spirit and perseverance; and it is important for all Idahoans to take time to reflect on their roots and their history.

NOW, THEREFORE, BE IT RESOLVED, that we the Mayor and City Council of the City of McCall, Valley County, Idaho do hereby proclaim March 4, 2022 to be the celebration of

IDAHO DAY

and encourage everyone to celebrate this great state that we all call home.

IN WITNESS WHEREOF, I have hereunto set my hand at the City of McCall in Idaho on this 24 day of February in the year of 2022.

Robert S. Giles, Mayor

**McCALL CITY COUNCIL
AGENDA BILL**

216 East Park Street
McCall, Idaho 83638

Number AB 22-045
Meeting Date February 24, 2022

AGENDA ITEM INFORMATION				
SUBJECT:		<i>Department Approvals</i>	<i>Initials</i>	<i>Originator or Supporter</i>
Request to Approve Resolution 22-05 Adopting the 2022 Governance Manual Update		Mayor / Council		
		City Manager	ABS	
		Clerk	AW	Originator
		Treasurer		
		Community Development		
		Police Department		
		Public Works		
		Golf Course		
COST IMPACT:	n/a	Parks and Recreation		
FUNDING SOURCE:	n/a	Airport		
		Library		
TIMELINE:	February 2022	Information Systems		
		Grant Coordinator		
SUMMARY STATEMENT:				
<p>At the January 28th Council Retreat, it was identified that the Governance Manual needed to be updated clarifying the use of City email. The update amends page 11 of the adopted 2021 version of the Governance Manual. Staff has suggested some added language to the Governance Manual that will make it clear that the use of email for city business must only be via the city issued accounts. This makes it easier for retention purposes and protects the Council’s personal emails from being subject to records requests. After review of the proposed changes, Council directed staff to prepare a resolution to adopt the Governance Manual Update as proposed.</p> <p>The resolution and Updated Governance Manual are attached.</p>				
RECOMMENDED ACTION:				
<p>Approve Resolution 22-05 adopting the 2022 Governance Manual Update and authorize the Mayor to sign all necessary documents</p>				
RECORD OF COUNCIL ACTION				
MEETING DATE	ACTION			
February 10, 2022	Council Reviewed the recommended change to the Governance Manual			



City of McCall
RESOLUTION NO. 22-05

A RESOLUTION OF THE CITY OF MCCALL ADOPTING THE UPDATED MANUAL OF CITY GOVERNANCE POLICIES, PROCEDURES, AND GUIDELINES FOR THE COUNCIL-MANAGER FORM OF GOVERNMENT AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council desires that city government be transparent and accountable to the public; and

WHEREAS, the City Council seeks to govern in a manner that is responsive to the community, in collaboration with City management, and in a business-like and professional manner; and

WHEREAS, written principles, policies, and procedures best assure an atmosphere conducive to principled, accountable, and transparent governance; and

WHEREAS, it was identified by the Council and staff the need to update the manual to clarify email expectations; and

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MCCALL DOES HEREBY RESOLVE AS FOLLOWS:

Section 1: This Resolution repeals the Manual of City Governance Policies, Procedures, and Guidelines adopted February 25, 2021

Section 2: One update has been completed in the revised Manual of City Governance Policies, Procedures, and Guidelines. The revision to the section LEGAL CONSIDERATIONS under the paragraph **Policies on Email Practices** (page 11) is as follows:

Council Members shall only use the City email account assigned to them when conducting any city business. Council Members shall not set an automatic forward from their city email accounts to their personal accounts. This includes the receipt of email from constituents and staff and any response to constituents and staff.

Section 3: This Resolution hereby adopts by reference, "City of McCall Manual of City Governance Policies, Procedures and Guidelines" dated February 10, 2022, which is attached hereto as Exhibit "A".

Section 4: This Resolution shall take effect and be in force immediately upon its passage and approval.

Passed and approved this 10 day of February 2022.

CITY OF MCCALL
Valley County, Idaho

Robert S. Giles, Mayor

ATTEST:

BessieJo Wagner, City Clerk

*Manual of City Governance Policies,
Procedures, and Guidelines*



City of McCall

Resolution No. 13-23
Adopted December 19, 2013

Resolution No. 16-18
Revised and Adopted
July 14, 2016

Resolution No. 21-08
Revised and Adopted
February 25, 2021

Resolution No. 22-05
Revised and Adopted
February 24, 2022

Vision Statement

McCall will be a diverse, small town united to maintain a safe, clean, healthy, and attractive environment. It will be a friendly, progressive community that is affordable and sustainable. McCall's unique character is defined by its environment, history, culture, and people. Preserving and enhancing the character and exceptional environment of the McCall Area, in concert with providing guidance for growth, is a fundamental purpose of the Comprehensive Plan.

Mission of the Council

The McCall City Council is the Governing Board for the City. The Council is responsible for establishing the legislation, policies, and overall direction for the City. The City Council's authority is defined by Idaho Code and McCall City Code. There are many relevant portions of Idaho Code, including Title 50, Chapter 7, and Title 50, Chapter 8.

Purpose

This manual, and its governance policies and rules of procedure, are designed to provide guidance for the Council and City Administration. They are not to be considered restrictions or expansions of Council authority. These rules have been prepared from review of many statutes, ordinances, court cases and other sources but they are not intended to be an amendment or substitute for those statutes, ordinances, court decisions or other authority.

Use of Rules by Council

No action taken by a Councilor or by the Council which is not in compliance with these rules, but which is otherwise lawful, shall invalidate such Councilor's or Council action or be deemed a violation of oath of office, misfeasance or malfeasance. No authority other than the Council may enforce these rules or rely on these rules. References to other documents or laws included herein do not signify the intent to incorporate such documents in their entirety. Failure of the Council to follow any of these rules shall be considered a Council decision to waive such rule. No notice of such waiver need be given.

Public Use or Reliance Not Intended

Because these rules are designed to assist the Council and not to provide substantive rules affecting constituents, it is expressly stated that these rules do not constitute land use regulations, Official controls, "appearance of fairness rules", public hearing rules or other substantive rules binding upon or to be used by or relied upon by members of the public. These rules do not amend statutory or other regulatory (such as ordinance) requirements.

Amendments or Suspension of Portions of this Manual

Amendments of all or any part of these rules may be made by resolution or temporarily suspended by motion until changed, provided there is no conflict with any superior statute.

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FUNCTIONING OF CITY COUNCIL

Values

City leaders, including members of the Council, the City Manager, and Officers, listen to the community in a way that fully represents the community's interests and goals. Council and staff should make the maximum effort to collaborate in every endeavor, seeking consensus as often as possible. Council Members should individually, and collectively, demonstrate the ability to lead and reason together. City leaders exhibit respect for the professionalism and ethical conduct of the City Manager and staff. Leaders strive to achieve sustainable outcomes in City policies and administration, with sustainable results for the community, environment, and for City finances and the local economy.

Council Members

Any person shall be eligible to hold the office on the city council who is a qualified elector of the city at the time their declaration of candidacy or declaration of intent is submitted to the city clerk and remains a qualified elector during their term of office. The council shall have all powers delegated under general law, appoint a chief administrative officer to be known as the city manager, and confirm all appointments of department heads made by the city manager.

The Council consists of five (5) Officials, each elected to four (4) year terms. The terms are staggered with two (2) or three (3) having terms expiring at the end of odd-numbered years. Individual Council Members do not have governing power as individuals, but only when meeting as a Council, when a quorum (three or more) is present. The City shall comply with the Open Meeting Act under Idaho law.

Biennially at the first meeting of the new Council, the members shall choose by majority vote a Mayor from amongst the members and select the Council President, who presides at meetings and coordinates with the City Manager when the Mayor is unavailable or absent. In the absence of both of the Mayor and Council President, the meeting will be presided over by a member of the Council selected by a majority of the Council Members at such meeting. The Council also selects individual Council liaison roles based on the desire, qualifications, and skills of interested Council Members.

It is a duty of staff and Council who represent the City to advocate positions that are consistent with City policies, projects, and plans. Council approves liaison duties to community organizations for arts, human services, business community, tourism organizations, etc., based on desire and qualifications. One or more Council Members may "sponsor" an ordinance or resolution, including amendments to any City codified ordinance. Council expense reimbursement is limited to the current budget; travel and other expenses must be supported by receipts; and may be subject to other limits on type and amount.

Filling Council Vacancies

If a vacancy occurs, the Council will follow the procedures provided in MCC Title 1, Section 1.8.8, in order to fill the vacancy with the most qualified person available until an election can be held as provided by IC Title 50, Chapter 4. The Council will publish a notice of the vacancy, the procedure, and distribute the application form for soliciting candidates. The Council will draw up an application, which contains relevant information to answer set questions posed by the Council. The application forms will be used in conjunction with an interview of each candidate to aid the Council's selection of the new Council Member.

McCall City Code 1.8.8: PROCEDURES FOR FILLING VACANCIES ON COUNCIL:

In the event a vacancy exists in the membership of the Council, the Council shall adopt a motion to meet as a Committee of the Whole. The Committee of the Whole shall consider the matter of an appointment to fill such vacancy, make a recommendation to the Mayor and adjourn. The Council then having been called back into its session; the Mayor shall appoint such person as was recommended by the Committee of the Whole; the Mayor may vote against confirmation of that appointment if the Mayor chooses to do so.

Committee of the Whole Defined:

The entire membership of a legislative body, sitting in a deliberative rather than a legislative capacity, for informal debate and preliminary consideration of matters awaiting legislative action.

Process after the interview of each candidate:

- Mayor will ask for a motion to meet as a committee of the whole, motion will require a roll call vote
- The City Clerk will act as facilitator.
- The Council will:
 - Discuss the merits of each applicant.
 - Make nominations of candidates to fill the vacancy, there may be multiple nominations
 - Discuss the merits of each nomination
 - Come to a consensus of one candidate to be appointed
- Mayor will call the Council back into Session

Once the Council is back into regular session the Mayor will then call for a motion of appointment, motion will require a roll call vote.

Mayor Duties (“Mayor”)

The Council-selected Mayor presides at Regular and other Meetings of the Council. Serving as Mayor of the meeting shall not in any way abridge the right of the Mayor to vote on matters coming before the Council at such meeting; however has no veto power. In addition to the powers conferred upon them as a Council Member, the Mayor is to be recognized as the Official Head of the City for all ceremonial purposes, by the courts for the purposes of serving civil processes, and by the Governor for military purpose. The Mayor may use the title of Mayor in any case in which the execution of contracts or other legal instruments in writing, or other necessity arising from the general laws of the State of Idaho may require, but this shall not be construed as conferring upon the office administrative powers or functions of a Mayor under the general laws of the state per Idaho Code. In addition to the powers conferred upon him or her as Mayor, he or she shall continue to have all the rights, privileges, and immunities of a member of the Council. See IC 50-809 and Title 1, Chapter 8, for a complete description of the duties of the Mayor.

Mayor Selection

- The City Clerk will act as facilitator
 - A review of the Mayoral Duties will be provided and discussed
 - Poll each Council Member with the question “Would you like to serve as Mayor and why?”
- The Council will:
 - Discuss the merits of each interested person
 - Make nominations of candidates to fill the position of Mayor, there may be multiple nominations
 - Discuss the merits of each nomination
 - Come to a consensus of one candidate to be appointed
- The Clerk will then call for a motion of appointment, motion will require a roll call vote.

Council President

Biennially at the first meeting of a the Council, or periodically, the members thereof, by majority vote, may designate one of their number as Council President for such period as the Council may specify, to serve in the absence or temporary disability of the Mayor; or, in lieu thereof, the Council may, as the need may arise, appoint any qualified person to serve as Council President in the absence or temporary disability of the Mayor.

Council President Selection

- The Mayor will act as facilitator
 - A review of the Council President Duties will be provided and discussed
 - Poll each Council Member with the question “Would you like to serve as Council President and why?”
- The Council will:
 - Discuss the merits of each interested person
 - Make nominations of candidates to fill the position of Council President, there may be multiple nominations
 - Discuss the merits of each nomination
 - Come to a consensus of one candidate to be appointed
- The Mayor will then call for a motion of appointment, motion will require a roll call vote.

Council Liaison

With Council approval, a Council Member may serve for two calendar years as the Council’s Liaison (i.e. representative), to an organization. A Liaison is responsible for facilitating communication, collaboration, and coordination with the designated organization, and with regular reporting and accountability to the Council. There are typically Council Member Liaisons to four types of organizations:

1. A county-wide or regional policy or governing body or intergovernmental organization (such as the Valley County Economic Development Council);
2. A community organization (such as an arts, business or social service organization, such as the McCall Chamber of Commerce);
3. A governing or inter-agency board functioning in the City (such as the McCall Redevelopment Agency); and
4. A citizen board, commission, or committee of the City.

CITY ADMINISTRATION

City Manager

The City Manager is the chief administrative officer of the City. The City Manager is appointed by and directly accountable to the Council for the execution of the Council's legislative policy directives, and for the administration and management of City departments. The powers and duties of the City Manager are defined by State law (IC 50-811) and City Code. Such duties may be expanded or clarified by job description, resolution, or Council directive (motion). Balanced with the City Manager's accountability to the Council for policy execution is the need for the Council to allow the City Manager the freedom to perform those duties and responsibilities in his/her day-to-day management.

The City Manager, as the Chief Administrative Officer of the City, prepares the proposed budget; administers code and policy, and carries out policies and procedures adopted by the Council. The City Manager makes appointments and removals of employees and may delegate such powers to department heads, provided, that nothing herein shall be construed to prohibit the Council, while in a duly called Council Meeting, from fully and freely discussing with the City Manager, anything pertaining to appointments and removals of City officers and employees and City affairs.

The City Manager shall attend all meetings of the City Council, unless excused by the Mayor or Council. The City Manager may recommend for adoption by the Council such measures as he/she may deem necessary or expedient, prepare and submit to the Council such reports or proposals as may be required by the body or as the City Manager deems advisable to submit; keep the Council fully advised as to the business and finances of the City; and when appropriate, shall take part in the Council's discussion on all matters concerning the welfare of the City. In the event that the City Manager is unable to attend a Council Meeting, the City Manager shall appoint a key staff member to attend the meeting as the representative of City Administration.

During Council Meetings, the Mayor should rely on the City Manager to introduce the administrative participation on agenda items and should offer opportunity for comment or recommendation of the City Manager before final vote on important matters.

Role of City Attorney

The City Attorney's ultimate client is the City itself – a municipal corporation. The City Attorney is contracted by the City Council. The City Attorney's relationship to the local government is similar in a number of respects to that of an attorney who represents a corporation. In that capacity, the City Attorney provides legal advice to the City Council, the City Manager, the Department Managers, and other City staff. The City Attorney attends all Regular Council Meetings.

The City Attorney may represent the City in actions brought by or against the City or against City Officials in their Official capacity. However, other attorneys may be contracted to handle specific cases because of the nature of the case.

The City Council cannot prohibit the City Manager from having access to the City Attorney's advice. For reasons of efficiency or cost effectiveness, the Council may decide that certain legal questions should be channeled to the City Attorney through the City Manager to ensure that questions are clearly worded and communications back to Council are consistent.

Role of the City Clerk

The City Clerk shall adhere to the requirements of Idaho Code, and shall be the ex-officio Clerk-of-the-Council, and, as such, shall attend all meetings of the City Council. The City Clerk shall keep minutes as required by law, and shall perform such other duties in the meeting as may be required by the Council, or City Manager. In the absence of the City Clerk, the City Clerk shall appoint a replacement to act as Clerk-of-the-Council. The Clerk-of-the-Council shall keep minutes which identify the general discussion of the issue and complete detail of the Official action or consensus reached, if any. The City Clerk shall make an audio recording of the proceedings of all public hearings and Regular Meetings; recordings of Work Sessions and quasi-judicial proceedings are optional unless so requested by any Council Member. Recordings of executive sessions of the Council are not required. The Clerk shall keep, and make available, an agenda and date for each recording, which will facilitate location of the recorded proceedings.

Any City Council Member may request to have his or her written and submitted comments printed as part of the Official record of the Council Meeting. Any member of the Council may also request that extraneous written remarks from the public, City staff, committees, boards, or commissions also be included in the record of the meeting. If there is no objection by a Council Member, the comments or written remarks shall be included by the City Clerk in the minutes of the meeting. If there is an objection to such printing of the comments, the City Council shall decide the matter by majority vote. Oral comments, which the Council Member wishes to be included as part of the Official record, shall likewise be provided in writing by the Council Member making the comments to the City Clerk.

RELATIONSHIP BETWEEN COUNCIL, CITY MANAGER, STAFF, AND PUBLIC

Council establishes budgetary authority for departments and positions, but does not interfere with the City Manager's management of City employees. City Council will adhere to the separate and distinct policy and management roles of Council and the City Manager. Administrative policy and complaints are handled by the City Manager and Department Heads; legislative policy is established by Council.

Council reviews the City Manager's performance annually. The City Manager is responsible for performance reviews of subordinates.

In order for the Council to carry out its policy-setting role, information from the Staff and other sources is needed, such as existing state and city codes or applicable code sections, County property data, and any applicable history concerning the matter at hand. Council Members are encouraged to interact informally and casually with City staff for the purpose of gathering information, obtaining progress reports on policies and programs or providing information to staff

relevant to their Council office. However, Council Members should be careful, in such interaction, to avoid giving direction or advice to members of City staff, which may conflict with the City Manager's directives. City staff should provide their supervisor with the same information shared with Council Members. In recognition of the limitations of staff time and resources, the Council will not request unnecessary information. An exceptionally time-consuming request of staff by the Council may require a majority vote at a regular meeting of the Council, such as for a specific action item or resolution.

Neither the Council, nor any of its committees or members, except as provided herein, shall direct the appointment of any person to, or his or her removal from, office by the City Manager or any of his or her subordinates. Except for the purpose of inquiry, the Council and its members shall deal with the administrative service solely through the City Manager and neither the Council nor any committee or member thereof shall give orders to any subordinate of the City Manager, either publicly or privately. The provisions of this section do not prohibit the Council, while in a duly called Council Meeting, from fully and freely discussing with the City Manager anything pertaining to appointments and removals of City officers, department heads, and employees and City affairs.

When performance complaints are made by citizens about staff actions or non-action directly to an individual Council Member, or in a Council Meeting or committee meeting, the Council or Council Member should then refer the matter directly to the City Manager for review and/or action. The individual Council Member or the Council may request to be informed by the City Manager of the action or response made to the complainant.

The Council and Administration will adhere to laws on public access to documents. The City Manager shall be responsible for the City communications function, but controversial communications shall be promptly copied to Council. However, any member of the Council may communicate directly with a constituent or the press on issues which are of interest to the public.

Although citizens' direct access to elected Officials is to be encouraged to help develop public policy, City Council Members should not develop a "personal intervention" pattern in minor calls for service or administrative appeals which may actually delay a timely customer service response. The best policy is to get the citizen into direct contact with the appropriate department or the City Manager, unless an unsatisfactory result has occurred.

Contract Administration

Prior to issuing a request for proposals or a request for qualifications the City Manager, or designee, will, as a first touch to the Council, initiate a discussion to receive initial direction and feedback for contract development and negotiations. The City manager shall conduct or oversee all preliminary development and negotiations with the other party, including the scope of services to be performed and the compensation for those services.

TYPES OF GOVERNING ACTIONS

Rules of Order

Rules of order not specified by statute, ordinance, or this Manual shall be governed by Rules of Procedures as adopted by Council. ROBERT'S RULES OF ORDER procedures have been modified to better fit the Rules of Order of the McCall City Council.

The City Council, with five members, including the Mayor, operates in an informal manner as compared with a larger assembly, such as the United States Senate, with 100 members. Therefore, in order for a Council Member to obtain the floor to speak, whether in debate or during general discussion, one only needs to secure the attention of the Mayor by raising their hand or simply being recognized visually by the Mayor. Each Council Member may then speak from his chair and is not required to stand or speak from the lectern.

The Mayor may also request the advice or opinion of each Council Member in turn to speak on an agenda item. When extended debate on an issue is expected, the Mayor may, in advance of the debate, allot specific time periods for members to speak in support or opposition of the issue.

Motions to adopt a Resolution or an Ordinance, or other matter on the agenda, should normally be made after presentation by a member of the Staff who has prepared the document and after preliminary discussion by the Council, either within the Council or as in a conversation with members of the Staff. In this way a more complete and adequate understanding of the matter is achieved.

When the Mayor determines that sufficient preliminary discussion has occurred on the matter, it will then be appropriate to call for a Motion for action, followed by a sufficient second. Then further debate may occur, with Council Members to speak in favor of, or in opposition to, the matter. While Robert's Rules present discussion after a motion is made, the Council is best served when enough discussion precedes a motion to ensure sound decision-making. The Mayor is encouraged to facilitate sufficient discussion and deliberation prior to the introduction of a motion, after which further discussion is certainly appropriate; however should be limited. Also, amendments to the matter may also be introduced, seconded, and voted upon. Finally, the question on the main motion is put by the Mayor, or the question is moved to cease debate and either adopted or defeated, wherein further debate may occur.

For the McCall City Council, with five members, the typical requirement for a 2/3 vote is not logical; thus, in those cases (such as for limiting debate), a majority vote of the full Council (three of the five) is required.

The rules of parliamentary procedure practice as contained in ROBERT'S RULES OF ORDER may guide the McCall City Council in all cases to which the rules are applicable, provided that the rules are not in conflict with this Manual, with the ordinances and Codes of the City of McCall, or with State or Federal law.

The Three Touch Rule

Decision-makers and citizens at all levels of the City should have adequate time to thoughtfully consider the issues prior to final decisions. It is the intent of the Council that the Council and Administration should abide by the "Three Touch Rule" whenever possible (unless an exception applies). The following procedural guidelines are designed to avoid "surprises" to the Council, citizens, and administrative personnel.

Any pending request or proposal for adopting or changing public policy, ordinances, resolutions or directives which will require a decision of the City Council or Administration should normally "*touch*" (oral, written or any combination thereof) the decision makers at least *three separate times*. Quasi-judicial matters and any subject discussed in executive sessions are excluded from application of the "Three Touch Rule."

It is recognized that the hands of decision-makers should not be tied unnecessarily. Unexpected circumstances may arise wherein observance of the "Three Touch Rule" is impractical. However, when unusual circumstances arise which justify a "first discussion" decision, the persons requesting the expedited decision should also explain the timing need. The Three Touch Rule excludes staff reports and other general communications not requiring a future Council decision.

Motion

A motion is a form of action taken by the Council to direct that a specific course of action be taken or executed on behalf of the municipality. A motion, once approved and entered into the record, is the administrative equivalent of a resolution in those instances where a resolution is not required by law, and where such motion is not in conflict with existing State or Federal statutes, City ordinances, or resolutions.

Proclamation

A Proclamation is a public or official announcement by the City Council, especially one dealing with a matter of great importance. Some examples of annual proclamations are Arbor Day Proclamation, Fair Housing Proclamation, and Fire Prevention Week Proclamation. Proclamations may also be initiated by the public to honor a citizen or business within the community. Citizens may make a request of the Council, City Manager, or City Clerk for a consideration of a proclamation. Once the request has been vetted with the Council staff members will prepare a proclamation to be proclaimed by motion of the Council.

Resolution

An adopted resolution is an administrative act and is a statement of policy or direction concerning matters of special or temporary character. Council action shall be taken by resolution when required by law or in those instances where it is desired to prepare an expression of policy that is more comprehensive or more meticulously worded than a just a motion. A resolution is approved by a motion of the Council in which the title of the resolution is the motion voted upon by the Council. The "Three Touch Rule" may apply where the Council should have three touches on the policy being proposed for adoption prior to adoption. While resolutions are often just a statement of policy, a resolution may have the force of law (e.g., a resolution setting permit fees, or a resolution declaring certain City property to be surplus).

A policy is a document that outlines what a government is going to do and what it can achieve for the society as a whole. It also outlines any and all methods and principles that the government or any entity, for that matter, will use to achieve its directive. Essentially, a policy sets out the goals and planned activities of an entity, whereas a law may be needed to pass to enable government to put in place the necessary institutional and legal frameworks to achieve their aims as set out in the policy. A policy is an informal document that just lists and states what must be done and what is intended to be done in the future.

Ordinance

An Ordinance is a formal legislative act of the Council and should be used whenever the Council intends to pass a regulatory measure. Council action shall be taken by ordinance when required by law, or where prescribed conduct may be enforced by penalty. An ordinance is a legislative act within its sphere as much as an act of the State Legislature. The general guiding principle is that actions relating to subjects of a permanent and general character are usually regarded as legislative

and should be addressed through an ordinance, and those providing for subjects of a temporary and special character are regarded as administrative and should be addressed through a resolution.

Legislation is another term meaning statutory law. These laws have been enacted by a legislature or, in the case of a city, by the Council. Legislation can also mean the process of making the law. In order for the Council to adopt an ordinance there are steps that need to be taken, the “Three Touch Rule”. First the idea of the ordinance will be presented to the Council to ensure that the Council is in favor of developing such an ordinance. Second the first draft of the ordinance is presented to Council for review. Third the ordinance is brought to the Council for adoption. For some complex issues or lengthy ordinances step two may happen over two or three meetings of the Council. In order for the Ordinance to be adopted it must be voted on by the majority of the Council and approved by the majority of the vote.

There are instances where the Council will be asked to approve an ordinance the first time they see it, primarily planning and zoning issues since these issues are first vetted through the Planning and Zoning Commission.

GOVERNING ACTIONS BY ORDINANCE

Comprehensive Plan Amendment

Such an amendment is a legislative act in which the Council amends all or part of the Comprehensive Plan after the Planning and Zoning Commission has deliberated, held public hearings, and made recommendation(s) to the Council. The Council likewise may hold a public hearing before passage; see Title 3, Zoning Ordinance, Chapter 18.

Budget Adoption or Amendment

Legislative acts adopting or amending the budget document for the City on an annual basis. Although the budget is a maximum spending plan, it must be managed by the City Manager to operate within actual revenue received for each fund during the fiscal year.

The Capital Improvement Plan CIP is a five (5) to ten (10) year plan which is a companion to the budgeting process and which establishes priorities for construction or replacement of capital facilities and equipment of the City.

Quasi-Judicial Ruling

A quasi-judicial ruling is an administrative ruling made by the Council, Hearing Examiner, or Planning Commission wherein the process and facts to be heard and judged are prescribed by regulatory laws or ordinances and, as such, is appealable to a higher authority or court of law.

Roll Call Votes

In all roll call votes, the names of the members of the Council shall be called in order, with the first called the member who has made a motion and the second called the member who has seconded such motion, and the remainder shall be called alphabetically in each vote. Any Council Member may request a roll call vote; normally, roll call votes are taken if the motion involves the approval of a document requiring a signature such as, but not limited to, an ordinance, resolution, or contract.

Each member of Council is obligated to vote on an item of business before the Council, except when a bona fide conflict of interest exists. For purposes of recording the total votes on an item of business, a member's abstention shall be so noted and entered into the record along with the reason for abstaining.

LEGAL CONSIDERATIONS

Immunity and Indemnification of Officials for Individual Actions in Good Faith

City Officials, appointed or elected, may be indemnified by the City (or by insurance purchased by the City) for actions taken by an Official within the scope of his or her duties. An Official should therefore take care to act within the scope of his or her duties and not cause City or personal liability by virtue of individual actions taken in the absence of legal advice.

An employee or appointed volunteer of the governing body of a public agency is immune from civil liability for damages for any discretionary decision or failure to make a discretionary decision within his or her Official capacity, but liability shall remain on the public agency for the tortious conduct of its Officials or members of the governing body.

The City is insured through the Idaho Counties Risk Management Program (ICRMP), which provides broad coverage for damage claims and/or lawsuits brought against the City and its Officials. If a damage claim involves a covered claim against a City Official, then ICRMP will retain legal counsel to defend the City Official and will generally pay any resulting judgment or settlement amount. Please note ICRMP coverage is only available if the situation is the result of a City Official acting within the scope of her or his Official duties and (if the matter is) not otherwise excluded from coverage through the ICRMP compact with the City.

Additionally, in the event that a damage claim and/or lawsuit is brought against a City Official that is related to the performance or failure to perform his or her Official duties and the matter is not covered through ICRMP, the City shall provide legal representation to defend the City Official and shall indemnify the City Official for the payment of the claim (if warranted) or any resulting judgment. The City will not indemnify and defend a City Official acting outside the scope of his or her Official duties, or if the claim and/or lawsuit is based upon a dishonest, fraudulent, criminal and/or malicious act.

Process for Officials to Question the Legality of City Actions

An unfounded assertion by a City Official that the City is acting in violation of law can cause undue risk and liability to the City, and may therefore constitute a breach of that Official's duty to the City. Therefore, it is hereby the policy of the City that the following steps shall be followed if a City Official questions the lawfulness of the conduct (or proposed conduct) of the City, or of any of its Officials or staff.

1. Consult the City Attorney and fully describe the facts and issues which raise a question of illegality.
2. If the advice of the City Attorney does not resolve the concern, consult the City Manager.
3. If steps "1" and "2" do not resolve the concern, the Official may request an executive session of the full Council and if the matter rises to the level of presenting a risk of litigation.

4. Prior to completing steps “1” through “3”, it is a violation of the Official’s duty to the City to assert in public the opinion that the City is in violation of law.

Council Members shall only use the City email account assigned to them when conducting any city business. Council Members shall not set an automatic forward from their city email accounts to their personal accounts. This includes the receipt of email from constituents and staff and any response to constituents and staff.

Conduct of Officials with Regard to Litigation brought against City

It is hereby the policy of the City that, once an individual or organization has filed a legal proceeding against the City, a City Council Member shall not engage in discussions or other communications with such individual (or the officers or directors of the organization) about the subject of the lawsuit without first disclosing the intent to do so to the Council and the City Attorney, either in public or in executive session. It is also hereby the policy of the City that its conflict of interest rules shall apply to elect Officials with regard to individuals or organizations threatening or pursuing a lawsuit against the City.

Prohibition against Making Gifts of Public Funds

Article VIII, section 4, of the Idaho State Constitution states:

“No county, City, town, township, board of education, or school district, or other subdivision, shall lend, or pledge the credit or faith thereof directly or indirectly, in any manner, to, or in aid of any individual, association or corporation, for any amount or for any purpose whatever, or become responsible for any debt, contract or liability of any individual, association or corporation in or out of this state.”

The Idaho Supreme Court has not directly addressed whether public funding of private non-profit entities is a violation of the public purpose doctrine, but it very likely is a violation. The Idaho Attorney General’s Office (AGO) issued an opinion on whether the State of Idaho could “loan” employees to a private charity, the United Way, for eight weeks to assist with fundraising. The opinion concluded that this activity would violate the public purpose doctrine because a state resource, employees paid with state funds, was used to benefit a private entity under private control. This gave favored status to a private enterprise at the expense of other organizations. *See* AGO 1995-O-0007 (November 1, 1995).

A City may contract with private organizations to provide services to the public, if those are services that the City is authorized to provide. The private organization provides the services in question as an agent or contractor for the City. For instance, a City, having authority to provide recreational programs for its residents, may do so by contracting with a youth agency or senior citizens’ organization to operate recreational programs for those groups, under appropriate City supervision. The contract should be carefully drawn, however, so that the program or project remains the City’s own operation and is not an unlawfully broad delegation of City authority, or grant of City funds, to a private agency. Payments should be made pursuant to vouchers reflecting the satisfactory performance of services.

Policies on Email Practices

It is hereby the policy of the City that with respect to any email sent by a Council Member that contains information relating to the conduct of the government or the performance of any governmental or other City function, the email shall not be sent or copied to more than one other

Council Member (so as not to violate the Open Public Meetings Act), and any Council Member who receives such an email shall not forward the email to any other Council Member.

COUNCIL MEETINGS

All meetings of the Council and of any Committees thereof shall be open to the public, except as provided for herein. The Council shall not hold a meeting at any place where discrimination on the basis of race, creed, color, sex, sexual orientation, gender identity, age, or national origin is practiced. In cases of disorderly conduct, disorderly persons may be expelled, and if that is insufficient to restore order, the meeting place may be cleared and/or relocated.

Respect and Decorum

It is the duty of the Mayor and Council Members to maintain dignity and respect for their offices, City staff, and the public. While the Council is in session, the Council Members shall preserve civility, order, and decorum. No member of the public shall, by conversation or otherwise, delay, disrupt or interrupt the proceedings of the Council, nor disparage any person while speaking. Council Members and the public shall obey the proper orders of the Mayor and as stated in the Rules of Order adopted by the Council.

Any person disrupting the business of the Council, either while addressing the Council or attending the proceedings, shall be asked to leave, or be removed from the meeting. Continued disruptions may result in a recess, forced removal, or adjournment as described elsewhere in this manual.

Regular Meeting

A Regular Meeting of the Council is a meeting convened on a regular series of dates (and at a time) adopted by Ordinance of the Council at the first meeting of the calendar year. At a Regular Meeting, the Council may conduct any business stated on the agenda that is publicly posted prior to the meeting, or the Council may approve additions or deletions to the agenda at the meeting in accordance with State statute.

Public Comment

At Council Regular Meetings, the agenda may include a period of time known as the Public Comment Period. Within that time period, any member of the public may be recognized by the Mayor and may address the full Council on any public issue. Unless Council determines otherwise, there will be no responses from Council or Administration during the Public Comment Period. Public comment is normally not appropriate during the business agenda of a Regular Meeting except during the designated Public Comment Period. It shall be predetermined by a vote of the Council whether an item to be adopted or approved by the Council will receive public comment. If the Council wishes to hear from the public on an item, then the opportunity for public comment will be posted on the Council Agenda.

Council will set the rules for public comment in general as well as public comment on items to be adopted or approved by Council. These rules will be presented on each Council Agenda, also included is a designated time limit for each speaker. Other persons in attendance at the meeting shall not speak unless recognized by the Mayor. When the Mayor determines that there are no other public comments on the business item, discussion on the item will be closed to the public,

and only the City Council shall then engage in any final discussion on the matter and act on the business item without interruption from the public.

Special Meeting

A “Special” Council Meeting is a meeting other than a “Regular” Meeting, which may be called by the City Manager or a majority of Council Members. The notice of a Special Meeting must be posted at least twenty-four (24) hours prior to the meeting, and must state the items of business on the agenda. Unless an exception applies, the Council may not add to the agenda of a Special Meeting without giving twenty-four (24) hours’ notice of the added item.

Executive Session

An “Executive Session” is a portion of a public meeting that is conducted on a topic that is permitted by law to be discussed by a governing body or sub-agency in a non-public setting. Per IC 74-206: “The motion to go into executive session shall identify the specific subsections of this section that authorize the executive session. There shall be a roll call vote on the motion and the vote shall be recorded in the minutes. An executive session shall be authorized by a two-thirds ($\frac{2}{3}$) vote of the governing body.” Council Members shall not disclose confidential information learned or confidential documents provided during an executive session unless waived by the full Council.

Unintended Meetings

An unintended meeting may occur in violation of the Open Meetings Law if, without the requisite public notice, a quorum or more of a public body or sub-agency meets for an in-person or telephonic discussion, conducts an interactive email discussion of City business or conducts a “serial” meeting in which a Council Member meets or discusses with another member in sequential fashion, one after another.

Remote Participation

Council Members may participate in meetings remotely by speakerphone or video conferencing, as long as the Council Member(s) participating remotely can clearly hear those in attendance at the meeting and those in attendance can clearly hear the Council Member(s) participating remotely. Council Members participating by speakerphone or video conference are counted for quorum purposes and can vote just as if they were physically present at the meeting (IC 74-203(5))

Such a remote participation by any, or all, Council Members will be permitted when: all documents and exhibits are clearly visible or readable for all participants; the audio recording of the meeting allows the remote participant, the members of the public in attendance, and the other members of the Council to be heard; and the City Manager, or designee, and the City Clerk, or designee, are in attendance at the location designated in the meeting notice. The cost of such remote connectivity shall be paid by the Council Member requesting remote connectivity, unless waived by majority vote of the Council.

Council Attendance

Each person elected to the City Council must recognize a duty to attend all scheduled meetings of the Council. Frequent or habitual absences indicate to others a lack of commitment to the duties of the Council and, in effect, disenfranchise those voters who participated in the election of that Council Member. If a member of the Council finds that it is necessary to miss a scheduled meeting,

then so advising the City Manager or another Council Member would be the polite and civil path to follow.

Work Session

Regular or Special Meetings of the Council, or portions thereof, may be designated as a Work Session. A Work Session is generally held in a more informal manner or setting than a business meeting, and where the purposes may be, for example:

1. To study, deliberate or review one or more topics or emerging issues for potential action at a future date,
2. To vet the status of matters that are intended to be presented on the agenda of an ensuing business meeting unless exceptional circumstances apply,
3. To engage in public comment or dialog, or
4. To participate in presentations with City staff or other subject matter experts.

In general, final votes are not taken at a Work Session, but there are commonly procedural votes on the disposition of various matters.

In general, because a Work Session is more informal and more interactive than a Business Meeting, the Mayor may have greater latitude to seek public comment on the issue under discussion. In this way, the Mayor may invite comment from time to time during the Session, advising the attendees to address comments to the matter on the Agenda. At Council Work Sessions, it may be predetermined and posted on the agenda the manner in which public comments and dialog are to be invited, depending on the nature of the Work Session and the amount of time available.

A Work Session may require a vetting and review of agenda items that are expected to appear for future Council action at a Business Meeting. If so, the Work Session should include a review of clarity and completeness of the issues presented; discussion of the merits of the proposal; and a consensus to determine whether the item shall be advanced to a future meeting of the Council.

A Work Session may involve emerging issues that may not be expected to appear at the next Council Meeting. These may include: staff or third party presentations; additional study by the Council or Staff; and interactive public comments and Council responses to comments.

Interactive Dialog with the Public at Work Sessions

At Council Work Sessions, the Mayor shall determine the manner in which public comments and dialog are to be invited, depending on the nature of the Work Session and the amount of time available. In general, the Mayor may allow more flexibility in accommodating comments and dialog on agenda matters under discussion than is generally allowed at a Regular Meeting, and the Mayor may allow responses and interactive dialog with Council Members, the Administration and/or other presenters.

Retreat

A Retreat is generally a Special Meeting called for the purpose of very informal discussion dealing with goals, objectives, and guidelines for future activity of the organization. At a retreat, the

Council may, for example, develop goals and objectives for its own organization for the year, consider priorities for the Council work plan, or set goals for the City Manager which may be elements of an annual performance evaluation. Although a detailed listing of the City's activity plan for a coming year may result from informal consensus, formal adoption will be made in a regular Council Meeting by motion or resolution.

Public Hearings – Legislative

A formal public hearing as is required by statute or City ordinance as a portion of the prescribed public process for the Council's action on the City budget, the City's Capital Facilities Plan, a Zoning Ordinance change, adoption of and revision to a Development Agreement, and certain other legislative actions pertaining to general governmental policy or ordinance, or a comprehensive, community, or neighborhood plan. In such a case, a public hearing is conducted according to Idaho Code. The public hearing typically occurs during a publicly noticed portion of a regular or Special Meeting of Council, where the time of the hearing has been stated in the prior public notice.

Public Hearings - Quasi-Judicial

Quasi-judicial hearings and actions of the Council are those proceedings which determine the legal rights, duties, or privileges of specific parties in a hearing or other contested case proceeding. Such a hearing is typically conducted by Council during a prescribed portion of a Regular or Special Meeting, and is performed in such a manner as to establish a clear record of proceedings, facts presented and the decision process according to judicial standards.

In the event of a quasi-judicial proceeding of the Council, a Council Member should immediately disclose any interests that may appear to constitute a conflict of interest. Council Members should recognize that the Ethics in Government Act does not require establishment of a conflict of interest, but whether there is an appearance of conflict of interest to the average person. This may involve a Council Member's business associate, or a member of the Council Member's immediate family. It could involve ex parte communications (that is, communications with one party to the quasi-judicial matter without notice to or argument from the other party). Or it could involve ownership of property in the vicinity, business dealings with the proponents or opponents before or after the hearing, business dealings of the Council Member's employer with the proponents or opponents, announced predisposition, and the like. Prior to any quasi-judicial hearing, each Council Member should give consideration to whether a potential conflict of interest exists. If the answer is in the affirmative, no matter how remote, the Council Member should disclose such fact to the City Attorney and be reflected in the minutes.

Anyone seeking to challenge a Council Member from participating in a decision on the basis of conflict of interest must raise the challenge as soon as the basis for the challenge is made known, or reasonably should have been made known. The party seeking to challenge the Council Member shall state, with specificity, the basis for the challenge and the Clerk shall so note in the minutes of the proceedings.

In the case of the Council sitting as a quasi-judicial body, the Mayor shall have authority to request a Council Member to excuse him/herself on the basis of conflict of interest violation. Further, if two Council Members believe that a conflict of interest violation exists; such individuals may move to request a Council Member to excuse him/herself on the basis of that conflict of interest

violation. In arriving at this decision, the Mayor or other Council Members shall give due regard to the opinion of the City Attorney.

During the pendency of any quasi-judicial proceeding, no Council Member may engage in ex parte communications with proponents or opponents about a proposal involved in the pending proceeding, unless the Council Member: (1) places on the record the substance of such oral or written communications concerning the decision or action; and (2) provided that a public announcement of the content of the communication and of the parties' right to rebut the substance of the communication shall be made at each hearing where action is taken or considered on the subject. There is no prohibition against correspondence between a citizen and his or her elected Official, if the correspondence is made a part of the record, if it pertains to the subject matter of a quasi-judicial proceeding.

Conduct of Public Hearings

When it shall be necessary to conduct a formal public hearing in accordance with State or federal law, or City Code, the City Council shall adhere to the following procedure for the conduct of such hearings:

1. The Mayor of the Council announces the purpose of the public hearing.
2. The City Manager, or the designated Department Manager, provides an explanation of the matter which is subject to the public hearing and gives a report on the details of the matter.
3. The City Manager, or Department Manager, may at this time request that the party, or representative, who has submitted an application which is the subject of the hearing, make a presentation to the Council in support of the matter. The Council may set a time limit to this presentation.
4. The Mayor opens the public hearing to the floor for the purpose of receiving public comments on the matter at hand. A listing of those prepared to offer comments may be prepared by the City Clerk.

Comments are received from interested members of the public. Citizens wishing to address the City Council shall state their names and addresses for the record prior to giving comments. The City Clerk records in the minutes the names and addresses of those persons commenting on the matter at hand. The Clerk shall not be responsible for recording the comments of members of the public. In cases where there may be support and/or opposition to the matter, those in support will be heard first, those in opposition next, and those who may be neutral, last.

5. When, after calling for public comments three (3) times, the Mayor determines that there are no other public comments to be received on the matter at hand and closes the public hearing.
6. The party, or representative, may now rebut any opposing comments to the matter, but may not introduce any new or additional information in support of the matter at this hearing. The Council may set a time limit for the rebuttal.
7. The public hearing will normally be held in context with a specific agenda item; the Council will consider the public testimony and those of the party, or representative, as the Council proceeds with debate and consideration of the proposal or matter at hand.

Anyone wishing to state their position on the topic of the public hearing must sign up on the sign-in sheet and indicate whether they are in favor, neutral, or in opposition to the application. All people who testify must state their name, address and whether or not they are for or against the application. The public may appoint a spokesperson to represent a group of people. Public testimony is limited to 3 minutes and cannot be deferred to another. The public is expected to treat all people with respect: No booing, hissing, or cheering; show respect for all opinions; and only those who are recognized by the Mayor are allowed to speak.

Public Forum

When major public policy development warrants, and after adequate preparation of issues and alternatives, the Council may conduct public forums to help develop a public consensus on the issues. The general procedure would be to provide basic information, to explore alternatives and options and to receive verbal and written public comments.

Additional Avenues for Public Participation

Public process activities may also incorporate a range of tools such as press releases, newspaper columns, fact sheets, questions, and answers (Q&A’s), etc. as may be described in the City’s documents and guidelines pertaining to public participation in various projects and processes.

Scalable Public Process Planning System:

For public issues of high interest or high impact, and/or those that require a lengthy public process, a Public Process Steering Group may be formed. For issues that are less controversial, have less far-reaching impacts, and/or are suited to a shorter process, an Ad Hoc Committee or Task Force may be more appropriate. The purpose of the committee, task force, or steering group is to strategize and facilitate appropriate public process for a particular community subject or issue.

Scalable Public Process Planning System

Getting the right people in the right place at the right time making the right decisions to keep the residents of McCall well-informed and engaged.

Level of Public Interest/Impact	Who and How	Sample Outreach Activities/Tools
<p>Straightforward issue</p> <ul style="list-style-type: none"> • Information only • Low controversy • One-time event 	<p>Ad Hoc Committee</p> <ul style="list-style-type: none"> • Staff “expert” • Communications Coordinator ❖ A few E-mails 	<p>Information</p> <ul style="list-style-type: none"> • Press release • Calendar announcement • Post on the City Web
<p>More complex issue</p> <ul style="list-style-type: none"> • Multiple public “touches” • Public input helpful • Low controversy • Longer term impact 	<p>Ad Hoc Committee</p> <ul style="list-style-type: none"> • Director/designee • Staff “expert” • Communications Coordinator ❖ One or more meetings 	<p>Small-scale campaign may include above, plus:</p> <ul style="list-style-type: none"> • Display ad • ListServ notification • FAQ • Presentations to Key Influencers (ie., Rotary, Chamber)

<p>Complex, and/or controversial issue</p> <ul style="list-style-type: none"> • Lasting policy and/or land use impacts • High interest for multiple community elements • Public input desired • Longer process 	<p>Small Task Force</p> <ul style="list-style-type: none"> • City Council liaison • City Manager/designee • Director/designee • Staff “experts” • Communications Coordinator 	<p>Longer, more complex strategy may include above, plus:</p> <ul style="list-style-type: none"> • Multiple press releases/ announcements • Targeted outreach to potential stakeholders • Stakeholder meetings • Neighborhood meetings • One or more public forums • Built-in, iterative feedback loop to evaluate results and alter course
<p>Extremely complex, significant and/or controversial issue</p> <ul style="list-style-type: none"> • Lasting policy and/or land use impacts • Engage broad range of community interests • Significant public input required • Long process 	<p>Public Process Steering Group</p> <ul style="list-style-type: none"> • City Council liaison • City Manager/designee • Director/designee • Staff “experts” • Communications Coordinator • Citizen(s) • A series of meetings over months or years 	<p>Large-scale, long-term PR campaign may include above, plus:</p> <ul style="list-style-type: none"> • Strategic use of multiple public engagement tools like field trips, informational presentations, focus groups, visioning exercises, etc. • Clear, distinct milestones and decision-point(s). • Built-in, iterative feedback loop to evaluate results and alter course as needed

Note that outreach is an art, not a science; the committee composition and tools shown are NOT PRESCRIPTIVE, but are examples of the approaches, tools and strategies that might be appropriate for public process planning at various levels of Public Interest/Impact. The hard part will always be the decision on when, or if, to engage the public beyond the regular or special public meetings of the Council or Staff.

