

**CASCADE RURAL FIRE PROTECTION DISTRICT
SPECIAL COMMISSIONER'S MEETING MINUTES
October 3, 2022**

Mayor Judith Nissula called the special joint meeting for the joint public hearing of the Cascade City Council and the Cascade Rural Fire Protection District to order at 6:01 p.m. at Cascade City Hall, 105 South Main Street.

The following City of Cascade officials were present: Councilmember Rachel Huckaby, Councilmember Denise Tangen, Councilmember Jason Speer, and Councilmember Ron Brown. The following Cascade Rural Fire Protection District officials were present: Commissioner Larry Scarborough, Commissioner LaDawn Saxton, Commissioner Mike Arnold, Fire Chief Steven Hull, and Secretary / Treasurer Pam DeChambeau. Emergency Medical Services Director Keri Rueth participated by phone.

Mayor Judith Nissula opened the public hearing for impact fees for the Cascade Rural Fire Protection District and explained the order and rules of the public hearing. Anne Wescott with Galena Consulting reported on the Impact Fee Study and Capital Improvement Plan and presented the capital items that the Fire District is planning to purchase over the next ten (10) years in the amount of \$3,123,333. Reported the items in the capital improvement plan that are directly related to growth are expanding Station #1, an additional engine and ambulance, additional self-contained breathing apparatus, and ambulance equipment in the amount of \$2,298,333. Reported the expected growth over the next ten years is approximately 750 residential units and about 112,500 nonresidential square feet. Reported each new house would be charged \$2,891 one time when the building permit is issued and new non-residential building would be charged \$1.16 per square foot. Councilmember Rachel Huckaby verified in order to be fair and equitable both the City of Cascade and Valley County would need to agree to adopt and collect the impact fees. Verified the action taken tonight is predicated on a forthcoming similar reaction from Valley County. Anne Wescott reported Valley County has expressed willingness to go through the process of establishing impact fees. Bill Gigray, Attorney for the Fire District, reported on never experiencing a city and a county approving impact fees at the same time. Reported some counties have lagged behind due to communication issues and/or logistics. Reported the city ordinance and the county ordinance establishing impact fees does not have to be approved simultaneously and does not have to take effect simultaneously. Reported the Development Impact Fee Advisory Standing Committee reviews the capital improvement plan annually for any inequities or imbalances and may recommend revisions. Matt Johnson, Attorney for the City of Cascade, confirmed the City Council may revisit establishing Fire District impact fees if Valley County does not adopt impact fees, and may reverse the decision to establish Fire District impact fees and direct a refund of the impact fees. Bill Gigray confirmed the impact fees are effective thirty (30) days after passed by law. Judy Nissula opened up public testimony for those supporting impact fees. James Stewart, 271 Duffers Lane, Cascade, stated he is in support of the ordinances and resolutions, feels it is very important the impact fee be put forward and approved by the City Council, feels the approval will provide an incentive for Valley County to do the same thing and makes it more likely Valley County will

support impact fees, and feels if the impact fees are not passed, he fears the response time for health issues and fire issues in our community will deteriorate as the community grows and the demands on emergency services increases. Jeff Gordon, 204 Overlook Avenue, Cascade, stated he is undecided, has questions on the expected growth over the next ten years of approximately 750 residential units, asked how 750 new homes could be approved when the city sewer system can only manage 50 new homes, asked if and how commercial building and mobile home parks will pay the impact fee. Jackie Long, 250 3rd Street, Cascade, stated she supports everything Dr. Stewart said, is in favor of impact fees, and feels the fire department needs them to keep things modern and upgraded and ready for anything that gets handed to them. John Christoffersen, 135 Park Drive, Cascade, stated he is undecided, has the same questions as Jeff Gordon, and supports the fire department. There was no testimony opposing impact fees. Judy Nissula closed public testimony. Anne Wescott reported the projected growth of 750 residential units was determined from growth over the last ten years, from the work of the Development Impact Fee Advisory Standing Committee which members participate in development and real estate, from planning staff at the City of Cascade and Valley County, from plats already in play, and from utility capacity. Reported most units are projected within the unincorporated portion of the Fire District than within the City of Cascade. Reported if that many units are not built out, will collect less, and will build less. Reported it is the Development Impact Fee Advisory Standing Committee job to every year make sure projections are correct. Reported commercial building, a retail office or industrial development, will pay an impact fee in the amount of \$1.16 per square foot. Reported a new mobile home site would be assessed the impact fee, if placing a mobile home on a parcel that already had a unit, would not pay an impact fee. A new mobile home park that would be adding capacity or increasing demand for the fire department would be assessed the impact fee. Reported laws allow an entity to exempt affordable housing units from impact fees. Confirmed the impact fee study was paid for by the Fire District. Judy Nissula closed the public hearing at 6:24 p.m.

