



# **CASCADE CITY COUNCIL**

## **First Regular Meeting**

**Monday, June 9, 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  
Darryl Shepard-Building Official, Brandy Nitzel-Deputy Clerk,  
Jason Metz-Public Works Supervisor, Trevor Howard-City Engineer,  
Paul Scoresby-S&A Engineers, Jake Jones-City Attorney,  
Mike Arnold-Airport Manager

**Guests Present** Josh Davis of River District and Rick Miller of Altura Consulting

## **PLEDGE OF ALLEGIANCE**

## **PUBLIC COMMENT**

Rachel Robinette, Big Foot Brew and Medigap Pharmacy, would like a 4<sup>th</sup> of July Special Event with about eight vendors and would like to block Payette St. – 9am to 2pm.

Note: She has been given the appropriate paperwork from this office. They Mayor wants Council to be aware up front that the application is coming into this office.

## **DEPARTMENT REPORTS**

### **Airport**

No written report was presented. Transfer of surplus SRE building grant funds of \$10,000.00 will be transferred to the ARCO municipal airport.. Discussed interest on LGIP money and the purchase of new piping. Alzar School is still working on the wetlands mitigation adjacent to the airport.

### **Building/Code Enforcement**

A summary of what was presented to Council in a written report was given by the Building Official. The building official has been working with the Valley County Fire Hazard Mitigation plan committee. 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 by the Library Director. There were no questions.

## **Public Works**

A summary of what was presented to Council in a written report was given by the Public Works. At the time of the meeting, approximately 90% of the signs have been installed. There was discussion regarding the Divot Circle sign reads “Divot Drive”. This sign will be replaced to read Divot Circle.

## **Treasurer**

A summary of what was presented to Council in a written report was given by the Treasurer. Property tax levy data will be added to the budget process when it is received.

Q. Rachel Huckaby re: out of balance payroll amount. Why?

A. The Treasurer will reach out to Caselle to resolve at the next meeting.

## **NEW BUSINESS**

### **AB 25-103 CAS 246005 – Water Bond Improve. – S&A Engineers Scope of Work (Action Item)**

Engineer Paul Scoresby of S&A Engineers. Paul proceeded to summarize the scope of work. He referenced the revised final study and replaced the original final study copy from the Mayor’s office and presented the revised and FINAL copy of the water study to the City Council.

The grant allotment to the city has been reduced by \$20,000.00; the loss of funding will now be the responsibility of the City of Cascade.

***CLERK NOTE:** The original grant was for \$0.00 in matching funds. It was increased to \$155,100.00 and is now increased by \$20,000.00 for a total of \$175,100.00. PLUS additional fees of \$134,000.00 which changes the minimum city funded amount to \$309,100.00.*

Scoresby has included in their scope a complete design even if funding falls short and the City does not have funds.

## **Agreement in Summary**

Effective date of the agreement is June 23, 2025. Both the Mayor and Public Works Supervisor, Jason Metz, will be the main contacts for the agreement document. Timberland will be doing all oversight on this project. Additional services not included in the base fee will be assessed. S&A Engineers will stake this portion of the project.

Q. The Mayor asked what would happen if they found a well was not viable in the recommended location and the site fails.

A. S&A Engineers can make NO guarantees. Drilling in Cascade is very difficult and risky. There would be additional costs.

Council had NO questions.

The City Council was reminded that the grant cannot be reimbursed until you have SPENT THE LOAN.

Rick Miller of Altura discussed funding on this project. If the City of Cascade wants to reduce the amount of the loan, the project might continue to be viable in USDA’s eyes. If the project will not move forward; a new application will need to be submitted as it becomes a different project. The current USDA interest rate is 3.375% with a 40 year (or early payoff) loan.

There was discussion of a rate increase to water for fiscal year 2025/2026.

Council will TABLE this decision until another meeting. There was NO decision was made.

**AB 25-104 CAS 246004 – CBDG Grant – Altura Grant Admin Agreement (Action Item)**

Council will TABLE this decision until another meeting. There was NO decision was made.