It will be difficult to predict when or how some topic or subject will be controversial or draw significant attention from the public at large. Frequently, a small group, with some unknown (at the time) agenda, will be attracted to a specific topic; they will generate considerable discussion and argument over the topic, whereas the public at large will not seem to be concerned. Careful planning and leadership of the discussion will be required to achieve broad consensus while not seeming to “cave” to a small minority. The goal will always be to achieve a consensus on the topic at hand, both within the Council and the public.

A Public Process Steering Group typically consists of one or two Council Members, the City Manager (or designee), and the City Clerk. The Council Members shall be appointed by the Mayor and confirmed by Council. The City Manager shall appoint additional staff as needed to provide technical support, and may appoint one or more citizens to provide community input. Representatives of outside agencies may also be included where appropriate. These appointments shall identify the task(s) of the Steering Group. The group shall "sunset" when the task is

completed. The committee, task force, or steering group shall serve as a collection point for information and activity pertaining to the task or issue assigned and shall advise on the design for public processes. Public process activities may incorporate a range of tools such as press releases, newspaper columns, Q & A's, fact sheets, presentations to community organizations, focus groups, neighborhood meetings, ward meetings and public forums, as described in the City's public participation guidelines. The Council Liaison will inform the Council of the group's activity at Council Meetings (when appropriate).

Quorum

Three (3) members of the McCall City Council shall constitute a quorum for the transaction of business at all meetings of the Council, but, in the absence of a quorum, the meeting is cancelled. The agenda for the meeting will be reposted for the next scheduled Regular Council Meeting unless a Special Meeting is called by the Council.

As provided under IC, the quorum required for the transaction of business at a Regular or Special Council Meeting is a majority of the members of the full Council. It is important to note that Council vacancies do not reduce the number required for a quorum. The Mayor, under the Council/Manager form of government, is counted for quorum purposes. If the Council President or another Council Member is chairing the meeting, they are counted for quorum purposes. For the City of McCall, all meetings of the Council, three (3) Council Members shall constitute a quorum for the transaction of business.

City Staff – Attendance at Meetings

Attendance at meetings by City staff shall be at the discretion of the City Manager. It is the intent of the Council that the City Manager schedule adequate administrative support for the business at hand but also to insure the productive capability of department heads. When a sound system or other noticing capabilities exist, the City Manager may allow personnel to utilize time in their offices or other areas while waiting for the item of business for which appearance before the Council is required.

Administrative Presentations and Briefings

In order to enhance public understanding of complex issues being presented, City Administration is encouraged to include the use of visual communication tools whenever possible, such as: (i) overhead projection summaries or PowerPoint bullet points; (ii) flow charts or box diagrams to illustrate complex organizations, sequences or systems; (iii) bullet point or summary handouts for the public and the press, when appropriate; (iv) projector or video clips to show actual situations or settings; (v) large maps to help pinpoint specific locations or parcels; (vi) use of color to highlight important elements; (vii) white board for illustration; and/or (viii) configuring the room/display so as to allow the public to follow and understand issues.

Disorderly Conduct

The Mayor may call to order any person who is being disorderly by speaking without recognition or otherwise disrupting the proceedings of the City Council Meeting, by failing to be relevant to a subject under consideration, by speaking longer than the allotted time, or by speaking vulgarities. Any person so disrupting a lawful public meeting of the City Council may be removed from the meeting. Furthermore, any member of the City Council or City staff who fails to conduct him or herself in an orderly manner at any meeting may also be removed or asked to leave.

Adjournment Due to Emergency or Disruption

In the event of emergency, such as a fire, threatened violence, or inability to maintain order, the Mayor shall declare the meeting adjourned or continued and Council Members shall immediately leave the meeting area.

COUNCIL MEETING AGENDAS AND PACKETS

An agenda shall be required for each meeting. It is the City Clerk's responsibility to assemble the agenda for Council Meetings, collecting suggestions from the Mayor, Council Members, City Manager, and City Staff. It is important to remember these are Council Meetings and Council Members should be able to request that items be included on the agenda, with the exception of frivolous and/or unnecessarily repetitive requests. Setting the agenda is a shared responsibility and takes cooperation between the Mayor, Council Members, City Manager, and Staff.

The agenda shall be posted in the same manner as the notice of the meeting. If an amendment to an agenda is made after an agenda has been posted but forty-eight (48) hours or more prior to the start of a Regular Meeting, or twenty-four (24) hours or more prior to the start of a Special Meeting, then the agenda is amended upon the posting of the amended agenda.

If an amendment to an agenda is proposed after an agenda has been posted and less than forty-eight (48) hours prior to a Regular Meeting or less than twenty-four (24) hours prior to a Special Meeting but prior to the start of the meeting, the proposed amended agenda shall be posted but shall not become effective until a motion is made at the meeting and the governing body votes to amend the agenda.

An agenda may be amended after the start of a meeting upon a motion that states the reason for the amendment and states the good faith reason the agenda item was not included in the original agenda posting.

The City Clerk maintains an ongoing Meeting Schedule that shows a 3 month window of scheduled Council Meetings. The Mayor, Council Members, City Manager, and City Staff may add items to the Meeting Schedule through the City Clerk to ensure all needed items are added. The Meeting Schedule is distributed to the Council at each Regular Meeting. The City Clerk also distributes the scheduled items to the Mayor, Council Members, City Manager, and City Staff two weeks prior to the next meeting to ensure timely additions or deletions for the next meeting agenda.

During the process of creating the Agenda for the Council's review the City Clerk creates the **"Official Agenda"** from the Meeting Schedule. Copies of the **"Official Agenda"** shall be posted on the City website and outside of City Hall at least 48 hours prior to the Council Meeting and shall be subject to the notice provisions stated in IC 74-204.

Consent Agenda

The City Clerk or City Manager may place matters on the consent agenda which: (i) have been previously discussed by the Council; or (ii) based on the information delivered to members of the Council by Administration, can be reviewed by a Council Member without further explanation; (iii) are so routine, technical or "housekeeping" in nature, that passage without discussion is likely; or (iv) are otherwise deemed in the best interest of the City.

If there is a need for additional clarification of an item on the consent agenda, then a Council Member may request that the agenda be amended to remove that item from the Consent Agenda to be discussed and considered separately.

Council Packets

Council Members shall personally pick up their agenda packets from their individual mailboxes, provided by the City Clerk, unless otherwise arranged by the member or further directed by Council. The packet shall be available by 5:00 pm on the Friday preceding the regular Council Meeting. Council Members and affected staff should read the agenda material and ask clarification questions prior to the Council Meeting, when possible. In the event a Council Member requests that the packet be forwarded via electronic mail, the Clerk will so do or advise that the full meeting packet is available on the City website.



**St. Luke's McCall
COVID-19 Update
Feb. 23, 2022**

COVID-19 Testing

Total since March 1, 2020 to Feb. 21, 2022

- 16,012 tests performed, 2,200 positive results

Last 7 days (Feb. 15 through 21)

161 tests performed, 12 positive results, 7.45% positivity rate

Last 14 days (Feb. 8 through Feb. 21)

340 tests performed, 37 positive results, 10.88% positivity rate

February 1 through 21, 2022

571 tests performed, 94 positive results, 16.52% positivity rate

St. Luke's McCall Service Area, Age and City Demographics – Feb. 1 through 21, 2022

Note: This data is from all St. Luke's testing sites and not just McCall. We do not track specific demographics from each testing site. This is why St. Luke's McCall's total positive results don't match the total presented below. It is our intent to share with you St. Luke's positive testing results within our service area. Regardless of what St. Luke's testing site conducted the test.

<u>Age</u>	<u>0-17</u>	<u>18-29</u>	<u>30-39</u>	<u>40-49</u>	<u>50-69</u>	<u>70+</u>
McCall = 58	6	6	7	11	22	6
Cascade = 10	2	1	1	0	4	2
Donnelly = 10	0	2	1	1	5	1
New Meadows = 3	1	0	1	0	1	0
<u>Other in SL service area =10</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1</u>	<u>5</u>	<u>4</u>
Total = 91	9	9	10	13	37	13

January 2022

- 2,033 tests performed, 705 positive results, 34.8% positivity rate

December 2021

- 1,091 tests performed, 89 positive results, 8.22% positivity rate

November 2021

- 902 tests performed, 66 positive results, 7.37% positivity rate

October 2021

- 1,043 tests performed, 120 positive results, 11.52% positivity rate

Crisis Standards of Care Deactivated on Feb. 15, 2022

[Idaho deactivates crisis standards of care as conditions improve, but some hospitals are still reporting stress | Idaho Department of Health and Welfare](#)

St. Luke's Health System Hospital Capacity Update

Hospitalizations remain stressed due to high patient volumes for both COVID and non-COVID patients.

St. Luke's is closely monitoring COVID activity in the community and our hospital capacity. COVID-19 hospitalizations are beginning to decline.

COVID-19 St. Luke's Health System Hospitalizations – Feb. 23, 2022

96 total COVID-19 hospitalizations, 43.8% vaccinated

- Compared to 168 total COVID-19 hospitalizations when we last reported on Feb. 9, 2022.
- Compared to 75 total COVID-19 hospitalizations on Jan. 1, 2022

20 of total COVID-19 patients are in the ICU, 30% vaccinated. COVID patients occupy 37% of our ICU total patients.

- Compared to 31 when we last reported on Feb. 9, 2021

4 total pediatric COVID hospitalizations, 1 in pediatric ICU

- Compared to 10 when we last reported on Feb. 9, 2022

Community COVID-19 Vaccines

St. Luke's Clinic – Payette Lakes Family Medicine is now offering the Moderna COVID-19 vaccine and boosters to anyone 18 and older.

Pfizer-BioNTech vaccines continue to be offered for anyone age 5 and older.

Also newly available, Pfizer-BioNTech COVID-19 vaccine boosters for 12- to 15-year-olds and to moderately or severely immunocompromised 5- to 11-year-old children.

Pfizer is offered on Monday, Tuesday, Thursday and Fridays. Moderna is offered on Wednesdays only.

To streamline getting your vaccine, we recommend scheduling an appointment. You can schedule through MyChart at stlukesonline.org/mychart, you will need to set up an account if you don't already have one or you can call 208-381-9500.

Parents of minors should create a MyChart for eligible children and set up proxy access. Instructions are available at stlukesonline.org.

Walk-ins are welcome Monday through Friday, 8 a.m. to 5 p.m., for adults who are seeking their initial COVID-19 vaccine dose only.

If you have questions on the COVID-19 vaccines, we encourage you to talk to your physician. You can also find more information at [Vaccines for COVID-19 | CDC](#).

**McCALL CITY COUNCIL
AGENDA BILL**

216 East Park Street
McCall, Idaho 83638

Number AB 22-040
Meeting Date February 24, 2022

AGENDA ITEM INFORMATION				
SUBJECT:		<i>Department Approvals</i>	<i>Initials</i>	<i>Originator or Supporter</i>
<i>FY20 Audit Report presented by Bobby Lawrence, EideBailly</i>		Mayor / Council		
		City Manager	ABS	
		Clerk		
		Treasurer	RS	Originator
		Community Development		
		Police Department		
		Public Works		
		Golf Course		
		COST IMPACT:	N/A	Parks and Recreation
FUNDING SOURCE:	N/A	Airport		
TIMELINE:	N/A	Library		
		Information Systems		
		Grant Coordinator		
SUMMARY STATEMENT:				
Bobby Lawrence of EideBailly will present the annual financial statements and audit report for the fiscal year ended September 30, 2020.				
RECOMMENDED ACTION:				
None – Discussion Only				
RECORD OF COUNCIL ACTION				
MEETING DATE	ACTION			

DRAFT

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September 30, 2020
City of McCall, Idaho

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Independent Auditor's Report

Members of the City Council
City of McCall, Idaho
McCall, Idaho

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the City of McCall, Idaho (the City) as of and for the year ended September 30, 2020, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the City of McCall, Idaho, as of September 30, 2020, and the respective changes in financial position and, where applicable, cash flows thereof, for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, budgetary comparison information, schedule of employer's share of net pension liability – PERSI, and schedule of employer contributions, as listed in the table of contents be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City's financial statements. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, and is not a required part of the financial statements.

The schedule of expenditures of federal awards is the responsibility of management and was derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements.

Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued a report dated February 25, 2022, on our consideration of the City of McCall, Idaho's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements, and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control over financial reporting and compliance.

DRAFT

Boise, Idaho
February 25, 2022

City of McCall, Idaho
Statement of Net Position
September 30, 2020

	Primary Government			Component Unit
	Governmental Activities	Business-type Activities	Total	Urban Renewal
Assets and Deferred Outflows of Resources				
Current Assets				
Deposits and investments	\$ 8,835,962	\$ 4,951,462	\$ 13,787,424	\$ 1,396,008
Receivables				
Taxes	6,307,503	-	6,307,503	765,454
Intergovernmental	330,350	-	330,350	-
Accounts, net of allowance	584,346	463,431	1,047,777	-
Grants	2,815,185	-	2,815,185	-
Other	-	-	-	276
Prepays	18,084	5,200	23,284	-
Internal and component unit balances	181,495	57,785	239,280	(239,280)
Inventory	87,672	83,430	171,102	-
Total current assets	19,160,597	5,561,308	24,721,905	1,922,458
Noncurrent Assets				
Restricted deposits and investments	1,674,169	390,979	2,065,148	-
Long-term internal balances	85,000	(85,000)	-	-
Capital assets				
Land and construction in progress, not depreciated	24,133,164	3,196,223	27,329,387	293,115
Buildings, improvements and equipment, net of depreciation	24,606,544	17,646,477	42,253,021	799,290
Total noncurrent assets	50,498,877	21,148,679	71,647,556	1,092,405
Deferred Outflows of Resources				
Deferred net pension	529,967	129,517	659,484	-
Total assets and deferred outflows of resources	\$ 70,189,441	\$ 26,839,504	\$ 97,028,945	\$ 3,014,863

City of McCall, Idaho
Statement of Net Position
September 30, 2020

	Primary Government			Component Unit
	Governmental Activities	Business-type Activities	Total	Urban Renewal
Liabilities, Deferred Inflows of Resources and Net Position				
Current Liabilities				
Vouchers and interest payable	\$ 1,857,334	\$ 248,467	\$ 2,105,801	\$ 5,734
Payroll payable	384,745	82,386	467,131	-
Advanced revenue	162,601	-	162,601	-
Capital lease obligations, current portion	-	20,382	20,382	-
Current portion of long-term liabilities	-	334,321	334,321	-
Total current liabilities	2,404,680	685,556	3,090,236	5,734
Noncurrent Liabilities				
Net pension liability	2,113,183	403,142	2,516,325	-
Compensated absences payable	206,149	49,702	255,851	-
Capital lease obligations, non-current	-	45,201	45,201	-
Other long-term debt, non-current	-	1,042,974	1,042,974	-
Total liabilities	4,724,012	2,226,575	6,950,587	5,734
Deferred Inflows of Resources				
Deferred net pension	62,742	101,739	164,481	-
Unavailable revenue	6,166,592	-	6,166,592	762,984
Irrevocable split-interest agreement	579,160	-	579,160	-
Total deferred inflows of resources	6,808,494	101,739	6,910,233	762,984
Net Position				
Net invested in capital assets	48,739,708	19,790,801	68,530,509	1,092,405
Restricted for				
Local option tax	641,298	-	641,298	-
Franchise fees	1,094,514	-	1,094,514	-
Library	83,767	-	83,767	-
Highways	45,750	-	45,750	-
Urban renewal	-	-	-	1,153,740
Unrestricted	8,051,898	4,720,389	12,772,287	-
Total net position	58,656,935	24,511,190	83,168,125	2,246,145
	\$ 70,189,441	\$ 26,839,504	\$ 97,028,945	\$ 3,014,863

See Notes to Financial Statements

City of McCall, Idaho
Statement of Activities
Year Ended September 30, 2020

Functions/Programs	Expenses	Program Revenues			Net (Expense) Revenue and Changes in Net Position			
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Primary Government			Component Unit
					Governmental Activities	Business-type Activities	Total	
Primary Government								
Governmental Activities								
General government								
Executive and legislative	\$ 205,019	\$ -	\$ -	\$ -	\$ (205,019)	\$ -	\$ (205,019)	\$ -
Administrative	1,269,702	50,458	-	-	(1,219,244)	-	(1,219,244)	-
Public safety	1,529,262	31,313	2,950	-	(1,494,999)	-	(1,494,999)	-
Parks and recreation								
Parks	130,792	-	-	50	(130,742)	-	(130,742)	-
Recreation	1,423,819	23,104	48,765	-	(1,351,950)	-	(1,351,950)	-
Community services								
Community services	883,720	948,073	367,273	25,000	456,626	-	456,626	-
Library	466,299	10,286	12,365	10,803	(432,845)	-	(432,845)	-
Airport	673,325	226,477	71,089	5,043,748	4,667,989	-	4,667,989	-
Local Option Tax	353,510	-	771,970	258,331	676,791	-	676,791	-
Streets/Public Works	2,936,386	155,192	163,706	-	(2,617,488)	-	(2,617,488)	-
Total Governmental Activities	<u>9,871,834</u>	<u>1,444,903</u>	<u>1,438,118</u>	<u>5,337,932</u>	<u>(1,650,881)</u>	<u>-</u>	<u>(1,650,881)</u>	<u>-</u>
Business-type Activities								
Water	2,109,514	3,546,585	-	-	-	1,437,071	1,437,071	-
Golf	1,065,811	873,886	-	10,000	-	(181,925)	(181,925)	-
Total Business-type Activities	<u>3,175,325</u>	<u>4,420,471</u>	<u>-</u>	<u>10,000</u>	<u>-</u>	<u>1,255,146</u>	<u>1,255,146</u>	<u>-</u>
Total Primary Government	<u>\$ 13,047,159</u>	<u>\$ 5,865,374</u>	<u>\$ 1,438,118</u>	<u>\$ 5,347,932</u>	<u>(1,650,881)</u>	<u>1,255,146</u>	<u>(395,735)</u>	<u>-</u>
Component Unit								
Urban Renewal	<u>\$ 359,680</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>				<u>\$ (359,680)</u>

City of McCall, Idaho
Statement of Activities
Year Ended September 30, 2020

	Net (Expense) Revenue and Changes in Net Position			
	Primary Government			Component Unit
	Governmental Activities	Business-type Activities	Total	
General revenues				
Property taxes, levied for				
General purposes	3,847,143	-	3,847,143	763,765
Recreation	267,841	-	267,841	-
Library	465,353	-	465,353	-
Airport	72,797	-	72,797	-
Street/Public Works	1,729,005	-	1,729,005	-
Franchise fees	307,724	-	307,724	-
Local option tax	2,860,240	-	2,860,240	-
Sales tax and other governmental	981,864	-	981,864	-
Investment earnings	158,295	45,983	204,278	9,374
Miscellaneous	146,898	35,475	182,373	-
Transfers	(50,478)	108,287	57,809	(136,118)
Total General Revenues and Transfers	<u>10,786,682</u>	<u>189,745</u>	<u>10,976,427</u>	<u>637,021</u>
Change in Net Position	9,135,801	1,444,891	10,580,692	277,341
Net Position, Beginning of Year	<u>49,521,134</u>	<u>23,066,299</u>	<u>72,587,433</u>	<u>1,968,804</u>
Net Position, End of Year	<u>\$ 58,656,935</u>	<u>\$ 24,511,190</u>	<u>\$ 83,168,125</u>	<u>\$ 2,246,145</u>

City of McCall, Idaho
Balance Sheet – Governmental Funds
September 30, 2020

	General	Street / Public Works	Airport	Recreation	Library	Local Option Tax	Nonmajor Governmental Fund (Capital Projects)	Total Governmental Funds
Assets								
Deposits and investments	\$ 6,024,137	\$ 1,454,266	\$ -	\$ 580,516	\$ 857,404	\$ 1,067,364	\$ 134,093	\$ 10,117,780
Receivables								
Taxes	3,693,011	1,732,669	81,767	288,649	511,407	-	-	6,307,503
Intergovernmental	232,404	45,750	16,798	17,204	-	18,194	-	330,350
Accounts	189,077	1,799	34,565	29,206	9,760	319,875	64	584,346
Grants	367,273	-	2,321,818	-	-	126,094	-	2,815,185
Prepays	18,084	-	-	-	-	-	-	18,084
Due from other funds and component units	-	119,000	-	257,840	151,513	-	59,938	588,291
Interfund loans receivable	85,000	-	-	-	-	-	-	85,000
Inventory	-	87,672	-	-	-	-	-	87,672
Restricted deposits and investments	1,094,514	-	-	-	579,655	-	-	1,674,169
	<u>\$ 11,703,500</u>	<u>\$ 3,441,156</u>	<u>\$ 2,454,948</u>	<u>\$ 1,173,415</u>	<u>\$ 2,109,739</u>	<u>\$ 1,531,527</u>	<u>\$ 194,095</u>	<u>\$ 22,608,380</u>

City of McCall, Idaho
Balance Sheet – Governmental Funds
September 30, 2020

	General	Street / Public Works	Airport	Recreation	Library	Local Option Tax	Nonmajor Governmental Fund (Capital Projects)	Total Governmental Funds
Liabilities, Deferred Inflows of Resources and Fund Balances								
Liabilities								
Deficit in deposits	\$ -	\$ -	\$ 1,217,725	\$ -	\$ -	\$ -	\$ 64,093	\$ 1,281,818
Accounts payable	462,838	236,193	208,308	187,294	11,803	750,898	-	1,857,334
Payroll payable	227,355	67,843	11,475	52,402	19,882	5,788	-	384,745
Due to other funds	340,063	13,235	-	-	-	-	53,498	406,796
Advanced revenue	1,137	-	-	7,888	153,576	-	-	162,601
Total liabilities	1,031,393	317,271	1,437,508	247,584	185,261	756,686	117,591	4,093,294
Deferred Inflows of Resources								
Unavailable revenue	3,685,520	1,729,201	88,649	288,066	510,384	-	-	6,301,820
Irrevocable split- interest agreement	-	-	-	-	579,160	-	-	579,160
Total deferred inflows of resources	3,685,520	1,729,201	88,649	288,066	1,089,544	-	-	6,880,980
Fund Balances								
Nonspendable	103,084	87,672	-	-	-	-	-	190,756
Restricted	1,674,320	45,750	-	61,492	83,767	-	-	1,865,329
Assigned	-	1,261,262	928,791	576,273	751,167	774,841	76,504	4,368,838
Unassigned	5,209,183	-	-	-	-	-	-	5,209,183
Total fund balances	6,986,587	1,394,684	928,791	637,765	834,934	774,841	76,504	11,634,106
	\$ 11,703,500	\$ 3,441,156	\$ 2,454,948	\$ 1,173,415	\$ 2,109,739	\$ 1,531,527	\$ 194,095	\$ 22,608,380

Reconciliation of the Balance Sheet of Governmental Funds to the Statement of Net Position

September 30, 2020

Fund balance - total governmental funds		\$	11,634,106
Amounts reported for governmental activities in the statement of net position are different because:			
Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds.			48,739,708
Some of the property taxes receivable are not available to pay for current-period expenditures and therefore are deferred in the funds.			135,228
Compensated absences are not due and payable in the current period and therefore are not reported in the funds.			(206,149)
Net pension liabilities applicable to the City's governmental funds are not reported as fund liabilities.			(2,113,183)
Deferred outflows and inflows of resources related to pensions are applicable to future periods and, therefore, are not reported in the governmental funds.			
Deferred outflows of resources related to pensions:			
Differences between expected and actual experience	386,869		
Changes in assumptions	32,858		
Contributions made subsequent to measurement date	<u>110,240</u>		
			529,967
Deferred inflows of resources related to pensions:			
Net difference between projected and actual investment earnings on pension plan investments	63,342		
Differences between expected and actual experience	<u>(126,084)</u>		
			<u>(62,742)</u>
Net position of governmental activities		\$	<u>58,656,935</u>

City of McCall, Idaho
Statement of Revenues, Expenditures, and Changes in Fund Balances – Governmental Funds
Year Ended September 30, 2020

	General	Street / Public Works	Airport	Recreation	Library	Local Option Tax	Nonmajor Governmental Fund (Capital Projects)	Total Governmental Funds
Revenues								
Property taxes	\$ 3,814,410	\$ 1,724,739	\$ 88,232	\$ 267,126	\$ 464,097	\$ -	\$ -	\$ 6,358,604
Local option tax	630,698	-	-	52,964	-	2,176,578	-	2,860,240
Interest	78,201	14,789	11,269	3,488	10,628	37,960	-	156,335
Licenses and permits	600,768	-	-	7,278	-	759,889	1,960	1,369,895
Intergovernmental	1,377,087	163,706	5,043,748	46,318	10,803	258,331	-	6,899,993
Fines and forfeitures	29,218	-	-	-	1,353	-	-	30,571
Charges for services	1,530,170	39,607	281,966	15,826	8,933	-	-	1,876,502
Miscellaneous	32,687	55,274	4,122	52,985	1,230	-	53,498	199,796
Total revenues	8,093,239	1,998,115	5,429,337	445,985	497,044	3,232,758	55,458	19,751,936
Expenditures								
Current								
General government	1,682,047	-	-	-	-	-	-	1,682,047
Public safety	1,426,724	-	-	-	-	-	-	1,426,724
Parks and recreation	8,795	-	-	-	-	-	-	8,795
City clerk	265,751	-	-	-	-	-	-	265,751
Community services	968,390	-	-	-	447,669	-	-	1,416,059
Streets	-	2,040,748	-	-	-	-	-	2,040,748
Airport	-	-	304,911	-	-	-	-	304,911
Recreation	-	-	-	1,191,027	-	-	-	1,191,027
Local Option Tax	-	-	-	-	-	337,199	-	337,199
Capital outlay	2,166,066	309,530	5,043,206	347,922	142,604	3,767,111	-	11,776,439
Total expenditures	6,517,773	2,350,278	5,348,117	1,538,949	590,273	4,104,310	-	20,449,700
Excess (Deficiency) of Revenues over (under) expenditures	1,575,466	(352,163)	81,220	(1,092,964)	(93,229)	(871,552)	55,458	(697,764)

City of McCall, Idaho
Statement of Revenues, Expenditures, and Changes in Fund Balances – Governmental Funds
Year Ended September 30, 2020

	General	Street / Public Works	Airport	Recreation	Library	Local Option Tax	Nonmajor Governmental Fund (Capital Projects)	Total Governmental Funds
Other Financing Sources (Uses)								
Contributions	50	-	-	2,447	12,365	-	-	14,862
Transfers in	-	250,807	-	1,241,113	298,889	-	-	1,790,809
Transfers out	(1,709,480)	-	-	-	-	-	(53,498)	(1,762,978)
Total other financing sources (uses)	(1,709,430)	250,807	-	1,243,560	311,254	-	(53,498)	42,693
Net Change in Fund Balance	(133,964)	(101,356)	81,220	150,596	218,025	(871,552)	1,960	(655,071)
Fund Balance, Beginning of Year	7,120,551	1,496,040	847,571	487,169	616,909	1,646,393	74,544	12,289,177
Fund Balance, End of Year	<u>\$ 6,986,587</u>	<u>\$ 1,394,684</u>	<u>\$ 928,791</u>	<u>\$ 637,765</u>	<u>\$ 834,934</u>	<u>\$ 774,841</u>	<u>\$ 76,504</u>	<u>\$ 11,634,106</u>

Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balances of Governmental Funds to the Statement of Activities Year Ended September 30, 2020

Net change in fund balances - total governmental funds \$ (655,071)

Amounts reported for *governmental activities* in the statement of activities are different because:

Governmental funds report capital outlay as expenditures. However, in the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense. This is the amount by which capital outlays of (\$11,776,439) exceeded depreciation (\$1,637,802) in the current period. 10,138,637

Some property tax and special assessment revenue in the statement of activities that do not provide current financial resources are not reported as revenues in the funds. 39,135

Compensated absences are not recorded in the governmental funds because they are not a use of current financial resources. However, in the statement of activities, the change is recorded as a revenue (expense). (57,534)

Pension revenues (expenses) are not recorded in the governmental funds because they are not a use of current financial resources. However, in the statement of activities, the change is recorded as a revenue (expense). (329,366)

Change in Net Position \$ 9,135,801

	Enterprise Funds		
	Water	Golf	Total
Assets and Deferred Outflows of Resources			
Current Assets			
Deposits and investments	\$ 4,368,638	\$ 582,824	\$ 4,951,462
Receivables			
Accounts, net of allowance	451,218	12,213	463,431
Due from other funds	15,285	42,500	57,785
Prepays	-	5,200	5,200
Inventory	83,430	-	83,430
Total current assets	<u>4,918,571</u>	<u>642,737</u>	<u>5,561,308</u>
Noncurrent Assets			
Restricted deposits and investments	390,979	-	390,979
Capital assets			
Land	562,326	579,994	1,142,320
Buildings	12,000,457	952,595	12,953,052
Improvements other than buildings	17,598,216	3,746,178	21,344,394
Equipment	867,168	488,637	1,355,805
Construction in progress	2,053,903	-	2,053,903
Less accumulated depreciation	(14,651,192)	(3,355,582)	(18,006,774)
Total noncurrent assets	<u>18,821,857</u>	<u>2,411,822</u>	<u>21,233,679</u>
Deferred Outflows of Resources			
Deferred net pension	90,364	39,153	129,517
Total assets and deferred outflows of resources	<u>\$ 23,830,792</u>	<u>\$ 3,093,712</u>	<u>\$ 26,924,504</u>

	Enterprise Funds		
	Water	Golf	Total
Liabilities, Deferred Inflows of Resources and Net Position			
Current Liabilities			
Accounts and interest payable	\$ 220,206	\$ 28,261	\$ 248,467
Payroll payable	43,932	38,454	82,386
Capital lease obligations, current portion	-	20,382	20,382
Current portion of long- term liabilities	334,321	-	334,321
Total current liabilities	598,459	87,097	685,556
Long-Term Debt			
Net pension liability	274,155	128,987	403,142
Compensated absences payable	30,358	19,344	49,702
Capital lease obligations, non-current	-	45,201	45,201
Other long-term debt, non-current	1,042,974	-	1,042,974
Long-term interfund loans payable	-	85,000	85,000
Total liabilities	1,945,946	365,629	2,311,575
Deferred Inflows of Resources			
Deferred net pension	80,408	21,331	101,739
Net Position			
Net invested in capital assets	17,444,562	2,346,239	19,790,801
Unrestricted	4,359,876	360,513	4,720,389
Total net position	21,804,438	2,706,752	24,511,190
	\$ 23,830,792	\$ 3,093,712	\$ 26,924,504

Statement of Revenues, Expenses, and Changes in Fund Net Position – Proprietary Funds
Year Ended September 30, 2020

	Enterprise Funds		
	Water	Golf	Total
Operating Revenues			
Charges for services	\$ 2,898,946	\$ 873,886	\$ 3,772,832
Local option tax	-	-	-
Other	14,463	21,012	35,475
Total operating revenues	2,913,409	894,898	3,808,307
Operating Expenses			
Personnel services	679,200	539,789	1,218,989
Contractual services	179,175	36,080	215,255
Materials and supplies	111,118	88,924	200,042
Utilities	149,179	128,402	277,581
Repairs and maintenance	160,740	93,321	254,061
Depreciation	803,416	174,416	977,832
Total operating expenses	2,082,828	1,060,932	3,143,760
Operating Income (Loss)	830,581	(166,034)	664,547
Nonoperating Revenues (Expenses)			
Interest income	44,348	1,635	45,983
Bad debt expense	2,824	-	2,824
Private contributions	-	10,000	10,000
Hook-on fees	647,639	-	647,639
Interest expense	(29,510)	(4,879)	(34,389)
Total nonoperating revenues (expenses)	665,301	6,756	672,057
Income (Loss) Before Contributions and Transfers	1,495,882	(159,278)	1,336,604
Transfers out	(131,807)	-	(131,807)
Transfers in	-	240,094	240,094
Change in Net Position	1,364,075	80,816	1,444,891
Net Position, Beginning of Year	20,440,363	2,625,936	23,066,299
Net Position, End of Year	\$ 21,804,438	\$ 2,706,752	\$ 24,511,190

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City of McCall, Idaho
Statement of Cash Flows – Proprietary Funds
Year Ended September 30, 2020

	Enterprise Funds		
	Water	Golf	Total
Operating Activities			
Received from user charges	\$ 2,852,730	\$ 895,108	\$ 3,747,838
Payments to employees for services	(634,677)	(508,755)	(1,143,432)
Payments to suppliers for goods and services	(636,785)	(350,433)	(987,218)
Net Cash from Operating Activities	1,581,268	35,920	1,617,188
Noncapital Financing Activities			
Transfers in	-	240,094	240,094
Transfers out	(131,807)	-	(131,807)
Net payments on due to other funds	(19,469)	(48,203)	(67,672)
Net Cash from (used for) Noncapital Financing Activities	(151,276)	191,891	40,615
Capital and Related Financing Activities			
Acquisition of capital assets	(748,301)	-	(748,301)
Hook-on fees	647,639	-	647,639
Private contributions	-	10,000	10,000
Principal payments on long-term debt	(327,161)	-	(327,161)
Principal payments on capital lease	-	(19,033)	(19,033)
Interest paid	(29,510)	(5,997)	(35,507)
Net Cash used for Capital and Related Financing Activities	(457,333)	(15,030)	(472,363)
Capital and Related Investing Activities			
Interest received on investments	44,348	1,635	45,983
Net Cash from Capital and Related Investing Activities	44,348	1,635	45,983
Net Change in Cash and Cash Equivalents	1,017,007	214,416	1,231,423
Cash and Cash Equivalents, Beginning of Year	3,742,610	368,408	4,111,018
Cash and Cash Equivalents, End of Year	<u>\$ 4,759,617</u>	<u>\$ 582,824</u>	<u>\$ 5,342,441</u>
Presented on the State of Net Position - Proprietary Funds			
Cash and cash equivalents	\$ 4,368,638	\$ 582,824	\$ 4,951,462
Restricted cash	390,979	-	390,979
	<u>\$ 4,759,617</u>	<u>\$ 582,824</u>	<u>\$ 5,342,441</u>

City of McCall, Idaho
Statement of Cash Flows – Proprietary Funds
Year Ended September 30, 2020

	Enterprise Funds		
	Water	Golf	Total
Reconciliation of operating income (loss) to net cash from operating activities			
Operating income (loss)	\$ 830,581	\$ (166,034)	\$ 664,547
Adjustments to reconcile operating income (loss) to net cash from operating activities			
Depreciation and amortization	803,416	174,416	977,832
Pension related items	19,076	16,187	35,263
Changes in assets and liabilities			
Accounts receivable	(60,679)	210	(60,469)
Prepays	-	2,600	2,600
Inventory	(6,945)	-	(6,945)
Vouchers payable	(29,628)	(6,306)	(35,934)
Compensated absences	3,863	164	4,027
Payroll payable	21,584	14,683	36,267
Net Cash from Operating Activities	\$ 1,581,268	\$ 35,920	\$ 1,617,188

Note 1 - Summary of Significant Accounting Policies

The City of McCall, Idaho (the City) incorporated in the State of Idaho on July 19, 1911. The City operates under a Council-Manager form of government and provides the following services as authorized by its charter: public safety (police), parks and recreation, community services, streets, and general administrative services.

The financial statements of the City have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to government units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The more significant of the government's accounting policies are described below.

Financial Reporting Entity

These basic financial statements present the City and its component unit as required by generally accepted accounting principles. Component units are organizations that are included in the City's reporting entity because of the significance of their operational or financial relationships with the City.

The component unit column in the government-wide financial statements represents the financial data of the City's single component unit, the Urban Renewal Agency (URA). URA is a separate and distinct legal entity created by state statute. The directors for URA are appointed by the Mayor and approved by the City Council. URA provides urban renewal services for the citizens of the City.

Government-Wide and Fund Financial Statements

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the nonfiduciary activities of the primary government. For the most part, the effect of interfund activity has been removed from these statements. Governmental activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. *Program revenues* include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as *general revenues*.

Separate financial statements are provided for governmental funds and proprietary funds. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements.

Measurement Focus, Basis of Accounting, and Financial Statement Presentation

The statement of net position and the statement of activities were prepared using the economic resources measurement focus and the accrual basis of accounting. Assets, deferred outflows of resources, liabilities, deferred inflows of resources, and net position resulting from exchange and exchange-like transactions are recognized when the exchange takes place. Assets, deferred outflows of resources, liabilities, deferred inflows of resources, and net position resulting from nonexchange transactions are recognized in accordance with the requirements of GASB.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

Property taxes, franchise taxes, licenses, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the government.

The City reports the following major governmental funds:

General Fund - The General Fund is the general operating fund of the City. It is used to account for all financial resources except those required to be accounted for in another fund.

Street/Public Works Fund - The Street/Public Works Fund is used to account for the operation of the street maintenance department. Financing is provided by state gasoline and sales taxes as well as property taxes. State law and city ordinance require that these revenues be used to maintain roads and streets.

Airport Fund - The Airport Fund is used to account for the operation of the City's local airport. Financing is provided through property taxes, charges for services and state and federal grants.

Recreation Fund - To account for operation of City recreation programs. Financing is provided by a specific annual property tax levy to the extent miscellaneous revenues are not sufficient to provide such financing. City ordinance restricts these property taxes to financing of recreation programs.

Library Fund – A special revenue fund to account for the operation of the public library. Financing is provided principally through property taxes which are restricted for library operations by City ordinance.

Local Option Tax – To account for the operation of the City’s Local Option Tax over tourism.

The City has reported the following nonmajor governmental fund:

Capital Project Fund - To account for certain capital projects of the City.

The City reports the following major proprietary funds:

Water Fund - To account for the operations of the water system.

Golf Fund - To account for the operations of the City’s public golf course.

Enterprise Funds are used to account for operations that are financed and operated in a manner similar to private business when the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges or when the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements. Exceptions to this general rule are charges between various functions of the government when elimination of these charges would distort the direct costs and program revenues reported for the various functions concerned.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and products and delivering goods in connection with a proprietary fund’s principal ongoing operations. The principal operating revenues of the City’s enterprise funds are charges for services to customers for sales and services. Operating expenses for enterprise funds include the cost of sales and services, administrative expenses, and depreciation on capital assets.

All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses. The Water and Sewer Funds also recognize, as non-operating revenue, the portion of hook-on fees intended to recover the cost of connecting new customers to the system.

Deposits and Investments

The City pools cash of all funds into common bank accounts. The accounting records of each fund reflect its interest in the pooled cash. Any deficiencies in cash of individual funds represent liabilities to other funds for cash borrowed. Cash includes amounts in demand deposits and interest-bearing demand deposits, and time deposit accounts. Cash equivalents include amounts in time deposits and those investments with original maturities of 90 days or less. Under state law, the City may deposit funds in demand deposits, interest-bearing demand deposits or time deposits with state banks organized under Idaho law and national banks having their principal offices in Idaho. All cash is either covered with FDIC insurance or fully collateralized in the name of the City.

The Joint Powers Investment Pool was established as a cooperative endeavor to enable public entities of the State of Idaho to aggregate funds for investment. This pooling is intended to improve administrative efficiency and increase investment yield. The Local Government Investment Pool (LGIP) is managed by the State of Idaho Treasurer's office. The funds of the Pool are invested in certificates of deposit, repurchase agreements, and U.S. government securities. The certificates of deposit are federally insured. The U.S. government securities and the collateral for the repurchase agreements are held in trust by a safekeeping bank.

An annual audit of Joint Powers Investment Pool is conducted by the State Legislative Auditors Office. The Legislative Auditor of the State of Idaho has full access to the records of the Pool.

Idaho Code provides authorization for the investment of funds as well as to what constitutes an allowable investment. The City policy allows for investment of idle funds consistent with the Idaho State Code 67-1210 and 67-1210A.

The Code limits investments to the following general types:

Certain revenue bonds, general obligation bonds, local improvement district bonds and registered warrants of state and local governmental entities.

Time deposit accounts, tax anticipation and interest-bearing notes.

Bonds, treasury bills, debentures, or other similar obligations of the United States Government and United States Government Agencies.

Repurchase agreements secured by the above.

Custodial Credit Risk

For deposits and investments, custodial credit risk is the risk that, in the event of the failure of the counterparty, the City will not be able to recover the value of its deposits, investments or collateral securities that are in the possession of an outside party. The City's policy requires all investments should be held in the City's name, in the bank's Trust Department, or alternately in the Federal Reserve Bank.

Credit Risk

Credit risk is the risk that an issuer of debt securities or another counterparty to an investment will not fulfill its obligation is commonly expressed in terms of the credit quality rating issued by a nationally recognized statistical rating organization such as Moody's, Standard & Poor's and Fitch's. The limits on credit risk are based on Idaho Code.

Interest Rate Risk

Investments that are fixed for longer periods are likely to experience greater variability in their fair values due to future changes in interest rates. The City's policy to mitigate interest rate risk is to structure the City's portfolio so that securities mature to meet the City's cash demands and ongoing operations, thereby precluding the need to sell securities to the open market prior to their maturity and primarily invest in shorter-term securities.

Concentration of Credit Risk

When investments are concentrated in one issuer, this concentration represents heightened risk of potential loss. No specific percentage identifies when concentration risk is present. The Governmental Accounting Standards Board has adopted a principal that governments should provide note disclosure when five percent of the total entities investments are concentrated in any one issuer. Investments in obligations specifically guaranteed by the U.S. government, mutual funds, and other pooled investments are exempt from disclosure. The City's policy is to invest no more than 50% of their total investments in a single security type or with a single financial institution, with the exception of the U.S. Treasury Securities, and authorized pools.

Property Taxes Receivable

Within the governmental fund financial statement, property taxes are recognized as revenue when the amount of taxes levied is measurable, and proceeds are available to finance current period expenditures.

Available tax proceeds include property tax receivables expected to be collected within sixty days after year-end. Property taxes attach as liens on properties on January 1, and are levied in September of each year. Tax notices are sent to taxpayers during November, with tax payments scheduled to be collected on or before December 20.

Taxpayers may pay all or one-half of their tax liability on or before December 20. If one-half of the amount is paid on December 20, the remaining balance is due by the following June 20. Since the City is on a September 30 fiscal year-end, property taxes levied during September for the succeeding year's collection are recorded as deferred inflows of resources at the City's year-end and recognized as revenue in the following fiscal year for all governmental funds. Valley County bills and collects taxes for the City.

Customer Services Receivable

Amounts owed to the City for customer services are due from area residents and businesses and relate to water services provided by the City. The City analyzes past due accounts and current circumstances to evaluate collectability. There is an allowance for doubtful accounts as of September 30, 2020, of \$4,649. As of September 30, 2020, accounts past 90 days totaled \$2,730.

General Fund Accounts Receivable

Amounts owed to the City for customer services are due from a variety of sources. The City analyzes past due accounts and current circumstances to evaluate collectability. There is an allowance for doubtful accounts as of September 30, 2020, of \$296. As of September 30, 2020, there are no accounts past 90 days.

Inventories

Inventories are stated at the lower of cost (first-in, first-out method) or market. The cost of inventory items are recognized as expenditures in governmental funds when purchased (purchase method) and as expenses in proprietary funds when used (consumption method).

Capital Assets

Capital assets, which include property, plant, equipment, and infrastructure assets (e.g., roads, bridges, sidewalks, and similar items), are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. Capital assets are defined by the government as assets with an initial, individual cost of more than \$10,000 and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated fixed assets are valued at their estimated acquisition value on the date donated. Public domain infrastructure consisting of roads, sidewalks, water and sewer lines are also reported in the applicable governmental or business-type activities columns in the government-wide financial statements. Depreciation is recorded by use of the straight-line method. The book value of each asset is reduced by equal amounts over its estimated useful life as follows:

	Estimated Useful Life (Years)
Buildings	12 - 40
Infrastructure	20 - 50
Improvements other than buildings	10 - 40
Machinery and equipment	5 - 10

Maintenance, repairs and minor renewals are charged to operations as incurred. When an asset is disposed of, accumulated depreciation is deducted from the original cost, and any gain or loss arising from its disposal is credited or charged to operations.

Deferred Outflows of Resources

In addition to assets, the statement of net position includes a separate section for deferred outflows of resources. This separate financial statement element, deferred outflow of resources, represents a consumption of net position that applies to future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then. The City has one item that qualifies for reporting in this category. The one item is as follows: the pension obligation, reported in the government-wide statement of net position.

Bonded Indebtedness

In the government-wide financial statements and proprietary fund types in the fund financial statements, long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund type statement of net position. Bond premiums and discounts are capitalized and amortized over the life of the bonds using the straight-line method. Bonds payable are reported net of the applicable bond premium or discount.

In the fund financial statements, governmental fund types recognize long-term obligations as a liability of a governmental fund when due, or when resources have been accumulated in the debt service fund for payment early in the following year. For other long-term obligations, only that portion expected to be financed from expendable available financial resources is reported as a fund liability of a governmental fund. Bond premiums and discounts, as well as bond issuance costs, are recognized during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

Compensated Absences Payable

The City provides personal leave to its full-time employees and sick leave to both full and part-time employees. Personal leave is either paid to employees when taken or paid to employees or their beneficiaries upon the employee's termination, retirement or death. Sick leave is either paid to employees when taken or paid to employees or their beneficiaries upon the employee's termination, retirement or death for hours accrued in excess of 500 to a maximum of 720. The amount of unpaid leave accumulated by City employees is accrued as an expense when incurred in the government-wide and the proprietary funds financial statements, which use the accrual basis of accounting. In the Governmental Funds, only the amount that normally would be liquidated with expendable available financial resources is accrued as current year expenditures. Unless it is anticipated that compensated absences will be used in excess of a normal year's accumulation, no additional expenditures are accrued. Therefore, the entire unpaid liability for the Governmental Funds is considered long-term and is recorded in the government-wide financial statement only.

Advanced Revenue

The City reports advanced revenues on its statement of net position and fund balance sheet. Advanced revenues arise when resources are received by the City before it has a legal claim to them, as when grant monies are received prior to the occurrence of qualifying expenditures. In subsequent periods, when the City has a legal claim to the resources, the liability for advanced revenue is removed from the balance sheet and the revenue is recognized.

Fund Balance Reporting

The Local Option Tax (LOT) was established in 2005 by City Ordinance No. 796, renewed by City Ordinance No. 887 in 2011 effective January 1, 2012, and renewed by City Ordinance No. 965 in 2018 effective January 1, 2019. In 2015, two additional local LOTs were established by City Ordinance 936. The LOT established in 2011 is to be used for programs and groups recommended by the LOT commission and approved by City Council. The two additional LOT's established in 2015 are to be used primarily for street replacement, repair and maintenance. Highway user fees are restricted by State Statute and County laws and are legally segregated for funding of infrastructure improvements. Franchise fees are established by City Ordinance No. 862 in 2009 for the specific use of funding underground utility expansion.