Pam DeChambeau reported the agenda was posted Wednesday, September 28, 2022 at the Fire Station and on the Fire District website Friday, September 30, 2022. Mike Arnold made a motion to approve the agenda posting report, and LaDawn Saxton seconded the motion. Motion carried. A motion was made by LaDawn Saxton to approve the agenda, and Larry Scarborough seconded the motion. Motion carried.

Resolution No. 23-01 approving the Cascade Rural Fire Protection District Capital Improvements Plan Cascade Rural Fire Protection District Impact Fee Study and Capital Improvement Plan Final Report – June 2, 2022 was presented. Larry Scarborough made a motion to approve Resolution No 23-01 approving the Cascade Rural Fire Protection District Capital Improvements Plan Cascade Rural Fire Protection District Impact Fee Study and Capital Improvement Plan Final Report – June 2, 2022, and LaDawn Saxton seconded the motion. Motion carried.

Resolution No. 23-02 approving and authorizing the Chairperson and District Secretary to execute on behalf of the Board of Commissioners that certain Agreement with the City of Cascade entitled the “City of Cascade/Cascade Rural Fire Protection District

Intergovernmental Agreement and Joint Powers Agreement For the Collection and Expenditure of Development Impact Fees for Fire Protection District Systems Improvements was presented. A motion was made by LaDawn Saxton to approve Resolution No. 23-02 approving and authorizing the Chairperson and District Secretary to execute on behalf of the Board of Commissioners that certain Agreement with the City of Cascade entitled the "City of Cascade/Cascade Rural Fire Protection District Intergovernmental Agreement and Joint Powers Agreement For the Collection and Expenditure of Development Impact Fees for Fire Protection District Systems Improvements, and Mike Arnold seconded the motion. Motion carried.

Resolution No. 23-03 establishing and providing for Fire District for Fire District Development Impact Fee Policies inclusive of Findings; providing for compliance with City of Cascade Intergovernmental Agreement Development Impact Fee Ordinance and the City of Cascade/Cascade Rural Fire Protection District Intergovernmental Agreement and Joint Powers Agreement for the Collection and Expenditure of Development Impact Fees for Fire Protection District Systems Improvements; and providing for the establishment of the City of Cascade/Cascade Rural Fire Protection District Development Impact Fee Capital Projects Trust Fund and its administration; and providing for the Fire District Budget Process for Expenditure of funds from the City of Cascade/ Cascade Rural Fire Protection District Development Impact Fee Capital Projects Trust Fund; and providing for and establishing the office and duties of the District Administrator; and providing for the annual audit of each development impact fee capital projects trust fund established by the District was presented. LaDawn Saxton made a motion to approve Resolution No. 23-03 providing for Fire District for Fire District Development Impact Fee Policies inclusive of Findings; providing for compliance with City of Cascade Intergovernmental Agreement Development Impact Fee Ordinance and the City of Cascade/Cascade Rural Fire Protection District Intergovernmental Agreement and Joint Powers Agreement for the Collection and Expenditure of Development Impact Fees for Fire Protection District Systems Improvements; and providing for the establishment of the City of Cascade/Cascade Rural Fire Protection District Development Impact Fee Capital Projects Trust Fund and its administration; and providing for the Fire District Budget Process for Expenditure of funds from the City of Cascade/ Cascade Rural Fire Protection District Development Impact Fee Capital Projects Trust Fund; and providing for and establishing the office and duties of the District Administrator; and providing for the annual audit of each development impact fee capital projects trust fund established by the District, and Mike Arnold seconded the motion. Motion carried.

City of Cascade Resolution 23-02 approving the Cascade Rural Fire District Capital Improvements Plan Cascade Rural Fire Protection District Impact Fee Study and Capital Improvement Plan Final Report – June 2, 2022 was presented. Rachel Huckaby made a motion to approve Resolution 23-02 approving the Cascade Rural Fire District Capital Improvements Plan Cascade Rural Fire Protection District Impact Fee Study and Capital Improvement Plan Final Report – June 2, 2022, and Ron Brown seconded the motion. Matt Johnson, Attorney for the City of Cascade, confirmed the City Council may revisit establishing and adopting Fire District impact fees if Valley County does not establish

and adopt impact fees. Roll call vote: Jason Speer, aye; Rachel Huckaby, aye; Ron Brown, aye; Denise Tangen, aye. Motion carried.