**AB 25-105 CAS 220601 – Strand Trail Paving – Updated MOU w/KWP ROW (Action Item)**

The Mayor just received the updated MOU from Steve Milleman's office. The existing MOU expired, the new MOU was reviewed by the City Attorney and the date has been changed and is sufficient to continue with the Strand paving project and associated costs and communicate with KWP. In addition, the update KWP MOU for stormwater access is pending.

Update on Strand Paving, LHTACT has rectangular rapid flashing beacons not installed and funding in 2025 is in question. LHTACT did not coordinate with ITD to move the beacons. ITD may have to re-evaluate. There would not be enough time to complete the re-evaluation and complete the paving. The question is do we continue with the Strand paving and do the beacons as a separate project. *The City Engineer wants direction Council does not want to put off the project.*

Motion by: Rachel Huckaby to accept the update MOU for KWP access.

Second: Jason Speer

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

Motion passed.

**AB 25-106 CAS 230403 – River District Phases 3A & 4, Final Plat approval (Action Item)**

Deputy Clerk and City Engineer are working on gathering the appropriate comments from the public entities. City Engineer would recommend approval considering all staff comments including proof of financial security, and the (6) six points in the City engineers email dated June 3, 2025 as reflected in the AB 25-106 support documents. It is anticipated that all the conditions will be met prior to the next Council Meeting on June 23, 2025.

Motion by: Rachel Huckaby to approve with bond, the final plat of River District phases 3A and 4 with the list of items to be completed as outlined by the City Engineer and Building Official.

Second: Ron Brown

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

Motion passed.

Q: Josh Davis would like to move the mylars through for signature now.

A: Council was OK with this.

**AB 25-107 Seasonal bare land lease with Alpine Lodge (Action Item)**

Motion by: Denise Tangen to approve one year lease.

Second: Ron Brown

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

Motion passed.

**AB 25-108 Bare land lease with Iron Woman for 5 years (Action Item)**

There was Council discussion regarding this acreage and sports park land. Council Member Huckaby asked if a portion of this revenue could be allotted to the Sports Park. Council member Ron Brown specified that an annual CPI review be included in the contract for each of the 5 years and lighting should be dark sky compliant. Iron Woman will fence the space they are leasing.

No motion necessary. Discussion only. Iron Woman will revisit the site this month.

**AB 25-109 Beer & Wine, new license approval for Love N Light, Mission Mexicana (Action Item)**

Motion by: Jason Speer to approve

Second: Ron Brown

Roll Call Yes, Rachel Huckaby Yes, Denise Tangen

Yes, Jason Speer Yes, Ron Brown

Motion passed.

**MAYOR REPORT (Update)**

Public Works has asked for two new employees.

The Mayor would like to have a job fair to determine interest

The Valley Club parking lot will have an event “meet and greet” for the DDMC (Devils Disciple’s Motorcycle Club) on their spare lot during the July Poker Run.

**CONSENT AGENDA (Action Item)**

Payment approval/batch reports by department through Wednesday, June 4, 2025

Payroll register report for PP May 18, 2025 through May 31, 2025

Meeting minutes for May 27, 2025

Motion by: Jason Speer

Second: Rachel Huckaby

Q. Rachel Huckaby requested that Jason Speer be removed from the “present list” on the minutes.

A. The Clerk will make this correction prior to posting the minutes.

Q. Rachel Huckaby asked for a clarification to the minutes to reflect “equal distribution of costs across all four departments based on the material presented by the Treasurer.

A The Clerk will make the change to the minutes.

Roll Call Yes, Denise Tangen Yes, Jason Speer

Yes, Ron Brown Yes, Rachel Huckaby

Motion passed.

Council went into Executive Session at: 8:33 pm.

Roll Call Yes, Jason Speer Yes, Ron Brown

Yes, Rachel Huckaby Yes Denise Tangen

Came out of Executive Session at 8:45 pm.

No decisions were made.

**ADJOURNMENT** The Mayor adjourned the meeting at 8:45 pm.