When an expenditure is incurred for purposes for which both restricted and unrestricted fund balance is available, the City considers restricted funds to have been spent first. When an expenditure is incurred for which restricted, committed, assigned, or unassigned fund balances are available, the City considers amounts to have been spent first out of committed funds, then assigned funds, and finally unassigned funds, as needed, unless the City Council has provided otherwise in its commitment or assignment actions.

Resolution 11-19 was adopted in November of 2011 to establish minimum fund balance / net position policies consisting of cash flow and budget stabilization. Those minimum balances enable the City to meet debt payments and other obligations. The minimum balances established for cash flow are expressed as a percentage of the current years' operating budget. Those minimums are as follows: General Fund – 25%, Special Revenue Funds – 20%, Enterprise Funds – 30%, in addition to any sums required under loan or bond agreements. The minimum fund balances established for budget stabilization are expressed as a percentage of the three most recent years' average operating budgets. Those minimums are as follows: General Fund – 15%, Special Revenue Funds – 10%. In the event these minimum balances are used, the City shall strive to restore the balances to the above levels within no more than three fiscal years following the fiscal year in which the reserves were used.

The following classifications describe the relative strength of the spending constraints:

- Nonspendable fund balance—amounts that are non-cash or legally or contractually required to be maintained intact such as inventory, long-term loans receivable, property held for sale, endowment or permanent fund principal, and prepaid items.
- Restricted fund balance—amounts that have externally enforceable limitations on their uses; amounts constrained to specific purposes by their providers (such as grantors, bondholders, and higher levels of government), through constitutional provisions, or by enabling legislation.
- Committed fund balance—amounts constrained to specific purposes by the City Council itself; to be reported as committed, amounts cannot be used for any other purpose unless the City Council takes the same level action to remove or change the constraint.
- Assigned fund balance—amounts the City Council intend to use for a specific purpose; intent can be expressed by the City Council or by an official designated by the City Council by resolution.

- Unassigned fund balance—amounts that are available for any purpose. Positive amounts are reported only in the general fund.

As of September 30, 2020, fund balances are composed of the following:

	General	Streets / Public Works	Airport	Recreation	Library	Local Option Tax	Nonmajor Governmental Funds
Nonspendable							
Prepays	\$ 18,084	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Inventory	-	87,672	-	-	-	-	-
Long-term interfund note receivable	85,000	-	-	-	-	-	-
Total nonspendable	103,084	87,672	-	-	-	-	-
Restricted							
Local Option Tax	579,806	-	-	61,492	-	-	-
Library	-	-	-	-	83,767	-	-
Highway user fee	-	45,750	-	-	-	-	-
Franchise fees	1,094,514	-	-	-	-	-	-
Total restricted	1,674,320	45,750	-	61,492	83,767	-	-
Assigned							
Street/Public works	-	1,261,262	-	-	-	-	-
Airport	-	-	928,791	-	-	-	-
Library	-	-	-	-	751,167	-	-
Recreation	-	-	-	576,273	-	-	-
Local Option Tax	-	-	-	-	-	774,841	-
Capital Projects	-	-	-	-	-	-	76,504
Total assigned	-	1,261,262	928,791	576,273	751,167	774,841	76,504
Unassigned							
Unassigned	5,209,183	-	-	-	-	-	-
Total unassigned	5,209,183	-	-	-	-	-	-
	\$ 6,986,587	\$ 1,394,684	\$ 928,791	\$ 637,765	\$ 834,934	\$ 774,841	\$ 76,504

Deferred Inflows of Resources

In addition to liabilities, the statement of net position will include a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The City has three items that qualify for reporting in this category reported on the government-wide statement of net position. They are the employer pension assumption, property taxes, and an irrevocable split-interest agreement.

The City reports unavailable revenue as a deferred inflow of resources on its statement of net position and fund balance sheet. On the government fund financial statements property taxes that are delinquent are recorded as unavailable revenue since they are not available within 60 days of the fiscal year end, however in the government-wide financial statements delinquent taxes are recognized in the year they are measurable. Taxes levied during September for the succeeding year's collection are recorded as deferred inflows of resources at the City's year-end and recognized as revenue in the following fiscal year for all governmental funds and governmental activities.

Pensions

For purposes of measuring the net pension liability and pension expense, information about the fiduciary net position of the Public Employee Retirement System of Idaho Base Plan (Base Plan) and additions to/deductions from the Base Plan's fiduciary net position have been determined on the same basis as they are reported by the Base Plan. For this purpose, benefits payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

Risk Management

The City is exposed to various risks of loss related to theft of, damage to, or destruction of assets. The City participates in a public entity risk pool, Idaho Counties Risk Management Pool (ICRMP), for liability, medical and disability insurance. The City's exposure to loss from its participation in ICRMP is limited to the extent of their deductible only.

Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

Note 2 - Deposits and Investments

At September 30, 2020, the City’s deposits in banks were entirely covered by FDIC insurance or collateralized with securities held in the City’s name as follows:

	<u>Rating</u>	<u>Maturity</u>	
Deposits			
Insured or collateralized	N/A	N/A	\$ 1,779,786
Idaho First Bank Certificate of Deposit	N/A	October 3, 2020	<u>246,755</u>
			<u>\$ 2,026,541</u>

Certain assets are reported at fair value in the City’s financial statements. Fair value is the price that would be received to sell an asset in an orderly transaction in the principal, or most advantageous, market at the measurement date under current market conditions regardless of whether the price is directly observable or estimated using another valuation technique. Inputs used to determine fair value refer broadly to the assumptions that market participants would use in pricing the asset, including assumptions about risk. Inputs may be observable or unobservable. Observable inputs are inputs that reflect the assumptions market participants would use in pricing the asset based on market data obtained from sources independent of the reporting entity. Unobservable inputs are inputs that reflect the reporting entity’s own assumptions about the assumptions market participants would use in pricing the asset or liability based on the best information available. A three-tier hierarchy categorizes the inputs as follows:

Level 1 – Quoted prices (unadjusted) in active markets for identical assets that can be accessed at the measurement date.

Level 2 – Inputs other than quoted prices included within Level 1 that are observable for the asset, either directly or indirectly. These include quoted prices for similar assets in active markets, quoted prices for identical or similar assets in markets that are not active, inputs other than quoted prices that are observable for the asset, and market-corroborated inputs.

Level 3 – Unobservable inputs for the asset. In these situations, the City develops inputs using the best information available in the circumstances.

Investments' fair value measurements are as follows at September 30, 2020:

Equities and Money Market Mutual Funds: Valued at fair value based on the quoted prices for active markets.

Fixed Income: Corporate bonds, U.S. Government obligations, and municipal bonds are valued by the custodians of the securities using pricing models based on credit quality, time to maturity, state interest rates, and market-rate assumptions.

Real Estate Assets: Values are based on trust statement value of real estate assets.

The related fair values of these assets are determined as follows:

	<u>Total</u>	<u>Level 1</u>	<u>Level 2</u>	<u>Level 3</u>
Equities	\$ 355,973	\$ 355,973	\$ -	\$ -
Fixed Income				
Municipal Securities	<u>206,815</u>	<u>-</u>	<u>206,815</u>	<u>-</u>
Total investments by fair value level	<u>562,788</u>	<u>355,973</u>	<u>206,815</u>	<u>-</u>
Investments measured at net asset value (NAV)				
State of Idaho Local Government Investment Pool (LGIP)	<u>12,962,915</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total investments	<u>\$ 13,525,703</u>	<u>\$ 355,973</u>	<u>\$ 206,815</u>	<u>\$ -</u>

Investments valued using the net asset value (NAV) per share generally do not have readily obtainable market values and are instead valued based on the City's pro-rata share of the pool's fair value of the underlying assets. The City values these investments based on information provided by the State of Idaho Treasurer's Office. The City's certificate of deposit was established at a financial institution, matures on October 3, 2020, and is valued at original cost plus accrued interest.

Interest Rate Risk

Interest rate risk is defined as the risk a government may face should interest rate variances affect the fair value of investments. Investments in debt securities that are fixed for longer periods are likely to experience greater variability in their fair values due to future changes in interest rates.

As of September 30, 2020, the City had the following investments subject to interest rate risk:

	Rating	Maturity	
Deposits			
Insured or collateralized	N/A	N/A	\$ 1,779,786
Idaho First Bank Certificate of Deposit	N/A	October 3, 2020	246,755
			\$ 2,026,541

Credit Risk

Credit risk exists when there is a possibility the issuer or other counterparty to an investment may be unable to fulfill its obligations. GASB requires disclosure of credit quality ratings for investments in debt securities. (The credit risk ratings below are issued upon standards set by Standard and Poor's).

	Total	Level 1	Level 2	Level 3
Equities	\$ 355,973	\$ 355,973	\$ -	\$ -
Fixed Income				
Municipal Securities	206,815	-	206,815	-
Total investments by fair value level	562,788	355,973	206,815	-
Investments measured at net asset value (NAV)				
State of Idaho Local Government Investment Pool (LGIP)	12,962,915	-	-	-
Total investments	\$ 13,525,703	\$ 355,973	\$ 206,815	\$ -

Note 3 - Restricted Assets

Restricted assets are required to be segregated as to use and are therefore identified as restricted assets. The restricted assets are as follows:

Deposits and investments	
General Fund, Franchise Fees	\$ 1,094,514
Library Fund, Irrevocable Split Interest Trust	579,655
Water Fund, DEQ Loan Reserves	390,979
	\$ 2,065,148

Note 4 - Intergovernmental and Grant Receivables

The following summarizes the intergovernmental receivables at September 30, 2020:

Source			
State of Idaho			
Revenue sharing	\$	232,404	
Highway users		45,750	
Payette Lakes Recreational Water Sewer District		18,194	
United States Forest Service		16,798	
Valley County Waterways		17,204	
		\$ 330,350	

Grants owed to the City at September 30, 2020, by source are:

Federal Aviation Administration	\$	2,321,818
State of Idaho CARES Act		367,273
Idaho Transportation Investment Program		53,829
Idaho Community Development Block Grant		72,265
		\$ 2,815,185

Governmental funds report unavailable revenue in connection with property taxes receivables that are not considered to be available to liquidate liabilities of the current period as deferred inflows of resources. Governmental funds also defer revenue recognition in connection with resources that were raised for the subsequent fiscal year.

At the end of the current fiscal year, the various components reported in the governmental funds as deferred inflows of resources were as follows:

	Delinquent Taxes	Subsequent Tax Levy	Total
Property taxes (general fund)	\$ 51,732	\$ 3,633,788	\$ 3,685,520
Property taxes (street fund)	47,345	1,681,856	1,729,201
Property taxes / hangar lease (airport fund)	16,607	72,042	88,649
Property taxes (recreation fund)	5,509	282,557	288,066
Property taxes (library fund)	14,035	496,349	510,384
	\$ 135,228	\$ 6,166,592	\$ 6,301,820

Note 5 - Capital Assets

Changes in capital assets of governmental activities are as follows:

	<u>Oct. 1, 2019</u>	<u>Additions</u>	<u>Transfers</u>	<u>Deletions</u>	<u>Sept. 30, 2020</u>
Governmental Activities					
Capital assets, not depreciated					
Land	\$ 9,568,894	\$ -		\$ -	\$ 9,568,894
Construction in progress	3,468,962	11,162,234	(66,926)	-	14,564,270
Total capital assets, not depreciated	<u>13,037,856</u>	<u>11,162,234</u>	<u>(66,926)</u>	<u>-</u>	<u>24,133,164</u>
Capital assets, depreciated					
Buildings	3,755,681	-	-	-	3,755,681
Infrastructure	18,425,600	99,824	-	-	18,525,424
Improvements other than buildings	19,502,052	366,773	66,926	-	19,935,751
Equipment	5,110,849	147,608	-	80,564	5,177,893
Total capital assets, depreciated	<u>46,794,182</u>	<u>614,205</u>	<u>66,926</u>	<u>80,564</u>	<u>47,394,749</u>
Less accumulated depreciation for					
Buildings	2,085,445	78,811	-	-	2,164,256
Infrastructure	6,383,564	579,164	-	-	6,962,728
Improvements other than buildings	9,172,738	724,125	-	-	9,896,863
Equipment	3,589,220	255,702	-	80,564	3,764,358
Total accumulated depreciation	<u>21,230,967</u>	<u>1,637,802</u>	<u>-</u>	<u>80,564</u>	<u>22,788,205</u>
Total net capital assets, depreciated	<u>25,563,215</u>	<u>(1,023,597)</u>	<u>66,926</u>	<u>-</u>	<u>24,606,544</u>
Governmental activities capital assets, net	<u>\$ 38,601,071</u>	<u>\$ 10,138,637</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 48,739,708</u>

Changes in capital assets of business-type activities are as follows:

	Oct. 1, 2019	Additions	Transfers	Deletions	Sept. 30, 2020
Business-type activities					
Capital assets, not depreciated					
Land	\$ 1,142,320	\$ -	\$ -	\$ -	\$ 1,142,320
Construction in progress	1,305,602	748,301	-	-	2,053,903
Total capital assets, not depreciated	2,447,922	748,301	-	-	3,196,223
Capital assets, depreciated					
Buildings	12,953,052	-	-	-	12,953,052
Improvements other than buildings	21,344,394	-	-	-	21,344,394
Equipment	1,378,727	-	-	22,922	1,355,805
Total capital assets, depreciated	35,676,173	-	-	22,922	35,653,251
Less accumulated depreciation for					
Buildings	6,639,194	318,309	-	-	6,957,503
Improvements other than buildings	9,858,931	549,555	-	-	10,408,486
Equipment	553,739	109,968	-	22,922	640,785
Total accumulated depreciation	17,051,864	977,832	-	22,922	18,006,774
Total net capital assets, depreciated	18,624,309	(977,832)	-	-	17,646,477
Business-type activities capital assets, net	<u>\$ 21,072,231</u>	<u>\$ (229,531)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 20,842,700</u>

Depreciation expense was charged to functions/programs of the City as follows:

Governmental activities		
General government		\$ 233,497
Recreation		195,491
Public works / Streets		852,420
Library		2,700
Airport		353,694
Total depreciation expense - governmental activities		<u>\$ 1,637,802</u>
Business-type activities		
Water		\$ 174,416
Golf		803,416
Total depreciation expense - business-type activities		<u>\$ 977,832</u>

Note 6 - Interfund Receivables, Payables, and Transfers

Incoming receipts and outgoing disbursements are sometimes deposited to/disbursed from one fund on behalf of another fund. At that time, a corresponding receivable/payable and operating transfer is recorded between the funds. The composition of interfund balances as of September 30, 2020 is as follows:

Amounts due to the General Fund from:	
Golf, long-term receivable balance	<u><u>\$ 85,000</u></u>
Amounts due to the Street / Public Works Fund from:	
General	<u><u>\$ 119,000</u></u>
Amounts due to the Golf Fund from:	
General	<u><u>\$ 42,500</u></u>
Amounts due to the Water Fund from:	
Street / Public Works	\$ 13,235
General	<u>2,050</u>
	<u><u>\$ 15,285</u></u>
Amounts due to the Library Fund from:	
General	<u><u>\$ 151,513</u></u>
Amounts due to the Recreation Fund from:	
General	\$ 25,000
Urban Renewal Agency	<u>232,840</u>
	<u><u>\$ 257,840</u></u>
Amounts due to the Capital Projects Fund from:	
Urban Renewal Agency	<u><u>\$ 6,440</u></u>

Interfund transfers were made for the purpose of funding operations and the settlement of internal balances.

Interfund transfers for the year ended September 30, 2020, were:

Interfund transfers	Golf Fund	Urban Renewal Agency	Recreation	Streets	Library	Total
Transfers out						
General	\$ 240,094	\$ -	\$ 1,051,497	\$ 119,000	\$ 298,889	\$ 1,709,480
Water	-	-	-	131,807	-	131,807
Urban Renewal Agency	-	-	189,616	-	-	189,616
Nonmajor Governmental Funds	-	53,498	-	-	-	53,498
	<u>\$ 240,094</u>	<u>\$ 53,498</u>	<u>\$ 1,241,113</u>	<u>\$ 250,807</u>	<u>\$ 298,889</u>	<u>\$ 2,084,401</u>

Note 7 - Long-Term Debt

The following is a summary of changes in long-term liabilities of the City for the year ended September 30, 2020:

	Beginning Balance	Additions	Reductions	Ending Balance	Current Portion
<i>Governmental Activities</i>					
Compensated absences	\$ 148,615	\$ 71,084	\$ 13,550	\$ 206,149	\$ -
Governmental activities long-term liabilities	<u>\$ 148,615</u>	<u>\$ 71,084</u>	<u>\$ 13,550</u>	<u>\$ 206,149</u>	<u>\$ -</u>
<i>Business-type Activities</i>					
Compensated absences	\$ 45,675	\$ 5,837	\$ 1,810	\$ 49,702	\$ -
Notes payable					
Department of Environmental Quality	1,704,456	-	327,161	1,377,295	334,321
Capital leases					
Golf carts	84,616	-	19,033	65,583	20,382
Business-type activities long-term liabilities	<u>\$ 1,834,747</u>	<u>\$ 5,837</u>	<u>\$ 348,004</u>	<u>\$ 1,492,580</u>	<u>\$ 354,703</u>

Compensated absences will be liquidated by all funds as the associated payroll is expended.

Business-type activities long-term debt at September 30, 2020 is comprised of the following:

Note payable to State of Idaho, for \$5,908,755. Due in semi-annual installments of \$179,955 through 2024; interest accrues at 2.0%, unsecured. \$ 1,377,295

The annual requirements to amortize all debt outstanding as of September 30, 2020, are as follows:

	Business-type Activities	
	Principal	Interest
2021	\$ 334,321	\$ 25,877
2022	340,746	19,163
2023	347,595	12,314
2024	354,633	5,328
	<u>\$ 1,377,295</u>	<u>\$ 62,682</u>

In Idaho, a municipality is allowed a general obligation bond debt limit of 2% of the market valuation of the real and personal property in its taxing area. The City's legal debt limits for 2020, based on data available from Valley County as of September 30, 2020, would be approximately \$32,300,000. The City has no aggregate general obligation bond indebtedness on September 30, 2020.

Note 8 - Leases

The City leases office space, copiers, and various equipment under long-term leases / purchase agreements through fiscal year 2025. The terms of the agreements call for transfer of ownership and a balloon payment at the end of the lease terms, however, the equipment dealer has entered into a buyback guarantee for the amount of the balloon payment, which the City intends to exercise. The leases with balloon payments expire in fiscal years 2022, 2023, and 2024 wherein the balloon payments of \$858,000, \$185,000, and \$265,000, respectively, are due. Based on the terms of the agreement and the intent of the City, the leases have been reported as operating leases.

Leased property under capital leases includes \$109,646 of equipment with accumulated depreciation of \$40,203 as of September 30, 2020.

Future minimum lease payments, not including the balloon payments, are as follows:

	Capital Leases	Operating Leases
2021	\$ 25,030	\$ 309,591
2022	25,030	303,592
2023	25,030	343,516
2024	-	325,922
2025	-	6,396
	75,090	<u>\$ 1,289,017</u>
Total minimum lease payments		
Less portion representing interest	9,507	
Present value of minimum lease payments - Note 7	<u>\$ 65,583</u>	

Total lease expense for the year ended September 30, 2020 totaled \$304,494.

Note 9 - Defined Benefit Pension Plan

Plan Description

The City contributes to the Base Plan which is a cost-sharing multiple-employer defined benefit pension plan administered by Public Employee Retirement System of Idaho (PERSI or System) that covers substantially all employees of the State of Idaho, its agencies and various participating political subdivisions. The cost to administer the plan is financed through the contributions and investment earnings of the plan. PERSI issues a publicly available financial report that includes financial statements and the required supplementary information for PERSI. That report may be obtained on the PERSI website at www.persi.idaho.gov.

Responsibility for administration of the Base Plan is assigned to the Board comprised of five members appointed by the Governor and confirmed by the Idaho Senate. State law requires that two members of the Board be active Base Plan members with at least ten years of service and three members who are Idaho citizens not members of the Base Plan except by reason of having served on the Board.

Pension Benefits

The Base Plan provides retirement, disability, death and survivor benefits to eligible members or beneficiaries. Benefits are based on members' years of service, age, and highest average salary. Members become fully vested in their retirement benefits with five years of credited service (5 months for elected or appointed officials). Members are eligible for retirement benefits upon attainment of the ages specified for their employment classification. The annual service retirement allowance for each month of credited service is 2.0% (2.3% for police) of the average monthly salary for the highest consecutive 42 months.

The benefit payments for the Base Plan are calculated using a benefit formula adopted by the Idaho Legislature. The Base Plan is required to provide a 1% minimum cost of living increase per year provided the Consumer Price Index increases 1% or more. The PERSI Board has the authority to provide higher cost of living increases to a maximum of the Consumer Price Index movement or 6%, whichever is less; however, any amount above the 1% minimum is subject to review by the Idaho Legislature.

Member and Employer Contributions

Member and employer contributions paid to the Base Plan are set by statute and are established as a percent of covered compensation and earnings from investments. Contribution rates are determined by the PERSI Board within limitations, as defined by state law. The Board may make periodic changes to employer and employee contribution rates (expressed as percentages of annual covered payroll) if current rates are actuarially determined to be inadequate or in excess to accumulate sufficient assets to pay benefits when due.

The contribution rates for employees are set by statute at 60% of the employer rate for general employees and 72% for police. As of June 30, 2020, it was 7.16% for general employees and 8.81% for police. The employer contribution rate as a percentage of covered payroll is set by the Retirement Board and was 11.94% for general employees and 12.28% for police. The City's contributions were \$493,865 for the year ended September 30, 2020.

Pension Liabilities, Pension Expense (Revenue), and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

At September 30, 2020, the City reported a liability for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2020, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The City's proportion of the net pension liability was based on the City's share of contributions in the Base Plan pension plan relative to the total contributions of all participating PERSI Base Plan employers. At June 30, 2020, the City's proportion was 0.001083627 percent, which was a decrease of 0.000019367 percent from June 30, 2019.

For the year ended September 30, 2020, the City recognized pension expense of \$911,301.

At September 30, 2020, the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 196,602	\$ 82,164
Changes in assumptions or other inputs	42,556	-
Net difference between projected and actual earnings on pension plan investments	288,419	-
Changes in the employer's proportion and differences between the employer's contributions and the employer's proportionate contributions	-	82,317
City contributions subsequent to the measurement date	131,907	-
Total	\$ 659,484	\$ 164,481

The \$131,907 reported as deferred outflows of resources related to pensions resulting from Employer contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ending September 30, 2021.

The average of the expected remaining service lives of all employees that are provided with pensions through the System (active and inactive employees) determined at July 1, 2019, the beginning of the measurement period ended June 30, 2020, is 4.7.

Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense (revenue) as follows:

<u>Years ended June 30:</u>	
2021	\$ (35,742)
2022	82,353
2023	133,377
2024	183,108

Actuarial Assumptions

Valuations are based on actuarial assumptions, the benefit formulas, and employee groups. Level percentages of payroll normal costs are determined using the Entry Age Normal Cost Method. Under the Entry Age Normal Cost Method, the actuarial present value of the projected benefits of each individual included in the actuarial valuation is allocated as a level percentage of each year's earnings of the individual between entry age and assumed exit age. The Base Plan amortizes any unfunded actuarial accrued liability based on a level percentage of payroll. The maximum amortization period for the Base Plan permitted under Section 59-1322, Idaho Code, is 25 years.

The following are the actuarial assumptions and the entry age normal cost method, applied to all periods included in the measurement:

Actuarial Assumptions	
Inflation	3.00%
Salary increases including inflation	3.75%
Investment rate of return	7.05% * Net of plan investment expense
Cost-of-living adjustments	1.00%

Mortality rates were based on the RP – 2000 combined table for healthy males or females as appropriate with the following offsets:

- No offset for male police
- Forward one year for female police
- Set back one year for all general employees and all beneficiaries

An experience study was performed for the period July 1, 2013 through June 30, 2017 for the PERSI Base Plan, which reviewed all economic and demographic assumptions. The Total Pension Liability as of June 30, 2020 is based on the results of an actuarial valuation date July 1, 2020.

The long-term expected rate of return on pension plan investments was determined using the building block approach and a forward-looking model in which best estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighing the expected future real rates of return by the target asset allocation percentage and by adding expected inflation.

Even though history provides a valuable perspective for setting the investment return assumption, the System relies primarily on an approach which builds upon the latest capital market assumptions. Specifically, the System uses consultants, investment managers, and trustees to develop capital market assumptions in analyzing the System's asset allocation. The assumptions and the System's formal policy for asset allocation are shown below. The formal asset allocation policy is somewhat more conservative than the current allocation of System's assets.

The best-estimate range for the long-term expected rate of return is determined by adding expected inflation to expected long-term real returns and reflecting expected volatility and correlation.

The capital market assumptions are:

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-Term Expected Nominal Rate of Return (Arithmetic)</u>	<u>Long-Term Expected Real Rate of Return (Arithmetic)</u>
Core Fixed Income	30.00%	2.80%	0.55%
Broad US Equities	55.00%	8.55%	6.30%
Developed Foreign Equities	15.00%	8.70%	6.45%
Assumed Inflation - Mean		2.25%	2.25%
Assumed Inflation - Standard Deviation		1.50%	1.50%
Portfolio Arithmetic Mean Return		6.85%	4.60%
Portfolio Standard Deviation		12.33%	12.33%
Portfolio Long-Term (Geometric) Expected Rate of Return		6.25%	3.89%
Assumed Investment Expenses		0.40%	0.40%
Portfolio Long-Term (Geometric) Expected Rate of Return, Net of Investment Expenses		5.85%	3.49%
Portfolio Long-Term Expected Real Rate of Return, Net of Investment Expenses			4.14%
Portfolio Standard Deviation			14.16%
Valuation Assumptions Chosen by PERSI Board			
Long-Term Expected Real Rate of Return, Net of Investment Expenses			4.05%
Assumed Inflation			3.00%
Long-Term Expected Geometric Rate of Return, Net of Investment Expenses			7.05%

Discount Rate

The discount rate used to measure the total pension liability was 7.05%. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current contribution rate. Based on these assumptions, the pension plans' net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability. The long-term expected rate of return was determined net of pension plan investment expense but without reduction for pension plan administrative expense.

Sensitivity of the Employer's proportionate share of the net pension liability to changes in the discount rate.

The following presents the Employer's proportionate share of the net pension liability (asset) calculated using the discount rate of 7.05 percent, as well as what the Employer's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (6.05 percent) or 1-percentage-point higher (8.05 percent) than the current rate:

	1% Decrease (6.05%)	Current Discount Rate (7.05%)	1% Increase (8.05%)
Employer's proportionate share of the net pension liability	\$ 5,160,294	\$ 2,516,325	\$ 330,194

Pension Plan Fiduciary Net Position

Detailed information about the pension plan's fiduciary net position is available in the separately issued PERSI financial report.

PERSI issues a publicly available financial report that includes financial statements and the required supplementary information for PERSI. That report may be obtained on the PERSI website at www.persi.idaho.gov.

Payables to the Pension Plan

At September 30, 2020, the City had no reported payables to the defined benefit pension plan for legally required employer contributions and for legally required employee contributions which had been withheld from employee wages but not yet remitted to PERSI.

Note 10 - Pledged Revenue

The City has pledged future water customer revenues, net of specified operating expenses, to repay a \$5.9 million drinking water facility promissory note payable to the State of Idaho signed in April 2004. Proceeds from the note provided financing to complete phase II of the water treatment facility. The bonds are payable solely from drinking water facility revenues and are payable through 2024. Annual principal and interest payments on the note are expected to require less than 20 percent of net revenues. The total principal and interest remaining to be paid on the bonds is \$1,377,295. Principal and interest paid for the current year and total customer net revenues were \$356,671 and \$2,898,946, respectively.

Note 11 - Contingent Liabilities

Under the terms of federal and state grants, periodic audits are required and certain costs may be questioned as not being appropriate expenditures under the terms of the grants. Any disallowed claims, including amounts already collected, could become a liability of the City. City management believes disallowances, if any, will be immaterial.

The City has entered into various commitments to developers for certain expansion to infrastructure projects. These are contingent on the developments being constructed and no amount has been assigned or accrued.

During 2020, 2021, and 2022 the world-wide coronavirus pandemic continues to impact national and global economies. The City is closely monitoring its operations, liquidity, and capital resources and is actively working to minimize the current and future impact of this unprecedented situation. As of the date of issuance of these financial statements, the future impact to the City is not known.

Note 12 - Subsequent Events

Subsequent to year end, City of McCall issued Series 2021 General Obligation Bonds for the construction of a new library facility in the par amount of \$3,715,000 issued at a premium of \$564,435. The bonds are due in annual principal payments of \$120,000 to \$250,000 beginning September 1, 2021, plus interest at 4% per annum until 2031 and bi-annual principal payments of \$385,000 to \$490,000 beginning September 1, 2033, plus interest at 3% per annum until 2041.

On August 18, 2020, the Urban Renewal Agency (URA or the Agency) of the City of McCall, Idaho passed a resolution to terminate the Agency following the sunset of the revenue authority which expired December 2020. The resolution allows for collection of any revenues and payment of all final project costs and administrative fees in fiscal year 2021.

Note 13 - Component Unit

The Urban Renewal Agency (URA or the Agency) is created by and exists under the Idaho Urban Renewal Law of 1965, as amended, and is a separate legal entity.

The following is a summary of the disclosures required for a fair presentation of the component unit in the City's financial statements.

Deposits and Investments

Deposits and investments for URA include amounts in money market accounts and The Local Government Investment Pool (LGIP), which managed by the State of Idaho Treasurer's office. At year-end, the carrying amount of deposits and LGIP reported in deposits and investments was \$1,396,008. The funds of the LGIP are invested in certificates of deposit, repurchase agreements, and U.S. government securities. The certificates of deposit are federally insured. The U.S. government securities and the collateral for the repurchase agreements are held in trust by a safekeeping bank.

Investments are stated at fair value, as determined by quoted market prices, except for any certificates of deposit, which are non-participating contracts, and are therefore carried at amortized cost. Interest earned is allocated on a basis of average investment balance. Idaho Code provides authorization for the investment of funds as well as to what constitutes an allowable investment. The Agency's policy allows for investment of idle funds consistent with the Idaho State Code 67-1210 and 67-1210A.

The Code limits URA investments to the following general types:

Certain revenue bonds, general obligation bonds, local improvement district bonds and registered warrants of state and local governmental entities.

Time deposit accounts, tax anticipation and interest-bearing notes.

Bonds, treasury bills, debentures, or other similar obligations of the United States Government and United States Government Agencies.

Repurchase agreements secured by the above.

Investments in certificates of deposits are stated at amortized cost. Investments in U.S. Treasury securities are stated at amortized cost. Investments in the Joint Powers Investment Pool and repurchase agreements are valued at fair value.

Custodial Credit Risk

For deposits and investments, custodial credit risk is the risk that, in the event of the failure of the counterparty, the Agency will not be able to recover the value of its deposits, investments or collateral securities that are in the possession of an outside party. The URA does not have a policy for custodial credit risk outside of the deposit and investment agreements.

Credit Risk

Credit risk is the risk that an issuer of debt securities or another counterparty to an investment will not fulfill its obligation is commonly expressed in terms of the credit quality rating issued by a nationally recognized statistical rating organization such as Moody's, Standard & Poor's and Fitch's. The investments of the URA are not rated. The URA does not have a restrictive policy regarding rated investments.

Interest Rate Risk

Investments that are fixed for longer periods are likely to experience greater variability in their fair values due to future changes in interest rates. The URA does not have a policy concerning maturities of investments.

Concentration of Credit Risk

When investments are concentrated in one issuer, this concentration represents heightened risk of potential loss. No specific percentage identifies when concentration risk is present. The Governmental Accounting Standards Board has adopted a principal that governments should provide note disclosure when five percent of the total entity's investments are concentrated in any one issuer. Investments in obligations specifically guaranteed by the U.S. government, mutual funds, and other pooled investments are exempt from disclosure. The URA does not have policy limiting the amount it may invest in any one issuer.

At September 30, 2020, the URA’s cash equivalents consisted of the following:

Cash equivalents and investments	
US Bank Money Market Account	\$ 817,748
Local General Investment Pool	578,260
	\$ 1,396,008

The money market funds are managed by First American Funds. The funds are invested in repurchase agreements and U.S. Treasury Strips, Notes, and Bonds. The U.S. government securities and the collateral for the repurchase agreements are held in trust by a safekeeping bank.

Changes in General Fixed Assets

Changes in URA general fixed assets are as follows:

	Balance Oct. 1, 2019	Additions	Deletions	Balance Sept. 30, 2020
Capital assets, not depreciated				
Land	\$ 293,115	\$ -	\$ -	\$ 293,115
Total capital assets, not depreciated	293,115	-	-	293,115
Capital assets, depreciated				
Buildings, improvements and equipment	3,498,650	-	-	3,498,650
Total capital assets, depreciated	3,498,650	-	-	3,498,650
Less accumulated depreciation				
Improvements	2,367,500	331,860	-	2,699,360
Total accumulated depreciation	2,367,500	331,860	-	2,699,360
Buildings, improvements and equipment, net	1,131,150	(331,860)	-	799,290
	\$ 1,424,265	\$ (331,860)	\$ -	\$ 1,092,405

Unavailable Revenue

The URA reports unavailable revenue in connection with property taxes receivables that are not considered to be available to liquidate liabilities of the current period as deferred inflows of resources. The URA also defers revenue recognition in connection with resources that were raised for the subsequent fiscal year. At the end of the current fiscal year, deferred inflows of resources were reported for property taxes.

Long-term Debt

The following is a summary of changes in long-term debt of the URA for the year ended September 30, 2020:

	<u>Long-Term Debt at Oct. 1, 2019</u>	<u>Debt Issued</u>	<u>Debt Retired</u>	<u>Long-Term Debt at Sept. 30, 2020</u>
Revenue bonds				
2006 agency bonds	\$ 435,000	\$ -	\$ 435,000	\$ -
Premium on agency bonds	<u>354</u>	<u>-</u>	<u>354</u>	<u>-</u>
	<u>\$ 435,354</u>	<u>\$ -</u>	<u>\$ 435,354</u>	<u>\$ -</u>

Required Supplementary Information
September 30, 2020

City of McCall, Idaho

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City of McCall, Idaho

Schedule of Revenues, Expenditures, and Changes in Fund Balances – Budget and Actual – General Fund Year Ended September 30, 2020

	Budgeted Amounts		Actual	Variance with Final Budget Favorable (Unfavorable)
	Original	Final		
Revenues				
Property taxes	\$ 3,831,097	\$ 3,831,097	\$ 3,814,410	\$ (16,687)
Local option tax	712,249	712,249	630,698	(81,551)
Interest	50,000	50,000	78,201	28,201
Licenses and permits	283,600	283,600	600,768	317,168
Intergovernmental	900,643	900,643	1,377,087	476,444
Fines and forfeitures	33,600	33,600	29,218	(4,382)
Charges for services	1,361,729	1,361,729	1,530,170	168,441
Miscellaneous	3,300	3,300	32,687	29,387
Total revenues	<u>7,176,218</u>	<u>7,176,218</u>	<u>8,093,239</u>	<u>917,021</u>
Expenditures				
Mayor and council	226,127	226,127	197,563	28,564
Network administration	459,430	459,430	361,499	97,931
City manager	450,147	450,147	430,752	19,395
Administrative	331,354	331,354	316,547	14,807
Finance department	393,240	393,240	375,686	17,554
Public safety	1,792,038	1,792,038	1,426,724	365,314
Parks and recreation	-	90,616	8,795	81,821
City clerk	289,433	289,433	265,751	23,682
Community services	929,864	929,864	668,062	261,802
Local option tax	1,065,359	1,065,359	300,328	765,031
Capital outlay	2,075,591	2,592,091	2,166,066	426,025
Total expenditures	<u>8,012,583</u>	<u>8,619,699</u>	<u>6,517,773</u>	<u>2,101,926</u>
Excess (Deficiency) of Revenues over (under) Expenditures	<u>(836,365)</u>	<u>(1,443,481)</u>	<u>1,575,466</u>	<u>3,018,947</u>
Other Financing Sources (Uses)				
Contributions	-	-	50	50
Transfer out	(2,315,131)	(1,708,015)	(1,709,480)	(1,465)
Total other financing sources (Uses)	<u>(2,315,131)</u>	<u>(1,708,015)</u>	<u>(1,709,430)</u>	<u>(1,415)</u>
Excess (Deficiency) of Revenues and other sources over (under) Expenditures	<u>(3,151,496)</u>	<u>(3,151,496)</u>	<u>(133,964)</u>	<u>\$ 3,017,532</u>
Fund Balance, Beginning of Year	<u>7,120,551</u>	<u>7,120,551</u>	<u>7,120,551</u>	
Fund Balance, End of Year	<u>\$ 3,969,055</u>	<u>\$ 3,969,055</u>	<u>\$ 6,986,587</u>	

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City of McCall, Idaho

Schedule of Revenues, Expenditures, and Changes in Fund Balance – Budget and Actual – Street/Public Works

Fund

Year Ended September 30, 2020

	Budgeted Amounts		Actual	Variance with Final Budget Favorable (Unfavorable)
	Original	Final		
Revenues				
Property taxes	\$ 1,720,090	\$ 1,720,090	\$ 1,724,739	\$ 4,649
Local option tax	119,000	119,000	-	(119,000)
Interest	10,000	10,000	14,789	4,789
Intergovernmental	463,756	463,756	163,706	(300,050)
Charges for services	-	44,222	39,607	(4,615)
Miscellaneous	35,500	7,500	55,274	47,774
Total revenues	<u>2,348,346</u>	<u>2,364,568</u>	<u>1,998,115</u>	<u>(366,453)</u>
Expenditures				
Streets	1,842,531	2,081,760	2,040,748	41,012
Capital outlay	1,440,987	1,440,987	309,530	1,131,457
Total expenditures	<u>3,283,518</u>	<u>3,522,747</u>	<u>2,350,278</u>	<u>1,172,469</u>
Excess (Deficiency) of Revenues over (under) expenditures	<u>(935,172)</u>	<u>(1,158,179)</u>	<u>(352,163)</u>	<u>806,016</u>
Other Financing Sources (Uses)				
Transfer in	643,029	626,807	250,807	(376,000)
Transfer out	(249,904)	-	-	-
Total other financing sources (uses)	<u>393,125</u>	<u>626,807</u>	<u>250,807</u>	<u>(376,000)</u>
Excess (Deficiency) of Revenues and Other uses over (under) expenditure	<u>(542,047)</u>	<u>(531,372)</u>	<u>(101,356)</u>	<u>\$ 430,016</u>
Fund Balance, Beginning of Year	<u>1,496,040</u>	<u>1,496,040</u>	<u>1,496,040</u>	
Fund Balance, End of Year	<u>\$ 953,993</u>	<u>\$ 964,668</u>	<u>\$ 1,394,684</u>	

Schedule of Revenues, Expenditures, and Changes in Fund Balance – Budget and Actual – Airport Fund Year Ended September 30, 2020

	Budgeted Amounts		Actual	Variance with Final Budget Favorable (Unfavorable)
	Original	Final		
Revenues				
Property taxes	\$ 87,628	\$ 87,628	\$ 88,232	\$ 604
Interest	1,230	1,230	11,269	10,039
Intergovernmental	11,301,250	11,301,250	5,043,748	(6,257,502)
Charges for services	273,833	273,833	281,966	8,133
Miscellaneous	3,000	3,000	4,122	1,122
Total revenues	11,666,941	11,666,941	5,429,337	(6,237,604)
Expenditures				
Airport	279,809	350,691	304,911	45,780
Capital outlay	11,338,036	11,335,000	5,043,206	6,291,794
Total expenditures	11,617,845	11,685,691	5,348,117	6,337,574
Excess (Deficiency) of Revenues over (under) expenditures	49,096	(18,750)	81,220	99,970
Other Financing Sources (Uses)				
Transfer out	(67,846)	-	-	-
Total other financing sources (uses)	(67,846)	-	-	-
Excess (Deficiency) of Revenues over (under) expenditures	(18,750)	(18,750)	81,220	\$ 99,970
Fund Balance, Beginning of Year	847,571	847,571	847,571	
Fund Balance, End of Year	\$ 828,821	\$ 828,821	\$ 928,791	

Schedule of Revenues, Expenditures, and Changes in Fund Balance – Budget and Actual – Recreation Fund Year Ended September 30, 2020

	Budgeted Amounts		Actual	Variance with Final Budget Favorable (Unfavorable)
	Original	Final		
Revenues				
Property taxes	\$ 266,907	\$ 266,907	\$ 267,126	\$ 219
Local option tax	76,567	76,567	52,964	(23,603)
Interest	4,992	4,992	3,488	(1,504)
Licenses and permits	7,300	7,300	7,278	(22)
Intergovernmental	176,304	176,304	46,318	(129,986)
Charges for services	39,100	39,100	15,826	(23,274)
Miscellaneous	13,750	13,750	52,985	39,235
Total revenues	584,920	584,920	445,985	(138,935)
Expenditures				
Recreation	1,263,067	1,263,067	1,191,027	72,040
Capital outlay	863,824	863,824	347,922	515,902
Total expenditures	2,126,891	2,126,891	1,538,949	587,942
Excess (Deficiency) of Revenues over (under) expenditures	(1,541,971)	(1,541,971)	(1,092,964)	449,007
Other Financing Sources (Uses)				
Contributions	5,500	5,500	2,447	(3,053)
Transfer in	1,354,979	1,354,979	1,241,113	(113,866)
Total other financing sources	1,360,479	1,360,479	1,243,560	(116,919)
Excess (Deficiency) of Revenues over (under) expenditures	(181,492)	(181,492)	150,596	\$ 332,088
Fund Balance, Beginning of Year	487,169	487,169	487,169	
Fund Balance, End of Year	\$ 305,677	\$ 305,677	\$ 637,765	

Schedule of Revenues, Expenditures, and Changes in Fund Balance – Budget and Actual – Library Year Ended September 30, 2020

	Budgeted Amounts		Actual	Variance with Final Budget Favorable (Unfavorable)
	Original	Final		
Revenues				
Property taxes	\$ 463,004	\$ 463,004	\$ 464,097	\$ 1,093
Local option tax	250,110	250,110	-	(250,110)
Interest	3,124	3,124	10,628	7,504
Licenses and permits	-	-	-	-
Intergovernmental	250,000	258,406	10,803	(247,603)
Fines and forfeitures	2,000	2,000	1,353	(647)
Charges for services	9,225	9,225	8,933	(292)
Miscellaneous	700	700	1,230	530
Total revenues	978,163	986,569	497,044	(489,525)
Expenditures				
Community services	387,628	742,859	447,669	295,190
Capital outlay	800,110	550,110	142,604	407,506
Total expenditures	1,187,738	1,292,969	590,273	702,696
Excess (Deficiency) of Revenues over (under) expenditures	(209,575)	(306,400)	(93,229)	213,171
Other Financing Sources (Uses)				
Contributions and donations	4,000	4,000	12,365	8,365
Operating transfer in	300,000	300,000	298,889	(1,111)
Transfer out	(105,231)	-	-	-
Total other financing sources (uses)	198,769	304,000	311,254	7,254
Excess (Deficiency) of Revenues over (under) expenditures	(10,806)	(2,400)	218,025	\$ 220,425
Fund Balance, Beginning of Year	616,909	616,909	616,909	
Fund Balance, End of Year	\$ 606,103	\$ 614,509	\$ 834,934	

Schedule of Revenues, Expenditures, and Changes in Fund Balance – Budget and Actual – Local Option Tax Year Ended September 30, 2020

	Budgeted Amounts		Actual	Variance with Final Budget Favorable (Unfavorable)
	Original	Final		
Revenues				
Local option tax	\$ 2,113,000	\$ 2,113,000	\$ 2,176,578	\$ 63,578
Interest	25,165	25,165	37,960	12,795
Licenses and permits	-	-	759,889	759,889
Intergovernmental	600,000	600,000	-	(600,000)
Fines and forfeitures	317,600	317,600	258,331	(59,269)
	<u>3,055,765</u>	<u>3,055,765</u>	<u>3,232,758</u>	<u>176,993</u>
Expenditures				
Local option tax	76,943	676,943	1,111,564	(434,621)
Capital outlay	4,236,629	3,636,629	2,992,746	643,883
	<u>4,313,572</u>	<u>4,313,572</u>	<u>4,104,310</u>	<u>209,262</u>
Excess (Deficiency) of Revenues over (under) expenditures	<u>(1,257,807)</u>	<u>(1,257,807)</u>	<u>(871,552)</u>	<u>386,255</u>
Other Financing Sources (Uses)				
Transfer in	1,152,250	1,152,250	-	(1,152,250)
	<u>1,152,250</u>	<u>1,152,250</u>	<u>-</u>	<u>(1,152,250)</u>
Excess (Deficiency) of Revenues over (under) expenditures	<u>(105,557)</u>	<u>(105,557)</u>	<u>(871,552)</u>	<u>\$ (765,995)</u>
Fund Balance, Beginning of Year	<u>1,646,393</u>	<u>1,646,393</u>	<u>1,646,393</u>	
Fund Balance, End of Year	<u>\$ 1,540,836</u>	<u>\$ 1,540,836</u>	<u>\$ 774,841</u>	

Note 1 - Budgets and Budgetary Accounting

The City follows these procedures in establishing the budgetary data reflected in the financial statements:

Prior to September 1, the City Council and City Manager prepare a proposed operating budget for the fiscal year commencing on October 1. The operating budget includes proposed expenditures and the means of financing them.

Public hearings are conducted at City Hall to obtain taxpayer comments.

Prior to October 1, the budget is legally enacted through passage of an appropriation ordinance.

Budgets are adopted on a basis consistent with generally accepted accounting principles for the general, special revenue, capital projects and debt service funds. All annual appropriations lapse at fiscal year-end. The City Manager is authorized to transfer budget amounts within departments and between departments within any fund. Revisions that alter the total expenditure appropriation of any fund must be approved by the City Council. State law does not allow fund expenditures to exceed fund appropriations.

Formal budgetary integration is employed as a management control device during the year for all funds.

Schedule of Employer's Share of Net Pension Liability
PERSI - Base Plan
Last 10 - Fiscal Years

	2020	2019	2018	2017	2016	2015
Employer's portion of the net pension liability	0.11%	0.11%	0.11%	0.12%	0.13%	0.12%
Employer's proportionate share of the net pension liability	\$ 2,516,325	\$ 1,259,037	\$ 1,652,595	\$ 1,834,028	\$ 2,479,805	\$ 1,633,159
Employer's covered payroll	\$ 3,884,161	\$ 3,791,742	\$ 3,820,157	\$ 3,782,093	\$ 3,736,238	\$ 3,516,395
Employer's proportional share of the net pension liability as a percentage of its covered payroll	64.78%	33.20%	43.26%	48.49%	66.37%	46.44%
Plan fiduciary net position as a percentage of the total pension liability	88.22%	93.79%	91.69%	90.68%	87.26%	91.38%

(1) The City will continue to annually report information until this schedule includes 10 fiscal years.