City of Cascade Resolution 23-03 authorizing the City of Cascade to execute the collection and expenditure of development impact fees on behalf of the fire protection district systems improvements was presented. Rachel Huckaby made a motion to approve Resolution 23-03 authorizing the City of Cascade to execute the collection and expenditure of development impact fees on behalf of the fire protection district systems improvements, and Ron Brown seconded the motion. Roll call vote: Rachel Huckaby, aye; Ron Brown, aye; Denise Tangen, aye; Jason Speer, aye. Motion carried.

City of Cascade Resolution 23-04 amending the City of Cascade 2018 Comprehensive Plan to provide for the addition of the Cascade Rural Fire Protection District Capital Improvements Plan Cascade Rural Fire Protection District Impact Fee Study and Capital Improvement Plan Final Report – June 2, 2022 was presented. Rachel Huckaby made a motion to approve Resolution 23-04 amending the City of Cascade 2018 Comprehensive Plan to provide for the addition of the Cascade Rural Fire Protection District Capital Improvements Plan Cascade Rural Fire Protection District Impact Fee Study and Capital Improvement Plan Final Report – June 2, 2022, and Ron Brown seconded the motion. Roll call vote: Ron Brown, aye; Denise Tangen, aye; Jason Speer, aye; Rachel Huckaby, aye. Motion carried.

City of Cascade Ordinance No. 723 amending Title 1 by adding Chapter 17, Section 1 establishing and providing the City of Cascade Development Impact Fee Advisory Standing Committee was presented. Rachel Huckaby made a motion to waive the requirement to read an ordinance on three separate occasions for Ordinance No. 723 and adopt by title only, and Ron Brown seconded the motion. Motion carried. Denise Tangen read the title of Ordinance No. 723, an ordinance of the City of Cascade, Valley County, Idaho, amending Title 1 Cascade City Code by the addition thereto of a new Chapter 17 providing for: establishment of the Development Impact Fee Advisory Committee as a Standing Committee; and providing a committee name; and establishing the committee membership requirements; and providing a committee charge; and providing committee organization and officers; and providing to whom the committee reports; and providing for the consideration of committee reports by the city council and others; and providing an effective date and publication. Rachel Huckaby made a motion to approve Ordinance No. 723 as read by title, and Ron Brown seconded the motion. Roll call vote: Ron Brown, aye; Denise Tangen, aye; Jason Speer, aye; Rachel Huckaby, aye. Motion carried.

City of Cascade Ordinance No. 724 amending City Code to add Title 9 providing for the imposition of Cascade Rural Fire Protection District impact fees was presented. Rachel Huckaby made a motion to waive the requirement to read an ordinance on three separate occasions for Ordinance No. 724 and adopt by title only, and Ron Brown seconded the motion. Motion carried. Matt Johnson read the title of Ordinance No. 724, an ordinance of the City of Cascade, Valley County, Idaho, amending the Cascade City Code by the addition thereto of a new Title 9 providing for: short title, authority, applicability,

findings, advisory committee/capital improvements plan and purpose; and definitions; and imposition of Cascade Rural Fire Protection District impact fees; and service area and imposition of impact fees; and collection of Cascade Rural Fire Protection District development impact fees; and development of impact fees exemptions; and process or individual assessment; and developer credits reimbursements; and methodology for calculation of Cascade Rural Fire Protection District impact fees; and extraordinary impacts; and fee payer refunds; and establishment of the Cascade Rural Fire Protection District development impact fee capital projects trust fund and trust accounts; and use and expenditure of Cascade Rural Fire Protection District development impact fees; and appeals, protest and mediation; and periodic reviews of the capital improvements plan; and annual audit; and enforcement and collection; and the City of Cascade / Cascade Rural Fire Protection District intergovernmental agreement; and miscellaneous provisions; and punishment for violations of the ordinance; and construction of ordinance intent; and providing an effective date and publication; and directing the City Clerk. Jason Speer made a motion to approve Ordinance No. 724 as read by title, and Rachel Huckaby seconded the motion. Roll call vote: Denise Tangen, aye; Jason Speer, aye; Rachel Huckaby, aye; Ron Brown, aye. Motion carried.

There being no further business, special joint meeting for the joint public hearing of the Cascade City Council and the Cascade Rural Fire Protection District adjourned at 6:42 p.m.

Respectfully submitted,



Pamela J. DeChambeau
Secretary/Treasurer

Approved:



Larry V. Scarborough
Chairperson