



**AGENDA**  
**PAYETTE CITY COUNCIL**  
**April 7, 2008**  
**REGULAR MEETING**

**HONORABLE MAYOR DOUGLAS E. HENDERSON PRESIDING**

GEORGIA HANIGAN  
LEE NELSON  
JEFF WILLIAMS

MARK HELEKER  
IVAN MUSSELL  
LES COCHRAN

**6:30 PM – Public Hearing**

*The City of Payette, Idaho, proposes to increase its patron fees at the Payette Municipal Pool beginning May 1, 2008, by an amount which exceeds one hundred and five percent (105%) from the previous year.*

*The proposed rate increase is due to the additional costs of operations and maintenance of the municipal swimming pool infrastructure. Proposed rate increase will raise the daily patron fees by .25, the pool rental fees by \$15, and swimming lesson fees by \$5.*

Mrs. Cordova stated that in reviewing our revenues associated with the Municipal Pool, we have decided to recommend an increase to our daily passes, rentals, the lessons, and school groups. The last time the pool rates were raised was in March of 2001, and that was the actual passes for the pool. We're not suggesting those changes at this time, but we may come back with a recommendation on those as well. Lesson fees, and Pool rental fees have not increased in over 20 years. We provided a table here on page 33 which compares that neighboring pools; Ontario, Weiser, and their rates. By raising our rates we are still under most all of their charges that Ontario and Weiser charge. If we are to adopt the rates as proposed, it will generate approximately \$6,700 dollars in annual revenue. Councilor Williams stated that in the paper we published it as "All citizens are invited to attend the hearing for the increase library user rate", instead of increase of pool rates. It was published on both the Pool increase, as well as the building permit increase. Councilor Heleker stated that in the paper it was published .25¢ which would mean a quarter of a cent. Councilor Cochran asked if 105% is that a magic number, if we were at 103 would we publish it that way? Ms. Cordova stated that 105% is a state statute, any time a fee goes over that rate we have to hold a public hearing.

The public hearing ended at 6:39pm

**6:45 PM – Public Hearing**

*The City of Payette, Idaho, proposes to implement a building permit plan review fee and a re-inspection fee beginning May 1, 2008, by an amount which exceeds one hundred and five percent (105%) from the previous year.*

*The proposed fee is authorized through the International Residential Code adopted by the City in PMC 15.04.010, and is necessary to cover the expense of building permit services for the City of Payette*

Mrs. Cordova stated that on page 27 of your packet explains our recommendation for a building plan review fee. The City has always been authorized by the IBC to charge a Building Plan Review Fee, and we have not charged this

before. We did some research on cities our size, larger, and smaller, just to give you an idea of what the cost is. The idea behind this is we are going to recoup fees that we spend in inspections, administering the building permit, and cover costs we are incurring. This City is operating at a deficit in this department, and has been for a while. Page 29 and 30 give you some actuals for this year for building permits that we have issued. Page 30 gives a couple different scenarios, the most common that we found that cities charge for a Plan Review Fee 65 % residential and commercial. Emmett charges 50%, Middleton charges 40% on residential properties, and 65% for commercial is pretty standard across all cities. Page 30 shows a couple of scenarios of what it would be if we charge 45% across the board for commercial and residential. Also on page 30 it shows what it would be if we charged 65%. Using the first quarter costs, and estimating we have a plan review fee of 45% for commercial and residential our revenue less our cost would leave us at \$1,900. At 65% less our cost is \$3,719. We will be generating revenue to cover costs of our building department, and our building inspector. Another thing we have not done in the past is also an inspection fee, or maybe a re-inspection fee. What that is, is under your building permit you have your inspection, final inspection, and sometimes they have to go out again, and so on. The re-inspection fee is if they have to go out after a final inspection, then we would charge a minimum fee of \$50.00. If the building inspector has to go out again after the re-inspection, then it would be another \$50.00.