(2) Amounts as of the measurement date of June 30.

**Schedule of Employer Contributions
 PERSI - Base Plan
 Last 10 - Fiscal Years**

	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>
Statutorily required contribution	\$ 493,865	\$ 449,137	\$ 430,678	\$ 425,774	\$ 409,600	\$ 393,234
Contributions in relation to the statutorily required contribution	<u>(493,865)</u>	<u>(449,137)</u>	<u>(430,678)</u>	<u>(425,774)</u>	<u>(409,600)</u>	<u>(393,234)</u>
Contribution (deficiency) excess	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Employer's covered payroll	\$ 4,115,620	\$ 3,934,882	\$ 3,839,839	\$ 3,773,897	\$ 3,624,112	\$ 3,516,395
Contributions as a percentage of covered payroll	12.00%	11.41%	11.22%	11.28%	11.30%	11.18%

(1) The City will continue to annually report information until this schedule includes 10 fiscal years.

Other Information
September 30, 2020
City of McCall, Idaho

Independent Auditor’s Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*

Members of the City Council
City of McCall, Idaho
McCall, Idaho

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the City of McCall, Idaho as of and for the year ended September 30, 2020, and the related notes to the financial statements, which collectively comprise City of McCall, Idaho’s basic financial statements and have issued our report thereon dated February 25, 2022.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered City of McCall, Idaho’s internal control over financial reporting (internal control) as a basis for designing the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of City of McCall, Idaho’s internal control. Accordingly, we do not express an opinion on the effectiveness of City of McCall, Idaho’s internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity’s financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that have not been identified. However, as described in the accompanying schedule of findings and responses, we identified certain deficiencies in internal control that we consider to be material weaknesses (Finding 2020-001 and Finding 2020-002).

Compliance and Other Matters

As part of obtaining reasonable assurance about whether City of McCall, Idaho's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

City of McCall, Idaho's Response to Findings

City of McCall, Idaho's responses to the findings identified in our audit are described in the accompanying schedule of findings and responses. City of McCall, Idaho's responses were not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on them.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

DRAFT

Boise, Idaho
February 25, 2022

Independent Auditor's Report on Compliance for the Major Federal Program and Report on Internal Control over Compliance Required by the Uniform Guidance

Members of the City Council
City of McCall, Idaho
McCall, Idaho

Report on Compliance for the Major Federal Program

We have audited City of McCall, Idaho (the City) compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on the City's major federal program for the year ended September 30, 2020. The City's major federal program is identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

Auditor's Responsibility

Our responsibility is to express an opinion on the compliance for the City's major federal program based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the City's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides reasonable basis for our opinion on compliance for the major federal program. However, our audit does not provide a legal determination of the City's compliance.

Opinion on the Major Federal Program

In our opinion, City of McCall, Idaho complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on its major Federal program for the year ended September 30, 2020.

Report on Internal Control over Compliance

Management of City of McCall, Idaho is responsible for establishing and maintaining effective internal control over compliance with the compliance requirements referred to above. In planning and performing our audit of compliance, we considered City of McCall, Idaho's internal control over compliance with the types of requirements that could have a direct and material effect on the major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the City of McCall, Idaho's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a compliance requirement will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

DRAFT

Boise, Idaho
February 25, 2022

City of McCall, Idaho
Schedule of Expenditures of Federal Awards
Year Ended September 30, 2020

Federal Grantor / Pass-Through Grantor / Program or Cluster Title	Federal FAL/CFDA Number	Pass-Through Entity Identifying Number	Expenditures
<u>United States Department of Justice</u>			
Bulletproof Vest Partnership Program	16.607		\$ 498
Total United States Department of Justice			<u>498</u>
<u>United States Department of Transportation</u>			
<i>Passed Through from the State of Idaho</i>			
Highway Safety Cluster			
* National Priority Safety Programs December 11, 2019 - January 1, 2020	20.616	M5HVE-2020-EA-00	1,499
* National Priority Safety Programs July 1 - 7, 2020	20.616	M5HVE-2020-EB-00	954
Total Highway Safety Cluster			<u>2,453</u>
Airport Improvement Program - Parallel Taxiway Separation Study	20.106		6,266
Airport Improvement Program - Relocate Taxiway A	20.106		4,867,528
Airport Improvement Program - Master Plan Update	20.106		168,716
Total Airport Improvement Program			<u>5,042,510</u>
<i>Pass Through Payments from State of Idaho</i>			
Highway Planning and Construction Cluster			
* Idaho Transportation Investment Program	20.205	A020 (146))	190,323
Total Highway Planning and Construction Cluster			<u>190,323</u>
Total United States Department of Transportation			5,235,286
<u>United States National Endowment for the Humanities</u>			
<i>Pass Through Payments from State of Idaho</i>			
* COVID-19 CARES Act Mini Grant	45.310	LS-246530-OLS-20	844
* COVID-19 CARES Act Idaho Humanities Council	45.129	SO-263500-49	1,457
Total United States National Endowment for the Humanities			<u>2,301</u>
<u>United States Department of the Treasury</u>			
<i>Pass Through Payments from State of Idaho</i>			
* COVID-19 Coronavirus Relief Fund - CFAC	21.019	20-1892-0-1-806	119,500
* COVID-19 Coronavirus Relief Fund - Broadband	21.019	20-1892-0-1-806	41,700
* COVID-19 Coronavirus Relief Fund - GPSGI	21.019	20-1892-0-1-806	206,072
			<u>367,272</u>
<u>United States Department of Housing and Urban Development</u>			
<i>Pass Through Payments from State of Idaho</i>			
* Idaho Community Development Block Grant	14.228	ICDBG-19-III-14-ED	468,965
Total Federal Financial Assistance			<u>\$ 6,074,322</u>

* Indicates amounts are passed through to the City from another Government Agency

Note 1 - Basis of Presentation

The Schedule of Expenditures of Federal Awards presents the activity of all federal financial assistance programs of City of McCall, Idaho (the "City"). The reporting entity is defined in Note 1 to the City's basic financial statements. The information is presented in accordance with the requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the schedule presents only a selected portion of the operations of the City, it is not intended to and does not present the financial position, changes in net position, or cash flows of the City. The City received federal awards both directly from federal agencies and indirectly through pass-through entities.

Note 2 - Summary of Significant Accounting Policies

The Schedule of Expenditures of Federal Awards is presented using the modified accrual basis of accounting as described in Note 1 to the City's basic financial statements. No federal financial assistance has been provided to a subrecipient.

Nonmonetary assistance is reported in the SEFA at the fair market value of the commodities received and disbursed.

Note 3 - Indirect Cost Rate

The City has not elected to use the 10% de minimus cost rate.

SECTION I - Summary of Auditor’s Results

Financial Statements

Type of auditor’s report issued:	Unmodified
Internal control over financial reporting:	
Material weaknesses identified?	Yes
Significant deficiencies identified not considered to be material weaknesses?	None reported
Noncompliance material to financial statements noted?	No

Federal Awards

Internal Control over major program:	
Material weaknesses identified?	No
Significant deficiencies identified not considered to be material weaknesses?	None reported
Type of auditor’s report issued on compliance for major programs:	Unmodified
Any audit findings disclosed that are required to be reported in accordance with Uniform Guidance 2 CFR 200.516?	No

Identification of major program:

<u>CFDA Number</u>	<u>Name of Federal Program</u>
20.106	Airport Improvement Program

Dollar threshold used to distinguish between Type A and Type B programs:	\$750,000
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Auditee qualified as low-risk auditee?	Yes
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SECTION II - Financial Statement Findings

2020-001 Financial Statement Preparation Material Weakness

Criteria:

Management should have an internal control system in place designed to provide for the preparation of the financial statements being audited. This includes proper reporting on a modified accrual basis of accounting and the ability to convert the trial balance from modified accrual to full accrual under the requirements of the Governmental Accounting Standards Board (GASB). It also includes the ability to prepare the footnote disclosures required by GASB. Additionally, this includes posting of all material adjustments necessary to close the year and accurately reflect the activity of the City throughout the year.

Condition:

An internal control system design must include elements to accurately prepare financial statements without adjustments by the auditor. As auditors, we were requested to assist management in the preparation of the financial statements from the trial balances. This preparation included certain closing entries, government-wide reporting conversion entries and footnotes.

Cause:

The size of the City and the limited number of accounting personnel makes it difficult to implement this level of internal control.

Effect:

Management relied on the auditing firm to report financial data in accordance with generally accepted accounting principles. The auditor proposed certain accrual closing entries, government-wide reporting conversion entries and prepared the footnotes and reported financial data in accordance with generally accepted accounting principles.

Recommendation:

Management should develop written procedures for year-end closure to ensure that all year-end adjustments are recorded and that the financial information is recorded accurately and in a timely manner. Management and those charged with governance should assess the benefit of implementing an internal control system that includes the preparation of the financial statements and related footnotes in relation to the cost or other considerations.

Views of Responsible Officials:

Management will work to develop procedures for year-end closing entries. Management will consider the cost and benefits of preparing the report in future years.

2020-002 Material Audit Adjustments
Material Weakness

Criteria:

During the course of our engagement, we proposed material audit adjustments that would not have been identified through the City of McCall's internal control process, and therefore could have resulted in a material misstatements of the City's financial statements. The internal control structure should include procedures to ensure that account balances are properly stated and reconciled at year-end.

Condition:

An internal control system design must include elements to properly reconcile account balances at year-end, post closing entries, and to record items in accordance with generally accepted accounting principles.

Cause:

The City does not have a proper internal control structure in place to identify material adjustments.

Effect:

Material audit adjustments were proposed through the course of the audit. If these adjustments were not recorded, the financial statements could have been materially misstated.

Recommendation:

Management should develop a review process to ensure that the financial information is recorded appropriately in accordance with generally accepted accounting principles and is properly reconciled and recorded at year-end.

Views of Responsible Officials:

Management will work to develop the proper procedures to ensure that account balances are appropriately reconciled at year-end and recorded in accordance with generally accepted accounting principles.

SECTION III - Federal Award Findings and Questioned Costs

None reported

**McCALL CITY COUNCIL
AGENDA BILL**

216 East Park Street
McCall, Idaho 83638

Number AB 22-044
Meeting Date February 24, 2022

AGENDA ITEM INFORMATION				
SUBJECT:		<i>Department Approvals</i>	<i>Initials</i>	<i>Originator or Supporter</i>
<i>Golf Course Advisory Committee Annual Report</i>		Mayor / Council		
		City Manager	ABS	
		Clerk		
		Treasurer		
		Community Development		
		Police Department		
		Public Works		
		Golf Course	ESM	Originator
COST IMPACT:	N/A	Parks and Recreation		
FUNDING SOURCE:		Airport		
		Library		
TIMELINE:	February 24 th meeting	Information Systems		
		Grant Coordinator		
SUMMARY STATEMENT:				
<p>Rita Neal Bolli, Golf Course Advisory Committee (GCAC) Chair will present the committee annual report to Council. The GCAC is established to advise and make recommendations to the McCall City Council on matters pertaining to the operation and maintenance of the McCall Municipal Golf Course.</p> <p>The GCAC's Annual Report is attached.</p>				
RECOMMENDED ACTION:				
None- Report only				
RECORD OF COUNCIL ACTION				
MEETING DATE	ACTION			

Golf Course Advisory Committee
2021 Annual Report to McCall City Council
February, 2022



New Entrance Sign

One of the most visible improvements implemented this year was a new Entrance Sign. This project had been discussed by the Advisory Committee for numerous years and a design had been developed but funding seemed to be holding up the project. The committee recommended utilizing the marketing budget, which was designated for golf show attendance and exhibiting, but was not spent due to Covid cancellations. The final result is a beautiful entrance way to the golf course highly visible from Fairway Drive. In the past, the entrance sign was so small and insignificant that first time visitors or players actually

missed the turn into the golf course. This first impression adds to the overall beauty and experience that the city golf course provides to the community.

We reported a record year in 2020 in terms of total revenue and total rounds played. It seemed that it could be an unusually successful year due to the pandemic and the pent-up desire to get outside and participate safely in a sport outdoors. We are extremely pleased to announce that 2021 revenues exceeded 2020 and we have now recorded a new record year in the course’s entire history. The following chart reflects the actual numbers for the past 5 years of operation:

	<u>YEARS</u>				
	2017	2018	2019	2020	2021
Total Rev	634 K	708 K	697 K	855 K	1,022 K
Total Rounds	32,219	29,130	26,652	32,521	40,559

This success is attributed to a number of factors, but first and foremost, the course is beautifully maintained and provides an excellent golfing experience to players of all levels. Our city course can compete with many private courses which operate with less constraints in terms of budgets and staffing. Other success factors include proper planning and preventive maintenance, a regional population boom, an experienced management team, a friendly pro shop and the cooperation of Mother Nature. Again we want to recognize the outstanding work and dedication of the golf course director, the club professional and their respective staffs. Few people realize the work that goes into behind the scenes, including long hours and unusual working shifts that make all of this possible, but the Advisory Committee does and congratulates everyone who contributed to this past successful year.

Budget Workshop

On September 1, the City and the Advisory Committee hosted a first ever Open House event at the golf course. The purpose of this event was to allow a transparent sharing of budgeting and funding for the golf course. It was also designed for a free interaction of discussions and concerns regarding the future plans for the course. The Master Plan was available to review and David Druzisky, the golf course architect and author of the Plan, was available for questions and interaction. This event was open to everyone, not just the golfing community. It was a successful endeavor and responses from attendees were tabulated to identify the public’s top priorities for the golf course. We highly recommend to continue this Open House as an annual event to engage dialogue among the golfers, the city administration, the golf course management and the advisory committee.

Master Project List

Over recent years there have been numerous projects identified, both large and small, that need to be addressed and planned for the future. Some of these projects are on the 5-year Plan, some are on the Capital Improvement Plan, some are LOT projects, some are now addressed in the Master Plan and some are part on the annual operations budget. In order to keep track of all projects, a Master Golf Course Project List was developed. This list tracks the cost estimate, the funding source, the planned start date and the actual completion date. This is a dynamic list and provides a beneficial tool to the Committee and Management to keep track and facilitate priorities for needed improvements.

Projects in 2020

This past year proved to be busy and productive at the golf course. In addition to the regularly scheduled projects that course maintenance requires, and the unexpected projects due to equipment and infrastructure failure, a number of improvements were completed and/or started. This includes the following:

- New Entrance Sign
- Repaved and Improved Parking Lot
- Underground Conduit for future electrical and water throughout parking lot
- New camera and speakers at driving range
- Bridge repairs at Cedar #4
- Preparation for new clubhouse entrance
- Completion of projects at the Maintenance Building

Additional Improvements

The MLGA (McCall Ladies Golf Association) has been planning a community gathering project that includes pavers, benches and a canopy. The concept combines a place to capture and enjoy the golf course ambiance and also provide a way to commemorate and/or memorialize community members who have a passion or connection to our golf course. Enough pavers have been sold to commence the project and the golf maintenance staff have prepared the site so construction can begin in the spring of 2022.

The Men's Association has been wanting to improve the scoreboard that is utilized during tournaments. As a beginning to this endeavor, they have engaged an architecture student from the University of Idaho to design a tournament scoreboard which will enhance the overall tournament golfer's experience.

Popular Attributes

There are many improvements and/or programs that have been implemented over the past years, which keep improving and are very popular today. These include:

- Restaurant and bar operation are high quality and well patronized throughout the entire year.
- Tournaments are well run and have become so popular that many tournaments fill up at the beginning of the year when registration opens, and most tournaments have a waiting list to enter.
- The three practice facilities are used heavily during the season. Note the driving range has a small fee but the other practice facilities are free to the public.
- During off season the cart paths for walkers, runners, bikers and dog walkers are very busy and seem to grow in popularity every year

Please keep in mind all of these activities have continued throughout Covid restrictions. And because they can all be enjoyed outside, they offer a safe way to recreated during the pandemic.

Future Golf Business Model

The City's contract with the Golf Professional will terminate at the end of October, 2022. It is prudent to start planning for the future and determine the best operating model for the city in terms of revenue and whether the golf professional and his staff should be city employees. The Committee is proceeding to investigate other city owned golf courses and to make recommendations to the city regarding the optimum scenario which has proven successful in other locations primarily throughout Idaho. More to follow on the progress of this effort.

Advisory Committee Responsibilities

The committee continues to meet on a monthly basis and discuss/make recommendations in accordance with the Mission Statement that acts as the committee's bylaws. In addition to making recommendations for improvements and identifying necessary projects that enhance the golf course operations, the committee has assisted in the accomplishments outlined in this report. The committee's minimal responsibilities include the following:

- Make recommendations on current rates and fees
- Review and make recommendations to the Marketing Plan
- Review and make recommendations to the Golf Course Rules and Regs
- Review and make recommendations to the Golf Course Budget
- Review the Golf Professional's contract annually for compliance
- Develop a 5-year Plan
- Review Tournament Schedules and make recommendations/or approve
- Develop plans for LOT submittals

**McCALL CITY COUNCIL
AGENDA BILL**

216 East Park Street
McCall, Idaho 83638

Number AB 22-042
Meeting Date February 24, 2022

AGENDA ITEM INFORMATION

SUBJECT: <i>Request to Adopt Resolution 22-07 Setting the 2022 Golf Course Rates</i> <i>A Public Hearing</i>		<i>Department Approvals</i>	<i>Initials</i>	<i>Originator or Supporter</i>
		Mayor / Council		
		City Manager	ABS	
		Clerk		
		Treasurer		
		Community Development		
		Police Department		
		Public Works		
		Golf Course	ESM	Originator
		Parks and Recreation		
COST IMPACT:	Estimated \$49,000 revenue	Airport		
FUNDING SOURCE:	Fees	Library		
		Information Systems		
TIMELINE:	To set fees in advance of the 2022 season opening	Grant Coordinator		

SUMMARY STATEMENT:

Each year Council sets the rates for the upcoming golf season based upon recommendation from staff and the Golf Course Advisory Committee (GCAC). The GCAC recommends a 3% increase across the board. In 2016 Council directed staff to adjust the rates each year by the CPI to keep up with inflation. The published CPI in January 2022 is 7%. Staff presented the CPI adjustment and GCAC recommendation to City Council at the January 27th meeting and was directed to adjust rates by the CPI. The proposed rate schedule is attached along with rates from comparable courses.

The Golf department has been notified by our suppliers of pricing for the major items needed for the 2022 season: Fertilizer – 62% increase; Fuel – 40% increase; Chemicals – 20% increase. The Golf department is in competition for seasonal staff like every business in McCall. Our starting pay is \$13 per hour compared to other local businesses advertising \$16-\$20 per hour. An increase to \$16 per hour is proposed to ensure we have the number of persons needed to adequately prepare and maintain the course for play each day.

Both Meadow Creek and Jug Mountain have indicated that they are looking to raise fees. Both have season passes that are more than the City of McCall Golf Course. The average cost per round for McCall season pass holders will go from \$22.65 to \$24.24 after the 7% increase. This is less than half of the Daily green’s fees rate.

The golf course has had two good years in a row with higher number of rounds being played. The Golf Fund has met the City’s required cash reserve policy for the first time in many years. In 2021 the new rate schedule resulted in 2.8% of rate revenues deposited to a capital reserve for Master Plan projects. Staff recommends continuing this formula.

RECOMMENDED ACTION:

1. Hold the Public Hearing
2. Adopt Resolution 22-07 setting the Golf Course Rates for 2022 and authorize the Mayor to sign all necessary documents.

OR

Continue the public hearing and direct staff to bring back new rates at the next Council meeting

RECORD OF COUNCIL ACTION

MEETING DATE	ACTION



City of McCall

RESOLUTION NO. 22-07

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF McCALL, IDAHO, MAKING CERTAIN FINDINGS; ADOPTING REVISED GOLF COURSE USE FEES FOR THE CITY OF McCALL; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, in 2016 the City Council directed staff to begin implementation of an annual Consumer Price Index (CPI) increase for Golf Rates; and

WHEREAS, on December 8, 2021 the McCall Golf Advisory Committee voted 5 to 1 to increase the golf rates by 3% as the CPI was unknown at this time; and

WHEREAS, according to Idaho Code 63-1311A a public hearing is necessary when a new fee is introduced or for a fee increase of 5% or more; and

WHEREAS, a public hearing was held on February 24, 2022 to consider a fee increase of 7% which was reflective of the CPI; and

WHEREAS, the rates proposed for adoption are reasonable; and

WHEREAS, the Council wishes that the golf rate fees be updated annually.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND THE CITY COUNCIL OF THE CITY OF McCALL, IDAHO THAT:

Section 1: Adoption of Fee Schedule for Golf Course Use Fees as follows:

Spring/Summer Season Rates/Times (opening thru September 30)

GREEN FEES

MONDAY – THURSDAY	<u>9 HOLES</u>	<u>18 HOLES</u>
Green fee – (before 2:00 p.m.)	\$31.88	\$49.57
Green fee – (after 2:00 p.m.)	\$21.24	\$35.41
Family Night – (after 5:00 p.m.)	\$14.17	\$28.33
Junior (18 & under) – anytime	\$18.89	\$33.05
Coupon Book - 10 rounds (no expiration date)		\$399.02
Add 9	\$17.71	

FRIDAY - SUNDAY & HOLIDAYS	<u>9 HOLES</u>	<u>18 HOLES</u>
Green fee – (before 2:00 p.m.)	\$37.77	\$60.20
Green fee – (after 2:00 p.m.)	\$28.33	\$43.68
Family night – (after 5:00 p.m.)	\$14.17	\$28.33
Junior (18 & under) – anytime	\$18.89	\$33.05
Coupon Book – 10 rounds (no expiration date)		\$481.59
Add 9	\$17.71	

SEASON PASS

Unlimited play – anytime	\$920.62
Unlimited play – after 2pm	\$471.09
College Student (22 & under)	\$282.65
Junior (18 & under)	\$122.60

TRAIL FEES & LOCKERS

	<u>SEASON</u>	<u>DAILY</u>
Cart Trail Fee	\$382.62	\$17.88
Locker Rental	\$38.96	

Fall Season Rates/Times (October 1 thru closing)

GREEN FEES

MONDAY – THURSDAY	<u>9 HOLES</u>	<u>18 HOLES</u>
Green fee – (before 1:00 p.m.)	\$31.88	\$49.57
Green fee – (after 1:00 p.m.)	\$21.24	\$35.41
Family Night – (after 4:00 p.m.)	\$14.17	\$28.33
Junior (18 & under) – anytime	\$18.89	\$33.05
Coupon Book – 10 rounds; no expiration date		\$399.02
Add 9	\$17.71	

FRIDAY - SUNDAY & HOLIDAYS	<u>9 HOLES</u>	<u>18 HOLES</u>
Green fee – (before 1:00 p.m.)	\$37.77	\$60.20
Green fee – (after 1:00 p.m.)	\$28.33	\$43.68
Family night – (after 4:00 p.m.)	\$14.17	\$28.33
Junior (18 & under) – anytime	\$18.89	\$33.05
Coupon Book – 10 rounds (no expiration date)		\$481.59
Add 9	\$17.71	

SEASON PASS

Unlimited play – anytime	\$920.62
Unlimited play – after 2 p.m.	\$471.09
College Student (22 & under)	\$282.65
Junior (18 & under)	\$122.60

TRAIL FEES & LOCKERS

	<u>SEASON</u>	<u>DAILY</u>
Cart Trail Fee	\$382.62	\$17.88
Locker Rental	\$38.96	

Section 2: Two point eight percent (2.8%) of all revenue collected from the above rates shall be dedicated for Capital Improvement Project (CIP) funds and for a match towards Local Option Tax applications for those projects at the Golf Course.

Section 3: Effective Date: The above rates are effective immediately upon adoption and shall remain in effect until further action by the City Council.

Passed and approved this ___ day of ____ 2022.

CITY OF MCCALL
Valley County, Idaho

Robert S. Giles, Mayor

ATTEST:

BessieJo Wagner, City Clerk



City of McCall

RESOLUTION NO. 21-06

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF McCALL, IDAHO, MAKING CERTAIN FINDINGS; ADOPTING REVISED GOLF COURSE USE FEES FOR THE CITY OF McCALL; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, in 2016 the City Council directed staff to begin implementation of an annual Consumer Price Index (CPI) increase for Golf Rates; and

WHEREAS, on January 12, 2021 the McCall Golf Advisory Committee voted unanimously to increase the golf rates above the CPI as proposed due to the many improvement projects identified by the McCall Golf Club Master Plan; and

WHEREAS, according to Idaho Code 63-1311A a public hearing is necessary when a new fee is introduced or an increase of 5% or more; and

WHEREAS, a public hearing was not needed as the changes to the suggested fees are less than a 5% increase; and

WHEREAS, the rates proposed for adoption are reasonable; and

WHEREAS, the Council wishes that the golf rate fees be updated.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND THE CITY COUNCIL OF THE CITY OF McCALL, IDAHO:

Section 1: Adoption of Fee Schedule for Golf Course Use Fees as follows:

Spring/Summer Season Rates/Times (opening thru September 30)

GREEN FEES

MONDAY – THURSDAY	<u>9 HOLES</u>	<u>18 HOLES</u>
Green fee – (before 2:00 p.m.)	\$29.79	\$46.33
Green fee – (after 2:00 p.m.)	\$19.85	\$33.09
Family Night – (after 5:00 p.m.)	\$13.24	\$26.48
Junior (18 & under) – anytime	\$17.65	\$30.89
Coupon Book - 10 rounds (no expiration date)		\$372.92
Add 9	\$16.55	

FRIDAY - SUNDAY & HOLIDAYS	<u>9 HOLES</u>	<u>18 HOLES</u>
Green fee – (before 2:00 p.m.)	\$35.30	\$56.26
Green fee – (after 2:00 p.m.)	\$26.48	\$40.82
Family night – (after 5:00 p.m.)	\$13.24	\$26.48
Junior (18 & under) – anytime	\$17.65	\$30.89
Coupon Book – 10 rounds (no expiration date)		\$450.08
Add 9	\$16.55	

SEASON PASS

Unlimited play – anytime	\$860.39
Unlimited play – after 2pm	\$427.45
College Student (22 & under)	\$264.16
Junior (18 & under)	\$114.58

TRAIL FEES & LOCKERS

	<u>SEASON</u>	<u>DAILY</u>
Cart Trail Fee	\$357.59	\$16.71
Locker Rental	\$36.41	

Fall Season Rates/Times (October 1 thru closing)

GREEN FEES

MONDAY – THURSDAY	<u>9 HOLES</u>	<u>18 HOLES</u>
Green fee – (before 1:00 p.m.)	\$29.79	\$46.33
Green fee – (after 1:00 p.m.)	\$19.85	\$33.09
Family Night – (after 4:00 p.m.)	\$13.24	\$26.48
Junior (18 & under) – anytime	\$17.65	\$30.89
Coupon Book – 10 rounds; no expiration date		\$372.92
Add 9	\$16.55	

FRIDAY - SUNDAY & HOLIDAYS	<u>9 HOLES</u>	<u>18 HOLES</u>
Green fee – (before 1:00 p.m.)	\$35.30	\$56.26
Green fee – (after 1:00 p.m.)	\$26.48	\$40.82
Family night – (after 4:00 p.m.)	\$13.24	\$26.48
Junior (18 & under) – anytime	\$17.65	\$30.89
Coupon Book – 10 rounds (no expiration date)		\$450.08
Add 9	\$16.55	

SEASON PASS

Unlimited play – anytime	\$860.39
Unlimited play – after 2 p.m.	\$427.45
College Student (22 & under)	\$264.16
Junior (18 & under)	\$114.58

TRAIL FEES & LOCKERS

	<u>SEASON</u>	<u>DAILY</u>
Cart Trail Fee	\$357.59	\$16.71
Locker Rental	\$36.41	

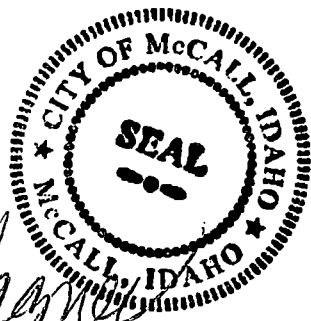
Section 2: Two percent (2%) of the increase in Season Passes and three percent (3%) of the increase for Daily Greens Fees shall be used for Capital Improvement Project (CIP) funds and for a match towards Local Option Tax applications for those projects.

Section 3. The one percent (1%) increased revenue from both fees shall be used toward the increase in operating costs.

Section 4: Effective Date: The above rates are effective immediately upon adoption and shall remain in effect until further action by the City Council.

Passed and approved this 8 day of April 2021.

CITY OF MCCALL
Valley County, Idaho



Robert S. Giles
Robert S. Giles, Mayor

ATTEST:

BessieJo Wagner
BessieJo Wagner, City Clerk

THE COURSE IS NOW CLOSED FOR THE 2021 SEASON. WE LOOK FORWARD TO SEEING YOU IN MAY 2022!

GREEN FEES

Jug Mountain Ranch 2021 Golf Rates

*Rates include cart. 6% sales tax not included.

SPRING GOLF RATES

May Opening thru July 1

		9 Holes	18 Holes	18 Holes After 3pm	9 Holes After 3pm
Weekdays Monday-Friday	Adult	\$34.00	\$57.00	\$39.00	\$29.50
	Senior	\$31.50	\$52.00	\$36.00	\$27.50
	Junior	\$14.00	\$22.00	\$16.00	\$12.00
Weekend Saturday, Sunday & Holidays	Adult	\$38.00	\$68.00	\$47.00	\$34.00
	Senior	\$34.50	\$62.00	\$43.00	\$29.50
	Junior	\$18.00	\$32.00	\$20.00	\$16.00

SUMMER GOLF RATES

July 2 - September 26

		9 Holes	18 Holes	18 Holes After 3pm	9 Holes After 3pm
Weekdays Monday-Friday	Adult	\$40.00	\$68.00	\$46.00	\$34.50
	Senior	\$37.00	\$61.00	\$42.00	\$32.00
	Junior	\$20.00	\$35.00	\$25.00	\$15.00
Weekend Saturday, Sunday & Holidays		9 Holes	18 Holes	18 Holes After 3pm	9 Holes After 3pm

Adult	\$45.00	\$78.50	\$57.00	\$40.00
Senior	\$41.00	\$71.00	\$52.00	\$37.00
Junior	\$25.00	\$40.00	\$28.00	\$22.00

FALL GOLF RATES

September 27 - Closing

	9 Holes	18 Holes	18 Holes After 3pm	9 Holes After 3pm
Weekdays Monday-Friday				
Adult	\$34.00	\$57.00	\$39.00	\$29.50
Senior	\$31.50	\$52.00	\$36.00	\$27.50
Junior	\$14.00	\$22.00	\$16.00	\$12.00
Weekend Saturday, Sunday & Holidays				
Adult	\$38.00	\$68.00	\$47.00	\$34.00
Senior	\$34.50	\$62.00	\$43.00	\$29.50
Junior	\$18.00	\$32.00	\$20.00	\$16.00



2022 PASSES AND FEES

Due to the upcoming MCRA merger with the Meadow Creek POA, membership/equity options are no longer offered. Corporate plans and all punch cards have been phased out and replaced by Prepaid Flexible Plan.

		18	9	18 -- Twilight -- 9	
Summer Rates	Fri – Sun	\$55	\$35	\$45	\$30
	Mon – Thu	\$44	\$28	\$36	\$24
					May through September
					Twilight begins at 3 pm
Spring / Fall	Fri – Sun	\$50	\$30	\$40	\$25
	Mon – Thu	\$40	\$24	\$32	\$20
					Small Bucket \$4 Large Bucket \$8
Carts	Rental	\$30	\$20	50% discount if no pairing is available	
	Daily Trail Fee	\$10	\$5	Pull cart - \$5 per day (Annual Pass available)	
Discounts	Seniors 65 and up = 10%		Juniors 17 and under = 50%		

- Annual Pass:** Green Fees only, cart not included
 - o No restrictions except for tournaments/events
 - o Includes Osprey pool / social privileges
 - o Family option for dependents 18 or older

Individual / Primary	\$1,300	_____
Family opt. – add 2nd person	\$ 910	_____
Family opt. – add 3rd person	\$ 780	_____
Family opt. – add 4th person	\$ 650	_____
ADD – Resort cart use pass	\$ 400	_____
ADD – Private cart trail fee	\$ 600	_____
ADD – Unlimited pull cart use	\$ 50	_____
ADD – Unlimited range balls	\$ 200	_____

Subtotal \$ _____

Osprey Pool Pass: Annual Family Pass – \$400, Annual Adult Pass – \$250 **Total** \$ _____

Grand Total \$ _____

Primary Name: _____ Date: _____

Phone: _____ Cell _____ Work _____ Home _____ Email: _____

Address: _____

Family Option Names: _____

TOTAL PAID _____

2022 Season Rates

Monday – Thursday

18 Holes - \$42.92/ 9 Holes \$29.25

Twilight (after 3pm)

18 Holes - \$36.09 / 9 Holes \$29.25

(Seniors and Military receive \$3 off of 18 hole rate and \$1.50 off of 9 hole rate)

Super Twilight - \$15 all you can play Mon-Thursday starts at 6:30 pm does not include cart fee

Friday – Sunday and Holidays

18 Holes - \$56.50

Twilight (after 3pm)

18 Holes - \$48.11/ 9 Holes \$31.60 (9 hole rate available after 3pm)

Super Twilight \$15 all you can play after 6pm, does not include cart fee

Cart Fees

per rider for 9 holes \$10 / \$17 per rider for 18 holes

Pull carts for 9 holes \$3 / for 18 holes \$5

Passes

Mini Card – Half price on green fees anytime no restrictions \$500 per individual

Limited Pass - \$3000 - Player may play anytime Monday thru Thursday and after 12pm Fri, Sat, Sun and

Holidays. Player pays full rate if playing before noon on weekends and Holidays.

Unlimited Pass - \$3500 - Player may book times and play any day anytime no restrictions.

Range Pass - (25 small buckets) for \$75

Cart Pass - \$275 for forty 9 hole rides or twenty 18 hole rides

Range and Rentals

Small Bucket (35 balls) - \$5

Large Bucket (70 balls) - \$7

Season Pass

LIMITED TO 150 PASSES for 2022

2022 SEASON PASS--BanBury Player Pass

The 2022 Pass will be in effect from the day purchased through December 31, 2022. There will be a limited number of Passes offered, and they will be sold on a first come first served basis. You may buy your Pass by visiting the golf shop in person or by phone (208-939-3600) with a credit card.

Player Pass holders must check in at the Golf Shop prior to play. Tee times taken up to seven days in advance.

Standard Limited Season Golf Pass

PASS TYPE	PRICE
Player Pass Single	\$3259
Player Pass Couple	\$4559
Player Pass Senior	\$3159
Player Pass Senior Couple	\$4399
Family Pass	\$4889

Unlimited Player Pass

PASS TYPE	PRICE
Unlimited Single	\$3829
Unlimited Couple	\$5349
Unlimited Senior	\$3729
Unlimited Senior Couple	\$5199
Unlimited Family Pass	\$5739
Private Cart Annual Trail Fee	\$662

TAX INCLUDED - ALL PASSES EFFECTIVE UNTIL 12/31/2022

Limited Pass Restrictions:

Unlimited golf Monday through Thursday anytime - Unlimited golf after 12:00pm Friday, Saturday, Sunday and Holidays

BanBury Golf Course Eagle, Id

Seniors: 60 years of age and older

Family Pass: Includes spouse and children under 19 years old living in the same household.

** Pass Holders may play anytime when the golf course is on Winter Rates

Unlimited Player Pass Restrictions:

No day or time restrictions

Subject to available tee times

Seniors: 60 years of age and older

Family Pass: Includes Spouse and Children under 19 years old living in the same household.

Pay to Play Season Golf Pass

INITIAL FEE	PRICE PER ROUND
\$899	Half Price!

NO Day or Time Restrictions

Available for Adults ONLY

Couples Pay \$899 each

Half Price applies to all round types (Regular, Senior)

Pay to Play Pass expires 12/31/2022

Comments Related to the Proposed Golf Rates Received as of 1:33 p.m. 02/18/22

1 2/15/22 14:08:28 Ben Reeder 945 Lick Creek Against Will the course open earlier or stay open later if we are going to be charged more?

2 2/15/22 16:18:14 Bonnie Gilbert 1370 Par Drive McCall Against Most public golf courses have a senior rate, McCall Golf Course does not. I understand that the cost of fertilizer, etc has skyrocketed, but our senior incomes have not. Therefore, I believe a significantly small increase is warranted. We also lose a lot of days of play due to the many tournaments scheduled.

3 2/15/22 16:22:39 William Gilbert 1370 Par Lane McCall Against The men and womens golf groups, who are seniors, are the backbone of the season pass holders. Senior players receive no breaks in fees at all. A 7% increase is far too much for what we get. We are the first to be denied play because of big tournaments.

4 2/16/22 13:42:52 Karen Stock 1425 Clements Rd Unit 11, McCall Against "I am against these increases which are preposterous and Recommend a moratorium on all rates until whatever new business structure is determined. With the upcoming changes with the golf pro and associated operations next year, City revenue will probably increase significantly, with new income from cart rentals, range balls, and pro shop merchandise.

The City has totally disregarded the advice on the McCall Golf Committee who is made up of local residents and thereby snubbing those who have the best interest of the golf course."

5 2/16/22 17:02:59 Rob Blunt 1310 Majestic View Dr, McCall Against The golf course earned record revenue last year. The U.S. had the highest inflation rate in the last 40 years last year. Everything costs more now than 1 year ago. I realize it costs money to operate and maintain the golf course, but I feel it would be unwise to increase fees this year. Hold the line on fee increases and see what happens this year re: revenue and inflation. If the golf course revenue decreases and/or inflation abates, you can revisit a fee increase for 2023.

1 2/15/22 9:03:37 Bob and Susan Mather 965 Sylvan Creek Road McCall Idaho 83638

We would like to comment on the proposed increase in season pass and trail fees for the public golf course in McCall. We do enjoy playing the city golf course yet the annual increase in fees seems excessive. The primary reason for our position is that the number of days available to play has been reduced due to the growing number of tournaments being held at the club. In addition the condition of the trails on the course does not justify an increase in trail fees.

2 2/15/22 16:08:23 Kent Doss 985 Sylvan Creek Road McCallIdaho 83638 "I am submitting my comment to the City Council on the proposed MCCALL GOLF CLUB Seasonal Rate INCREASE FOR THE 2022 Season. I Feel that the McCall Golf Club owes me \$700 for the 2021 Season as a Season Pass holder I was blocked out by more tournaments than ever before and had to go off site to play at local rates.

If the Council analyzed the facts and reason for revenue increase they might come to the same conclusion.

I also noted in the correspondence from the McCall Mens' Club that the Golf Club had a 40% increase in revenue, Cart Fees increased, and goods sold in Pro shop topped off.

If the Council feels so compelled for an increase, I would suggest that they go for their increase in the Tournaments that they solicit.

Enough is enough.....Also how about a Senior Rate for your locals over 70 years of age?????"

3 2/15/22 16:14:58 Greg Cole 1432 Birdie Blvd #6 McCallIda 83638

Your proposed increase to season pass holders including trail fees is unacceptable especially when you had a banner year. Season pass holders are the backbone to the course and generate income up front for course operations not to mention money spent in pro shop and banyans. Think a published statement of where all this increase money is going

4 2/15/22 17:09:43 Karen Towne 1328 Eagle Dr McCall and 1544 W Hampton Bay Dr Eagle Idaho McCall and Eagle Idaho 83616

"Good evening Mayor and City Council Members. I am writing in regards to your upcoming proposal of 7% rate increase across the board at the McCall Golf club. As you are well aware with the influx of the new growth within the McCall area the course had its record revenue (nearly 900,000) during the past 2021 golf season.

I have been a season pass member for the past 30 years and enjoy playing golf on your course. I would like to inform you that last year it was very noticeably very difficult to even get tee times because of growth that has come into the McCall valley and the entire Valley in general. We are all aware of the short season McCall Golf course does have and I totally understand that is up to Mother Nature. I am not sure that increasing your rates to those who continually buy Season Passes and Pay to put their private carts on the course is where you should propose to put your higher fees to. As you are well aware we do not get any reduced discounts for also playing in all of your tournaments up there (and I do know there are many because we play in everyone of them and pay all of this money up front at the beginning of the year) and to me that makes zero sense. You are actually collecting double fees from us.

I know this is Allans last year of running some great tournaments up there and the task will be upon you to interview and hire a new Golf Pro probably prior to his retirement. I would really like to see no price increase on rates until we see indeed what the new business structure will be with the pro and associated operations that will hence come with upcoming changes. I also understand that your volunteer golf review Board is also against this rate increase and have made their motion to you and the council as well. Please listen to them, listen to us that write in and truly give it your firm consideration.

Thank you,
Karen Towne"

5 2/16/22 7:15:04 Jane evans 300 stibnite McCall Idaho 83658

Please do NOT raise the golf fees for the 2022 season. I've been a member and pass holder for 4 seasons. The course has been extremely busy for the past 2 years and will continue to be. If rates are raised it could out price the locals and families who enjoy it leaving the tee times to tourists and out of town visitors. This is our public course, locals enjoy the summer recreation sport, and we need to keep it affordable! Please vote NO on raising the fees. Thank you.

6 2/16/22 11:56:34 William Pritchard 1607 Davis Ave McCall Idaho 83638

"McCall Green fees for 2022. While we believe in maintenance and upkeep, If the proposed increase in fees is due to poor management, and or outside labor, these fees should not be passed on to its members. I also would like to see a reduced rate for senior golfers. I would like the fees to be at 2021 rates without an increase, and a discount for seniors and season pass members.

Thanks

William Pritchard

Profesor@q.com

480-612-1252"

7 2/16/22 14:23:58 Bryant Reinhard 1448 Eagle Rd., P.O. Box 2324 McCall
Idaho 83638

In the email I received it states that the operating costs were \$1,300,000 due to excessive management and off season labor costs. Not sure what is meant by "excessive" management when management that works for the city is under contract and controlled by the city. So what happened? Were off season labor costs necessary?

McCALL CITY COUNCIL
AGENDA BILL

216 East Park Street
 McCall, Idaho 83638

Number AB 22-053
Meeting Date February 24, 2022

AGENDA ITEM INFORMATION

SUBJECT: <i>Request to Appoint Donna Bush to the McCall Parks and Recreation Advisory Committee</i>		<i>Department Approvals</i>	<i>Initials</i>	<i>Originator or Supporter</i>
		Mayor / Council		
		City Manager	ABS	
		Clerk		
		Treasurer		
		Community Development		
		Police Department		
		Public Works		
		Golf Course		
COST IMPACT:	N/A	Parks and Recreation	AW	Originator
FUNDING SOURCE:	N/A	Airport		
		Library		
TIMELINE:	February 24	Information Systems		
		Grant Coordinator		

SUMMARY STATEMENT:
 We recently advertised for two full term positions on the Parks & Recreation Advisory Committee in both the Star News and on the City Website for two full weeks. We received response from Donna Bush. Donna Bush is interested in serving another term on the advisory board. The advisory committee recommends the re-appointment of Donna Bush for an additional term. Staff will continue to advertise to fill the additional open seat on the advisory committee.

The committee and staff have reviewed the letters and it is staff's recommendation to consider Donna Bush's note of interest along with the advisory committee's recommendation for appointment to the Parks and Recreation Advisory Committee.

RECOMMENDED ACTION:

Re-appoint Donna Bush to a full 3- year term on the Parks and Recreation Advisory Committee.

RECORD OF COUNCIL ACTION

MEETING DATE	ACTION

From: [donna hansen](#)
To: [Stefanie Bork](#); [BessieJo Wagner](#)
Subject: Parks and Rec Advisory Committee
Date: Thursday, February 10, 2022 10:01:59 AM

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

To BessieJo Wagner and Advisory Committee,

I would like to thank the City and the Department of Parks and Recreation for allowing me the opportunity to be a part of the advisory board for going on about 5 years now. I have thoroughly enjoyed my time watching operations and programing grow significantly. If the advisory committee will have me, I would like to maintain my position on the committee and continue to be a part of this unique experience.

Thank you,

Donna Bush

**McCALL CITY COUNCIL
AGENDA BILL**

216 East Park Street
McCall, Idaho 83638

Number AB 22-049
Meeting Date February 24, 2022

AGENDA ITEM INFORMATION				
SUBJECT:		<i>Department Approvals</i>	<i>Initials</i>	<i>Originator or Supporter</i>
Request to appoint Samantha Westendorf to the McCall Historic Preservation Commission		Mayor / Council		
		City Manager	ABS	
		Clerk		
		Treasurer		
		Community Development		
		Police Department		
		Public Works		
		Golf Course		
		Parks and Recreation		
		Airport		
COST IMPACT:	N/A	Library		
FUNDING SOURCE:	N/A	Information Systems		
TIMELINE:	N/A	Economic Development	TWJ	originator
SUMMARY STATEMENT:				
<p>Pursuant to McCall City Code (Title 3, Chapter 20), the McCall Historic Preservation Commission (HPC) consists of five (5) members and is responsible for recommending methods necessary to preserve, maintain and restore historic properties, recommends nominations of properties to the National Register of Historic Places, and conducts educational and interpretive programs. All members of the HPC “shall have a demonstrated interest, competence or knowledge in history or historic preservation. The Mayor and Council shall endeavor to appoint members with due regard to the proper representation of such fields as history, architecture, urban planning, archaeology and law.”</p> <p>HPC member Walt Sledzieski’s term expires in 2022 and he has chosen to vacate his position. A request for letters of interest in serving on the HPC was advertised in the <i>Star News</i> and on social media for several weeks, resulting in one submitted letter of interest received to date. At its February 14, 2022 meeting, the Historic Preservation Commission voted unanimously to recommend appointment of Samantha Westendorf to the McCall Historic Preservation Commission.</p> <p>Copies of Samantha Westendorf’s letter of interest and resume are attached.</p>				
RECOMMENDED ACTION:				
Appoint Samantha Westendorf to a three (3) year term on the McCall Historic Preservation Commission expiring February 2025.				
RECORD OF COUNCIL ACTION				
MEETING DATE	ACTION			

January 24, 2022

To: McCall Historic Preservation Commission
From: Samantha Westendorf, Archaeologist - Payette National Forest
Re: Application for Vacancy on the McCall Historic Preservation Commission

To Whom it May Concern,

I write to express my interest in the vacant seat on the McCall Historic Preservation Commission. I have been a resident of McCall since 2017, and I am a lifelong resident of the state of Idaho. I own a home in McCall, and I intend to live here with my family for the duration of my career as an archaeologist. McCall's history, and the history and culture of the surrounding area, is important to me. I hope to put my experience as an archaeologist to good use on the commission.

