



CASCADE CITY COUNCIL

First Regular Meeting

Monday, May 12, 2025

6:00 PM

Cascade City Hall

MINUTES

CALL TO ORDER AND ROLL CALL Meeting called to order at 6:00 pm.

Present Council Members Ron Brown, Rachel Huckaby, Jason Speer, Denise Tangen
A **quorum** was present.

Staff Present Janice Van Winkle-City Clerk, Keith Latimer-Treasurer
Howard-City Engineer, Mike Arnold-Airport Manager
Jake Jones-City Attorney

Airport Advisory Chair, Wes Smith

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT

DEPARTMENT REPORTS

Airport

The airport advisory committee had a meeting. Brief discussion on the ditch. There will be a more detailed discussion on AB 25-93 later on this agenda.

Building/Code Enforcement

A copy of the current Building Permit log was given to the Council for review. There were no questions.

City Clerk

A summary of what was presented to Council in a written report was given by the City Clerk. There were no questions.

Library

A summary of what was presented to Council in a written report was given and presented by the Library Director. The Library is still looking for a fourth board members. There is water leaking into the kitchen; the building inspector will be look into this tomorrow. Foot traffic has increased as a result of the addition. New shelving is housing new books. The mural in the children's section will be added soon. Tuition reimbursement funding for Maria's continuing education will not be funded this year. Two new staff have had their baseline reviews and are doing well.

Public Works

A summary of activity was presented to Council in a written report. The water meter project is almost complete. Waste water I&I (inflow and infiltration) is lessening with the weather change. The new street signs are in and will be installed over the course of several weeks; most of the existing posts are too short and need to be replaced. The Strand benches are assembled and will be installed with anchoring screws.

Treasurer

A summary of what was presented to Council in a written report was given by the City Treasurer. Budget documents will be given to staff members this week for review and requested items will be on a spreadsheet for easy tracking of a budget request should the Council have questions. Reimbursement requests continue to be submitted. Access to the Federal ASAP website for grant tracking is now accessible. Security cameras are now installed at the shop. City Hall camera installation is pending. The email GEO blocking is proving to be effective; foreign sourced emails have been captured and isolated..

NEW BUSINESS

AB 25-89 CAS 240201 Pavement Preservation – Approval of Pay App No. 1 (Action Item)

The cost to finish the repairs will be included in the hold back monies. This is warranty work so the City is not paying additional monies on the contract.

The Mayor brought up the Pay Apps and their approvals. Per the City Attorney, Grant Pay Apps must be approved by Council as they are related to Grant funding sources.

Motion by: Rachel Huckaby to approve CAS 240201 Pavement Preservation, Pay App No. 1.

Second: Jason Speer

Roll Call	Yes, Jason Speer	Yes, Ron Brown
	Yes, Rachel Huckaby	Yes, Denise Tangen

Motion passed.

AB 25-98 CAS 220601 Drainage Easement Agreement with KWP for the Strand Paving Project (Action Item)

Motion by: Jason Speer to approve the drainage easement agreement between KWP and the City of Cascade and instruct the Mayor to sign.

Second: Ron Brown.

Roll Call	Yes, Ron Brown	Yes, Rachel Huckaby
	Yes, Denise Tangen	Yes, Jason Speer

Motion Passed.

AB 25-91 CAS 246003 W. Service Way water main – Cascade St. to Market St. Approval of Change Order No. 1 and Approval of Pay Application No. 1 (Action Item)

This will be the final pay application for this project per the City Engineer.

Council Member Tangen had a question regarding the totals. The change order was for an estimated amount; the pay application is for the actual amount required to make the change.

Motion by: Jason Speer to approve CAS 246003 W. Service Way water main Change Order No. 1 and Pay application No. 1

Second: Ron Brown

Roll Call	Yes, Rachel Huckaby	Yes, Denise Tangen
	Yes, Jason Speer	Yes, Ron Brown

Motion passed.

AB 25-92 CAS 250202 – Payette St. discussion for revised roadway section. (Discussion)

There was discussion that there could be no sidewalk but a section with concrete apron with ADA ramps and the presence of a gutter and drainage. Perhaps there could be transition to asphalt and not use concrete.

Council member Huckaby asked for quote on asphalt. Council confirmed a quote for design on an asphalt sidewalk on the north and south sides. The City Engineer asked for direction on whether the curbs should be vertical or rolled curb. Council choose a vertical curb.

AB 25-93 Airport – North Plot Utilization (Discussion)

Airport Advisory committee Chair, Wes Smith presented a need for the future development of a specific section of land at the airport. The potential for development is dependent upon the underground utility piping' pressurized water and sewer lines and a gravity sewer line which significantly restricts the space on which a hangar can be constructed. Exact location of the pressurized sewer line is unknown. There is currently an interested party that would like to build a hangar in that area.

In the Advisory Committee's opinion there are several options for the City to consider:

Option 1:

The request is that the City move the gravity line with an approximate cost of \$50,000.00 (to the City) and mandate a minimum amount of square footage and water/sewer connections to offset this cost.

Option 2:

Wes presented that the City has set a precedent by building the SRE building over the line. The Council response was that it was a city building and at our risk; there is no precedent set.

Option 3:

A hangar could be built up to the edge of the gravity line.

Option 4:

Do not allow a hangar to be built in this area.

Council member Tangen asked why do they want to build in that particular spot? Wes explained that they have someone who wants to build two (2) small structures with three hangar spaces each. The advisory committee would like to keep development at the southern end of the airport for larger structures.