Councilor Heleker asked if the building inspector comes out the first time looks at things, and he says you need this and that, then he or she would still come back for a final without an extra charge? So technically it would be the 3<sup>rd</sup> visit that would be the re-inspection charge. Ms. Cordova stated that technically yes, but usually when they call and they're ready for their final, then they should be done with the final. If the building inspector has been doing the inspections throughout the permit period, everything should be "a-ok" on the final. There are cases where it's not, and then our building inspector has to go back sit down make a punch list, send it to whoever the builder is, and set up a time to go back again later. Councilor Williams asked on the analysis of revenue verses cost is with our current building inspector, was there every one in the past prior to our current building inspector. Ms. Cordova stated that no, but the numbers are commensurate. Ms. Cordova stated that she looked at what we were actually spending on the building inspector, the wages, salary, benefits, rent, and it was comparable to what we are doing now. Councilor Williams commented that he acted as his own plumber and electrician, and the state building inspectors were very hands on with the "do it yourselves". They would spend time doing diagrams and all kinds of stuff that they wouldn't do with a licensed plumber or electrician. Councilor Williams is wondering if we should think about something like that, having just gone through this, and part of this is just a punch list. Councilor Williams stated that maybe the building inspector needs to take into account, that there are some people out there that are not professional.

Frank McGehee 503 7<sup>th</sup> Ave. No. Payette, Id. stated that he thinks we learn something every day. He thinks that the building inspector will learn something he knew that he didn't know before.

Councilor Mussell stated that he thinks we should be a little careful on the first one. Councilor Mussell thinks we should give one as courtesy. A lot of times it is just something little, and they will sign it off contingent to one little thing. Councilor Mussell thinks to charge and extra \$50.00, to come out and see if that one little is wrong. Ms. Cordova stated that as the resolution reads is we charge for each

inspection after the final inspection. Councilor Heleker asked if that is how the City of Payette will be doing it. Ms. Cordova stated that if the Council looks on page 28 in the last column, it says does the city charge a re-inspection. The City of Jerome stated that they do charge, you get your initial, a final, plus one, and then they start charging. Councilor Heleker asked what we consider the final inspection. The inspector is often out during the process of the job, and they say the next time they come out will be the final inspection. What about in the case when the inspector is not out there throughout the process. Ms. Cordova stated that we have not had a lot of inspections going on throughout the process; we are working on that now. We don't anticipate a lot of inspections after the final one, but there's not a problem with allowing one after the final at no charge. Ms. Cordova stated that we are about halfway finished with a 20 page book, which is a design standard for residential construction. This walks contractors through the process. Councilor Williams stated that he thought he was ready for the inspector to come out and he wasn't, when will that come into play? Councilor Mussell stated that he thinks they should get one freebee as educational purposes. Councilor Mussell stated that he thinks if you got someone in there that has a power trip; they could use that against a developer, if they want to be a pain. Councilor Williams stated that if there is a punch list together, can you add to the punch list after that. Ms. Cordova stated that she doesn't see why not, there under strict Idaho Code that they have to follow, if they miss something it could be detrimental to the structure. Councilor Mussell stated that he has seen that happen, it could be a gray area.

The public hearing ended at 6:59pm

### **7:00 PM – Regular Meeting**

- I. ROLL CALL
- II. PLEDGE OF ALLEGIANCE

Mayor Henderson led the Pledge of Allegiance.

A motion was made by Heleker and seconded by Mussell to amend the agenda to include approval of a public hearing date to consider tentative budget.

After a unanimous voice vote, the motion CARRIED.

- III. APPROVAL OF MINUTES
  - A. 3/03/08 Regular Council Meeting Minutes

Heleker moved and Hanigan seconded a motion to approve the regular meeting minutes of 03/03/08 with one change noted.

After a unanimous voice vote by the Council, the motion CARRIED.

- V. APPROVAL OF BILLS & PAYROLL

A motion was made by Williams and seconded by Hanigan to approve the City Bills & Payroll in the amount of \$253,858.25

At the roll call:

Ayes: Williams, Hanigan, Mussell, Heleker, Cochran

Nays:

The motion CARRIED.

VI. SPECIAL ORDERS

VII. COMMUNICATIONS

VIII. PLANNING & ZONING

A. 2/28/08 Regular Meeting Minutes

IX. OLD BUSINESS

None heard.

X. NEW BUSINESS

A. Appointment of Lynn Groh to the Payette Library Board

A motion was made by Mussell and seconded by Heleker to approve re-appoint Lynn Groh for a 5 year term

After a unanimous voice vote, the motion CARRIED.