I have been working as an archaeologist for the Payette National Forest since 2018. I enjoy my work, and one of my favorite aspects of my job is the opportunity to study local history and to work with various teams to decide how we can best preserve and share that history. I have experience evaluating historic properties and working on multi-disciplinary teams on preservation projects. I particularly enjoy interpretive work, and I manage those projects for our Heritage Program on a regular basis.

The attached resume will demonstrate my work experience and educational background. In short, I have an undergraduate degree in Anthropology from the College of Idaho and a master's degree in Natural Resources and Science Communication from the University of Idaho. I look forward to hearing from you if I can be of use to the Commission as a new member. Morgan Zedalis is my supervisor, so you may ask her for a reference if you would like. Please let me know if you need any further information to consider my application.

Sincerely,

Samantha Westendorf

McCall, ID 83638

SAMANTHA WESTENDORF

PROFESSIONAL PROFILE

I have worked in the Heritage Program (Archeology) of the Payette National Forest since the spring of 2018. I began as a RAP intern (GS05 equivalent, Resource Assistants Program) and have continued as a seasonal Archeology Technician ever since (GS05 & GS06). I have a bachelor's degree in Anthropology with a focus in Ethnology, a minor in History and a master's degree in Natural Resources with a focus in Science Communication. I am including herein the education and experience which best demonstrate my qualifications.

QUALIFICATION STATEMENT

I qualify under a combination of education and experience as outlined below. Under the Specialized Experience Requirement, I exceed one year at the GS-05 level.

Educational Qualifications: My bachelor's degree in Anthropology and my History minor are directly related to the vacancy, as Archeology is a subdiscipline of Anthropology and involves a great deal of historical knowledge and research. During my undergraduate work I took 3 credits in Anthropological Methods/Theory, during which I carried out field work in Ethnology, which is equivalent to a field school in ethnological methods and report writing. I also took a 3-credit course in Physical Anthropology, which directly applies to Archeology in that Physical Anthropology deals with human evolution, ancestry, and artifact analysis. In 2018-19 during my graduate work, I completed a 3-credit internship in Non-Thesis Research during which I was employed by the Idaho Conservation Corps to work for the USDA Payette National Forest in the Heritage Program doing archeology for a full year at half-time status. I studied the historical context of the Central Idaho region as well as the prehistory of the Great Basin/Plateau Region Cultures of North America. This is easily equivalent to a 3-credit course in the archeology of a specific region and a technical field school as stated in the vacancy educational requirements. *(See pg. 2-3 and attached transcripts for more specific education information for both my undergraduate and graduate degrees.)*

Work Experience: At the time of this application, I have over 22 months of paid work experience in the Heritage program (RAP intern, GS05 & GS06). By the time I could start work under this vacancy I will have at least 24 months of experience. More specific information on my work experience can be found beginning on page 5 of this resume.

EDUCATION

Masters of Natural Resources, 2018

University of Idaho's McCall Outdoor Science School (McCall, ID)

Emphasis: Science Communication & Environmental Education, 4.0 GPA

Academic Advisor: Mark Wolfenden, 406-581-6659, mwolfenden@gmail.com, ok to contact

I completed a year-long accelerated graduate program focused on science communication and teaching environmental science in the field. Field work was a heavy component of this program and I learned to work with other professionals in the field to conduct my tasks safely, using a variety of scientific instruments and communication tools. The coursework was heavily focused on environmental science as demonstrated below. A year-long internship followed the academic program and during that time I carried out research and received technical training in Archeology as described in the Work Experience section of this resume. I have included the coursework which helps to fulfill the educational requirements. *(See attached transcript for further detail on the entire academic program.)*

Applicable Coursework: *Regional Archeology, Archeology of a Major Geographical Area (4)* *Environmental Studies (10), Scientific Writing (4)*

- Non-thesis Research (4 credits, NRS 599, satisfies the technical field school requirement as well as 4 credits in Regional Archeology/Archeology of a major geographical area) – Completed a year-long research internship for the Payette National Forest in the Heritage (Archeology) Program conducting rigorous field work equivalent to a technical archeology field school as well as an in depth study of the historical context of Central Idaho and the prehistory and archeology of the Great Basin/Plateau region of North America. This course specifically prepared me to conduct archeological field work, compile site records, write Section 106 reports, make formal recommendations to the Forest Archeologist, and to lead work crews in the field.
- Place Based Ecology I & II (8 credits including lab, NRS 560 & 566, satisfies the requirement for credits in environmental studies) – Studied the ecology of the North American Rocky Mountain Region including self-directed in-depth field research and reporting projects on the topics of fire regimes in coniferous forests, and winter lake environments and ice breakup.
- Communication and the Environment (4 credits, NRS 565, satisfies the requirement in scientific writing) – Explored best practices for interpreting and communicating environmental science topics including self-directed research and communications projects on the topic of climate change communications.
- Integrative Thinking (2 credits, NRS 504, fall and spring semesters, satisfies the requirement for credits in environmental studies) – Worked in teams to conduct research on local environmental topics and present findings to the larger group.

Bachelor of Arts in Anthropology & Sociology, 2004

Summa Cum Laude, College of Idaho (Caldwell, ID)

Minor: History, Concentration: Human Services, Dean's List 2001-2004, 3.9 GPA

Academic Advisor: Robin Lorentzen, 208-453-2032, robinlorentzen@gmail.com, ok to contact

I pursued a degree in Anthropology because I was fascinated with human society and culture. I continued that line of interest in my minor studies in History. My field work was focused on ethnographic methods. I have included the coursework which helps to fulfill the educational requirements of this position. *(A more complete listing of my courses is available in the attached transcript.)*

Applicable Coursework: *Anthropology (18), History (24), Environmental Science (4)*

- Introduction to Physical Anthropology (3 credits, ATH199T.1, satisfies the requirement for Theory and Methods of Archeology) – Studied human evolution, cultural evolution, ancestry and artifactual analysis/dating.
- Cultural Anthropology (3 credits, ATH 101, satisfies the cultural anthropology requirement) – An introduction to the field of cultural anthropology.
- Culture Change and World Systems (3 credits, ATH 305, Satisfies the cultural anthropology requirement) - Examined cultural systems affected by development from colonial and post-colonial agencies and the impact of those changes.
- Theories in Anthropology (3 credits, ATH 404, satisfies the cultural anthropology requirement as well as a technical field school in ethnology) – Studied the major theories in the field of cultural anthropology and conducted ethnological field research and wrote reports.
- Cultural Diversity (3 credits, ATH 302A, satisfies the cultural anthropology requirement) – An examination of the major United States ethnic cultures.
- Gender in the Cross-Cultural Perspective (3 credits, ATH 308, satisfies the cultural anthropology requirement) – Studied cultural concepts of gender identity.
- Introduction to the History of the United States (3 credits, HIS 200, satisfies the history requirement) – Studied the history of the United States, which is directly applicable to much of my work in Archeology.
- History of Western Civilization, Ancient (HIS 101), Early Modern (HIS 102), Modern (HIS 103), Pre-Modern (HIS 105) (9 credits, satisfies the history requirement) – Studied the history of western civilization, ancient through modern periods.
- The Terror (3 credits, HIS303, satisfies the History requirement) – Studied the French Revolution, often referred to as “the terror.”
- Nazis & the Final Solution (3 credits, HIS 339, satisfies the History requirement) – Studied the rise of the Nazi Regime and the Holocaust.
- Medieval Europe (3 credits, HIS 344, satisfied the history requirement) – Studied the history of medieval Europe.
- Chemistry of the Environment (4 credits with lab, CHE136, CHE 136L, satisfies the environmental studies requirement) – Studied environmental chemistry specifically as it applies to climate change.

EQUIPMENT EXPERIENCE

- GPS devices
- Tablets (Android & Mac OS)
- Two-way radio
- Range finder
- Compass
- H5 audio recorder
- Digital cameras
- Brinno time-lapse camera
- Heavy engine (fire)
- Microscopes
- Increment bores
- LabQuest unit and sensors
- Thermal imaging devices
- Hand tools: shovel, Pulaski
- Backpacking and camping gear

RELATED TRAINING/CERTIFICATIONS

- CPR/1st Aid/AED (2019)
- Introduction to Interpretation, Idaho State Parks (2018)
- Cultural Site Steward, Bureau of Land Management (2007)

COMPUTER PROGRAMS & SOFTWARE

- Mapping: GIS, Avenza
- Adobe: Illustrator, Acrobat Reader, Acrobat Pro
- Microsoft: Word, Outlook, PowerPoint, Excel, Publisher
- Other: R, Audacity, iMovie, WordPress, Wix, Mailchimp, Basecamp

HONORS/AWARDS

- Outstanding Anthropology/Sociology Underclassman Award 2002
- Outstanding Anthropology/Sociology Upperclassman Award 2004
- Graduated from the College of Idaho *Summa Cum Laude* 2004
- College of Idaho Dean's List 2001-2004
- Phi Eta Sigma National Honor Society Lifetime Member Since 2001

PROFESSIONAL EXPERIENCE

Archeology Technician (GS-06)

USDA Forest Service, Payette National Forest (McCall, ID) | June 7, 2021 - the present (Seasonal)

Part-Time, Mon-Thur, variable hrs/day, 16 hrs/wk, maxi flex

Supervisor: Morgan Zedalis, 208-634-0752, morgan.zedalis@usda.gov, ok to contact

I currently work in the Heritage Program of the Payette National Forest as an Archeology Technician (GS-06). This position involves providing technical support to the heritage resources staff. I do this work in a variety of ways:

- Our Forest maintains more than 2,000 cultural sites, and a large part of my time is spent preparing cultural resource inventory reports and site forms. This includes entering site information into databases and GIS maps. I have been doing this work since 2018 and I am often asked by my supervisor to train new employees in these duties.
- When a project is proposed on the Forest, I conduct inventories of cultural resources within the project area to determine project effects and make recommendations for field survey, resource protection mitigations and cultural resource documentation. Once work is in progress, I monitor the progress of the field team to ensure that the fieldwork is sufficient to protect cultural resources in the project area.
- I also write Section 106 reports for submission to the Idaho State Historic Preservation Office for project types including Small NEPA, Facilities, Range, Recreation, etc. For example, I recently wrote a report for the Mann Creek Small Restroom Replacement project. It was necessary to assess the historical integrity of wayside campgrounds originally constructed in the 1950s and where restroom replacements are planned for the summer of 2022.
- My current job duties also include researching a variety of reference materials (State and National Register files, historic documents, archaeological reports, maps, and aerials photos) and conducting oral interviews of source individuals who have knowledge of the project area and/or the cultural resources in question.
- There is an abundance of archeological data from both known cultural resources as well as newly discovered resources and survey data. I enter artifact and project data within appropriate forms and databases to ensure that resources are properly documented. I regularly use this data to create site and survey maps in GIS.
- It is necessary to transfer GPS data to the GIS Arc View program to create maps of cultural resource surveys in specific areas of proposed project work. I ensure sites within project boundaries are recorded and monitored to protect cultural resources during project activities.

Archeology Technician (GS-06) continues the following page.

Archeology Technician (GS-06) continued:

- During my work on the Payette National Forest, I have become well acquainted with local cultural site types, including Native American (Nez Perce, Shoshone Bannock, Shoshone Paiute), Chinese mining, Euro-American mining, and historic homestead sites.
- I also contribute to the work of the field team by ensuring that archeology work assignments are carried out in a safe, timely manner according to established standards and procedures. This involves both pre-field planning as well as monitoring the field team on the ground and serving as a crew work leader. Frequently, I identify the need to provide newer crew members with additional direction or training, and with permission from my supervisor, I take the initiative to provide this direction where needed.
- To assist the heritage resources staff in creating quality documentation and reports I review the work in progress of the field crew to ensure that standards for pre-field research, survey design, site recording, graphics and final reports are being met.
- I enjoy working on interpretive projects and I often lead these efforts for our team. I have used archeological and historical information to prepare interpretive materials for display and dissemination on many occasions. Over the past two years (2020-2021) I worked with a local family whose ancestors ran one of the very first sheep companies in our area. I led the efforts to gather historical information and family anecdotes to write an interpretive panel which was installed on the Forest last summer. We all worked together to combine monetary resources and labor to write, design and install the panels. It was a long process, but a big success.
- Since I have been working in the heritage program for several years now, I am able to advise other employees on methods of cultural resource inventory. I help them carry out their work by providing written instruction, research materials and necessary supplies to all employees involved in the planning and operation of natural resource activities. At times this requires me to serve as a crew work leader.
- Our work locations are often remote and at times I travel with the field team to carry out our work. Frequently, this requires that I travel cross-country on rugged terrain carrying a loaded pack. I have the capacity to spend several nights in the backcountry living out of a backpack if necessary.

Archeology Technician (GS-05) can be found the following page.

Archaeology Technician (GS-05)

*USDA Forest Service, Payette National Forest (McCall, ID) | June 2019-June 7, 2021 (Seasonal)
(June 9, 2019 – December 21, 2019 Full-Time, Mon-Thur, 10 hrs/day, 40 hrs/wk, maxi-flex)
(May 24, 2020 – October 10, 2020 Part-Time, Mon-Thur, variable hrs/day, 30 hrs/wk, maxi-flex)
(March 15, 2021 – June 7, 2021 Part-Time, Mon-Thur, variable hrs/day, 16 hrs/wk, maxi flex)
Supervisor: Morgan Zedalis, 208-634-0752, morgan.zedalis@usda.gov, ok to contact*

I worked as a seasonal Archeology Tech (GS-05) from June of 2019 – June 2021. I also carried out the activities involved in this position over the preceding year (2018) as a RAP intern. This position involved field and office work focused on identifying and recording cultural site materials within project areas as well as maintaining sites and records for known cultural resources. Typical duties included:

- Our team received daily general instructions for survey from our supervisor. On the ground I was able to adapt those work strategies in response to field conditions and project requirements because factors like terrain and weather often necessitated modifications. I gained experience responding to those factors and making decisions about how to best accomplish our goals on the ground.
- In the field I further narrowed down an area for survey and navigated to that area using topographic maps and aerial photos. We used a scientific predictive model to identify parcels of land which presented archaeological interest, and it was often necessary to conduct archaeological reconnaissance and expand searches beyond the model based on professional experience and training. I gained experience analyzing maps and terrain to identify and navigate to areas of high probability for cultural materials.
- I acted as a team member to carry out ground survey. We surveyed in 30-meter transects using tools like compasses and handheld GPS technology to coordinate crew movements and ensure a thorough search in accordance with agency standards and professional training.
- It was common for our crew to survey without our supervisor. I was able to serve as a crew work leader during ground survey efforts, assigning tasks and adapting ground search strategies in response to factors such as terrain, weather, vegetation cover and time limitations. I was able to advise other crew members about cultural resource inventory and provide written instructions, research materials and supplies for them to use on the ground. Together with another crew member, I trained an ICC intern on survey and site recordation best practices. I accomplished this with permission from, but without the direct oversight of my supervisor.

Archeology Technician (GS-05) continues the following page.

Archeology Technician (GS-05) continued:

- When known or new cultural resources were encountered during fieldwork it was necessary to create or update site records. I learned how to identify and mark sites and how to use established agency protocols and forms to collect and record the appropriate data in the field, such as artifact/feature photography and site sketches. In the office, I also generated site location maps in GIS, another integral part of complete site records.
- I routinely assisted in searching for and examining historical records and the findings of other archeological experts to guide my work and to further develop our program's cultural resource records.
- I also wrote Section 106 reports for submission to the Idaho State Historic Preservation Office for project types including Small NEPA, Facilities, Range, Recreation, etc. For example, I wrote a report for the Mackay Bar Residential Access project. This was a lengthy report involving a large Native American site bisected by an existing non-motorized road. Residents of a nearby inholding were requesting access through the site to their properties. The task presented a challenging learning opportunity. I spent several weeks on the report and received valuable feedback from my supervisors for improving the report as well as advice to help me compose future Section 106 reports.
- It was necessary to review the crew's field methods and ongoing project work on a regular basis to ensure that established policies and procedures were adhered to in the field. I often led these discussions with my team and sought guidance from supervisors to ensure that we were performing to standard. This required open and regular communication among team members and between my supervisor and me.
- I worked with my supervisor daily to make sure field work met reporting requirements for archaeological projects. I reported daily field work progress to the Forest Archaeologist, made recommendations about potential areas for further survey and provided documentation and information about unsuitable areas.
- During my work on the Payette National Forest, I have become well acquainted with local cultural site types, including Native American (Nez Perce, Shoshone Bannock, Shoshone Paiute), Chinese mining, Euro-American mining, and historic homestead sites.
- Preceding a field day, I prepared my own field gear as well as team gear, such as handheld radios and tablet devices, to ensure that we had the necessary gear to carry out our work in a safe and efficient manner. I also routinely checked in with crew members to ensure that we all understood the plan and had everything we needed to prevent injury or loss of life in the field.
- Field work sometimes involved overnight or extended work assignments. I learned how to plan and use appropriate gear and personal protective equipment to safely perform this work. Frequently, this requires that I travel cross-country on rugged terrain carrying a loaded pack. I have the capacity to spend several nights in the backcountry living out of a backpack if necessary.

**Conservation Heritage Education Resource Assistant (RAP Intern)
(Equivalent to Experience as Archeology Technician GS-05 and a technical field school)**

Idaho Conservation Corps, Payette National Forest (McCall, ID) | June 2018-June 2019

(Part-Time, days of the week and hours per day varied, 20 hrs/wk)

Supervisor: Morgan Zedalis, 208-634-0752, morgan.zedalis@usda.gov, ok to contact

I worked in the Heritage Program (archeology) of the Payette National Forest as an intern for one year. I worked on a variety of projects with archeology staff including field work. I trained in Section 106 report writing and over time I was given formal independent report writing duties. Daily tasks and specific projects included:

- I received training in theoretical and practical approaches to research design implementation, field preservation techniques and report preparation by participation in actual field work on the job over the course of the entire year, which is more than equivalent to a six-week archeological field school.
- I acted as a team member to carry out ground survey in 30-meter transects using tools like compasses and handheld GPS technology to coordinate crew movements and ensure a thorough search in accordance with agency standards and scientific probability models. I also used these tools to locate known cultural resources on the ground.
- Our team received daily general instructions for survey from our supervisor. On the ground I was able to adapt those work strategies in response to field conditions and project requirements because factors like terrain and weather often necessitated modifications. I gained experience responding to those factors and making decisions about how to best accomplish our goals on the ground.
- In the field I further narrowed down an area for survey and navigated to that area using topographic maps and aerial photos. We used a scientific predictive model to identify parcels of land which presented archaeological interest, and it was often necessary to conduct archaeological reconnaissance and expand searches beyond the model based on professional experience and training. I gained experience analyzing maps and terrain to identify and navigate to areas of high probability for cultural materials.
- When known or new cultural resources were encountered during fieldwork it was necessary to create or update site records. I learned how to identify sites and how to use established agency protocols and forms to collect and record the appropriate data in the field, such as artifact/feature photography and site sketches. In the office, I also generated site location maps in GIS, another integral part of site records.
- I compiled research materials, maps, diagrams, and photos to complete cultural site forms and records.

Conservation Heritage Education Resource Assistant (RAP Intern) continues on the following page.

Conservation Heritage Education Resource Assistant (RAP Intern) continued:

- I received training in GIS and Adobe Illustrator and learned to independently generate site maps and diagrams.
- I received training and took on independent duties analyzing archeological data and preparing Section 106 reports for the Forest Archeologist. I wrote a Small NEPA report for the Hydrology Program's Dewey Mine Sediment Stabilization project. This was a great introduction to independent report writing because there was a single historic site located within the project APE and it was determined to be a "no effect" project. The task provided me with a relatively simple report to take on by myself for the first time.
- I routinely assisted in searching for and examining historical records and the findings of other archeological experts to guide my work and to further develop our program's cultural resource records. I also compiled a complete searchable catalogue of our entire on-site physical resource library.
- I worked with my supervisor daily to make sure field work met reporting requirements for archeological projects. I reported daily field work progress to the Forest Archaeologist, made recommendations about potential areas for further survey and provided documentation and information about areas that were unsuitable.
- Preceding a field day, I prepared my own field gear as well as team gear, such as handheld radios and tablet devices, to ensure that we had the necessary gear to carry out our work in a safe and efficient manner. I also routinely checked in with crew members to ensure that we all understood the plan and had everything we needed to prevent injury or loss of life in the field.
- I learned and practiced skills for safe navigation and work performance in the field.

Field Instructor

McCall Outdoor Science School (McCall, ID) | September 2017 - May 2018

(every other week, M-F, 8 hrs/day, 40 hrs/wk)

Supervisor: Leslie Dorsey, 208-885-1080, ldorsey@uidaho.edu, ok to contact

I served as a field instructor during my graduate studies. I designed week-long environmental science lesson plans and implemented those plans in the field. Specific examples of my work include:

- Wrote extensive lesson plans on a variety of ecological topics
- Worked with my fellow field instructors to coordinate teaching efforts
- Served as program host for residential programs including organizing team logistics
- Created, tested and presented a collaborative project design process
- Assisted students in developing and practicing written and oral presentation skills
- Presented at a conference for K-12 teachers about using sound maps to teach children about their environment

Misdemeanor Probation Officer

*Ada Co. Sheriff's Office (Boise, ID) | June 2015 – February 2016 (full-time, M-F, 8 hrs/day, 40 hrs/wk)
Supervisor: DeLanie Valentine, 208-577-3380, dvalentine@adaweb.net, ok to contact*

I oversaw probation compliance for 100 low risk offenders, focusing on rehabilitation. I met with probationers to monitor their compliance and I documented their progress for the court. Specific daily duties included:

- Prepared legal court documents to provide record of non-compliance with probation terms
- Presented oral and written reports in court as requested by judges
- Maintained extensive documentation of daily contact with probationers in the court's database
- Attended weekly meetings with other probation officers and staff to collaborate on logistics and safety planning

Executive Assistant to the Sheriff

*Ada County Sheriff's Office (Boise, ID) | March 2013-May 2015 (full-time, M-F, 8 hrs/day, 40 hrs/wk)
Supervisor: Sheriff Gary Raney, 208-870-8400, gary@garyraney.com, ok to contact*

I worked under the direction of the Sheriff and in tandem with his executive and management teams to tackle a variety of projects and events. I fulfilled basic administrative functions such as booking appointments and organizing meetings, and I was also responsible for project coordination and team communications on a wide variety of projects and events both internally and with outside stakeholders and partner agencies.

The scope of my work included:

- Coordinated internal, public, and multi-agency events/projects (i.e., public forums, annual events, conferences)
- Developed an internal employee communications blog and updated and maintained the site daily
- Selected and implemented an online project management tool for the agency, including rollout and training
- Planned a three-day retreat for management staff including activities, hiring presenters, booking facilities and food
- Served as co-leader and member of the Peer Support Team, a crisis intervention team for law enforcement
- Designed and built an historical interpretive display for the public lobby
- Served on the 150th anniversary book editing team and coordinated communications among the group
- Provided editing and writing for the Sheriff's communications and published works

Victim Witness Coordinator

Ada County Sheriff's Office (Boise, ID) | February 2009-March 2013 (full-time, M-F, 8 hrs/day, 40 hrs/wk)

Supervisor: Bonnie Glick, 208-315-4449, bjglick5@gmail.com, ok to contact

I assisted victims of persons crimes on scene and throughout the criminal justice system. I ensured that each victim's rights were protected throughout the criminal investigation and prosecution. I managed roughly 100 cases at any given time. I worked closely with other victim service providers, detectives and prosecutors as well as attending court dates. I further assisted victims in safety planning and accessing community resources. I also took on extra duties including:

- Attended yearly conferences of the Idaho Victim Witness Association and wrote the newsletter using MailChimp
- Taught teen dating violence prevention programs in local high schools

Assessment Writer & Case Manager (Psycho-Social Rehabilitation)

Pioneer Health Resources (Boise, ID) | November 2008 – February 2009

(full-time, days and hours varied, 40 hrs/wk)

Office Contact: 208-322-1026, contacting this office is fine, supervisor no longer employed there

Psycho-Social Rehabilitation involves serving clients who have formal diagnoses of behavioral and/or emotional problems. As an assessment writer I evaluated incoming client needs and wrote assessments and treatment recommendations for other employees to follow in the field. As a case manager I also implemented those assessments with clients in the field. I worked with families, adults and children in a variety of community settings. Daily activities included:

- Visited the homes of incoming clients to carry out extensive oral interviews for assessment purposes
- Wrote lengthy assessments and trained other employees in assessment writing
- Designed and implemented weekly activities and lessons to address treatment plans
- Accompanied clients to community settings like school to provide behavioral support
- Wrote daily progress reports for documentation and billing purposes
- Communicated with other case workers and family and community contacts to provide progress reports

Work experience continues on the following page.

Fitness Instructor, Fitness Assistant

*Sun City Summerlin (Las Vegas, NV) | May 2007 – October 2007 (part-time, M-F, 6 hrs/day, 30 hrs/wk)
Supervisor: Kristie McWhorter, 702-363-1486, kristiem@suncitylv.com, ok to contact*

I assisted the Director of Fitness in managing fitness programs and facilities in four different gyms within the retirement community. I taught fitness classes for residents and counseled them regarding health, wellness and nutrition. I assisted in staff supervision, recognition and scheduling. Specific duties included:

- Created and distributed marketing materials for classes and special events using Microsoft Publisher
- Supervised the Fitness Department safety program including facility safety inspections and AED/First Aid supplies
- Maintained equipment maintenance records and ordered service and supplies as needed
- Designed and led population appropriate individual fitness programs, equipment orientations and group classes
- Assisted in planning and implementing special programs and events
- Managed staff scheduling and the Employee of the Month program
- Attended conferences and trainings to gain and maintain fitness and safety certifications

Group Facilitator, Behavioral Specialist (Psychosocial Rehabilitation)

*Adolescent Day Treatment (Jerome, ID) | January 2005 – November 2006
(full-time, M-F, 8 hrs/day, 40 hrs/wk)*

Office Contact: 208-324-7762, contacting this office is fine, supervisor no longer employed

I supervised a behavioral management classroom of 30 adolescent students and 5 staff. I implemented behavioral management programs and provided extensive documentation daily. As a behavioral specialist I also worked one on one with clients and their families to teach behavioral management techniques. Daily duties and special projects included:

- Monitored student and staff safety and intervened as necessary to diffuse potentially dangerous situations
- Wrote extensive daily documentation of individual client progress and group events
- Developed and taught daily behavioral management lesson plans
- Created and implemented a stress management program using yoga and breathing/meditation techniques
- Maintained safe restraint certifications for use in cases of violent behavior
- Maintained First Aid/CPR certifications for emergencies
- Maintained specialized certification to carry out behavioral assessments to evaluate incoming client needs

Wildland Firefighter (GS-2)

Bureau of Land Management (Shoshone, ID) | May 2002 – August 2002

(full-time, regular duty M-F, 8 hrs/day, 40 hrs/wk, extended duty as needed on fires and special assignments, seasonal)

Office Contact: 208-886-2206, contacting this office is fine, supervisor no longer employed

As an entry level wildland firefighter, I underwent training in fire prevention, safety and suppression. I worked primarily on a heavy engine. I worked with my crew daily to clean and maintain our equipment and participated in drills and physical training. The scope of my duties also included:

- Participated in prescribed burns
- Trained and practiced driving the heavy engine and using the pump
- Practiced drawing water from local water sources
- Dug fire line using simple tools such as the Pulaski
- Carried out daily maintenance on the heavy engine including oil changes and greasing
- Traveled out of state with my crew for weeks at a time to serve on fires
- Camped with my crew on overnight and multiple day assignments

VOLUNTEER EXPERIENCE

Cultural Site Steward, Bureau of Land Management (Las Vegas, NV) | 2007

(quarterly, completed 64 hours over the duration)

I attended cultural site steward introductory training with a BLM Archeologist. I visited archeological sites independently and kept their locations confidential. I took photographs of the sites to document changes and recorded changes in the site record.

Events and Mailings, Idaho Conservation League (Boise, ID) | 2013 - 2016

(limited, as needed, 40 hours over the duration)

I assisted ICL staff at public events and during mailing campaigns.

Store Clerk, 10,000 Villages (Boise, ID) | 2008 – 2009

(part-time, days of the week varied, 4-hour shifts, 16 hrs/month)

I worked a weekly shift including inventory, stocking, the register and customer service.

Hospice Companion, Guardian Hospice (Nampa, ID) | 2008 - 2012

(weekly, day of the week varied, 2 hrs/wk)

I visited an elderly community member under Guardian Hospice care. I went to her home weekly to provide companionship and to help with household chores as needed.

REFERENCES

Morgan Zedalis

Current Supervisor, Forest Archeologist
Payette National Forest

P:

Molly Eimers

Archeologist
Payette National Forest

P:

Mark Wolfenden

Academic Advisor
McCall Outdoor Science

School **P:**

Gary Raney

Former Sheriff, Direct Supervisor
Ada County Sheriff's Office

P:

**McCALL CITY COUNCIL
AGENDA BILL**

216 East Park Street
McCall, Idaho 83638

Number AB 22-050
Meeting Date February 24, 2022

AGENDA ITEM INFORMATION

SUBJECT: <i>Request to approve the Conserving the Heart of Idaho public art project</i>		<i>Department Approvals</i>	<i>Initials</i>	<i>Originator or Supporter</i>
		Mayor / Council		
		City Manager	ABS	
		Clerk		
		Treasurer		
		Community Development		
		Police Department		
		Public Works		
		Golf Course		
		Parks and Recreation		
COST IMPACT:	N/A	Airport		
FUNDING SOURCE:	N/A	Library		
TIMELINE:	asap	Information Systems		
		Economic Development	TMS	Originator

SUMMARY STATEMENT:

The Payette Land Trust (PLT) is requesting to partner with the City of McCall to implement its “Conserving the Heart of Idaho” public art project. PLT representatives Michael Eck and Sonya Mapp will give Council a brief presentation of the project proposal. The project proposes to display up to 15 heart shaped sculptures that have been customized by artists selected through a request for design proposals process. In 2022, only one (1) sculpture will be completed and displayed, but if the project is successful, up to 15 will be created and displayed in the coming years. Sculptures are proposed to be displayed indoors and outdoors on private property as well as in public locations that are to be determined.

At its February 7th meeting, the McCall Public Art Advisory Committee reviewed the project proposal and unanimously recommended the project to City Council for approval.

Attached find a project outline and advertisement submitted by Michael Eck and Sonya Mapp.

RECOMMENDED ACTION:

Approve the Conserving the Heart of Idaho public art project, subject to the following conditions:

1. Prior to final selection of any artwork design, the proposed design shall be reviewed by City of McCall to ensure it does not constitute signage as defined by McCall City Code Title 3, Chapter 9; and
2. Prior to display of any artwork on city property or within a public right of way, the Payette Land Trust shall obtain City of McCall approval.

RECORD OF COUNCIL ACTION

MEETING DATE	ACTION

Conserving the Heart of Idaho Art Program

THEME: "Conserving the Heart of Idaho" builds awareness and inspires our mountain communities to preserve our beautiful open lands.

PROGRAM:

Deadline: *February 2022 (could be adjusted due to Covid)*

Call for Artist:

Commission to winning Artist: \$1000

Project Description:

All participating artists have the opportunity to bedaze, embellish, paint, beautify, and decorate a large white unpainted heart. The theme "Conserving the Heart of Idaho" is sponsored by the Payette Land Trust. The PLT plans to display the Heart at various locations around McCall, Donnelly, New Meadows, and the surrounding area for nine months to raise awareness about conserving Idaho's precious open lands.

Project Details:

The "Idaho Heart" is 38 inches tall, 40 inches wide, and 18 inches deep, made of fiberglass.

All Artists will be able to see the naked Heart at their request.

Artists are welcome to submit their "Conserving the Heart of Idaho" concept by February 2022. The selected concept and Artist(s) will be announced in March 2022, with the Heart to be completed by May 15th, 2022. The Heart will be on display throughout the McCall area for a 9-month exhibition starting June 2022 and ending February 2023. Concepts are evaluated based on the submitted artworks' overall quality and merit. Submissions from all artists, as well as collaborations or teams of artists, are encouraged.

The theme is "Conserving the Heart of Idaho," We encourage proposals that showcase our beautiful lands and engage, educate, and inspire the community.

The selected Artist will be awarded a commission amount of \$1000 for their work. The \$1,000 is for the artwork and required materials the Artist will use. The Artist(s) will be recognized in all media coverage and invited to attend the heart unveiling in June 2022.

Selection Criteria and Process:

Criteria for jurying submissions and proposals may include, but are not limited to:

1. Detail and completeness of concept/proposal.
2. The overall aesthetic of artwork or proposed artwork.

3. Showcase the beautiful lands of West Central Idaho and engage, educate, and inspire the community.
4. Appropriateness for public display. Must withstand the elements and normal wear and tear experienced by public art in an outdoor setting.
5. Demonstrates/provides evidence of ability to follow through and meet deadlines.

The selection committee comprises five individuals: 2:PLT, 1-2:Art professors, 1-2:City or County-appointed individuals (if appointed).

How to Apply:

Please include in your application:

- Artist's name and contact information.
- Concept/artist statement for proposed piece. What is the inspiration for the work?
- Photos/drawings/sketches/renderings (the digital form is acceptable) of artwork/submitted artwork.

Submit complete applications to sonyamapp@payettelandtrust.org or Payette Land Trust, 309 E Lake St, McCall, ID 83638

MCCALL CITY INFORMATION:

In 2022 only one HEART will be displaced in the McCall area. If the "Conserving the Heart of Idaho" Art display is well received and embraced by the community, we plan to expand it by three additional hearts per year until we reach 15 hearts.

We do not know how many organizations/businesses will want to display it outside, but the Heart will be capable of displaying indoors or outdoors. We plan to have it available on a two-week cycle over nine months (18 locations). One idea is to have a "Where's Waldo" or, in our case, "Where's the Heart" fun event over the timeframe.

Locations could include public spaces. We look to the Public Arts Committee for their guidance on public/city locations if the city wants the Heart displayed in those areas.

If you have any questions on the information provided on the PLT art program, please do not hesitate to contact either Michael Eck, meck321@gmail.com or Sonya Mapp, sonyamapp@payettelandtrust.org

Regards,

Michael Eck
Payette Land Trust
Board Member

Calling all artists to create the Idaho Heart

CONSERVING THE HEART OF IDAHO

HEART SCULPTURE



Payette Land Trust invites artists to submit their concept for the 1st annual Conserve the Heart of Idaho heart sculpture.

The selected artist(s) will create a dazzling heart for display at multiple indoor and outdoor locations in and around McCall in 2022 and early 2023.

The winning concept and artist(s) will complete the Heart by May 2022. Submissions from artists, as well as teams of artists, are encouraged with a \$1,000 grant to the winning artist(s)

The theme "Conserving the Heart of Idaho " is the focus.

Pictured is the blank heart with an example of a finished heart. The heart's dimensions are 38" Tall x 40" Wide x 18" Deep.

FOR MORE INFO ABOUT "Conserving the Heart of Idaho":

Call: 208.634-4999

Contact: sonyamapp@payettelandtrust.org

Visit: www.payettelandtrust.org

Deadline for submissions: February 25th 2022



**McCALL CITY COUNCIL
AGENDA BILL**

216 East Park Street
McCall, Idaho 83638

Number AB 22-048
Meeting Date February 24, 2022

AGENDA ITEM INFORMATION				
SUBJECT:		<i>Department Approvals</i>	<i>Initials</i>	<i>Originator or Supporter</i>
<i>Request to approve Consultant Agreement with Logan Simpson for the Parks, Recreation and Open Space Plan</i>		Mayor / Council		
		City Manager	ABS	
		Clerk		
		Treasurer		
		Community Development		Supporter
		Police Department		
		Public Works		
		Golf Course		
COST IMPACT:	\$99,998	Parks and Recreation	AW	Originator
FUNDING SOURCE:	FY22 \$62,888 – CIP allocation FY23 \$37,110 – Parks fund balance	Airport		
		Library		
TIMELINE:	Feb. 24	Information Systems		
		Grant Coordinator		
SUMMARY STATEMENT:				
<p>In late 2021, Parks and Community Development staff issued an invitation for applications from firms or individuals to complete a Parks, Recreation and Open Space Plan (PROS Plan) for the City of McCall, updating and expanding the existing outdated 2005 Parks and Recreation Master Plan. The request for planning services was issued directly to several firms and posted on planning and parks professional development forums, in keeping with services procurement protocol for project costs of \$100,000 or less. Qualifications/proposals from four firms were received. A review panel consisting of representatives from the McCall Parks and Recreation Advisory Committee, Parks staff and Community Development Staff scored the received proposals, interviewed two finalist firms, and determined Logan Simpson to be the most qualified.</p> <p>The McCall Parks, Recreation and Open Space planning process will occur over two fiscal years (FY22 and FY23) and include robust community engagement, analysis of existing facilities and programs, and provide a prioritized roadmap for future park facilities and program development. The total contract amount is \$99,998, which would be split over two fiscal years (\$62,888 in FY22 and \$37,110 in FY23).</p> <p>A Contract Agreement with Logan Simpson, Scope of Services (Attachment A), draft project schedule, proposal review scoring summary, and Logan Simpson’s submitted proposal detailing the qualifications of the firm and project approach are attached. The City Attorney has been provided the contract for review.</p>				
RECOMMENDED ACTION:				
Approve the Consultant Agreement with Logan Simpson for completion of the Parks, Recreation and Open Space Plan and authorize the Mayor to sign all necessary documents.				
RECORD OF COUNCIL ACTION				
MEETING DATE	ACTION			



L O G A N S I M P S O N

CONSULTANT AGREEMENT FOR PROFESSIONAL SERVICES

This Agreement is made as of (date), by and between the City of McCall, Idaho, (Owner), and Logan Simpson Design Inc., an Arizona corporation, dba Logan Simpson (Consultant), for the Parks, Recreation, and Open Space Master Plan.

In consideration of the mutual covenants and agreements hereinafter contained, the parties agree as follows:

- 1. SCOPE OF SERVICES:** Consultant's Scope of Services (Services) to Owner shall consist of those tasks for the Project described as Phase 1 in Attachment A (Scope of Services) dated February 8, 2022, which is attached and made part of this Agreement.
- 2. COMPENSATION AND INVOICING:**
 - A. For satisfactory performance of services, Owner shall pay to Consultant the not-to-exceed or lump sum compensation of \$99,998.
 - B. Consultant shall submit a progress report, if requested, and a monthly invoice for all work completed each month as a percent-complete of the total fee. Owner shall pay Consultant within 30 days of the invoice date.
- 3. SCHEDULE:** Services under this Agreement shall begin upon notice to proceed and be completed in accordance with the agreed upon Project schedule and any subsequent revisions issued.
- 4. RESPONSIBILITY OF CONSULTANT:**
 - A. Consultant shall be responsible for the professional quality, technical accuracy, and the coordination of all designs, drawings, specifications, and other services furnished by Consultant under this Agreement. Consultant shall, without additional compensation, correct or revise errors or deficiencies in its designs, drawings, specifications, and other services when directed by Owner.
 - B. Neither Owner's review, approval or acceptance of, or payment for, services required under this Agreement shall be construed to operate as a waiver of any rights under this Agreement or of any cause of action arising out of the performance of this Agreement, and Consultant shall be and remain liable to Owner in accordance with applicable law for all damages to Owner caused by Consultant's negligent performance of any of the services furnished under this Agreement.
 - C. Consultant shall appoint an individual acceptable to Owner to serve as Consultant's Project Manager and primary contact for the day-to-day activities of Consultant under this Agreement. During the term of this Agreement, Consultant shall be available for consultation at such times and at such location as Owner from time to time may direct.
 - D. Consultant shall not make changes to key personnel designated in its proposal for the Project without Owner's prior approval which shall not be unreasonably withheld. Approval by Owner of any personnel or subcontractor shall not relieve Consultant of its liability or responsibility for the proper performance of the Services under this Agreement.
 - E. Consultant agrees to conduct its services hereunder in accordance with all applicable Federal and State laws, regulations, and local ordinances. Consultant shall indemnify and hold Owner harmless from any and all fines, penalties, costs, or liability arising from Consultant's failure to comply with all applicable laws.



F. Consultant represents and warrants to Owner that it is licensed and authorized, and holds required permits (if applicable), to perform the services required by Attachment A in any jurisdiction covered by this Agreement.

G. Consultant represents and warrants to Owner that it is and will remain free from conflicts of interest and has not employed or retained any company or person, other than a bona fide employee, to solicit or secure work under this Agreement.

5. REVIEW AND INSPECTION: Representatives from Owner are authorized to review and inspect Project activities and facilities during Consultant's normal business hours.

6. STANDARD OF CARE: Consultant represents that the Services performed by Consultant under this Agreement shall be conducted in a manner consistent with that level of care and skill ordinarily exercised by or under the direction of members of Consultant's profession currently practicing in the same locality as the Project under similar conditions.

7. OWNERSHIP OF INSTRUMENTS OF SERVICE: All reports, drawings, specifications, computer files, field data, notes and other documents and instruments prepared by Consultant as instruments of service shall become and remain the property of Owner upon final payment to Consultant. Consultant shall not be responsible for the unauthorized reuse or modification of its work product.

8. CHANGES IN THE WORK: At any time after execution of this Agreement, Consultant may identify, or Owner may request or direct, changes in Consultant's Services consisting of additions, deletions, and revisions within the general scope of services being performed by Consultant under this Agreement. Whenever a change in the scope and/or time for performance of services occurs, Consultant shall promptly notify and submit to Owner, within a reasonable time, an estimate of the changes in cost and/or schedule, with supporting calculations and pricing. Pricing shall be in accordance with the pricing structure of this Agreement. If an adjustment to Consultant's time or cost is justified, Owner will issue an addendum to this Agreement. Consultant shall not undertake any additional work outside of its Scope of Services without prior written approval and authorization by Owner.

9. INDEPENDENT CONSULTANT: Consultant shall at all times be an independent contractor under this Agreement with respect to performing services for Owner and is responsible for the means and methods used in performing the Services. The employees furnished by Consultant to perform the Services shall be and are Consultant's employees exclusively, and shall be paid by Consultant for all services in connection with this Agreement. Consultant shall be responsible for all payments, obligations and reports covering Social Security, Unemployment Insurance, Workmen's Compensation, Income Tax and other reports and deductions required by any applicable State, local or Federal law.

10. CONFIDENTIALITY:

A. In the performance of the Services, Consultant may acquire confidential information from Owner. Consultant shall not disclose to anyone not employed by Owner, nor use except on behalf of Owner, any such confidential information acquired in the performance of the Services except as authorized by Owner in writing and, regardless of the term of this Agreement, Consultant shall be bound by this obligation until such time as said confidential information shall lawfully become part of the public domain. Information regarding all aspects of Owner business and information concerning the Services (either directly or indirectly acquired by Consultant, its agents or employees or developed by Consultant, its agents or employees in the performance



of the Services) shall be presumed to be confidential except to the extent that same shall have been published or otherwise made freely available to the general public by Owner without restriction. Notwithstanding the foregoing, Consultant may disclose confidential information if required by law or court order.

B. Consultant agrees that all tangible, as well as intangible forms of Owner confidential and proprietary information which Consultant acquires pursuant to this Agreement shall be safeguarded with the same degree of control and care as a reasonably prudent and similarly situated Consultant would exercise with respect to his or her own similar property and shall be returned to Owner upon request.

11. INDEMNIFICATION: Consultant agrees, to the fullest extent permitted by law, to indemnify and hold harmless Owner, its officers, directors and employees, against all claims, damages, liabilities or costs, including reasonable attorneys' fees and defense costs, incurred in connection therewith, resulting from, or arising out of the negligent acts, errors or omissions of Consultant, its subcontractors, or anyone else for whom Consultant is legally liable, in the performance of Consultant's services under this Agreement. Consultant shall not be obligated to indemnify Owner in any manner whatsoever for Owner's own negligence. In no event shall Consultant's liability exceed the amount of its available insurance proceeds.

12. INSURANCE:

A. Consultant shall take out and maintain at its sole cost and expense the insurance coverage for this Agreement as set forth herein. All such insurance policies shall be provided by insurance companies having an A.M. Best's ratings of A- VII or greater.

1. Workers' Compensation Insurance in accordance with the statutory requirements of the states in which the Services are performed.
2. Commercial General Liability Insurance in a broad form and in an amount not less than One Million Dollars (\$1,000,000) aggregate and per occurrence. This policy will provide coverage for personal and bodily injury, including death, property damage, and contractual liability.
3. Automobile Liability Insurance with a combined single limit of not less than One Million Dollars (\$1,000,000) per occurrence and in aggregate covering Consultant's liability for death, bodily injury and property damage resulting from Consultant's activities for the use of owned, hired and non-owned vehicles.
4. Professional Liability Insurance including errors and omissions in an amount not less than One Million Dollars (\$1,000,000) per claim and in the aggregate.

B. Evidence of all such required coverage shall be provided on an insurance certificate prior to beginning work on the Project. Renewal certificates will be provided to Owner prior to expiration of the current policies.

C. Owner may immediately, and without notice, have all compensation withheld or suspended, suspend Consultant from providing further Services, or terminate Consultant from this Agreement for any lapse in coverage or material change in coverage which causes Consultant to be in noncompliance with the requirements of this section.

D. Consultant shall require its subcontractors to indemnify Owner on the terms required by this Agreement and shall include Owner, and its respective officers, directors, agents and employees as additional insureds on the General Liability and Automobile Liability insurance certificates. Consultant's coverage shall be deemed primary insurance to any similar insurance maintained by Owner.



E. Consultant shall include a Waiver of Subrogation in favor of Owner on the Worker's Compensation, General Liability, and Automobile Liability insurance certificates.

13. RECORDS RETENTION AND MAINTENANCE: Consultant shall keep and maintain all books, papers, records, accounting records, files, accounts, expenditure records, reports, cost proposals with backup data and all other such materials related to the Agreement and other related project(s) for a period of five (5) years following the completion of the project.

14. TERMINATION:

A. Owner may, by written notice to Consultant, terminate this contract in whole or in part at any time, for any reason whatsoever. Upon receipt of such notice, Consultant shall: 1) immediately discontinue all services affected (unless the notice directs otherwise), and 2) deliver to Owner all data, drawings, specifications, reports, estimates, summaries, and such other information and materials as may have been accumulated by Consultant in performing this contract, whether completed or in process.

B. Owner shall pay Consultant for all work satisfactorily performed prior to the effective date of termination plus reasonable termination costs and expenses.

C. Owner may suspend Consultant's Services for such period of time as Owner deems necessary. If such suspension is for Owner's convenience, Owner will issue a change order in accordance with Section 8.

D. The rights and remedies of Owner provided in this section are in addition to any other rights and remedies provided by law or under this Agreement.