The Mayor explained to Council what she knew. No SAF fee were collected; it was pre-SAF fee charges being implemented. Public Works and the City Engineer are adamant that nothing be built over the gravity line or in the vicinity. If it was decided to move the lines it would be at the cost of the Airport budget, not the City's.

Council Member Speer referred to the Option 2 comment that "the City has set precedent"; it is City property, no precedent has been set. Jason Speer suggested that the City locate the lines.

Future development and line installation would be the responsibility of the potential developers and would require a development agreement.

AB 25-94 July 4, 2025 5K Race to benefit the fireworks display. (Action Item)

Motion by: Jason Speer to approve the race route on July 4, 2025.

Second: Rachel Huckaby

The Mayor will follow-up with an email on any expectations. An event permit will not be required.

Roll Call	Yes, Denise Tangen	Yes, Jason Speer
	Yes, Ron Brown	Yes, Rachel Huckaby

Motion passed.

AB 25-95 Treasure Valley Transit funding request for FY 25/26 (Action Item)

Lewis Miller and Terry Lindenberg from Treasure Valley Transit gave a presentation in support of their funding request. Idaho does not support public transportation funding and leaves that up to Idaho Cities to fund. They are asking for \$5,000.00 in FY 25/26 which represents 3% of the Green Line service. Services will be lessened by several hours of service per day.

Council questions – Ron Brown asked if there was a request received to move a stop to the Stinker Station.

Lewis Miller presented the operational component of the funding request.

Airport Manager, Mike Arnold asked if there could be an extension to the McCall Airport to move incoming airport passengers to McCall. Lewis Miller said that it could be done on a request but not on a daily basis. The stops in Cascade are the NoBo, Cascade Medical, Cascade school, School and Pine Streets, the KWP water park, and Harpo's. A special stop request can be made if it is in a safe location along the route; the special request could be made most of the time.

At the Mayor's query, are the Medical Center and KWP participating in funding? Mr. Miller answered he has tried to have dialogue with them with no result.

No motion necessary. Discussion only.

AB 25-96 CAS 240405 – ANNEX 24-01, YWAM (Action Item)
Findings of Fact and Conclusions of Law

The FofF and CofL has to be approved as a condition of and prior to the Development Agreement (DA) being drafted.

Jake Jones, City Attorney, directed the Council to section 1, item 2 of this document to see where the condition is made. If the DA is not signed it will become a de-annexation which YWAM has voluntarily submitted to.

Motion by: Rachel Huckaby to approve CAS 240405 ANNEX-24-01 FofF and CofL.
Second: Denise Tangen.

Roll Call	Yes, Ron Brown	Yes, Rachel Huckaby
	Yes, Denise Tangen	Yes, Jason Speer

Motion Passed.

AB 25-97 GIS Utility Mapping and GIS Services Proposal (Action Item)

This is an asset management tool that will help locate, identify, and document location historically so the City knows where infrastructure exists. The original information from the current GIS map needs to be updated. The Mayor asked for a proposal in order to give the Council something to review and think about.

The existing map that we are paying a licensing fee for is not being updated and we are not able to use it as intended. There would be an ongoing fee to keep the maps updated and editable by the City as infrastructure is repaired and changed. Roads, Street, water, and sewer should pay for this.

The Treasurer confirmed that reimbursed grant monies would be available to accommodate the fixed fee proposal of \$14,500.00.

This item was tabled until the next meeting so that available funds can be sourced and confirmed.

MAYOR REPORT

(Update)

The CBDG grant for \$500,000.00 has been awarded for the design of the water system including the well.

The Mayor feels that pipe expansion should be the first line of preparation prior to the installation of the new well. Council Member Speer has a concern that this project was for a new well and not a pipe expansion.

Council Member Tangen would like to see the city not make use of the entire \$4,000,000.00 bond. She also commented that we should accomplish this without a significant increase in utility rates.

The City Engineer feels that the goal should be for project design during 2025 with construction during 2026 and outlined his recommendations for the prioritization of these projects.

It was reiterated and confirmed that the scope of work for the new well and distribution will be the starting point to move forward for the City Engineer.

The Mayor continues to work with the LOT Coalition to preserve the LOT funding for Resort Cities in Idaho. When queried how much of the property tax levy was used for day to day operations in the City of Cascade, the Mayor answered – all of it.

The Mayor continues to work on the White-Peterson bills.

The building inspector continues to represent the City at the County meeting related to the buyer protection plan.

CONSENT AGENDA

(Action Item)

Payment approval/batch reports by department through May 7, 2025

Payroll register report for PP April 20, 2025 through May 4, 2025

Financials for March 2025

Meeting minutes for April 28, 2025

Motion by: Jason Speer to accept the Consent Agenda.

Second: Denise Tangen.

Q. Rachel Huckaby regarding page 4 on the public works pay app for Curtis Sweeps; signing grant?

A. The bill is for signs that is paid for the grant.

Q. Rachel Huckaby water department salary seems high.

A. The Treasurer will look at that.

Q. Rachel Huckaby asked about accessibility to GEO thermal funds.

A. The recent access to the ASAP system will now allow for reimbursement requests against the CAS 225501 \$200,000.00 grant.

Roll Call Yes, Denise Tangen

Yes, Jason Speer

Yes, Ron Brown

Yes, Rachel Huckaby

Motion passed.

ADJOURNMENT The Mayor adjourned the meeting at 8:04 pm.