**B. Approval of Special Event Permit ~ Zach Heim  
~Kid's Club, July 21 – 25, 2008**

Approval of Special Event Permit ~ Zach Heim 1411 1<sup>st</sup> Ave. So Payette, ID. Tonight we are looking to request you amend to the permit to allow them to be in the park for 5 days. The event starts at 8am and end at 4:30pm. Mr. Heim asked that the insurance requirement be amended to \$500,000. We did just today re-new our insurance. They do not have a copy, as they just got the approval today. Next request is that you waive the \$100.00 fee and the \$100.00 deposit. Councilor Williams asked what the reasoning was for waiving it. Mr. Heim stated that last year the event cost them \$1,500. Mr. Heim stated they provided games, snacks, and a celebration. The event is geared towards an outreach for kids. It's an hour and a half at the park, and they gear the event towards games. We are requesting that the fees be waived, is because we are not getting anything back, no re-imbusement. We are asking that you waive the deposit based on our reputation in the past of keeping the parks clean.

A motion was made by Williams and seconded by Heleker to waive the application fee, but collect the \$100.00 deposit, and approve the event.

After a unanimous voice vote, the motion CARRIED.

### **~Skateboard Competition, June 21, 2008**

Zack Heim 1411 1<sup>st</sup> Ave. So Payette, ID. Mr. Heim is asking to stay past dusk for the competition, and the \$500,000 limit on the insurance, and waive the \$100.00 fees. They are not getting compensated for the fees, and they spent \$2,200 on the event last year. Mr. Heim stated they did have an issue last year, someone rolled the trash can across the half pipe, but that was taken care of the next day. Councilor Williams asked what we normally charge for insurance. Ms. Cordova stated that we will not need any additional fees, and we are ok with the \$500,000 fee. Councilor Williams has a concern with the \$500,000 fee, what if someone gets hurt. Councilor Mussell asked how many people will be attending. Mr. Heim stated that 7 contestants showed up. The next day they had 55 applicants. They also had 350-400 people who showed up to watch. Councilor Mussell asked if anyone got hurt last year. Mr. Heim stated that one child did need some ice, when he crashed.

A motion was made by Heleker and seconded by Mussell to approve the special event permit, allow them to stay past dusk, and waive the permit fee.

After a unanimous voice vote, the motion CARRIED.

### **C. Request to Camp in City Park**

Councilor Cochran asked if there is a fee to take showers at the pool. Kelley Franek stated that Valerie Klitch told the pool workers to not charge a fee for them to take showers. Kelley stated that they were going to be charged a \$1.00. Councilor Williams asked if they are taking showers. Kelley replied yes. Councilor Hanigan asked if the park fee would be applicable. Ms. Cordova stated that it does not apply. Councilor Mussell stated that in other towns they host breakfast. Kelley stated that it is not during normal business hours; it is on the weekend and she will have to supply other staff. Councilor Cochran stated that he has a problem with us charging our own residents an increased rate, and not charge people from out of own town.

A motion was made by Williams and seconded by Mussell to approve the park usage, and that we not charge a fee for taking showers.

At the roll call:

Ayes: Williams, Hanigan, Mussell, Heleker, Cochran

Nays:

### **D. Resolution 2008-09 A Resolution of the City of Payette Idaho, Adopting and Setting Certain Fees Which Shall be Charged by the Payette City Building Official**

Councilor Hanigan stated that the 60% fee is a little over aggressive, until we see what it does to the community. Councilor Williams stated that it shouldn't be a revenue generator, but something to cover our costs. Councilor Williams stated that closer to 35% should be what we should be charging people. Ms. Cordova stated that under page 27, we should not be working in a deficit; we should be getting revenue off of this.

Councilor Heleker asked if the 45% and 65% that generates revenue of \$8,000, is that \$8,000 enough to cover the clerk costs. Councilor Williams stated that there is a cost to do business. Ms. Cordova stated that Fruitland is doing the same thing. Councilor Williams asked if we have any way of knowing when Seneca did their big project what the cost was. Ms. Cordova stated she did not look at Seneca. We did spend significant time down there. It would not be different. Councilor Hanigan asked on page 29 are those actual building inspector fees. Ms. Cordova stated yes they are. Estimated office our costs are standard fees we pay the inspector to be in our office for 3 hours. Councilor Mussell asked if there is a lot of copying. Ms. Cordova stated that sometimes we do. Councilor Williams stated that when he looks at the larger projects that generates a lot of revenue.