15. DISPUTES: If any dispute arises out of or relates to this Agreement, or the breach thereof, if the dispute cannot be settled through direct discussions by the representatives of the Parties, the Parties agree to mediation using a commercial mediation service available in Idaho or mediators based in Idaho. Any dispute that cannot be settled by direct negotiation or mediation shall be litigated in state or federal court in Idaho with venue in Valley County.

The prevailing party in any legal action between the parties herein shall be entitled to recover reasonable compensation of its attorney's fees and all costs incurred in such an action. The determination of the prevailing party and the amount of compensation to be awarded to that party shall be made by the judge or arbitrator who decides the claim, dispute or other matter. Interest shall also accrue and be payable on all liquidated, non-contingent sums at the highest rate permitted by law from the date such sums became due and payable.

16. NON-SOLICITATION: During the term of this Agreement and for two years following the termination or expiration of the Services performed under this Agreement, either Party shall not, without prior written consent directly solicit or employ, whether as an employee or independent consultant, any employee of the other Party.

17. SUCCESSORS AND ASSIGNS: Consultant shall not subcontract any part of the Services without prior written consent of Owner. Neither Consultant nor Owner shall assign any financial interest or right in this Agreement, including assignments resulting from a merger or acquisition, without both Parties' prior written consent which shall not be unreasonably withheld.

18. AFFIRMATIVE ACTION: Consultant shall also comply with all federal, state, and local laws, rules, ordinances and decisions, and executive orders dealing with affirmative action and nondiscrimination in employment and with



subcontracting to disadvantaged, and to minority owned, and to woman owned businesses. In addition, Consultant shall comply with all policies, plans and procedures Owner may have with respect to these matters. All required federal clauses are incorporated herein by reference as if fully set forth.

19. ANTI-BOYCOTT AGAINST ISRAEL ACT (Idaho Code 67-2346). Within the meaning of the terms as defined in Idaho Code 67-2346, Logan Simpson certifies that it is not currently engaged in, and will not for the duration of this Agreement engage in, a boycott of goods or services from Israel or territories under its control.

20. SEVERABILITY AND SURVIVAL:

- A. Any provision of this Agreement later held to be unenforceable for any reason shall be deemed void, and all remaining provisions shall continue in full force and effect.
- B. Notwithstanding completion or termination of this Agreement for any reason, all rights, duties and obligations of the parties to this Agreement shall survive such completion or termination and remain in full force and effect until fulfilled.

21. GOVERNING LAW: This Agreement, and any claim or dispute between the parties to this Agreement, shall be governed by the laws of the State of Idaho.

22. ENTIRE AGREEMENT: This Agreement together with the Attachments identified herein constitutes the entire Agreement between Owner and Consultant and supersedes all prior written or oral understandings. This Agreement and said Attachments may only be amended, supplemented, modified or cancelled by a duly executed written change order document.

IN WITNESS HEREOF, Owner and Consultant have executed this Agreement as of the date first above written.

FOR OWNER:
City of McCall, Idaho

FOR CONSULTANT:
Logan Simpson Design Inc.
An Arizona corporation

Robert S. Giles
Mayor

Jana McKenzie, FASLA, LEED-AP
Principal

SCOPE OF WORK

February 8, 2022

Our proposed work plan is organized in three phases that span approximately 14 months, from April 2022 to May 2023, which is beneficial to maintain momentum and visibility, and to avoid meeting and communication fatigue. The process will cover two phases with four tasks.

Phase 1 – FY 2022

Task 1 – Foundation

Task 2 – Community Needs and Choices

Phase 2 – FY 2023

Task 3 - Recommendations

Task 4 – Master Plan

The first two phases can be accomplished with current funding with Phase 3 occurring in the next fiscal year. The phases and tasks are described below.

TASK 1 - FOUNDATION

This phase documents existing documents, conditions of assets, PRD services and programs, and funding, forming a strong base from which to assess needs, explore alternatives, and develop recommendations.

Project Management and Coordination

Conduct succinct biweekly coordination calls with the project manager, conduct monthly project team calls, coordinate Logan Simpson staff efforts, and track budget and schedule to ensure quality and effective management to meet Staff expectations. Monthly progress reports will be included with all invoices, clearly outlining the tasks completed during that month. Conduct project kick-off meeting to understand project needs, schedule, and communication between project management team.

Public Engagement Plan

Develop a summary memorandum that outlines meetings and public engagement activities; PRAC, City Council, and County involvement; participants; objectives; dates; notification methods; and responsibilities between Logan Simpson and PRD staff. Staff, with additional help from PRAC, will be responsible for complete public meeting notification distribution (through existing programming and events), venue reservations, refreshments, and printing as needed.

Data Collection, Document Reviews and Audits, and Base Mapping

Collect relevant GIS and other data and review approved and pending plans and documents related to this planning effort, review program participation data, and create a base map in GIS with key data layers provided by PRD. Assist staff in review of the existing PROS Plan to highlight needs for future updates and summarize accomplishments. Evaluate existing policies and approval processes regarding usage of waterfront and upland parks and sidewalks/pathways such as business concessions, private events, alcohol, drones, vaping, dogs, e-bikes, etc.

Existing Conditions, Trends, and Community Characteristics

Document existing facilities and assets, summarize local, state, and national recreational trends, review trends in use of facilities, and compile demographic and growth information. Map residential areas, known historic sites, vacant lands,

steep slopes, vegetation types, and sensitive environmental resources. Include a brief review of the history of the area and document significant sites and stories that could be told.

Site Tour and Public Outreach Series #1 & Needs Survey

Tour sites with staff, conduct visioning worksession with PRAC, conduct focus group/stakeholder interviews including City Council members, and conduct a public event/workshop to solicit input and ideas. We will create a survey that is specifically tailored to the questions that are most pertinent, like “What do you do?”, “Are there barriers to participating more?”, “What should be improved”, and “What is missing in the community?”.

Park and Pathway Inventory and Assessment

Summarize the existing system in tables that list amenities and facilities as well as condition of those facilities. Calculate level of service for key recreational facilities (e.g. sports fields, pickleball courts, play areas, skate parks, etc.) based on numbers provided per 1,000 population. Calculate staffing numbers and budgets per 1,000 population and/or acres maintained.

Recreation Program and Services Inventory and Assessment

Summarize the suite of programs currently offered and participation rates over the past five years as well as where the program occur (e.g. schools or other facilities) and denoting seasonality on participation. Document service functions that PRD performs, such as holiday lighting, grounds maintenance, etc.

Current Funding and Capital Improvement Program Review

Review the PRD budget and summarize sources and quantities of funding and major expenditure categories. Summarize the major and minor investments (CIP) over the last five years.

PHASE 1 DELIVERABLES:

Meeting agendas, presentation, plans, and other materials

Meeting facilitation and summaries

Website notifications and materials for staff to post on City’s website and media distribution

Materials for use at in-person events

Monthly progress reports

Summary memoranda and base map

Existing conditions mapping

TASK 2 - COMMUNITY NEEDS AND CHOICES

This phase documents the desires of the community, evaluates walkable access to recreational opportunities, documents gaps in service (quality and quantity), defines the preliminary vision, goals, and objectives, and explores alternatives on how to fill gaps and achieve the stated goals.

Level of Service and Gap Analysis

Level of service standards is a measure of the population served per recreational facilities and park amenities. We will identify opportunities that exist to improve the level of service in underserved areas, or to capitalize upon open space or land resources that have possibilities to enhance the outdoor recreation environment in McCall, including trails and pedestrian/bicyclist connections. Additionally we will factor in state and USFS recreation amenities that contribute to the community’s quality of life. We will analyze the distribution of parks and recreation facilities to determine their existing

level of service and evaluate the equitable access and location, and to help identify future park, recreation, open space, and trail resources. Level of service is not simply a determination of “how much” there is of park and recreation facilities, but how well they serve residents.

10-minute Walkability Analysis & Map

A 10-minute walk is a distance that ensures community residents access to parks, trails, and open spaces. Barriers to walking to these recreational opportunities (e.g., major roads, railroads, rivers, disconnected road systems) will be identified and mapped and initial ideas on how to improve access will be explored. Sidewalk and connectivity analysis that Logan Simpson conducted in the transportation master plan will be incorporated.

Needs Assessment Summary

We will prepare a memorandum that summarizes the complete findings of the needs assessment.

Preliminary Vision, Goals, and Objectives

From the input received to date, we will develop a vision statement for McCall, define goals, and outline objectives, which will serve as the policy basis for the development of recommendations.

Park Improvement and Program Choices

Specific projects will be identified, and budgetary costs developed for consideration in a Capital Improvements Plan. Recommendations for adjustments to the programs that are offered will be discussed and refined based on input from all stakeholders.

PRAC Meeting #2 (Virtual)

We will support staff and facilitate a worksession with the PRAC to present findings and strategize ways to improve levels of service for the community.

Preliminary Policy Recommendations

We have extensive experience with sustainability and design for resiliency and will provide guidance regarding environmental best practices to inform McCall’s Climate Action Plan. In addition to policies that may be related to fees, development practices, park design standards, level of service, and maintenance practices, we will evaluate existing policies and approval processes regarding usage of waterfront and upland parks and sidewalks/pathways such as business concessions, private events, alcohol, drones, vaping, dogs, e-bikes, etc. and make recommendation regarding revisions.

Preliminary Development Code Recommendations

We will review the City development code and recommend any necessary changes to align policies with desired outcomes.

PHASE 2 DELIVERABLES:

Existing Walkability and Level of Service Map

Needs Assessment Summary, which includes programs and services assessments and all analyses and findings.

Preliminary Vision, Goals, and Objectives

Summary of Community Priorities and Preliminary Recommendations

Meeting plans, materials, facilitation, and summaries

Website notifications and materials support for staff to post on City’s website and media distribution

TASK 3 – RECOMMENDATIONS

Finalize Vision, Goals, and Objectives

The preliminary version of this document will be refined, and policy statements added as appropriate.

City Council Update and PRAC Meeting #3

We will support staff and facilitate a virtual worksession with the PRAC to present the concept plans, final vision, goals, and objectives, and preliminary policy and code recommendations. An update presentation will also be provided virtually to City Council to update them on project process and vet policy and code recommendations.

Public Outreach Series #2

Stakeholders and the public will have the opportunity to review and provided feedback via an online questionnaire on materials developed to date. Digital maps could be prepared to allow participants to zoom into recommendations. A virtual public meeting will be held to highlight key aspects of the draft plan and gather momentum for public support.

Finalize Programs and Systemwide Recommendations

Preliminary recommendations that were vetted in Phase 2 will be refined and a set of recommendations developed for all aspects of the PRD system.

Priorities, 10-year CIP, and Funding Recommendations

Prioritization criteria will be defined, high priority projects identified, and a list of CIP projects developed. Funding recommendations will be based on current sources as well as potentially new revenue streams, such as non-profit, state, and federal grants, or local taxes.

Based on workshops with the public, staff, and the SAC, priority projects and actions, a 10-year plan for capital investment, and funding strategies will be identified. The projects and specific actions that may involve staff, other agencies, or partners will be arrayed in a summary table, that includes the goals that they meet if implemented, and the costs associated with their implementation. We envision categorizing the list into short range (1-2 years), mid-range (2-5 years), long range (6-10 years), and future actions/projects, which can then be translated into the City's Capital Improvement Program over the years. Strategies for implementation and potential funding sources will be identified and summarized.

Development Code Recommendations

We will outline potential modifications to McCall's land use code.

This phase of the project extends beyond current 2022 funding and finalizes the PROST master plan.

TASK 4 – MASTER PLAN

Implementation Action Plan

A matrix of projects and actions will be prepared that summarizes each and that identifies who is responsible for advancing or implementing the recommendation.

Administrative Draft PROST Plan

Utilizing previously developed memos, maps, and materials, an initial draft of the plan will be formatted prepared for internal review by McCall staff and refined.

PRAC Meeting #4

We will assist staff in conducting and workshop with PRAC to receive comments on the initial draft of the document.

Public Draft PROST Plan

Based on consolidated comments and direction from McCall staff, we will refine the document for review and comment by the public.

Public Outreach Series #3

Stakeholders and the public will have the opportunity to review and provide feedback online on the draft. A virtual public meeting will be held to highlight key aspects of the draft plan and gather momentum for public support. Staff and PRAC will complete notifications. Comments received on the Draft Plan will be tracked, reviewed, and incorporated as appropriate after Staff review.

Final Plan and Approvals (PRAC and City Council adoption Virtual)

The final document will be easy to read and navigate and graphically compelling. The final draft will be presented to PRAC and City Council for approvals. After approval, prepare adopted plan for posting to the website.

PHASE 4 DELIVERABLES:

Admin Draft, comment response, and edits

Public Draft, comment response, and edits

Online review and comment forum

Final Draft, comment response, and edits

Finalized Plan PDF document and associated native files in InDesign, MXDs, Illustrator, etc.

Meeting plans, materials, facilitation, and summaries

Website notifications and materials for staff to post on City's website and media distribution

OPTIONAL TASKS

Cultural/Historic Interpretation Strategy

The cultural and historic fabric of McCall will provide the basis for recommendations for education and interpretation, as described in Phase 1. The initial map that describes opportunities for interpretation will be refined and a set of recommendations developed to outline a strategy for implementing a city-wide program.

Preliminary Concept Plans and Cost Estimate

We will develop conceptual plans for three sites that represent the best ideas and expressed needs by residents. Budgetary cost estimates will accompany the plans. After receiving direction from staff, these plans will be refined for presentation to the community for feedback.

Finalize Concept Plans

We will refine the conceptual plan for the three sites, describe those improvements in text, and develop budgetary cost estimates

MCCALL PROS MASTER PLAN SCHEDULE	APR 2022			MAY 2022			JUNE 2022			JULY 2022			AUG 2022			SEPT 2022			OCT 2022			NOV 2022			DEC 2022			JAN 2023			FEB 2023			MAR 2023			APR 2023			MAY 2023																					
	4	11	18	25	2	9	16	23	30	6	13	20	27	4	11	18	25	1	8	15	22	29	5	12	19	26	3	10	17	24	31	7	14	21	28	5	12	19	26	2	9	16	23	30	6	13	20	27	6	13	20	27	3	10	17	24	1	8	15	22	29
	PHASE 1 FOUNDATION																																																												
Project Management & Coordination (Biweekly Calls ~18)	[Active]																																																												
Public Engagement Plan	[Active]																																																												
Review Existing Documents, Plan Audit, Data Gathering, and Base Map	[Active]																																																												
Existing Conditions and Trends, and Community Characteristics	[Active]																																																												
Site Tour and Public Outreach Series #1 (In-person: PRAC Meeting #1, Public Event #1, Focus Groups, Stakeholder Meetings)	[Active]																																																												
Park and Pathway Inventory and Assessment	[Active]																																																												
Historic and Cultural Resources Inventory and Summary	[Active]																																																												
Recreation Program Inventory and Assessment	[Active]																																																												
Current Funding & CIP Review	[Active]																																																												
PHASE 2 COMMUNITY NEEDS & CHOICES																																																													
Statistically Valid Survey	[Active]																																																												
Level of Service and Gap Analysis	[Active]																																																												
10-minute Walkability Map	[Active]																																																												
Benchmark Communities Analysis & Metrics	[Active]																																																												
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Finalize Vision, Goals, Objectives, and Policies	[Active]																																																												
Preliminary Concept Plans and Cost Estimates (3 sites)	[Active]																																																												
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Public Outreach Series #2 (virtual & online)	[Active]																																																												
PHASE 3 MASTER PLAN																																																													
Project Management & Coordination (Biweekly Calls ~8)	[Active]																																																												
Finalize Concept Plans, Descriptions, and Cost Estimates	[Active]																																																												
Finalize Programs and Systemwide Recommendations	[Active]																																																												
Priorities, 10-yr CIP, and Funding Recommendations	[Active]																																																												
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Admin draft	[Active]																																																												
PRAC Meeting #4 (Virtual)	[Active]																																																												
Public draft	[Active]																																																												
Public Outreach Series #3 (virtual & online)	[Active]																																																												
Final draft and approvals (PRAC and City Council adoption Virtual)	[Active]																																																												

McCall PROS Master Plan Workplan, Fees, and Schedule	Logan Simpson										TOTALS		
	JDM Princ/ Proj Dir	KK PM/ Rec & Comm. Planner	TB APM/	PI Staff	TH Culture/ History	Graphics / GIS/ Tech Staff	Hours	Labor	Exp	Total	Labor	Expenses	Total
PHASE 1 Fiscal Year 22													
Task 1 Foundation													
Project Management & Coordination (FY Biweekly Calls ~12)	12	20	6				38	\$5,098	\$0	\$5,098	\$5,098	\$0	\$5,098
Public Engagement Plan	2	2	6	3			13	\$1,391	\$0	\$1,391	\$1,391	\$0	\$1,391
Review Existing Documents, Plan Audit, Data Gathering, and Base Map	2	6	12			8	28	\$2,926	\$0	\$2,926	\$2,926	\$0	\$2,926
Existing Conditions and Trends, and Community Characteristics	2	2	8		8		20	\$2,226	\$0	\$2,226	\$2,226	\$0	\$2,226
Site Tour and Public Outreach Series #1 (In-person: PRAC Meeting #1, Public Event #1, Focus Groups, Stakeholder Meetings, Primary Needs Survey)	32	46	12	30		10	130	\$15,612	\$1,800	\$17,412	\$15,612	\$1,600	\$17,212
Park and Pathway Inventory and Assessment	1	10	20			16	47	\$4,693	\$0	\$4,693	\$4,693	\$0	\$4,693
Recreation Program Inventory and Assessment	8	16	30				54	\$6,126	\$0	\$6,126	\$6,126	\$0	\$6,126
Current Funding & CIP Review	4	2	2				8	\$1,158	\$0	\$1,158	\$1,158	\$0	\$1,158
Task 2 Community Needs & Choices													
Level of Service Assessment	1	2	8			16	27	\$2,649	\$0	\$2,649	\$2,649	\$0	\$2,649
10-minute Walkability Analysis & Maps	1	8				30	39	\$3,903	\$0	\$3,903	\$3,903	\$0	\$3,903
Needs Assessment Summary	2	4	18	2			26	\$2,662	\$0	\$2,662	\$2,662	\$0	\$2,662
Preliminary Vision, Goals, and Objectives	4	4	6				14	\$1,762	\$0	\$1,762	\$1,762	\$0	\$1,762
Park Improvement and Program Choices	16	8	10			16	50	\$6,306	\$0	\$6,306	\$6,306	\$0	\$6,306
PRAC Meeting #2 (Virtual)	2	2	2				6	\$788	\$0	\$788	\$788	\$0	\$788
Preliminary Policy Recommendations	6	8					14	\$2,038	\$0	\$2,038	\$2,038	\$0	\$2,038
Preliminary Development Code Recommendations	2	4	12				18	\$1,950	\$0	\$1,950	\$1,950	\$0	\$1,950
PHASE 1 Subtotal	97	144	152	35	8	96	532	\$ 61,288	1800	\$ 63,088	\$ 61,288	\$ 1,600	\$ 62,888
PHASE 2 Fiscal Year 23													
Task 3 Recommendations													
Project Management & Coordination (FY Biweekly Calls ~16)	12	14	6				32	\$4,402	\$0	\$4,402	\$4,402	\$0	\$4,402
Finalize Vision, Goals, and Objectives	4	2					6	\$972	\$0	\$972	\$972	\$0	\$972
City Council and PRAC #3 Updates (Virtual)	4	4					8	\$1,204	\$0	\$1,204	\$1,204	\$0	\$1,204
Public Outreach Series #2 (virtual & online)	2	8	13	8			31	\$3,123	\$0	\$3,123	\$3,123	\$0	\$3,123
Finalize Programs and Systemwide Recommendations	8	16	6				30	\$3,894	\$0	\$3,894	\$3,894	\$0	\$3,894
Priorities, 10-yr CIP, and Funding Recommendations	8	4	11			12	35	\$4,083	\$0	\$4,083	\$4,083	\$0	\$4,083
Development Code Recommendations	2	1					3	\$486	\$0	\$486	\$486	\$0	\$486
Task 4 Master Plan													
Implementation Action Plan	2	8	12				22	\$2,414	\$0	\$2,414	\$2,414	\$0	\$2,414
Admin draft	4	24	40			14	82	\$8,546	\$0	\$8,546	\$8,546	\$0	\$8,546
PRAC Meeting #4 (Virtual)	2	3		2			7	\$872	\$0	\$872	\$872	\$0	\$872
Public draft	1	8	12				21	\$2,229	\$0	\$2,229	\$2,229	\$0	\$2,229
Public Outreach Series #3 (virtual & online)	2	8	8	8			26	\$2,658	\$0	\$2,658	\$2,658	\$0	\$2,658
Final plan and approvals (PRAC and City Council adoption Virtual)	3	8	8				19	\$2,227	\$0	\$2,227	\$2,227	\$0	\$2,227
PHASE 2 Subtotal	54	108	116	18	0	26	322	\$37,110	\$0	\$37,110	\$37,110	\$0	\$37,110
Grand Total	151	252	268	53	8	122	854	\$98,398	\$1,800	\$100,198	\$98,398	\$1,600	\$99,998

OPTIONAL TASKS													
Cultural/Historic Interpretation Strategy	4	1			4	6	15	\$1,854	\$0	\$1,854	\$1,854	\$0	\$1,854
Preliminary Concept Plans and Cost Estimates (3 sites)	24	3				24	51	\$7,020	\$0	\$7,020	\$7,020	\$0	\$7,020
Finalize Concept Plans, Descriptions, and Cost Estimates	12	4				20	36	\$4,544	\$0	\$4,544	\$4,544	\$0	\$4,544
Subtotal	40	8	0	0	4	50	102	\$13,418	\$0	\$13,418	\$13,418	\$0	\$13,418

McCall PROS Plan Consultant Selection Scores - Compiled

PROPOSAL REVIEW SCORE

	Reviewer 1	Reviewer 2	Reviewer 3	Reviewer 4	Reviewer 5	TOTAL: Proposal	AVERAGE
Logan Simpson	76	78	67	67	77	365	73
Green Play	74	75	68	69	76	362	72.4
SCJ Alliance	67	70	54	50	75	316	63.2
SE Group	63	63	52	50	74	302	60.4

FINALIST INTERVIEW SCORE

	Reviewer 1	Reviewer 2	Reviewer 3	Reviewer 4	Reviewer 5	TOTAL: Interview	
Logan Simpson	18	19	18	17	20	92	18.4
Green Play	15	16	17	18	16	82	16.4



LOGAN SIMPSON



CITY OF MCCALL | REQUEST FOR PROPOSAL

PARKS, RECREATION AND OPEN SPACE PLAN

PROPOSAL SUBMITTED BY LOGAN SIMPSON

DECEMBER 8, 2021 | 5:00 PM



PROPOSAL CONTENTS

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4. QUALIFICATIONS OF PROJECT TEAM.....	12
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1. COVER LETTER

Delta James, Economic Development Planner

E: djames@mccall.id.us

P: 208.634.3504

Subject: McCall Parks, Recreation and Open Space Plan Consultant Services, Response to Request for Proposals

Dear Ms. James and members of the Selection Committee,

Logan Simpson is pleased to submit our proposal to prepare McCall's Parks, Recreation and Open Space Plan (PROS Plan). Our experience in parks, recreation, open space, and trails planning for mountain west communities, public parks and recreation facility master planning and design, and our understanding of the region from our previous and current work in McCall makes our team unique. In addition to master plans and design projects that are constructed, Logan Simpson prepares community and transportation plans, land development codes, and resource management plans for cities, counties, states and federal land management agencies, including in Idaho, Montana, Wyoming, Utah, and Colorado. This gives us a broad perspective that considers all aspects of a community and its residents' needs. We can make your Plan a formative document for the community as a whole.

Our planning team has long been working with the City of McCall, Valley County, and within the region on planning, recreation, environmental, and community facilitation projects. Recreation, especially water-based activities at Payette Lake, play a large role in McCall's quality of life and economic development. Our work on the Waterways Management Plan, McCall in Motion Comprehensive and Transportation Plan, and West Central Mountains Economic Development Plan have made us intimately aware of many of trends influencing parks and recreation services. Increased growth and changes in demographic; impacts of adjacent land decisions; recreation visitation and emerging recreation technology; and funding sources from fees, dedication, and your URA and LID are all areas to be reviewed and addressed in this PROS Plan.

Our firm focuses on public projects, and the staff assigned have built their careers on the planning and design of parks, recreational facilities, open space, and trails, as well as processes that are based on robust community engagement. We have both basic and sophisticated tools to communicate with and interactively involve the public and other stakeholders. We are looking forward to the opportunity to discuss our workplan and fee with you in order to make adjustments to meet your goals, schedule and budget.

Please contact either Jana or Kristina with any questions you may have.

Sincerely,

Jana McKenzie, FASLA, LEED AP

P: 970.449.4100, ext 4803

C: 970.227.3699

E: jmckenzie@logansimpson.com

Kristina Kachur, AICP

P: 970.449.4100, ext. 4810

C: 814.312.3979

E: kkachur@logansimpson.com

2. CAPABILITY TO PERFORM PROJECT

LOGAN SIMPSON DESIGN INC.

Logan Simpson Design Inc., dba Logan Simpson, was established as a corporation in 1990. We provide exceptional planning, public involvement, landscape architectural, and environmental planning services to municipal, state, and federal clients throughout the West. Our offices in Fort Collins, Colorado; Tempe, Tucson, and Flagstaff, Arizona; Salt Lake City, Utah; and Reno, Nevada bring bench strength of more than 100 staff members. Under the four service lines of community planning, design, environmental, and cultural resources, our staff operates as a multidisciplinary collaborative, bringing expertise and excellence to all types of plans by involving stakeholders to inform decisions regarding historic preservation, sustainability, and urban, streetscape, parks, open space, and public facility design.

For the Parks, Recreation, and Open Space Plan, we are pleased to introduce Principal Landscape Architect Jana McKenzie, who will guide the project from our office located at 213 Linden Street, Suite 300, Fort Collins, Colorado 80524. Jana is committed to providing staff and schedule resources necessary to provide the city with an implementable plan. From a staffing perspective, she will manage the overall team to conduct a level-of-service analysis, coordinate with City and consultant staff, and write the plan, and provide the guidance on any resulting concept plans. Project manager and recreation planner Kristina Kachur will work closely with Jana to develop the recreation needs assessment and will coordinate the community engagement program. She will collaborate with Logan Simpson's Planning Principal Bruce Meighen to facilitate the community engagement program in support of our planning philosophy—to encourage the use of high tech and high touch experiences to gather input on community character, goals, policies, and implementation strategies.

Logan Simpson's staff include landscape architects and designers and graphic specialists to provide conceptual plans and site-specific design. Our Fort Collins office is staffed with 28 professionals ready and capable of assisting with design, planning, production, graphics, and materials in order to meet the needs of the City in a timely, efficient, and exemplary manner.



Logan Simpson's public engagement strategies, which have been utilized on West Central Mountains Economic Development Plan, McCall's Downtown Master Plan, McCall in Motion Comprehensive and Transportation Plan, and currently through a consulting contract on the Housing Action Plan, is proven to work for the community. Kristina and Bruce are also currently working with Valley County and the City to manage the Waterways Management Plan, which directly impacts McCall's parks and recreation facilities along Payette Lake.

Rosebery Music Fest

Logan Simpson utilizes a variety of tools to ensure adherence to project schedules. Chief among them is maintaining regular communication with the client project manager to proactively identify potential issues that can be addressed before milestones are affected. We will elevate issues that may affect project milestones to a high-priority status and give them immediate attention until they are resolved. Logan Simpson's experience and thorough knowledge of project development, and the processes and procedures involved in conducting level-of-service analysis, needs assessments, conceptual planning, design, construction, and maintenance make us adept at identifying potential opportunities and obstacles to ensure a seamless response to project needs. Logan Simpson understands the need to be efficient and flexible, and is committed to meeting any challenges that arise. We are prepared to mobilize or modify the course of action as requested so that project tasks are completed expediently. We accept that changes come with the job; we will be watching constantly for ways to minimize the impact they have.

LEFT BRAIN CONCEPTS, INC.

We recognize the need for a statistically-valid survey to reach McCall's diverse population and above-average number of second homeowner's. As such, Left Brain Concepts, Inc. (LBC) is included in our proposal to meet this need. LBC is a 33+ year-old (including under a different name), Colorado-based market research and consulting firm who are extremely well regarded for balancing making recommendations while also responding to their clients. LBC fully expects that McCall's staff will want to be involved in the process, most notably in the questions that will be asked in the survey and welcomes as much or as little input as McCall would like to give. Jeff Haugen, who possesses 34 years of research and consulting and four years sales experience, is the president of LBC, and has coordinated very successfully with Jana McKenzie, Kristina Kachur, and other professionals at Logan Simpson on numerous community surveys since 2002 to help guide parks and recreation master planning.



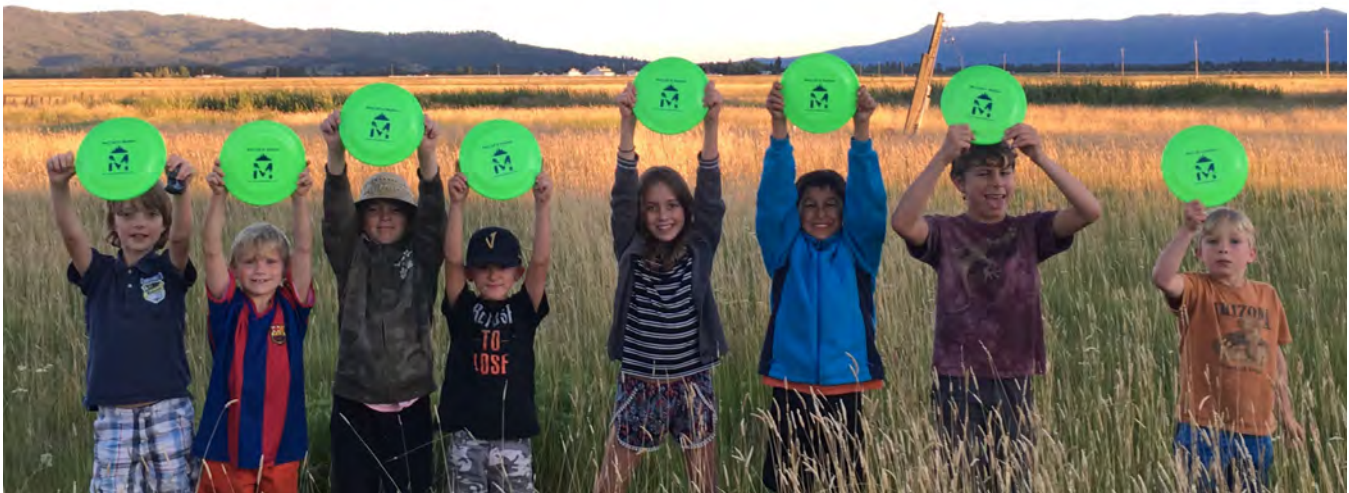
Providing Better Connections Between Our Public Spaces

3. RELEVANT PROJECT EXPERIENCE

Logan Simpson's motto, *Guiding Responsible Change*, is based on our commitment to all aspects of a community based on social, environmental, and economic sustainability. We provide a vision for the future – and implementable actions to achieve that vision. Logan Simpson excels in leading comprehensive parks and recreation system planning, trail connectivity planning, open space prioritization, and site master planning. Our portfolio of parks and recreation master plans is supported by a variety of conceptual and built parks, recreation, and trails amenities. We currently have an open end contract with Idaho Department of Lands for recreation planning, are working to preserve the Boise River for the community of Star, and planning the latest community park for the City of Meridian Idaho. In four of our recent Colorado parks, recreation, open space, and trails (PROST) master plans, we have included conceptual design and planning of parks and recreation facilities, ranging from improvements to a ski hill, rodeo grounds, and ballfield complex in Steamboat popular with locals and visitors; to river access within an existing park in Delta to attract visitors to the area; to renovation of a community park to address parking, safety, and aging infrastructure concerns for the City of Englewood; and in Craig, where we proposed improvements to a county park that is heavily used by city residents for events, river access, and trails. In addition to these value-added conceptual plans, our staff have designed, master planned, and conducted construction documents and administration for several urban, community, and regional parks across the west, many of which include regional or local trail connections.

Logan Simpson's collective experience, combined with creative talent, results in very satisfied clients, happy park users, proud communities, and industry awards. The Logan Simpson and LBC team members assigned to this project collectively have completed more than 25 plans that have direct relevance to this assignment. Logan Simpson's design and recreation planning staff focus on Parks, Recreation, Open Space, and Trails Master Plans, many of which include statistically-valid surveys and intensive public engagement. Logan Simpson and LBC have been collaborating on plans for the more than a decade and have developed a productive relationship with roles that fits the strengths of our firms.

The project descriptions on the following pages demonstrate our relevant experience with similar mountain communities and are followed by a list of completed projects highlighting work within the past five years.



STEAMBOAT SPRINGS PARKS, RECREATION, OPEN SPACE, TRAILS AND YAMPA RIVER MASTER PLAN | COLORADO

Building on their work to prepare two past plans in Steamboat; the Open Space and Trails Plan and the Yampa River Management Plan, Logan Simpson completed a comprehensive parks system and recreation plan that combines and updates those plans. The process included documenting the existing conditions and need for facility upgrades, missing trail connections, issues associated with use of the Yampa River, and need for improvements for recreational access and in-stream features. Park and trail system projects were assessed, and specific focus was given to developing alternative concepts for Howelsen Park and Ski Hill. The community's level of support for the concepts and potential increases in taxes to fund them were also assessed. Management of the Yampa River is guided by the number of commercial rafting permits that are allowed; restrictions on where tubing, rafting, and kayaking can occur; and limits to river use at low flows and higher water temperatures to protect the aquatic habitat. The plan includes provisions for operations and maintenance, as this continues to be a struggle to fund.

Steamboat Springs' parks and recreation system is essential to the City's economic health because they attract visitors, especially during the summer, who spend money in the community. As such, the Parks and Recreation Department provides critical services to not only residents but the large influx of visitors and should warrant substantial investment. Therefore, fiscal sustainability goals are to increase funding that is allocated to maintain existing assets, and do not add elements to the PROSTR system without funding to maintain them and further explore community support for a sales tax increase to fund high priority projects and their operations and maintenance.

Public engagement activities integrated with city's EngageSteamboat.net website, hosted by Bang the Table. Here the residents, second-home owners, and visitors alike were able to participate in the process via questionnaires, mapping exercises, and big idea boards.



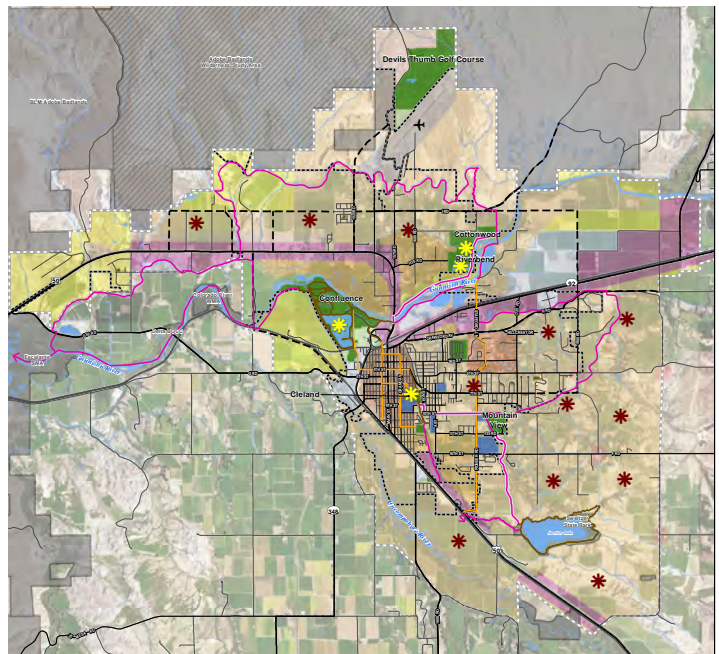
DELTA PARKS, RECREATION, OPEN SPACE, AND TRAILS MASTER PLAN | COLORADO

Logan Simpson worked with the City of Delta to create their first comprehensive PROST Master Plan. While expansive and in a beautiful mountain setting, Delta's current parks system has an aging infrastructure, limited staff resources, and low funding levels, especially relative to comparable communities. The result is a substantial list of deferred maintenance actions, which proved to be a priority for both staff and the community. Compounding the need for a community-wide plan is the surrounding area's and unincorporated Delta County's reliance on the City's recreational amenities, and the fact that major employers are declining due to the reduction of mining in the area.

The City aspires to provide a high quality of life for residents, and hopes to attract new families, visitors, and employers. Implementing the long-term vision for new recreational opportunities will help the City position itself as a desirable destination along the Gunnison River, address the needs of existing and future residents. It will also leverage the City's parks, recreation, trails, and open space system to achieve broader community goals, such as public health and safety, community pride, and economic development.

In addition to a comprehensive list of maintenance, renovation, and replacement items, a level of service analysis, community comparison, and needs assessment were conducted to establish the vision, goals, actions, and park/trail standards. Recommendations included establishing level of service standards and classifications for parks, trails and open space that can be translated into development requirements. Specific recommendations were developed for park enhancements, new park locations, and trail connections. Trail connections were mapped and concept drawings for four of the existing community parks/open spaces were drafted, including a bouldering park and new river access at Confluence Park.

This plan will guide departmental budget recommendations over the next 10 to 20 years, as well as assist in obtaining additional funding and grants. After completing a reviewing of the departmental budget, tools for prioritizing, funding, and a capital improvements and implementation plan were outlined. The plan was formulated through an inclusive process, with interviews and listening sessions to help identify needs and community priorities. A mail-out and online survey resulted in nearly 600 respondents and focus group discussions were held with representatives from athletic, youth, and outdoor recreation groups. A Citizen's Advisory Committee (CAC) that represented diverse interests was formed to serve as a sounding board and to help envision and prioritize potential futures of the community's facilities over four meetings. CAC members were asked to encourage participation by other citizens and serve as ambassadors for implementing the plan. Three public meetings were held during the visioning, opportunities, and draft plan stages, and two City Council worksessions ensured that the leaders of the city are in support of the recommendations. The plan was adopted in December 2017.

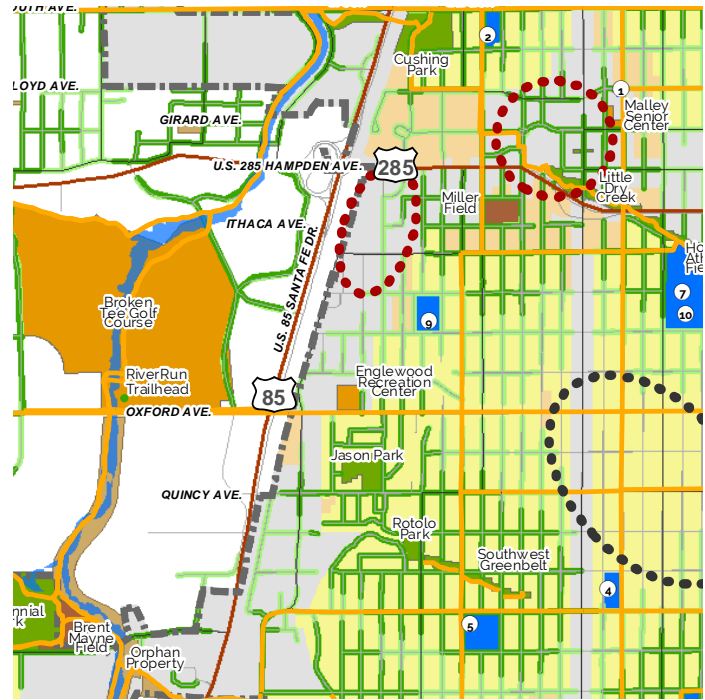


ENGLEWOOD PARKS AND RECREATION MASTER PLAN & PIRATES COVE WATER PARK RENOVATION FEASIBILITY STUDY | COLORADO

Englewood is a community that highly values its public parks, trails, and recreation services. These assets and services greatly contribute to residents' quality of life, physical and mental wellbeing, neighborhood identity, and attractiveness to employers. The 2016 Parks and Recreation Master Plan updates the 2006 plan that was developed by Jana McKenzie and identifies priorities and actions to serve as a road map for future park development/redevelopment and provides for a balance of facilities, amenities, and recreation programs over the next 10 years.

The master plan comes at a time when demographics are changing, new recreation trends are emerging, competition with the private market is increasing, and resources are limited. It developed and prioritized recommendations for all park and recreation facilities and services. Remaining funds allowed the team to complete alternatives and design concepts for a project that was identified in the Parks and Recreation Master Plan – Cushing Park. Logan Simpson completed a conceptual renovation site plan and detailed cost estimate for this key community park.

Using the same public process, a feasibility study was prepared by a subconsultant to Logan Simpson for the Pirates Cove Water Park to evaluate the needs and costs for improvements that are necessary to remain competitive in the marketplace and ensure public safety. Pirates Cove operates as an enterprise and generates revenue in excess of expenses that are returned to the City's general fund. After completing a needs assessment and site analysis, three concept plans and an operations and business plan were developed to ensure that the facility can operate without an ongoing subsidy. Upgrades to the interactive splash play area is one of the major recommendations, as well as the addition of a multi-passenger water slide.



FRISCO BAY MARINA MASTER PLAN AND DESIGN | COLORADO

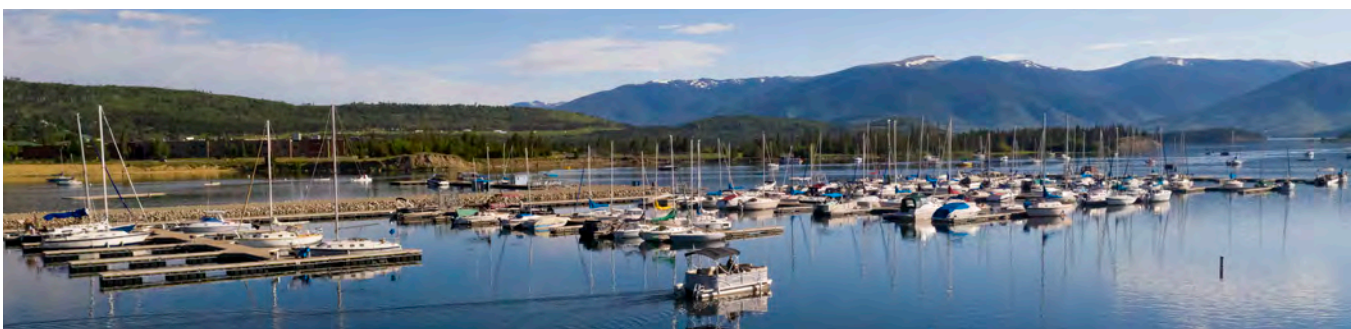
Logan Simpson completed a master plan for the Frisco Bay Marina in response to increased demand for Marina and Waterfront Park recreational services. Since adoption of the first master plan for the marina site in 1991, the Town of Frisco has gradually implemented the community's ideas into the current marina layout; this master plan incorporated recommendations based on community input and the Town's ability to meet a long-term vision for the marina.

Logan Simpson worked with marina developer and consultant Edgewater Resources to evaluate existing conditions, recreational and boating use issues, visitor needs, and best practices. The project team, working with Town staff, stakeholders, an Advisory Committee and the public, created alternatives and received feedback which then led to the development of a preferred master plan. The master plan's vision was developed based on six major goals to achieve a balance of high-quality user experiences and increased demand:

- Make the park an extension of Main Street
- Address conflicts to improve public access to the waterfront
- Expand the capacity of the marina for all types of boating
- Better organize uses to improve user experience
- Enhance site and shoreline ecology
- Activate and support year-round uses

The Master Plan balances the use of the site as both a marina and a park, and looks outside current site boundaries to provide recommendations and a framework for strengthening connections to downtown and adjacent open space areas. Phase 1 included recommendations for updating the land lease with Denver Water, extending the "Big Dig" program, and anticipating potential future redevelopment of adjacent properties.

Approved in July 2018, the Master Plan was immediately followed by detailed design and construction of a new swim beach and paddlesport area, relocated boat ramp, and expanded marina. The next phase will include a new restaurant and interactive water feature that can become an ice rink in the winter.



VIESTENZ-SMITH MOUNTAIN PARK REDESIGN | LOVELAND, COLORADO

The 22-acre core of Viestenz-Smith Mountain Park, located along the Big Thompson River, was originally developed in the mid-1920s. During a devastating flood in 1976, the river's course changed, ultimately destroying a small power plant and many of the original park features. After that flood, the power plant was rebuilt closer to the hillside and a more elaborate park was constructed. In September 2013 the river flooded again, scoured a new channel in the location it was during the 1976 flood, and almost completely destroyed the park. Parking lots, trails, picnic and play areas, one of the historic CCC shelters, a bridge, and approximately four feet of earth were washed downstream.

Logan Simpson led a multi-disciplinary team to redesign the park, including realigning the river channel to a naturally flowing location and creating a new park that is more resilient to future flooding and ecologically compatible with its mountainous location. The river was restored to enhance many functions, with pools, riffles, and cover for fish and aquatic habitat; floodplain benches that accept frequent overbank flows and increase the floodplain capacity; and riparian and wetlands complexes that provide wildlife habitat and filter stormwater runoff from adjacent US34. The new park is focused on a more natural recreation experience, with trails, picnic areas, fishing access points, and environmental education. Exhibits inform visitors of the site's history and lessons learned over the last 90 years, such as the power of water and the importance of functioning river systems and floodplains. The park opened to the public in September of 2018, and was awarded the 2018 Colorado Association of Stormwater and Floodplain Managers (CASFM) Project of the Year Honor Award and a 2021 ASLA Colorado Honor Award.



RELEVANT PUBLIC SECTOR EXPERIENCE AND CONTACT INFORMATION

PROJECT NAME	REFERENCE CONTACT	Stakeholder Engagement	Statistically-Valid Survey	Level of Service Analysis	Accessibility / Equity Analyses	Needs Assessment	Park/Open Space	Trails / Active Transportation Systems	Recreation Programs	Cultural / Historic / Arts Programs and Facilities	Costs and Priorities	Cost Recovery Recommendations	Development Fees / Land Use Code Recommendations	Implementation Plan	Infographics/User Friendly Document
<i>Craig, CO, Parks + Recreation Master Plan (2019) and Loudy Simpson Riverfront Park</i>	Ryan Dennison, Parks and Recreation Director (former Recreation Manager) City of Craig 300 West 4th Street, Craig, Colorado 81625 P: 970.826.2004 E: rdennison@ci.craig.co.us	•	•	•	•	•	•	•	•	•	•	•	•	•	•
<i>Steamboat Springs, CO, PROST + Yampa River Management Plan (2019) and Howelsen Hill Ski Area</i>	Craig Robinson, Parks, Open Space and Trails Manager 245 Howelsen Parkway, Steamboat Springs, Colorado 80477 P: 970.879.4300 E: crobinson@steamboatsprings.net	•	•	•	•	•	•	•	•	•	•	•	•	•	•
<i>Delta, CO, Parks + Recreation Master Plan (2018), Cleland Park Master Plan and Confluence Riverfront Park Concept Plan</i>	Wilma Erven, Parks, Golf Director City of Delta 76 North 200 West, Delta, Colorado 84624 P: 435.864.2759 E: Wilma@cityofdeltanet	•	•	•	•	•	•	•	•	•	•	•	•	•	•
<i>Englewood, CO, Parks + Recreation Master Plan (2008 & 2017) and Cushing Park Master Plan</i>	David Lee, Manager Englewood Department of Parks, Recreation, and Library 1000 Englewood Parkway, Englewood, Colorado 80110 P: 303.762.2687 E: dlee@englewoodgov.org	•	•	•	•	•	•	•	•	•	•	•	•	•	•
<i>Frisco Bay Marina Master Plan</i>	Diane McBride, Director of Recreation and Assistant Town Manager Town of Frisco 1 East Main Street/PO Box 4100, Frisco, Colorado 80443 P: 970.698.2559 E: dianem@townoffrisco.com	•					•	•		•	•			•	•
<i>Viestenz-Smith Mountain Park</i>	Marilyn Hilgenberg, Open Lands and Trails Manager City of Loveland 500 E Third Street Suite 330 Loveland, Colorado 80537 P: 970.962.2443 E: marilyn.hilgenberg@cityofloveland.org	•				•	•	•		•	•				
<i>Montrose, CO, Parks + Recreation Master Plan (2021) - Sub</i>	Mari Steinbach, Executive Director Montrose Parks and Recreation District 16350 Woodgate Road, Montrose, Colorado 81401 P: (970) 249-7705 E: mari@montroserec.com	•	•	•	•	•	•	•	•	•	•	•	•	•	•
<i>Berthoud, CO, Open Space Plan (2021)</i>	Jeremy Olinger, Deputy Town Administrator Town of Berthoud 807 Mountain Avenue, Berthoud, Colorado 80513 P: 970.344.5824 E: jolinger@berthoud.org	•	•	•	•	•	•					•	•	•	

RELEVANT PUBLIC SECTOR EXPERIENCE AND CONTACT INFORMATION

PROJECT NAME	REFERENCE CONTACT	Stakeholder Engagement	Statistically-Valid Survey	Level of Service Analysis	Accessibility / Equity Analyses	Needs Assessment	Park/Open Space	Trails / Active Transportation Systems	Recreation Programs	Cultural / Historic / Arts Programs and Facilities	Costs and Priorities	Cost Recovery Recommendations	Development Fees / Land Use Code Recommendations	Implementation Plan	Infographics/User Friendly Document
<i>Estes Valley, CO, Open Space Plan: A Shared Land Conservation Strategy (2021)</i>	Jeffrey Boring, Executive Director Estes Valley Land Trust 1191 Woodstock Dr #5 P.O. 663 Estes Park, CO 80517 P: 970.577.6837 E: jeffrey.boring@evlandtrust.org	•	•	•	•	•	•					•	•	•	•
<i>Central City, CO, Trails Master Plan (2020)</i>	Ray Rears Community Development and Historic Preservation Director 141 Nevada Street, Central City, Colorado 80427 P: 303.582.5251 x30 E: rrears@cityofcentral.co Lisa Roemhildt Community Development Planner & Main Street Advisor 141 Nevada Street, Central City, Colorado 80427 P: 303.582.5251 ext. 31 E: L.Roemhildt@cityofcentral.co	•	•	•	•	•	•	•		•				•	•
<i>Timnath, CO Comprehensive and PROST Plan Update (2012 & 2020)</i>	Matt Blakely, Community Development Director Town of Timnath 4800 Goodman Street, Timnath, Colorado 80547 P: 970.224.3211 E: mblakely@timnathgov.com	•	•	•	•	•	•	•				•	•	•	•
<i>Get Outdoors, Greeley, CO, Open Space Strategic Plan (2020)</i>	Justin Scharton Superintendent Natural Areas & Trails Division 321 N 16th Avenue, Greeley, Colorado 80631 P: 970.350.9412 E: Justin.Scharton@Greeleygov.com	•	•	•	•	•	•	•		•	•			•	•
<i>Castle Pines, CO POST Plan Update (2021)</i>	Sam Bishop, Community Development Director City of Castle Pines 360 Village Square Drive, Suite B, Castle Pines, Colorado 80108 P: 303.705.0225 E: sam.bishop@castlepinesgov.com	•	•	•	•	•	•	•	•	•	•	•	•	•	•
<i>Superior, CO, Parks + Recreation Master Plan (2021) - Sub</i>	Leslie Clark, Parks and Recreation Director 124 E. Coal Creek Dr. Superior, CO 80027 P: 202.499.3675 ext. 119 E: lesliec@superiorcolorado.gov	•	•	•	•	•	•	•		•	•			•	•
<i>Denver Parks and Recreation Department's Planning, Design, and Construction Manual</i>	Jennifer Olson, PLA, LEED AP Associate Parks Landscape Planner Parks and Recreation City and County of Denver 201 West Colfax Ave., Dept. 613, Denver, Colorado 80202-5328 P: 720.913.0609 E: jennifer.olson@denvergov.org						•	•		•					•

4. QUALIFICATIONS OF PROJECT TEAM

The following resumes detail our key personnel's roles, education, expertise, and relevant project experience. As noted in Section 2, Capability to Perform Project, our staff members have been selected based on their expertise in their fields, ability to perform the work, and availability. Our office and firm also bring the necessary bench strength in a variety of design, planning, environmental and cultural resources fields to conduct additional studies, produce presentation and plan materials, and coordinate and facilitate engagement under even the most stringent of deadlines.

As the Project Director, Jana McKenzie will serve as the primary point of contact for contracting purposes. Project Manager Kristina Kachur will coordinate the team and serve as the primary point of contact for day-to-day project management.



JANA MCKENZIE, FASLA, LEED AP

PRINCIPAL LANDSCAPE ARCHITECT

Jana is a landscape architect skilled in facilitating decision-making processes and focuses on parks, recreation, open space and trails system-wide planning and site-specific design. These projects always include extensive public involvement, and considerations of equity, user needs, programming, budgetary cost estimates, operations and maintenance requirements, and defining goals or metrics to measure the performance of a project over time. Jana understands the interrelationship between large-scale planning, and detailed design solutions, and has been responsible for design and oversight of construction of more than 60 projects that total more than \$250 million in construction value. She was recognized by the American Society of Landscape Architects for her projects' contribution to excellence in the profession by receiving the title of "Fellow". She was one of the first LEED accredited landscape architects in the United States, and was one of the five originators of the Sustainable Sites Initiative, which has become a nationally recognized design tool and rating system.

Education

B.S., Landscape Architecture, Magna Cum Laude, Colorado State University, 1985

Professional Registrations/Accreditations

LEED-AP, US Green Building Council (lifetime accreditation)
Registered Landscape Architect (Colorado #242, Wyoming #LA-042B, Utah #9505341-5301, Montana #10479, Nevada #994, South Dakota #14054, Kentucky #1004, and Idaho, 16862)

SELECTED PROJECTS

Craig Parks, Recreation, Open Space, and Trails Master Plan. Craig, Colorado. Jana led the process of developing a long-range vision to guide the improvement and development of parks, trails, and recreation facilities. The PROST Plan presents an integrated network of parks, community facilities, trails, open spaces, and recreational corridors throughout Craig and surrounding Moffat County, including the Yampa River. Detailed cost estimates and phasing accompanied plan recommendations and conceptual plans for the Yampa River area and Loudy Simpson Park. The plan includes specific goals and priorities that incorporate findings from an asset inventory analysis, peer community comparisons, and public input reflecting community interest and levels of support. Highlighting the residents' quality of life, economic development, and environmental and social health positions the community to attract high quality employers and tourism revenue that sustains local businesses.

Delta Parks, Recreation, Open Space, and Trails Master Plan. Colorado. Principal who led the first comprehensive PROST plan for the city, which is dealing with a substantial list of deferred maintenance actions. The plan provided a level of service analysis, community comparison, and needs assessment, as well as recommendations for park enhancements, connections, and prioritization and funding tools.

Steamboat Springs Parks, Recreation, Open Space, Trails, and Yampa River Management Plan. Colorado. Jana led the team to develop a city-wide master plan for Ski Town, USA. The plan included an update to the Yampa River Management Plan and Steamboat Springs Open Space Plan, which was prepared by Logan Simpson team members in 2003 and 2008.

Parks and Recreation Comprehensive (PaRC) Plan. Castle Pines, Colorado. Jana is currently assisting on the 2021 update of the 2016 PaRC plan completed by Logan Simpson, which utilized a statistically-valid survey to articulate community priorities for Castle pines, one of Colorado's newer upscale communities in Douglas County. The PaRC Plan reinforces the City's vision of adding 30 miles of trails, tripling the amount of open space, and improving connectivity for bicyclists and pedestrians.

Englewood Parks and Recreation Master Plan. Colorado. Principal in charge for the 2005 and 2016 community-wide master plans for this urban, Denver-metro area city of 32,000. The plan identifies priorities and actions to serve as a road map for future park development/redevelopment and provide for a balance of facilities, amenities, and recreation programs over 10 years. Also developed the conceptual plan, cost estimates, and phasing strategy for renovating Cushing Park.

America the Beautiful Park. Colorado Springs, Colorado. Principal responsible for the development of the area framework planning, significant public involvement, park master planning, and phased construction documentation for \$25 million redevelopment project that includes new urban park and iconic water feature.

Lakewood Festival Area, Lakewood, Colorado. Principal in charge / project manager of outdoor terraced amphitheater with a performance plaza, "commons" for flexible event space, new entry drives and parking areas, a visitors/community center and new exhibit areas. A promenade spine interprets structures and lifestyles from 1920 to 1969. The plan utilized stormwater Best Management Practices and low-water use landscaping.

Viestenz-Smith Mountain Park. Loveland, Colorado. Principal landscape architect for the master plan and two phases of construction for this award-winning mountain park along the Big Thompson River. The previous park was completely destroyed with the 2013 flood, and is now a new public amenity that is much more natural in character. Features include extensive river and upland restoration, parking areas, river access features, paved and unpaved trails, picnic and restroom facilities, and two 100-foot long pedestrian bridges.

Genesee Outdoor Experiential Center. City and County of Denver, Colorado. Principal landscape architect for the designing the renovation of the core area for this outdoor learning camping and day use area in Genesee Mountain Park to better accommodate groups, including persons with disabilities. Facilities include a bus drop off, designated parking areas, shelter and cooking area for group programs and meals, informal seating for programs, small group conversation areas, accessible restrooms, and water quality treatment features.

Parks and Public Facilities Design. Principal or project manager for the design of many public projects, including, but not limited to: Saddlehorn Amphitheater Renovations, Colorado National Monument, Fruita, Colorado; Sloan Canyon Visitor Contact Station and Arroyo Grande Sports Complex, Henderson, NV; Utilities Administration Building (LEED Platinum), Mason Trail, Northside Aztlan Center (LEED Silver), Museum of Discovery (LEED Platinum), Tenny and Trimble Court Alleys, Larimer County Courthouse and Offices, Larimer County Behavioral Health Facility, Fossil Creek Reservoir Natural Area, I25/Harmony Interchange, I25/Windsor/Fort Collins Interchange, and five neighborhood parks in Fort Collins; Mehaffey Park, River's Edge Natural Area, East Big Thompson River Corridor, and Centennial Park Ballfields, Loveland; Twin Rivers Park, Greeley; Parque de Vida, Cortez; Trail Winds Park and Open Space and Riverwalk Park, Thornton; Johnstown Downtown Streetscape Design, Colorado; Lakewood; CSU Football Practice Fields and Heritage Garden; Ford and Stephens Park, Vail; Arapahoe County Community Park, Arapahoe County; Addenbrooke Park, Lakewood; and Englewood Police Station.

Park, Trails, Open Space, and Recreation System Planning Projects. Led parks, trails, open space and recreation system planning projects that include extensive public engagement and stakeholder facilitation processes, and which include recommendations for changes to community policies and regulations. Projects include the SCORP for the State of New Mexico, and multiple municipalities and counties, including: Superior, CO; Fruita, CO; Timnath, CO; Golden, CO; Henderson, NV; Castle Rock, CO; Chico, CA; Wheat Ridge, CO; Berthoud, CO; Pueblo West, CO; Missoula, MT; Colorado Springs, CO; Cheyenne, WY; Fountain, CO; Fort Collins, CO; Arvada, CO; Commerce City, CO; El Paso County, CO; Greeley, CO; Ken-Caryl Ranch, CO; Larimer County, CO; Morrison, CO; Parker, CO; and Windsor, CO.



KRISTINA KACHUR, AICP

PROJECT MANAGEMENT / SENIOR RECREATION PLANNER

Kristina is a recreation and community planner skilled in environmental land use, recreation planning, public involvement, and GIS. She holds a master's degree in urban and regional planning and is a certified planner. She works on a variety of environmental, park and recreation, and comprehensive planning projects at various scales, working with local, county, and federal clients. Kristina helps facilitate an efficient and defensible planning process through scholarly research, applying GIS at the project level, applying alternative methods to engagement with the public and elected officials, facilitating advisory groups, and creating implementable strategies and best management practices. Kristina has been the recreation, socio-economic and environmental justice resource specialists for multiple recreational plans. She is proficient in using GIS to produce models and maps to aid in planning exercises and has compiled and mapped natural resource data to evaluate sensitive resources for recreation management.

Education

M.A., Urban and Regional Planning - Environmental & Land Use (MURP), University of Colorado, 2013

B.A., Geography-Environmental Planning, Bloomsburg University of Pennsylvania, 2010

Professional Registrations/ Accreditations

Member, North American Lake Management Society
Member of American Planning Association
Larimer County Open Lands Board Member

SELECTED PROJECTS

Valley County Waterways Management Plan. Valley County/McCall, Idaho. Kristina is the project manager for this plan that is co-managed by Valley County and City of McCall with collaborative input from Idaho Department of Lands, U.S. Forest Service, Idaho State Parks, and other public agencies. Valley County and the respective jurisdictions will use this Plan to help guide future recreation management while considering environmental stewardship of some of Idaho's busiest waterways, including Lake Cascade, Payette Lake, Warm Lake, and the North Fork of the Payette River. Ultimately, the plan will provide the basis for policies, ordinances, programs, and practices for the specific water bodies based on trends in recreation, visitation, population growth, and land use and management.

Estes Valley Open Space and Outdoor Recreation Plan. Colorado. Kristina worked with the Estes Valley Land Trust, the Town of Estes Park, Larimer County, and a coalition of other community partners to establish the first ever valley-wide strategy for conserving open space and outdoor recreation opportunities.

Delta Parks, Recreation, Open Space, and Trails Master Plan. Colorado. Project manager and recreation planner for the first comprehensive PROST plan for the city, dealt with a substantial list of deferred maintenance actions. The plan provided a level of service analysis, community comparison, and needs assessment, as well as recommendations for park enhancements, connections, and prioritization and funding tools.

Steamboat Springs Parks, Recreation, Open Space, Trails, and Yampa River Master Plan. Colorado. Kristina was the project manager for a city-wide open master plan for Ski Town, USA. The plan included an update to the Yampa River Management Plan and Steamboat Springs Open Space Plan, which was prepared by Logan Simpson team members in 2003 and 2008.

Craig Parks, Recreation, Open Space, and Trails Master Plan. Colorado. Kristina was the project manager for this long-range vision to guide the improvement and development of parks and recreation facilities. The PROST Plan presents an integrated network of parks, community facilities, bikeways, open spaces, and recreational corridors for the future across Craig and Moffat County recreation facilities. Specific goals and priorities incorporated findings from an asset inventory analysis, peer community comparisons, and public input reflecting community interest and levels of support. Highlighting the residents' quality of life, economic development, and environmental and social health positions the community to attract high quality employers and tourism revenue that sustains local businesses.

Draper Open Space Master Plan. Utah. Kristina was the recreation planner for this plan that evaluated 4,600 acres of open space properties in the Traverse Mountain Range. The plan identified land uses, recreation demand, public use trends, and carrying capacity, and educated developers, staff, and property owners about open space resources.

Timnath Comprehensive Plan Update and Parks, Recreation, Open Space, and Trails Plan Update. Colorado. Kristina was the assistant project manager for Timnath's update to both their comprehensive plan and their PROST Plan. Key issues included level of service standards, updating the comprehensive trail system plan, revising near term projects to meet the needs of developing neighborhoods, and working with developers and metropolitan districts to provide services until the Town grows to a size where it can deliver services on its own. The final comprehensive plan incorporated and combined the existing Downtown Plan and the PROST Master Plan into one document.



BRUCE MEIGHEN, AICP

PRINCIPAL PLANNER/IMPLEMENTATION AND FACILITATION

Bruce is a certified planner with 25 years of experience and more than 50 awards in comprehensive planning and public involvement. He manages Logan Simpson's community planning team in Fort Collins, and effectively applies concepts of quality growth, character preservation, and land stewardship to his projects. Many of his projects include incorporation of funding sources and incentivization, and a number of plans have resulted in changes to code and implementation strategies. His ability to create not only innovative and focused public involvement, but to clarify and prioritize the issues identified, is crucial to the success of outcome-oriented plans. Bruce specializes in managing defensible planning processes that create sustainable, quality growth communities with common, enduring visions. Bruce is currently working on a variety of projects in Idaho which are located in Gem County, Emmett, Meridian, and for the Idaho Department of Lands.

Education

Master of City and Regional Planning, Georgia Institute of Technology, 1994

B.A., Geography Urban Systems, McGill University, Montreal, Quebec, 1992

Professional Registrations

American Institute of Certified Planners (AICP)

Master Project Manager (MPM)

North American Lake Management Society (NALMS), 2020

US Forest Service (Pike/San Isabel National Forests)

ATV Safety Training Program, 2005

SELECTED PROJECTS

McCall Downtown Master Plan, Comprehensive Plan, Transportation Plan, and Land Use Code. McCall, Idaho. The City of McCall is nestled between the mountains of the Payette National Forest and the waterfront of Payette Lake. As the largest community in Valley County, it serves as a regional economic hub including parts of neighboring Adams and Idaho counties, and is home to Brundage Mountain Resort. Logan Simpson developed the 2013 Downtown Master Plan Update, and is currently updating the City's Comprehensive Plan, Transportation Plan, and Land Use Code. The Master Plan includes components of traditional downtown master plans while developing recommendations through economic and cultural influence. These plans will balance McCall's unique character and lifestyle community charm with economic growth to create a vibrant community.

Valley County Waterways Management Plan. Valley County/McCall, Idaho. Bruce is leading this plan that is co-managed by Valley County and City of McCall with collaborative input from Idaho Department of Lands, U.S. Forest Service, Idaho State Parks, and other public agencies. Valley County and the respective jurisdictions will use this Plan to help guide future recreation management while considering environmental stewardship of some of Idaho's busiest waterways, including Lake Cascade, Payette Lake, Warm Lake, and the North Fork of the Payette River. Ultimately, the plan will provide the basis for policies, ordinances, programs, and practices for the specific water bodies based on trends in recreation, visitation, population growth, and land use and management.

West Central Mountains Economic Development Strategy. Valley County, Idaho. Logan Simpson's Community Planning Team facilitated the development of the West Central Mountains Economic Development Strategy. The Strategy represents the first time communities within the two-county area collaborated to develop an action-oriented, regional plan that nurtures a diverse economy while honoring the area's socio-economic heritage. The region encompasses Valley County and portions of Adams County in West Central Idaho, and covers more than 3 million acres. 87 percent of land is national forest, making the area uniquely suited for every outdoor recreation activity. The process created regional communication avenues for cross-collaboration that will remain in place for years to come.

Teton County Comprehensive Plan. Teton County, Idaho. Bruce was the project principal for the Comprehensive Plan for the western gateway to the Teton Range. While the initial goal of the Comprehensive Plan was to reposition the County fiscally, preservation of agriculture and quality growth also emerged as strong community goals. Through an unmatched grassroots public outreach process, a significant number of residents were involved; nearly 10 percent of the overall County population. The Plan subsequently won the 2012 Public Outreach Award from APA Idaho.

Twin Falls Comprehensive Plan Update. Twin Falls, Idaho. With a thirty percent increase in population between 2000 and 2014, Twin Falls is growing quickly and expected to accelerate to 66,471 by 2030. Bruce was the principal in charge of leading the plan's facilitation, as well as guiding the overall policy framework in order to support the burgeoning high-tech food industry, and expanding those amenities to attract this needed workforce – downtown revitalization, housing improvements, parks and recreation amenities, and overall character improvements.



TED HOEFER III, M.A., RPA

SENIOR ARCHAEOLOGIST AND PRINCIPAL INVESTIGATOR

Ted has conducted archaeological and historical investigations in the western United States since 1979. Most of his projects have taken place in Colorado, Utah, and Wyoming, with additional experience in Arizona, Arkansas, Kansas, Michigan, Missouri, Nebraska, Nevada, New York, Oregon, South Dakota, Washington, and Wake Island in the Mid-Pacific Ocean. Ted's research interests include cultural landscapes, modeling archaeological site locations, human behavioral ecology, hunter-gather subsistence and settlement, lithic technology, and the archaeology of historic mining. Ted has collaborated with most federal agencies, including the Western Area Power Administration (WAPA), Bureau of Land Management (BLM), USDA Forest Service, Bureau of Reclamation (BOR), Federal Energy Regulatory Commission (FERC), U.S. Army Corps of Engineers (USACE), National Park Service (NPS), Federal Highway Administration (FHWA), and Federal Emergency Management Agency (FEMA).

Education

M.A. Anthropology,
Colorado State
University 1987

B.A. Anthropology,
Colorado State
University 1979

60 graduate hours,
University of
Colorado - Denver
Graduate School of
Public Affairs 1992-
1994

Certifications

Register of
Professional
Archaeologists, RPA
11706

SELECTED PROJECTS

Nathrop Town Site Habitat for Humanity Affordable Housing Project. Chaffee County Habitat for Humanity, Chaffee County, Colorado. Project Archaeologist. The 75-acre project included recording the Nathrop School (5CF3330), 12 historic structures, and one historic artifact scatter. Provided recommendations for public interpretation

Compensatory Mitigation Excavations, Meadow Lark Terrace Site (5AH04). CTL Thompson and Cal Atlantic Homes, Arapahoe County, Colorado. Principal Investigator. Data recovery excavations and public education plan development to compensate for adverse impacts to site 5AH54 on the Whispering Pine Residential Development. The excavations focused on an Early Ceramic Period camp site (5AH04).

Ash Hollow State Park Cultural Resources Inventory. Nebraska Game and Parks Commission, Garden County, Nebraska. Principal Investigator. 384-acre cultural resources inventory, geoarchaeological testing, public interpretation recommendations, and report.

Eagle Ford Predictive Modeling. CK Associates and BHP Hilton Limited, Atascosa, Bee, DeWitt, Gonzales, Karnes, La Salle, Live Oak, McMullen and Zavala Counties, Texas. Project Archaeologist. Predictive model formulation, cultural context development, and contributing author.

Great Sand Dunes Eolian System Anthropological Project. U.S. National Park Service, Great Sand Dunes National Monument and Preserve, Alamosa, Saguache and Custer Counties, Colorado. Project Archaeologist. Research design, cultural resources inventory, Burned Area Emergency recovery (BAER) inventory, site recordation, site testing, GPS data acquisition and processing, flaked stone tool and debitage analysis, report preparation, database (ASMIS/ANCS+) management, and public education seminars.

Orphan Lode Uranium Mine Archaeological Evaluation. U.S. National Park Service, Grand Canyon National Park, Coconino County, Arizona. Project Manager. Site recordation, context preparation, site form and report preparation, educational signage development, and NRHP evaluation recommendation of a historic uranium mine.

Alpena Air National Guard Base Phelps-Collins Airport Cultural Resources Inventory and Historic Building Inventory. Engineering-Environmental Management and the U.S. Air National Guard, Alpena and Otsego Counties, Michigan. Project Manager. Cultural resources inventory, assisting with the historic building inventory, site recordation, and report preparation.

Klamath Falls Air National Guard Base-Kingsley Field Cultural Resources Inventory and Historic Building Inventory. Engineering-Environmental Management and U.S. Air National Guard, Klamath County, Oregon. Project Manager. Cultural resources inventory, assisting with the historic building inventory, site recordation, and report preparation.

Wake Island Atoll Cultural Resource Inventory and Management Plan. U.S. Air Force Center for Environmental Excellence and Hickam Air Force Base. Project Manager. Recording and GPS mapping of World War II features, compiling a report of the results, and compiling a Cultural Resources Management Plan including public education recommendations.

Rio Grande Prehistoric Context. Colorado. Colorado Council of Professional Archaeologists, Co-author of the prehistoric overview of the Rio Grande drainage basin.



LEFT BRAIN CONCEPTS, INC.

JEFF HAUGEN | STATISTICALLY-VALID SURVEY

Jeff has 30 years of experience in market research and marketing consulting. He is the President of Left Brain Concepts, Inc. (LBC) a Colorado-based research and consulting firm whose clients consists of government (Federal to local), non-profits and industry (Fortune 100 to entrepreneur) entities. Jeff provides surveys, conducts focus groups, provides executive-level exploratory interviews, and conducts literature reviews. Jeff and LBC are deeply committed to client service and assure that their research designs accomplish their clients' goals. LBC is well regarded for conducting actionable research studies in direct response to management issues, and for providing unsurpassed client service. He has teamed with Logan Simpson to conduct surveys for:

Education

BA Business Administration.
University of Puget Sound, 1980

- Steamboat Springs, CO Parks, Recreation, Open Space, Trails & River Master Plan
- Delta Parks, Recreation, Open Space & Trails Master Plan
- Englewood Parks and Recreation Master Plan
- Castle Pines Parks and Recreation Comprehensive Plan
- Fountain Parks, Recreation, Open Space and Trails Master Plan

Jeff will be the primary survey contact for the McCall PROS plan.

5. PROJECT APPROACH, FEES, AND SCHEDULE

OVERVIEW

We believe that there are several aspects of this project that will make this plan exceptional:

Making it fun and easy for people to participate and give meaningful input, which also builds support for implementation

- Documenting real and perceived barriers to participation
- Performing targeted and relevant analyses and defining specific performance metrics and actions
- Relating recommendations directly to the goals, objectives, and policies that are established
- Including recommendations for deferred maintenance and life-cycle replacements, which are often overlooked in master plans
- Creating visionary conceptual plans for specific properties around which the community can rally
- Creating a compelling and user-friendly master plan document



Concept maps from Mehaffey Park Master Plan.

Memorable, pleasant, inspirational, and safe experiences are key elements of a parks and recreation system that is cherished by all. McCall has many unique attributes and abundant opportunities for outdoor activities in beautiful natural settings, like picnicking, walking, people-watching, playing games, biking, hiking, snowshoeing, cross-country skiing, boating, and swimming. These opportunities make McCall a truly special place. However, the short warm season limits the ability to predictably and economically conduct team sports leagues such as soccer, football, baseball, and softball. Land with level topography is also a challenge. The need for and feasibility of providing large fields and other recreational programs and facilities can be determined by examining the type of user and their needs and developing scenarios that test fit these facilities within existing or potential sites in McCall. The Logan Simpson team will conduct a thorough needs assessment, develop conceptual plans that explore the capacity of three sites, and make recommendations regarding new or different programs and upgrades or additions to existing assets.

McCall has three groups of users: full-time residents, part-time residents, and visitors. These groups have substantially different needs and expectations, as well as ways that they may provide input into the planning process. All user groups desire the self-directed outdoor activities previously described. Full-time residents may also participate in recreation programs and community events year-round, and want sports fields for league play, local parks, and indoor facilities. Temporary residents may participate in programs if they are here for an extended time, although they are more likely interested in self-directed activities, parks, drop-in classes, and community festivals and events. Visitors typically seek unique outdoor recreational experiences, enjoy select indoor activities in the winter, and attend festivals and events. We will work with City staff to reach out to these different users to understand what they currently enjoy, what could be improved, and what is missing from the suite of programs and facilities in McCall.

We bring experience integrating the context and issues applicable to lifestyle communities such as McCall. We will work with our community planning team to conduct a detailed policy review that takes into account previous planning efforts. The resulting recommendations will be written to ensure implementation through possible code changes.

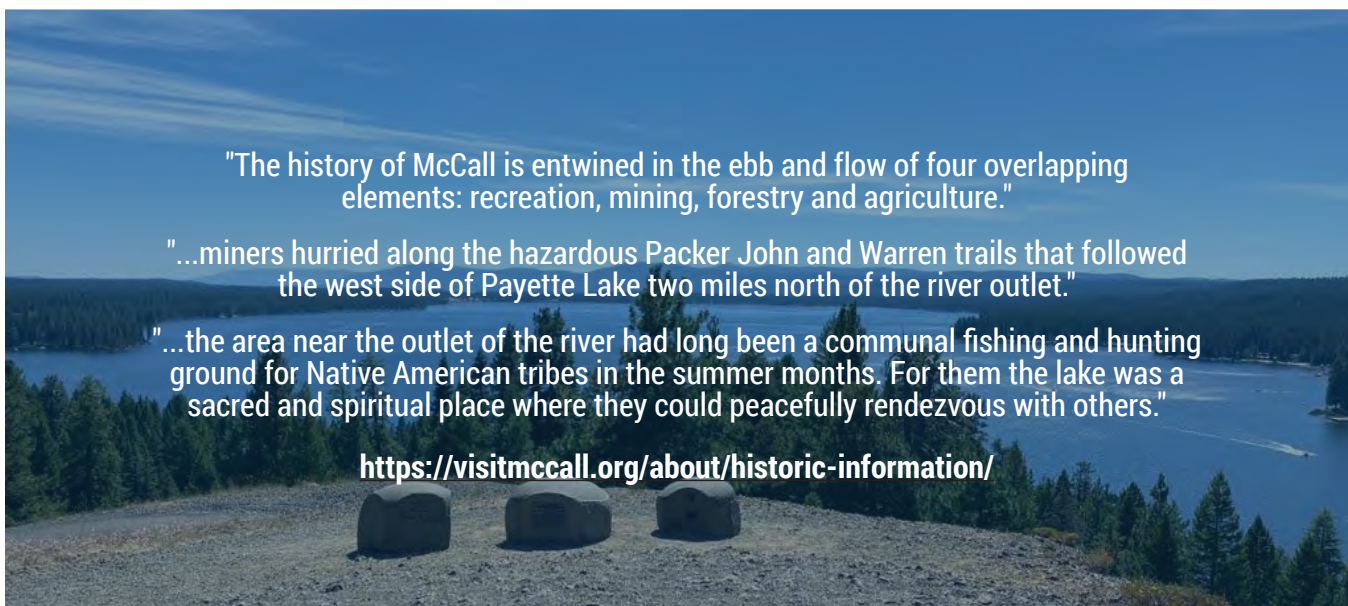
	STRONG OR MODERATE SUPPORT	STRONGLY SUPPORT	MODERATE SUPPORT	LOW SUPPORT	DO NOT SUPPORT	NO OPINION
Concept A – Basic Maintenance (ski lifts, lodge, concessions, restrooms, trees)	76%	47%	29%	14%	9%	1%
Concept B – Rodeo Master Plan	42%	18%	24%	30%	26%	2%
Concept C – Re-purpose two ballfields for multi-purpose space, events, and parking/ circulation improvements	50%	27%	23%	21%	29%	-
Concept D – Re-purpose remaining two fields for multi-purpose space, and move courts	43%	21%	22%	27%	29%	1%

Support for Howelsen Park + Ski Hill Concepts

In addition to supporting staff with a robust outreach program that includes stakeholder/focus group interviews and public workshops/event, we have included a statistically valid survey as an option to consider. The survey will be tailored specifically to poll the two resident groups described above with a mailed survey that can be mailed back or completed online. The survey can also be completed by visitors and advertised in media focused on tourists. This type of survey was very successful in our Parks, Recreation, Open Space, and Trails (PROST) Plan for the City of Steamboat Springs, Colorado, which has many similarities to McCall as a mountain resort destination with residents and a high number of short-term rentals.

Logan Simpson can also offer a cultural/historic component to the PROS Plan that will weave the area’s Native American tribes’, logging history, and 110-year community history into recommendations for programs, interpretive opportunities, and facilities. Our cultural/historic specialist, Ted Hoefer, will advise our designers and planners in identification of relevant and important resources and stories to create strong links between past, present, and future generations of inhabitants. These stories and lessons learned can create strong connections between people, land, and structures that sustain their livelihood. The product will be a map that identifies potential sites with a description of ideas for interpretive themes that resonate with the community.

The broad range of services that the McCall’s Parks and Recreation Department (PRD) provides is impressive and goes beyond what many other small communities provide. We will work with staff and the Parks and Recreation Advisory Committee (PRAC) to review community input and establish priorities for what to expand, continue, contract, or discontinue so PRD has a clear mandate for the next five to 10 years. For example, we are aware of the discussions regarding the Idaho State endowment lands, and Logan Simpson currently holds an open-ended contract for recreation and trail planning with Idaho Department of Lands. To the extent feasible during this process, will help identify the benefits or challenges associated with McCall preserving and managing additional lands for open space or recreational purposes. All decisions will be made in the context of the capacity of PRD to staff and fund the recommendations.



WORK PLAN AND TASKS

Our proposed work plan is organized in three phases that span approximately 14 months, from April 2022 to May 2023, which is beneficial to maintain momentum and visibility, and to avoid meeting and communication fatigue.

- Phase 1 – Foundation
- Phase 2 – Community Needs and Choices
- Phase 3 – Master Plan

The first two phases can be accomplished with current funding with Phase 3 occurring in the next fiscal year. The phases and tasks are described below.

Phase 1 - Foundation

This phase documents existing documents, conditions of assets, PRD services and programs, and funding, forming a strong base from which to assess needs, explore alternatives, and develop recommendations.

Project Management and Coordination

Conduct biweekly coordination calls, coordinate Logan Simpson staff efforts, and track budget and schedule to ensure quality and effective management to meet Staff expectations. Monthly progress reports will be included with all invoices, clearly outlining the tasks completed during that month. Conduct project kick-off meeting to understand project needs, schedule, and communication between project management team.

Public Engagement Plan

Develop a summary memorandum that outlines meetings and public engagement activities; PRAC, City Council, and County involvement; participants; objectives; dates; notification methods; and responsibilities between Logan Simpson and PRD staff.



COVID-19 OUTREACH LESSONS LEARNED

Digital capabilities have increased.

One of the benefits of COVID-19 is that it has increased the acceptance and use of digital techniques to those not well-versed before. It also enables to participation by a variety of groups that may not be able to dedicate time to attend an in-person meeting, including busy working families and second-home owners. Further, it has helped to increase municipalities' contact lists, email lists, and social media followers, thereby increasing the day one digital audience.

Go small. To address continuing changes in COVID-19 protocols, many municipalities are still limiting large scale events, and even in those that do allow gatherings, many are still wary of large group settings and events. One-on-one meetings in atypical spaces and outdoors offer the opportunity to safely interact and engage stakeholders. These meetings are also simple to replicate through a virtual meeting as well, and as noted above, nearly everything can Zoom these days!

Use the big screen. While social distancing is the new norm, many events are still being held with maximum audience limits and social distancing requirements. We have already noticed at these events that people still crowd around boards and smaller text too closely. One of our techniques to solve this is to use **Mentimeter.com** to allow for questions and information on a large-screen or monitor. Respondents simply use an on-screen QR code, and are directed immediately into a short survey. Compiled results are displayed real-time, on the big screen.



Wooley Boardwalk.

Data Collection, Document Reviews and Audits, and Base Mapping

Assemble relevant GIS and other data and review approved and pending plans and documents related to this planning effort, review program participation data, and create a base map in GIS with key data layers provided by PRD. Assist staff in review of the existing PROS Plan to highlight needs for future updates and summarize accomplishments. Evaluate existing policies and approval processes regarding usage of waterfront and upland parks and sidewalks/pathways such as business concessions, private events, alcohol, drones, vaping, dogs, e-bikes, etc.

Existing Conditions, Trends, and Community Characteristics

Document existing facilities and assets, summarize local, state, and national recreational trends, review trends in use of facilities, and compile demographic and growth information. Map residential areas, known historic sites, vacant lands, steep slopes, vegetation types, and sensitive environmental resources.

Site Tour and Public Outreach Series #1

Tour sites with staff, conduct visioning worksession with PRAC, conduct focus group/stakeholder interviews including City Council members, and conduct a public event/workshop to solicit input and ideas.

Park and Pathway Inventory and Assessment

Summarize the existing system in tables that list amenities and facilities as well as condition of those facilities. Calculate level of service for key recreational facilities (e.g. sports fields, pickleball courts, play areas, skate parks, etc.) based on numbers provided per 1,000 population. Calculate staffing numbers and budgets per 1,000 population and/or acres maintained. This LOS analysis will be used when comparing to benchmark communities.



Historic sawmill photo. Credit: William Allen Stonebraker Photographs, Photo Group 26.

Historic and Cultural Resources Inventory and Summary

Research the history of the area and document significant existing and potential sites. Archaeological sites that are sensitive will not be included in documents that are accessible to the public. Summarize findings and highlight key stories that could be told through site improvements, history walks, or interpretive areas.

Recreation Program and Services Inventory and Assessment

Summarize the suite of programs currently offered and participation rates over the past five years as well as where the program occurs (e.g. schools or other facilities) and denoting seasonality on participation. Document service functions that PRD performs, such as holiday lighting, grounds maintenance, etc.

Current Funding and Capital Improvement Program Review

Review the PRD budget and summarize sources and quantities of funding and major expenditure categories. Summarize the major and minor investments (CIP) over the last five years.

PHASE 1 DELIVERABLES:

- Meeting agendas, presentation, plans, and other materials
- Meeting facilitation and summaries
- Website notifications and materials for staff to post on City's website and media distribution
- Materials for use at in-person events
- Monthly progress reports
- Summary memoranda and base map
- Existing conditions mapping

PHASE 2 - COMMUNITY NEEDS AND CHOICES

This phase documents the desires of the community, evaluates walkable access to recreational opportunities, documents gaps in service (quality and quantity), defines the preliminary vision, goals, and objectives, and explores alternatives on how to fill gaps and achieve the stated goals.

Statistically-valid Survey

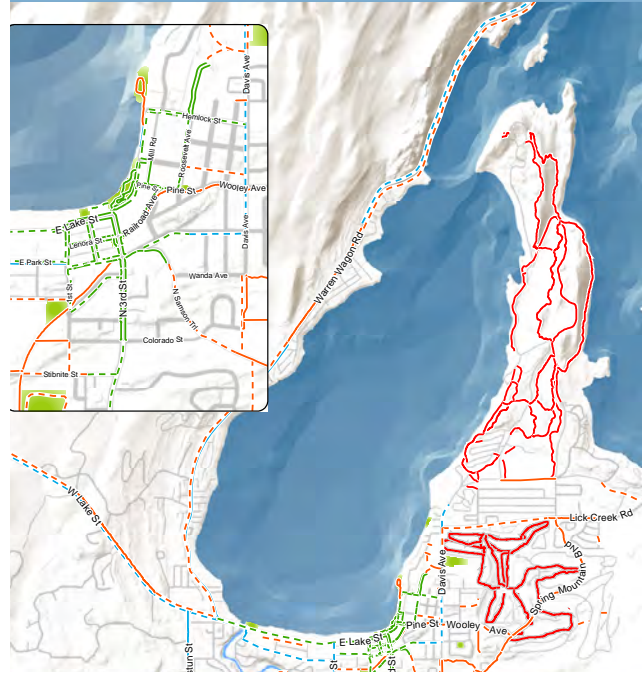
We will create a survey and administer a survey that is specifically tailored to the questions that are most pertinent, like “What do you do?”, “Are there barriers to participating more?”, “What should be improved”, and “What is missing in the community?”. A total of 1,500 surveys will be mailed to a random sample of property owners based on information in the county’s assessor’s database. This is important because so many homeowners are part-time residents and would not receive a survey mailed to the street address. While not delivering a survey to street addresses excludes renters, our experience shows that renters have very low response rate (typically less than 5%) compared to property owners (typically 17 to 25%). Respondents will have the option to respond online through a secure link rather than mailing back the postage-paid results, which increases response rates and maintains the statistical validity of the survey. An open link can also be provided so that anyone can participate, and the responses will be compared to the results of the statistically valid sample. A four-to-six-page survey is the maximum length that people will complete, and questions will be carefully crafted to be easily understood. The goal is to obtain at least 350 completed surveys so that cross tabulations are accurate.

Level of Service and Gap Analysis

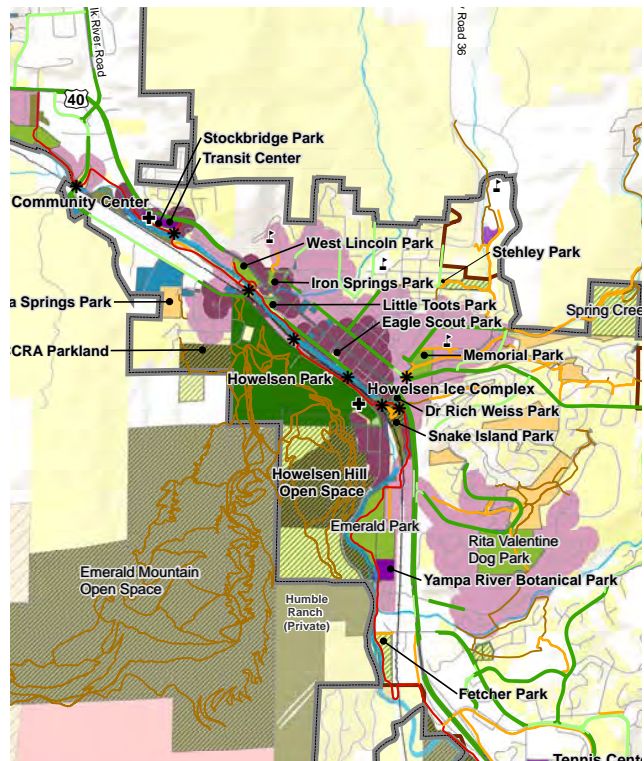
Level of service standards is a measure of the population served per recreational facilities and park amenities. We will identify opportunities that exist to improve the level of service in underserved areas, or to capitalize upon open space or land resources that have possibilities to enhance the outdoor recreation environment in McCall, including trails and pedestrian/bicyclist connections. Additionally we will factor in state and USFS recreation amenities that contribute to the community’s quality of life. We will analyze the distribution of parks and recreation facilities to determine their existing level of service and evaluate the equitable access and location, and to help identify future park, recreation, open space, and trail resources. Level of service is not simply a determination of “how much” there is of park and recreation facilities, but how well they serve residents.

10-minute Walkability Map

A 10-minute walk is a distance that ensures community residents access to parks, trails, and open spaces. Barriers to walking to these recreational opportunities (e.g., major roads, railroads, rivers, disconnected road systems) will be identified and mapped and initial ideas on how to improve access will be explored. Sidewalk and connectivity analysis that Logan Simpson conducted in the transportation master plan will be incorporated.



Planned Walkway and Bike Network map from McCall in Motion



Walkability Map from Steamboat PROST Master Plan and Yampa River Management Plan

Benchmark Communities Analysis

It is important to document what other communities are providing to help McCall understand the “norm” in other communities and potential adjust the existing level of service standards if warranted. Logan Simpson has extensive in-house databases collected from other communities that document each community’s standards and existing level of service for parkland-specific facilities such as soccer fields, ballfields, swimming pools, and recreation centers. Information from three or four new peer communities will be added or updated.

Preliminary Vision, Goals, and Objectives

From the input received to date, we will develop a vision statement for McCall, define goals, and outline objectives, which will serve as the policy basis for the development of recommendations.

Needs Assessment Summary

We will prepare a memorandum that summarizes the complete findings of the needs assessment.

PRAC Meeting #2 (Virtual)

We will support staff and facilitate a worksession with the PRAC to present findings and strategize ways to improve levels of service for the community.

Park Improvement and Program Choices

Specific projects will be identified, and budgetary costs developed for consideration in a Capital Improvements Plan. Recommendations for adjustments to the programs that are offered will be discussed and refined based on input from all stakeholders.

Cultural/Historic Interpretation Strategy

The cultural and historic fabric of McCall will provide the basis for recommendations for education and interpretation, as described in Phase 1. The initial map that describes opportunities for interpretation will be refined and a set of recommendation developed to outline a strategy for implementing a city-wide program.

Preliminary Concept Plans and Cost Estimate

We will develop conceptual plans for three sites that represent the best ideas and expressed needs by residents. Budgetary cost estimates will accompany the plans. After receiving direction from staff, these plans will be refined for presentation to the community for feedback.

Preliminary Policy Recommendations

We have extensive experience with sustainability and design for resiliency and will provide guidance regarding environmental best practices to inform McCall’s Climate Action Plan. In addition to policies that may be related to fees, development practices, park design standards, level of service, and maintenance practices, we will evaluate existing policies and approval processes regarding usage of waterfront and upland parks and sidewalks/pathways such as business concessions, private events, alcohol, drones, vaping, dogs, e-bikes, etc. and make recommendation regarding revisions.

	DELTA	RIFLE	CORTEZ	FRUITA
Population (US Census, Estimates July 1, 2016)	8,914	9,665	9,007	12,924
	# or acres	# or acres	# or acres	# or acres
DEVELOPED PARKLAND (ACRES)				
Mini/Pocket Parks < 1 acre (HOA or private)	2.71	2.00	0.00	3.50
Mini/Pocket Parks (city owned and maintained)	2.46	0.20	1.00	1.20
Neighborhood Parks 1-7 acres (HOA or private)	6.08	0.00	0.00	11.74
Neighborhood Parks 1-7 acres (city owned and maintained)	9.93	12.00	11.77	28.55
Community Parks (city owned and maintained - developed recreation area)	127.03	48.00	112.00	23.00
Total Developed Parkland (public and private)	148.21	62.20	124.77	67.99
OTHER PUBLIC SITES (ACRES)				
Visual Green Spaces (landscape only)	0.49	1.50	0.00	3.50
Plazas, Recreation Center Sites, Museums and Special Use Areas	16.21	3.30	17.00	9.50
Cemeteries	35.95	12.00	0.00	0.00
Total Other Public Sites	52.65	16.80	17.00	13.00
Total High Maintenance Parks and Public Facilities (city-maintained)	192.07	77.00	141.77	65.75
PARKLAND LEVEL OF SERVICE (LOS)				
Existing LOS Public Neighborhood Parkland (acres/1,000 pop.)	1.39	1.26	1.42	2.30
Existing LOS Community Parkland (acres/1,000 pop.)	14.25	4.97	12.43	1.78
Total Existing Community and Neighborhood Parkland (acres/1,000 pop.)	15.64	6.23	13.85	4.08
Adopted Neighborhood Parkland LOS Standard (acres/1,000 pop.)	n/a	n/a	n/a	2.00
Adopted Community Parkland LOS Standard (acres/1,000 pop.)	n/a	n/a	n/a	4.00

Comparison of Development Parkland and Highly Maintained Facilities



Cleland Park; Conceptual Plan

Preliminary Development Code Recommendations

We will review the City development code and recommend any necessary changes to align policies with desired outcomes.