A motion was made by Mussell and seconded by Hanigan to pass Resolution 2008-9 for a 30% increase for residential and commercial, and after the final inspection there will be 1 more free then we charge \$50.00. Also to review this quarterly.

After a unanimous voice vote, the motion CARRIED.

**E. Resolution 2008-10 A Resolution of the City of Payette Idaho Adopting and Setting Non-resident Patron Fees at the Payette Municipal Library**

A motion was made by Williams and seconded by Heleker to pass Resolution 2008-10.

After a unanimous voice vote, the motion CARRIED.

**F. Resolution 2008-11 A Resolution of the City of Payette, Idaho, Adopting and Setting Patron Fees at the Payette Municipal Pool**

A motion was made by Heleker and seconded by Hanigan to pass Resolution 2008-11.

After a unanimous voice vote, the motion CARRIED.

**G. Ordinance 1294 An Ordinance of the City of Payette, Idaho, Repealing Ordinance 1291 Which Ordered a Special Bond Election to be Held On the Question of the Issuance of General Obligation Bonds of the City in the Principal Amount of \$1,900,000 for the Purpose of Acquiring and Constructing a Fire Station, Together With Improvements and Costs, Together With Other Issued Related Thereto; Providing for Severability; Providing for Publication by Summary; and Providing an Effective Date ~First Reading**

A motion was made by Mussell and seconded by Heleker to introduce Ordinance 1294 by title only.

After a unanimous voice vote, the motion CARRIED.

A motion was made by Heleker and seconded by Mussell to suspend the rules and pass Ordinance 1292 on its first reading

After a unanimous voice vote, the motion CARRIED.

A motion was made by Heleker and seconded by Hanigan that Ordinance 1294 DO PASS.

At the roll call:

Ayes: Williams, Hanigan, Mussell, Heleker, Cochran

Nays:

X. DEPARTMENTAL REPORTS

None heard.

XI. PUBLIC HEARING DATE

~Budget Hearing

A motion was made by Hanigan and seconded by Heleker to accept the date of 8/25/08 for the budget hearing

After a unanimous voice vote, the motion CARRIED.

XII. CITIZEN'S COMMENTS

*(Limited to 5 minutes per person, at the discretion of the Mayor)*

Brandy Mack, 701 Litus Drive # 30 Emmett, ID. This year we are doing a different flyer series for the anti-meth program. They are re-vamping the presentation of the program. Brandy is asking for \$100.00 for the Meth project.

Councilor Heleker will bring for appointment to the Urban Renewal Committee Jim Franklin, he said he would love to be a part of the committee.

Councilor Heleker was asked at the previous meeting to bring costs and signs for the Harmon Killebrew sign. The school will donate the labor, and the sign will be roughly \$200 per sign. If it goes above \$200 the school district will help.

Councilor Williams on the building permit review, what are we doing for the people who are already working on this? Councilor Williams stated that Suzy Jefferies called him and asked why she was not on the agenda. Councilor Williams asked since Suzy has already come in and talked to use about her building permit fee will they have to pay the review and approval fee. Mayor Henderson stated that from this day forward we will be charging that fee.

XII. MAYOR'S COMMENTS

- Mayor Henderson stated there will be a Council Work Session on Tuesday April 15, 2008 at 4 pm.
- Mayor Henderson would like to thank Chief Sands for his hard work on this weekend's training session. Chief Sands stated that 45-50 people from out of town came, and 70 – 80 people total.
- Mayor Henderson stated that Construction on S 9<sup>th</sup> street has started.

XIII. ADJOURNMENT

A motion was made by Councilor Heleker and seconded by Councilor Hanigan to adjourn.

After a unanimous voice vote, the Council adjourned at 8:05 PM.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2008.

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DOUGLAS E. HENDERSON, Mayor

ATTEST:

\_\_\_\_\_  
Mary Cordova, City Clerk