Finalize Vision, Goals, and Objectives

The preliminary version of this document will be refined, and policy statements added as appropriate.

City Council Update and PRAC Meeting #3

We will support staff and facilitate a virtual worksession with the PRAC to present the concept plans, final vision, goals, and objectives, and preliminary policy and code recommendations. An update presentation will also be provided virtually to City Council to update them on project process and vet policy and code recommendations.

Public Outreach Series #2

Stakeholders and the public will have the opportunity to review and provide feedback via an online questionnaire on materials developed to date. Digital maps could be prepared to allow participants to zoom into recommendations. A virtual public meeting will be held to highlight key aspects of the draft plan and gather momentum for public support.

PHASE 2 DELIVERABLES:

- Draft(s) and final survey instrument, and survey report
- Benchmark Communities Summary Table
- Existing Walkability and Level of Service Map
- Needs Assessment Summary, which includes programs and services assessments and all analyses and findings.
- Preliminary and Final Vision, Goals, and Objectives
- Summary of Community Priorities and Preliminary Recommendations
- Meeting plans, materials, facilitation, and summaries
- Website notifications and materials for staff to post on City's website and media distribution

PHASE 3 – MASTER PLAN

This phase of the project extends beyond current 2022 funding and finalizes the PROST master plan.

Finalize Concept Plans

We will refine the conceptual plan for the three sites, describe those improvements in text, and develop budgetary cost estimates

Finalize Programs and Systemwide Recommendations

Preliminary recommendations that were vetted in Phase 2 will be refined and a set of recommendations developed for all aspects of the PRD system.

Priorities, 10-year CIP, and Funding Recommendations

Prioritization criteria will be defined, high priority projects identified, and a list of CIP projects developed. Funding recommendations will be based on current sources as well as potentially new revenue streams, such as non-profit, state, and federal grants, or local taxes.

Based on workshops with the public, staff, and the SAC, priority projects and actions, a 10-year plan for capital investment, and funding strategies will be identified. The projects and specific actions that may involve staff, other agencies, or partners will be arrayed in a summary table, that includes the goals that they meet if implemented, and the costs associated with their implementation. We envision categorizing the list into short range (1-2 years), mid-range (2-5 years), long range (6-10 years), and future actions/projects, which can then be translated into the City's Capital Improvement Program over the years. Strategies for implementation and potential funding sources will be identified and summarized.

Development Code Recommendations

We will outline potential modifications to McCall's land use code.

Implementation Action Plan

A matrix of projects and actions will be prepared that summarizes each and that identifies who is responsible for advancing or implementing the recommendation.

Administrative Draft PROST Plan

Utilizing previously developed memos, maps, and materials, an initial draft of the plan will be formatted prepared for internal review by McCall staff and refined.

PRAC Meeting #4

We will assist staff in conducting and workshop with PRAC to receive comments on the initial draft of the document.

Public Draft PROST Plan

Based on consolidated comments and direction from McCall staff, we will refine the document for review and comment by the public.

Public Outreach Series #3

Stakeholders and the public will have the opportunity to review and provide feedback online on the draft. A virtual public meeting will be held to highlight key aspects of the draft plan and gather momentum for public support. Comments received on the Draft Plan will be tracked, reviewed, and incorporated as appropriate after Staff review.

Final Plan and Approvals (PRAC and City Council adoption Virtual)

The final document will be easy to read and navigate and graphically compelling. The final draft will be presented to PRAC and City Council for approvals. After approval, prepare adopted plan for posting to the website.

PHASE 3 DELIVERABLES:

- Finalized concept plans for incorporation into Admin Draft
- Admin Draft, comment response, and edits
- Public Draft, comment response, and edits
- Online review and comment forum
- Final Draft, comment response, and edits
- Finalized Plan PDF document and associated native files in InDesign, MXDs, Illustrator, etc.
- Meeting plans, materials, facilitation, and summaries
- Website notifications and materials for staff to post on City's website and media distribution

RECREATION FACILITY TYPE	DESCRIPTION	COST		TYPE		NEW PROJECTS	TOTAL COST WITH 32% FOR DESIGN AND CONTINGENCY
		Base Est. Cost w/o 32% design & contingency	Life-cycle replacement/ ADA/Code Compliance (10 year)	New Project	1 - 5 years		
Park Improvements							
Breeze Park	Phase 2 Implementation	\$200,000		\$200,000		\$200,000	\$264,000
City Park and Pools	Pool Walls	\$400,000	\$400,000				\$528,000
	Bathhouse showers remodel	\$350,000	\$350,000				\$462,000
	Miscellaneous bathhouse facilities repairs	\$65,000	\$65,000				\$85,800
	Playgrounds replacement, surfacing and connecting walks	\$300,000	\$300,000				\$396,000
East Park & Open Space	Demolish skate park and tennis courts	\$35,000	\$35,000				\$46,200
	Play area ADA upgrade and walk connections	\$150,000	\$150,000				\$198,000
	Site revegetation	\$35,000	\$35,000				\$46,200
	Dog park	\$90,000		\$90,000		\$90,000	\$118,800
Heier Memorial Park	ADA walk connections	\$30,000	\$30,000				\$39,600
North Park	Play area ADA upgrade and walk connections	\$250,000	\$250,000				\$330,000
Woodbury Park	Restroom replacement	\$250,000	\$250,000				\$330,000
	Construct skate park	\$250,000		\$250,000		\$250,000	\$330,000
	Play area ADA upgrade and walk connections	\$160,000	\$160,000				\$211,200
	Construct 4 pickleball courts	\$150,000		\$150,000		\$150,000	\$198,000
	Asphalt repair	\$50,000	\$50,000				\$66,000
	Fencing and backstops replace	\$100,000	\$100,000				\$132,000
High School	Tennis and Basketball Courts Reconstruction (total of 6 courts - 2 new) - Costs and priority to be shared with School District	\$415,000	\$278,050	\$136,950		\$136,950	\$547,800
Total Park Improvements		\$3,280,000	\$2,453,050	\$826,950		\$826,950	\$4,329,600

**McCALL CITY COUNCIL
AGENDA BILL**

216 East Park Street
McCall, Idaho 83638

Number AB 22-043
Meeting Date February 24, 2022

AGENDA ITEM INFORMATION				
SUBJECT: <i>Request Approval of an Appropriation from the Airport Fund Balance to Airport Capital for Purchase of a Snow Broom Truck</i>		<i>Department Approvals</i>	<i>Initials</i>	<i>Originator or Supporter</i>
		Mayor / Council		
		City Manager	ABS	
		Clerk		
		Treasurer	RS	Support
		Community Development		
		Police Department		
		Public Works		
		Golf Course		
COST IMPACT:	\$48,450.00	Parks and Recreation		
FUNDING SOURCE:	Airport Fund Balance	Airport	el	Originator
		Library		
TIMELINE:	Immediate	Information Systems		
		Grant Coordinator		

SUMMARY STATEMENT:

In December of 2021, McCall Airport was notified by a part-time resident of McCall that he would like to sell a snow broom truck that he had purchased from PDX to handle his private driveway near Portland, OR. The truck was revealed to not only far be too large for his purposes, but the snow in that area is too wet and infrequent for this equipment to be cost-effective (which is why PDX sold it). The Airport Superintendent and the City Mechanic inspected the truck in January and had the fluids tested at Western States Caterpillar. All test results were excellent, and the equipment is in very good shape. The truck’s estimated value is around \$70,000, and it will provide reduced labor and fuel costs thanks to its 20’ broom head, vs. the 11’ broom head of the old one. The AAC reviewed the proposed purchase in January and recommends approval.

This purchase is within the City Manager’s authority, but the expense was not included in the FY22 budget as the City was not aware of the equipment’s availability at the time the budget was adopted. The proposed funding source for this purchase is the Airport available fund balance. The Airport available fund balance at the beginning of FY21 was \$712,832. The Airport has a contingency budget of \$150,000 contingent revenue and contingent expense. Should the Council approve this purchase and the use of available fund balance, staff recommends and requests approval to transfer \$48,450 from Contingent Revenue and Contingent Expense as follows:

29-30-050-997.0 Appropriated Fund Balance	\$48,450	29-56-200-702.0 Capital Purchase	\$48,450
29-99-075-100.0 Contingent Revenue	(\$48,450)	29-99-750-100.0 Contingent Expense	\$48,450 (decrease budget)

RECOMMENDED ACTION:

Approve the appropriation and use of Airport fund balance in the amount of \$48,450 to purchase a Snow Broom truck and approve the line-item transfer from contingent revenue and expense to the appropriate revenue and expense accounts in the operating revenue and capital Airport budget.

RECORD OF COUNCIL ACTION

MEETING DATE	ACTION

**McCALL CITY COUNCIL
AGENDA BILL**

216 East Park Street
McCall, Idaho 83638

Number AB 22-047
Meeting Date February 24, 2022

AGENDA ITEM INFORMATION				
SUBJECT: <i>Request to Approve submittal of an Idaho Commission for Libraries Grant to support a Summer Intern for the McCall Public Library</i>		<i>Department Approvals</i>	<i>Initials</i>	<i>Originator or Supporter</i>
		Mayor / Council		
		City Manager	ABS	
		Clerk		
		Treasurer		
		Community Development		
		Police Department		
		Public Works		
		Golf Course		
COST IMPACT:	\$1000	Parks and Recreation		
FUNDING SOURCE:	Idaho Commission for Libraries	Airport		
		Library	Meat	originator
TIMELINE:	Grant deadline: March 7, 2022	Information Systems		
		Economic Development		

SUMMARY STATEMENT:

In an effort to “build the capacity of a diverse, skilled workforce for the library community,” the Idaho Commission for Libraries provides grants of \$1,000 to public libraries to support an intern for the summer of 2022.

The McCall Public Library would like to apply to this program to provide a stipend of \$1000 for one 2022 summer intern. Applications from high school / young adult candidates will be recruited via MDHS, Heartland High School, McCall Rotary Club, and the West Central Mountains Economic Development Council’s workforce development efforts. The ideal candidate will be bilingual, to help the Library’s outreach to Spanish speaking families. The selected intern will assist the Summer Reading Program (14 programs over a span of 7 weeks), help deliver mobile Book Bike services, work with an Idaho History Room digitization project, and learn about general library operations. If the grant is awarded, the internship will begin June 14, 2022 and conclude by August 16, 2022 with a final report due September 1, 2022.

The McCall Library was awarded this grant in 2021, and it was a beneficial opportunity for both the intern and the library. Last year the internship was awarded to a graduate of MDHS who had been away for college, then recently returned to McCall to live and work. The previous intern continues to volunteer her skills weekly at the library, even after the paid internship was completed. The administration of this grant provided no extra challenges last year.

RECOMMENDED ACTION:

Approve submittal of Idaho Commission for Libraries Grant application for a Library intern and authorize the Mayor to sign all necessary documents.

RECORD OF COUNCIL ACTION

MEETING DATE	ACTION

**McCALL CITY COUNCIL
AGENDA BILL**

216 East Park Street
McCall, Idaho 83638

Number AB 22-052
Meeting Date February 24, 2022

AGENDA ITEM INFORMATION

SUBJECT: <i>Request Approval of an Escrow Agreement for DR-19-55 – 1400 Mill Road</i>		<i>Department Approvals</i>	<i>Initials</i>	<i>Originator or Supporter</i>
		Mayor / Council		
		City Manager	ABS	
		Clerk		
		Treasurer		
		Community Development	BP	Originator
		Police Department		
		Public Works		
		Golf Course		
		Parks and Recreation		
COST IMPACT:	N/A	Airport		
FUNDING SOURCE:	N/A	Library		
TIMELINE:	N/A	Information Systems		
		Grant Coordinator		

SUMMARY STATEMENT:

The City has been working with the owners of 1400 Mill Road to ensure that public improvements, primarily sidewalks, are provided by the owners, but built at the time of other improvements planned by the City in the vicinity. As such, the owners are requesting to enter an escrow agreement to provide a financial assurance that they will contribute a proportional share of the cost of construction. DR-19-55 was approved by the McCall Area Planning & Zoning Commission on February 4, 2020. A subsequent extension of time was granted on January 5, 2021. A building permit was applied for prior to the August 4, 2021 deadline.

RECOMMENDED ACTION:

Approve the Escrow Agreement for DR-19-55 – 1400 Mill Road and authorize the mayor to sign all necessary documents.

RECORD OF COUNCIL ACTION

MEETING DATE	ACTION

EXHIBIT 4

ESCROW ACCOUNT AGREEMENT 1400 Mill Road – DR-19-55

This Escrow Account Agreement is made and entered into by and between BRIAN AND BLAIR MOSES (“**Owners**”), whose address is 2011 Paseo Dorado, La Jolla, California 92037, and the CITY OF McCALL, a Municipal Corporation (the “**City**”), whose address is 216 E. Park St., McCall, Idaho, 83638.

RECITALS

- A. The Owners are developing certain real property in McCall, Idaho, which is more particularly described as:
- Lots 1 and 2, Block 5, McCall’s 1st Addition, Section 9, T18N, R3E, BM, City of McCall, Valley County, Idaho.
- B. Certain utilities and improvements for the Property will not be complete when the building permit for the Property is applied for. Such improvements are described at the attached **Exhibit A** (collectively the “**Improvements**”). In compliance with M.C.C. 9.6.067, the Owners have established an Escrow Account to assure that sufficient funds are available and earmarked for the completion of the Improvements.
- C. The estimated cost to complete construction of the Improvements, as certified by the Owners’ Project Engineer, is **\$10,475**, as set out at **Exhibit A**. 125% of that sum is **\$13,093.75**, which sum will be deposited by the Owners to assure completion of the Improvements.
- D. Under the terms of the approval of the Design Review, the City of McCall requires the Owners to provide certain financial assurances of payment and completion of the Improvements. Pursuant to M.C.C. 9.6.067, the Owners must deposit funds into an escrow account in an amount equal to 125% of the above stated cost of completion of the Improvements. The additional 25% is referred to in this Agreement as the “**Reserve**”. The parties hereto intend that the escrow established by these Escrow Account Instructions shall satisfy the financial assurance requirements of the City of McCall.

AGREEMENT

NOW THEREFORE, in consideration of the mutual covenants and conditions hereof and other good and valuable consideration, the parties hereto agree as follows:

DEPOSIT OF FUNDS

- Initial Deposit.** The Owners have placed on deposit with _____ (hereinafter “**Escrow Holder**”), _____ (the “**Escrow Account**”) the sum of **\$13,093.75** to be held in an account and disbursed pursuant to the terms hereof.
- Substitution of Funds.** At the Owners’ discretion, funds in this account can be replaced with a Letter of Credit in accordance with M.C.C. 9.6.067, established with a banking institution in an amount equal to the remaining balance of the escrow account, or a portion thereof, in form acceptable to the City of McCall. The McCall City Clerk shall be notified in advance of any such substitution.

DISBURSEMENT OF FUNDS

3. **Requests for Disbursement of Funds:** The Improvements will be completed by no later than **December 31, 2032**. Requests for disbursement of funds (“**Requests**”) may be made by the Owners as line items in **Exhibit A**, or portions thereof, are completed, but in no case more frequently than monthly. Requests shall include the following:

a. An Engineer’s certificate, from the Owners’ project engineer, stating the work for which disbursement is requested is substantially complete, identifying which line items within **Exhibit A** are yet to be completed, and identifying the percentage of completion by line item and by total cost of the Improvements; and,

b. Disbursements shall be made directly to the Owners, who shall be responsible for payments to contractors, subcontractors, employees, materialmen and any others to whom payment is due. Copies of the Request shall be simultaneously provided to Escrow Holder and to the City Clerk and the City Engineer.

c. Absent written objection to the Request provided by the City to the Escrow Holder and the Owners within ten (10) days after the date of submittal of the Request, distribution from the Escrow Account shall be made by Escrow Holder no later than eleven (11) days after the date of submittal of the Request, or on the next working day thereafter. To the extent permitted under Idaho law, the City agrees to release Escrow Holder from any claims of any nature whatsoever that a distribution made under these circumstances was improperly made by Escrow Holder. The Owners agree to release Escrow Holder from any such claims; and, in addition, the Owners agree to indemnify Escrow Holder against and to hold Escrow Holder harmless regarding any such claim which might be asserted against Escrow Holder.

d. At the Owners’ option, the Request may include the pro-rata portion of the 25% Reserve which is included in the aforesaid Deposit, such that at all times a sum equal to or exceeding 125% of the remaining estimated cost to complete the Improvements remains in the Escrow Account. In this event, the Owners shall include in the Request all of its calculations showing the requirements of this subparagraph are satisfied.

e. Escrow Holder shall have no responsibility for obtaining, maintaining or having any involvement regarding lien releases related to the construction of the Improvements or otherwise.

If, at any time pending completion of Improvements, the City is concerned that less than 125% of the estimated cost to complete remains in the Escrow Account, or that any funds have or are proposed to be improperly distributed, then such concern will be resolved between the City and the Owners.

4. **Request for Final Disbursement:** The Owners’ project engineer shall provide certification to the Escrow Holder, with copies to the City Clerk and City Engineer, when the Improvements are completed. Absent written objection to the Certification, provided by the City to the Escrow Holder and the Owners within ten (10) days after the date of submittal of the Certification, then the balance of the funds held in the Escrow Account shall be disbursed by Escrow Holder to the Owners, or to persons designated by the Owners, as aforesaid, no later than eleven (11) days after the date of submittal, or on the next working day thereafter.

5. **Use of Funds by the City:** In the event that the Owners fail to complete all of the Improvements on or before **December 31, 2032**, then the City shall be entitled to take control of the funds remaining in the Escrow Account and apply the funds held therein to the completion of the Improvements, after giving the Escrow Holder and the Owners thirty (30) days advance written notice of its intent to do so. In such case, should the funds remaining in the Escrow Account be insufficient to complete the Improvements, then the Owners shall be liable to the City for the additional funds necessary to complete the Improvements, together with all costs and expenses reasonably incurred by the City in completing the Improvements and collecting the necessary funds from the Owners. Any funds in the Escrow Account in excess of the City's cost to complete shall be returned to the Owners.

GENERAL TERMS

6. The Owners do not intend that any persons or entities other than the City of McCall and Escrow Holder, and their successors and assigns, shall have any rights or remedies hereunder. The parties hereto specifically disclaim any intent to bestow any enforceable benefit upon any third parties as against the parties hereto. Any benefit accruing to any such third party as the result of the execution of these Escrow Instructions is merely coincidental and no such third party may rely on receiving such benefit.

7. The City of McCall Clerk shall be entitled to receive statements confirming account balance and disbursements made from the Escrow Account, upon request made to Escrow Holder, with copy to the Owners.

8. Any costs and fees charged by Escrow Holder shall be borne by the Owners.

9. The Owners and the City acknowledge and agree that Escrow Holder, by holding such sums in trust as set forth hereunder, assumes no responsibility or liability under this Agreement or otherwise other than the responsibility to hold the sums paid to it in trust, and apply such sums as set out herein. Escrow Holder may terminate the escrow account at any time, after providing the parties with thirty (30) days advance written notice. In such case monies remaining in the Escrow Account shall be disposed of according to the joint instruction of the Owners and the City.

10. If any controversy arises with regard to distribution of funds in the Escrow Account, Escrow Holder shall have the right to stop all proceedings in and performance of said escrow until satisfactory written evidence of settlement is provided, whether or not such controversy results in litigation brought by the parties, by a third person, or in an interpleader action brought by Escrow Holder. The parties hereto jointly and severally agree to pay all costs, damages, judgments and expenses, including reasonable attorney's fees suffered or incurred by the Escrow Holder in connection with such controversy, or otherwise arising out of this Agreement, including, but without limiting a suit in interpleader brought by the Escrow Holder.

11. Escrow Holder shall have no liability for the solvency of the institution in which said Funds are deposited nor the availability of funds on a certain date. The Owners agree to hold Escrow Holder harmless regarding and to indemnify Escrow Holder against any loss, costs, expenses, attorney fees or claims which may arise by reason of the designation of the depository. Escrow Holder is not responsible for performing any Municipal, State, or Federal tax withholding or reporting.

12. The funds held by Escrow Holder pursuant to the terms of this Agreement cannot be withdrawn without the prior written consent of the Owners and the City of McCall, except by Court Order.

13. The terms of this Agreement shall inure to the benefit of and bind the parties hereto, together with their heirs, assigns and successors.

14. In the event that a dispute arises between the Owners and the City regarding the meaning, application or breach of this Agreement, then the prevailing party in such dispute shall be entitled to recover its attorney's fees and costs incurred.

IN THE WITNESS WHEREOF, the parties hereto have caused these Escrow Account Instructions to be executed as of the day and year of the last signature hereto.

BRIAN MOSES

By: _____ Date: _____
Print Name: Brian Moses
Title: _____

BLAIR MOSES

By: _____ Date: _____
Print Name: Blair Moses
Title: _____

ESCROW HOLDER

AmeriTitle, Inc.

By: _____ Date: _____

CITY OF MCCALL

By: _____ Date: _____
BOB GILES, Mayor

ATTEST:

By: _____ Date: _____
BESSIEJO WAGNER, City Clerk

IN RE:)
)
Moses Residence) **McCALL AREA PLANNING AND ZONING COMMISSION**
Design Review) **FINDINGS OF FACT, CONCLUSIONS OF LAW, AND**
) **DECISION**
)
)
Application Number:)
DR-19-55, SH-19-12)

FINDINGS OF FACTS

Applicant: Blair and Brian Moses

Representative: Epikos Design and Planning

Application: A Design Review and Shoreline Review application to construct a 5,400 square foot residence with an attached, 1,800 sq. ft. deed restricted accessory dwelling in the Central Business District near Payette Lake.

Address: 1400 Mill Road, McCall, Idaho 83638

Location: Lots 1 and 2, Block 5, McCall’s 1st Addition, Section 9, T18N, R3E, BM, City of McCall, Valley County, Idaho.

Public Notice: Newspaper: The Notice of Hearing was published in the *Star News* on January 16, 2020.
Mailing: The Notice of Hearing was mailed by the applicant to property owners within 300 feet on January 20, 2020.
Posting: The Notice of Hearing was posted by the applicant on the subject parcel on January 20, 2020.

Zoning: CBD – Central Business District, Shoreline and River Environs Zone

Property Size: .168 acres (7,318 sq. ft.)

Lot Coverage: 3,918 sq. ft. or 53% of the site, which is less than the 95% allowable within the CBD Zone (MCC 3.4.031).

- Building Height:** 35 feet from existing grade
- Proposed Setbacks:** Per MCC 3.4.03, there are no required setbacks in the CBD when do alley is present. The proposed setbacks are as follows:
- From property line fronting E. Lake Street: 0 ft.
 - From property line fronting Mill Road: 17 ft. 5 in.
 - North side: 7 ft.
 - South side: 8.5 ft.

Parking Spaces:

Provided: Parking Spaces: Approximately five (5) on-site parking spaces (two within attached garage, three within driveway area) are provided for the residential use off of Mill Road. One space is dedicated to use by the ADU with a pathway providing access to the separate entrance.

Required: Pursuant to McCall City Code (MCC 3.8.062), a minimum of two (2) parking spaces are required for single family residential units. The property is located within the McCall Urban Renewal District and, pursuant to McCall City Code section 3.4.061.D, commercial uses within an urban renewal district are exempt from providing off street parking.

APPROVAL STANDARDS

Title 3, Chapter 7

Shoreline and River Environs Zone

No conditional use or building permit shall be issued, nor is any development, grading, or alteration of any land within this zone permitted, unless the applicant establishes to the satisfaction of the commission and council in the case of a conditional use, or of the administrator in the case of a building permit, that:

1. **The proposed development meets all applicable requirements of this title and title IX of this code.** The proposed development meets the allowable building height, setbacks, and lot coverage of Title III and Title IX.
2. **The plans accurately identify the water pool shore contours and high water marks, which, in the case of river environs, shall mean the limits of the area of special flood hazard. The site plan indicates the Water Pool Shore Contour elevation.** The plans do not identify the water pool shore contour or Payette Lake.
3. **A letter is on file from a specialist certified by the United States army corps of engineers wetlands expert that certifies that no wetlands related issues or issues related to fill of navigable waters issues were presented by the proposed development; or that a section 404 permit has been issued or is forthcoming by the corps of engineers, whichever is appropriate, city approval(s) under this title and title IX of this code are contingent upon all applicable section 404 permit requirements being met.** It appears that a 404 permit will not be necessary although the City reserves the right to require this at a later date if it becomes necessary.
4. **The requirements of the underlying zone are met.** The proposed project meets the height, setbacks, and lot coverage requirements of the CBD – Central Business District Zone.
5. **The fifty foot (50') building setback line is met per subsection (C)3(c) of this section.** The entire property is situated more than 50 feet from the water pool contour of Payette Lake.
6. **Proof of stormwater certification training has been provided by the individual applying for the building permit.** This will be required as part of the building permitting process.

Title 3, Chapter 16

Design Review

The commission or administrator shall determine the following before approval is given:

1. The project is in general conformance with the comprehensive plan.

2. **The project does not jeopardize the health, safety or welfare of the public.**
3. **The project conforms to the applicable specifications outlined in the "City Of McCall Design Guidelines", incorporated by reference herein, as well as all other applicable requirements of the zoning ordinance and subdivision ordinance, adopted by the city of McCall.** Please see the review of the Design Guidelines below.

DESIGN GUIDELINES

General Guidelines

1. **Building Scale:** The building scale is quite large in comparison to the other residential structures along E. Lake St. and compared to lots of the same size in residential zones.
2. **Pedestrian Character:** Both street front facades have prominent entries that relate to well to the pedestrian.
3. **Blank Walls:** The building design avoids large blank walls by utilizing windows on all facades.
4. **Storefront:** NA
5. **Parking:** Approximately five (5) on-site parking spaces (two within attached garage, three within driveway area) are provided for the residential use off of Mill Road. One space is dedicated to use by the ADU with a pathway providing access to the separate entrance.

Guidelines for All Projects

Site Planning

1. **Building Siting:** The project is sited near two large spruce trees on the property's southwesterly corner and damage to the tree could happen during construction if careful steps are not taken to preserve the tree. Prior to any site grading or disturbance, the applicant shall install construction fencing outside the drip line area of the two existing mature trees to be preserved at the southwest edge of the project area.

2. **Adjacent Buildings and Uses:** The residential use of the building is compatible with the surrounding residences. Per MCC 3.4.02, residential properties are allowed in the CBD provided they are part of a mixed-use development. Prior to January 1, 2020, the City of McCall considered deed restricted local housing units a public use, which could satisfy the mixed-use requirement. The total building footprint is 3,601 sq. ft., the deed restricted local housing unit is 1,809 sq. ft. when including the southernly storage area, thereby satisfying the 50% ground floor requirement. Prior to issuance of a building permit, the applicant shall enter into an agreement with the City to deed restrict the lower level rental unit for local housing in compliance with the City of McCall Resolution 19-02.
3. **Preserve Vegetation and Wildlife:** No wildlife are known to exist within the project area. Two existing large tree will be preserved on the parcel's southwest corner.
4. **Preserve Views:** Views from second-tier property such as Greystone Village may be affected by the proposed project. However, McCall City Code does not include provisions for the protection of views from second-tier properties.
5. **Preserve Skylines:** The project area is not located on a skyline.
6. **Preserve Natural Drainage:** A stormwater management plan and report have been submitted and reviewed. Final approval by the City Engineer will be required prior to issuance of a building permit.
7. **Cluster Buildings:** N/A
8. **Street Alignment:** The alignment of the driveway onto Mill Rd. is wider than the 20 ft. typically approved for a residential development.
9. **Retaining Walls:** Retaining walls are proposed. Prior to issuance of a building permit, the applicant shall verify that all retaining walls are either under 48 in. or have been engineered.
10. **Snow Storage:** Snow storage is incorporated within the site design.

11. **Roof Design and Snow:** The proposed roof design includes asphalt shingles to help retain the snow on the roof, and anticipates drip lines.
12. **Use the Sun:** The project avoids creating cold, shaded areas.
13. **Screen Service Areas:** No service areas are proposed.
14. **Off-Street Parking:** Approximately five (5) on-site parking spaces (two within attached garage, three within driveway area) are provided for the residential use off of Mill Road. One space is dedicated to use by the ADU with a pathway providing access to the separate entrance.
15. **Circulation Needs – Pedestrian and Vehicles:** In lieu of construction of sidewalk along the E. Lake Street property frontage, the property owner will contribute funds equivalent to the cost of the sidewalk construction to the City to help fund other pathway efforts in the vicinity.

Architecture

1. **Enhance McCall Classic Styles:** The project is compatible with McCall Classic Styles.
2. **Minimize Scale:** The scale of the building is minimized through the use of architectural details and varied materials.
3. **Building Additions:** N/A
4. **Roof Lines:** The roof lines are varied and compatible with the building form.
5. **Mechanical Equipment:** No exterior mechanical equipment is proposed.
6. **Multi-Unit Structures:** The project includes an upper residential unit and a lower floor deed restricted local housing unit.
7. **Balconies and Porches:** The balconies and porches are designed as interesting architectural features.
8. **Exterior Doorways:** Exterior doors are located in a manner that complements the design of the building and the intended use.
9. **Wall Materials:** The exterior materials include light and ark grey siding.

10. **Shop Front Design:** NA

11. **Wall Colors:** The proposed wall colors include natural hues.

Landscaping and Site Design

1. **Light Fixtures:** Prior to issuance of a building permit the applicant shall provide details clarifying lighting fixtures compliance with MCC 3.14.
2. **Fences and Walls:** No fences are proposed.
3. **Retaining Walls:** Retaining walls are proposed. Prior to issuance of a building permit, the applicant shall verify that all retaining walls are either under 48 in. or have been engineered.
4. **Paving and Streetscapes:** The drive and parking areas will be surfaced with concrete.
5. **Landscaping Plan:** A landscaping plan has been provided.
6. **Site Conditions for Landscaping:** It is unclear if site conditions have been considered during selection of plant materials.
7. **Lawn Area:** Lawn area is proposed along Mill street and surrounding the structure.
8. **Utility Installations:** All utilities, including power and a propane tank, will be installed underground.
9. **Screen Parking Lots:** NA
10. **Irrigation System Required:** It is unclear if automatic irrigation is proposed. Irrigation systems are not required for residential uses.
11. **Retain Existing Vegetation:** Existing vegetation will be retained as much as possible during construction.
12. **Preserve Existing Trees:** Two existing Ponderosa Pine trees in the southwest corner of the parcel will be retained and protected during construction.
13. **Grading and Drainage:** A stormwater management plan and report have been submitted outlining the design of the underground stormwater retention facility shown on the Preliminary

Grading Plan and addressing the requirements contained in the City of McCall Drainage Management Guidelines (DMGs).

14. **Maintenance:** The property owner will be responsible for landscape maintenance.
15. **Sidewalks:** In lieu of construction of a disjointed sidewalk section along the E. Lake Street property frontage, the property owner will contribute funds equivalent to the cost of the sidewalk construction to the City to help fund other pathway efforts in the vicinity.
16. **Bike Paths:** A bike lane currently exists along E. Lake Street in front of the subject parcel. A lakefront separated pathway is desired here to connect Legacy Park to the existing separated pathway to Brown Park just to the north of the subject parcel.

Commercial and Public Use Districts

1. **Preserve historic structures and areas:** No historic structures or areas exist within the project site.
2. **Preserve the small town character and encourage development with pedestrian character:**
The project is consistent with the desired small town and pedestrian character of McCall.
3. **Ensure compatibility with surrounding structures:** The proposed structure is compatible with surrounding structures.
4. **Ensure logical and functional circulation patterns for the three levels of traffic: pedestrian, automobile, service/delivery:** In lieu of construction of a disjointed sidewalk section along the E. Lake Street property frontage, the property owner will contribute funds equivalent to the cost of the sidewalk construction to the City to help fund other pathway efforts in the vicinity. A lakefront separated pathway is desired here to connect Legacy Park to the existing separated pathway to Brown Park just to the north of the subject parcel.
5. **Ensure the streetscape is consistent with the goals of the City as expressed in the *Comprehensive Plan*:** In lieu of construction of a disjointed sidewalk section along the E. Lake

Street property frontage, the property owner will contribute funds equivalent to the cost of the sidewalk construction to the City to help fund other pathway efforts in the vicinity. A lakefront separated pathway is desired here to connect Legacy Park to the existing separated pathway to Brown Park just to the north of the subject parcel.

DEPARTMENT/AGENCY COMMENTS

McCall Fire and EMS

In an email dated December 17, 2019, McCall Fire stated no objections to the project.

McCall City Engineer

In an email dated December 27, 2019, the City Engineer outlined several concerns with the original proposal regarding street sections, stormwater management, water utility, and snow storage. The applicant submitted revised plans to address the engineering concerns on January 20, 2020 and the City Engineer has determined that the revised plans do address the concerns listed and are likely to meet the City's DMGs.

McCall Addressing

In an email dated December 3, 2019, the McCall Addressing Coordinator stated that the deed restricted residential unit will be address as 1400 Mill Rd. Unit B and that the address will need to be posed at the entrance per McCall Addressing Guidelines.

Payette Lakes Recreational Water and Sewer District (PLRWSD)

This application was distributed to the PLRWSD more than 30 days prior to the February 4, 2020 McCall Area Planning and Zoning Commission meeting. In a letter dated December 9, 2019, the PLRWSD stated the following:

1. There is a sewer service connection for the lot in the area of construction; the sewer service connection shall be protected from damage during construction of the proposed structure to prevent excessive water, or debris, from entering the sewer system. Failure to do so will result

in the owner/contractor being responsible for any cost incurred by the District for cleaning or removing debris that enters the sewer system.

2. Purchase of two (2) sewer connection permits will be required before issuance of a building permit.
3. Inflows of surface water and excessive infiltration are prohibited. Such prohibited sources of inflow shall include, but not be limited to, the following: heating, cooling, or water system discharges in excess of one thousand gallons per day, storm water connections, sub-water drains, floor drains located within garages, foundation drains, roof drains, swimming pools, street drains, basement drains, sump pumps and abandoned sewer lines.
4. The owner/contractor shall notify the District two (2) business days before connection to the sewer stub.

CONCLUSIONS OF LAW

1. The City of McCall has provided for the processing of Design Review applications, pursuant to Title 3, Chapter 16 of McCall City Code.
2. Adequate notice of the February 4, 2020 public hearing was provided, pursuant to Section 67-6512, Idaho Code and Title 3, Chapter 15 of McCall City Code.
3. Upon compliance with the conditions noted below, the application meets the Design Review Standards set forth in Title 3, Chapter 16 of McCall City Code.

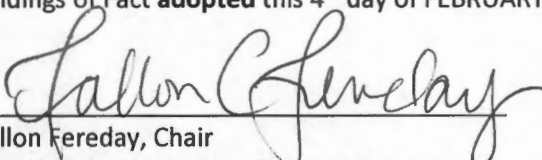
DECISION

THEREFORE, the McCall Area Planning and Zoning Commission hereby **approves** this Design Review application, provided that the following conditions are met:

1. Prior to issuance of a building permit, the applicant shall obtain final approval from the City Engineer (see Agency Comments).

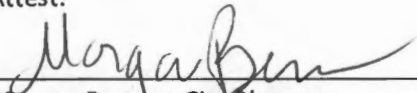
2. Prior to issuance of a building permit, the applicant shall verify that all retaining walls are either under 48 in. or have been engineered.
3. Prior to issuance of a building permit, the applicant shall provide proof of purchase for two sewer connection permits, and the applicant shall adhere to all requirements of the sewer district (see agency comments above).
4. Prior to issuance of a building permit, the applicant shall enter into an agreement with the City to deed restrict the lower level rental unit for local housing in compliance with the City of McCall Resolution 19-02.
5. Prior to issuance of a building permit the applicant shall provide details clarifying lighting fixtures compliance with MCC 3.14.
6. In lieu of construction of curb, gutter and sidewalk along the Lake Street property frontage, the applicant shall, prior to issuance of a building permit, either provide funds equivalent to the cost of construction of the sidewalk to the City of McCall or shall provide the funds in escrow and enter into an escrow agreement with the City of McCall. The funds shall be utilized by the City of McCall and/or the McCall Urban Renewal Agency for pathway improvements in the vicinity of the project.
7. Prior to any site grading or disturbance, the applicant shall install construction fencing outside the drip line area of the two existing mature trees to be preserved at the southwest edge of the parcel.
8. All utilities within the project shall be installed underground, including any propane tanks.
9. Prior to issuance of a Certificate of Occupancy, the applicant shall address the deed restricted lower unit as 1400 Mill Rd. Unit B per McCall Addressing Guidelines.
10. Pursuant to McCall City Code (MCC 3.16.08), design review approval shall lapse and become void whenever the applicant has not applied for a building permit within one year from the date of initial approval.

Findings of Fact **adopted** this 4th day of FEBRUARY 2020.



Fallon Fereday, Chair
McCall Area Planning and Zoning Commission

Attest:



Morgan Bessaw, City Planner
City of McCall

Moses - 1400 Mill Street
Estimated Costs for Public Sidewalk Improvements
Revised February 8, 2022

ITEM NO.	ITEM DESCRIPTION	UNIT MEAS.	EST. QUANTITY	UNIT PRICE	EXTENDED PRICE
1	Mobilization	L.S.	1	\$500.00	\$500.00
2	Excavation	C.Y.	20	\$50.00	\$1,000.00
3	Subbase	C.Y.	25	\$65.00	\$1,625.00
4.	Crushed Base Material	C.Y.	10	\$65.00	\$650.00
5.	Curb & Gutter	L.F.	60	\$30.00	\$1,800.00
6.	Sidewalk (6.33' @ 60 LF)	C.Y.	6	\$650.00	\$3,900.00
7.	Erosion Control	L.S.	1	\$500.00	\$500.00
8.	Traffic Control	L.S.	1	\$500.00	\$500.00
	Subtotal				\$10,475.00
	25% Contingency				\$2,618.75
	ESTIMATED TOTAL CONSTRUCTION COST				\$13,093.75

Brian Parker

From: Morgan Bessaw
Sent: Monday, January 11, 2021 10:20 AM
To: brian moses
Subject: Design Review Extension

Hi Brian,

The Commission approved your request for a six month extension on your design review approvals that were originally going to expire on February 4, 2021. The new approvals will give you until August 4, 2021 to apply for a building permit for 1400 Mill Rd. Please let me know if you have any questions.

Sincerely,

Morgan Bessaw, CFM | City Planner
216 E. Park Street | McCall | Idaho 83638
Direct: 208.634.4256 | Fax: 208.634.3038



Web: mccall.id.us
Blog: mccallcitysource.com
Social: [Facebook.com/cityofmccall](https://www.facebook.com/cityofmccall)



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City Council Upcoming Meetings Schedule

February 25, 2022; 9:00 – 11:00 a.m. TEAMS Virtual and Legion Hall – Special Work Session

1. *Work Session: STR Regulations (Michelle)*
2. *2022 Strategic Priorities*
3. *ARPA Funding Priorities*
- 4.

March 3, 2022 – 5:30 pm TEAMS Virtual and Legion Hall – Special Session Tentative

- 1.

March 10, 2022 - 5:30 pm, TEAMS Virtual and Legion Hall – Regular Meeting

1. *Clerk License Report - Consent*
2. *Chamber Report*
3. *Monthly Department Reports*
4. *Committee Minutes - Consent*
5. *COVID-19 Update – Review Mask Metrics – (Justin) 10Min*
6. *PUBLIC HEARING Thula Black Bear Condos continued*
7. *PUD-20-01 Final Plat (Brian) 30 min*
8. *LOT re-allocation FY19 Golf (Eric) 5Min*
9. *ITD Cooperative Agreement SH55 (Nathan)*
10. *Arbor Day Proclamation*
- 11.

March 31, 2022 - 5:30 pm, TEAMS Virtual and Legion Hall – Regular Meeting

1. *Clerk License Report - Consent*
2. *Treasurer's Monthly Report (Linda) - Consent*
3. *COVID-19 Update – Review Mask Metrics – (Justin) 10Min*
4. *National Service Recognition Day Proclamation April (BessieJo)*
5. *Fair Housing Month April Proclamation (BessieJo)*
6. *Request to approve Artwork Commission Agreement for Library public art project (Delta) 10 min*
7. *Request to approve submittal of a Laura Moore Cunningham Foundation grant application for the Library Expansion Project (Delta) 5 min*
8. *Request to approve submittal of an EBSCO Solar grant application for the Library Expansion Project (Delta) 5 min*
9. *FY21 Audit Report from Harris CPA's – 20 min (Linda)*
10. *Prosecutor Annual Report MSBT Law - Anthony Pantera*
11. *Contract award for Sr Center Site improvements (Nathan) 10min tentative likely March*
12. *Phase 3A Contract Award for Downtown (Nathan) 10Min tentative likely March*

April 1, 2022 – 9:00 – 11:00 a.m. TEAMS Virtual and Legion Hall – Special Work Session

1. *Work Session*

April 7, 2022 – 5:30pm TEAMS Virtual and Legion Hall - Special Work Session

1. *Education on Building Moratorium*

April 14, 2022 – Tentative Visit from Ketchum Entourage

- 8:30 *Presentations at McCall City Hall, 8:30 – 12:15*
- *Welcome: Mayor Bob Giles and City Manager, Anette Spickard*
 - *Governance structure*
 - *Sustainability Strategies*
 - *Administration/uses of Resort Cities Local Option*
 - *Public improvements: water/sewer/sidewalks*
 - *Sidewalk snow removal, CIP planning*
 - *Library, URA*
 - *broadband strategic plan*
 - *Status: Trident Land Swap, Idaho Dept of Lands, Craig Utter*
- 10:30 *Planning issues: Community and Economic Development Department (Michelle out of town)*
- *Short term rental, ADU codes, incentives, deed restricted units*
 - *Workforce housing, St Luke’s partnership*
 - *Transit: Terri Lindenberg, Treasure Valley Transit*
 - *Economic Development: West Central Mountains Economic Development*
- 12:00 *Working lunch, box lunches*
- *Arts and Culture: McCall Arts and Humanities Council,*
 - *Regional Arts Commission, Delta James, city staff*
 - *Community Hub McCall, Renee Silvus, privately funded co-working site*
 - *McCall Donnelly School District: Superintendent Eric Pingrey, BSU extended education program for rural communities, student success*
 - *McCall College, founded 2011, Brian Williams, online workshops*
 - *St Luke’s McCall Hospital, Laura Crawford and Amber Green; housing project partnership update*
- 2:15 *Drive to Little Ski Hill, Colby Nielson*
- 3:00 *Brundage Mountain Ski Area: Ken Rider*
- 5:30 *Reception sponsored by Tamarack Resort: Rupert’s, Hotel McCall*
Invitees: McCall presenters

April 14, 2022 - 5:30 pm, TEAMS Virtual and Legion Hall – Regular Meeting

1. *Clerk License Report - Consent*
2. *Chamber Report*
3. *Monthly Department Reports*
4. *Committee Minutes - Consent*
5. *COVID-19 Update – Review Mask Metrics – (Justin) 10Min*
6. *Work Session Joint Powers Agreement West Central Mountains Fiber (Chris)*

April 15, 2022 – Tentative Visit from Ketchum Entourage Continues

- 8:30 *McCall City Hall: Recreation topics*
- *McCall City Parks and Recreation, Kurt Wolf*
 - *Key needs/plans for recreation/economic development*
 - *Public private partnership funding, planning, issue resolution*

- *How do they work with public agencies/FS/ state park/Pathways?*
 - *What is working, Where are the challenges?*
 - *Ponderosa State Park Presentation, Matt Linde*
 - *Nordic Presentation: Payette Ski Club, Corey Corbett, Ed Roper*
 - *Presentation: US Forest Service, McCall, Jennifer Blake and Brian Harris*
- 11:00 Shore Lodge, Tom Garcia, 501 W Lake Street, McCall
- 12:15 Ponderosa State Park, 1920 Davis Avenue, drive through gate to MOSS
- 12:30 Lunch, McCall Field Campus, University of Idaho, MOSS
- 1:15 Tour, Gary Thompson, MOSS

**April 22, 2022 – 9:00 – 11:00 a.m. TEAMS Virtual and Legion Hall – Special Work Session
Possibly in lieu of the April 29th Work Session**

1. *Work Session Valley County Waterways regional joint meeting TBD*

April 28 2022 - 5:30 pm, TEAMS Virtual and Legion Hall – Regular Meeting

1. *Clerk License Report - Consent*
2. *Treasurer’s Monthly Report (Linda) - Consent*
3. *COVID-19 Update – Review Mask Metrics – (Justin) 10Min*
4. *Library Board of Trustees Annual Report (Meg)*
5. *GMP Contract award with CM for Library Expansion Project (Nathan)*

April 29, 2022 – 9:00 – 11:00 a.m. TEAMS Virtual and Legion Hall – Special Work Session

1. *Work Session*

May 5, 2022 – 5:30 pm TEAMS Virtual and Legion Hall – Special Session Tentative

1. *Airport Master Plan (Emily)*

May 12, 2022 - 5:30 pm, TEAMS Virtual and Legion Hall – Regular Meeting

1. *Clerk License Report - Consent*
2. *Chamber Report*
3. *Monthly Department Reports*
4. *Committee Minutes - Consent*
5. *COVID-19 Update – Review Mask Metrics – (Justin) 10Min*

May 26, 2022 - 5:30 pm, TEAMS Virtual and Legion Hall – Regular Meeting

1. *Clerk License Report - Consent*
2. *Treasurer’s Monthly Report (Linda) - Consent*
3. *COVID-19 Update – Review Mask Metrics – (Justin) 10Min*
4. *Public Art Advisory Committee Annual Report (Delta)*

May 27, 2022 – 9:00 – 11:00 a.m. TEAMS Virtual and Legion Hall – Special Work Session

1. *FY23 Budget Work Session*

To be Scheduled:

1. *MCC Title 6 Re-write (Nathan Stewart)*
2. *Investment Policy update (Linda)*
3. *Continuous Billing Code Amendment First Touch (Linda)*
4. *AIP 31 – E-W Taxiway Construction Services Agreement (Airport Manager) 10min*
5. *Amend CIP for Parks Relocation*
6. *May 2022 TVT Report*
7. *Airport Master Plan Presentation – TO Engineers (Airport Manager)*
8. *Extension of USFS Maintenance Agreement at Airport (Airport Manager) **Consent***
9. *Ordinance adoption related to Impact Fees McCall Fire*
10. *Budget Work Session (Linda) June*
11. *Budget Work Session (Linda) July*
12. *Budget Public Hearing (Linda) August 25*
13. *Budget Work Session for budget adoption if needed (Linda)*