

**MINUTES**  
**PAYETTE CITY COUNCIL**  
**Public Hearing & Regular Council Meeting**  
**March 17th, 2026**

A Public Hearing and Regular Meeting of the Payette City Council was called to order at 5:30 PM by Mayor Wickersham in Council Chambers of Payette City Hall, 700 Center Avenue.

**ROLL CALL**

Members Present: Mayor Wickersham, Mike Kee, Kathy Patrick, Denise McGill, Jim Franklin, Jody Henderson and Lori Steiniker

Members Absent:

Staff Present: Gary Marshall, Chief of Police; Steve Castenada, Fire Chief; Danny Roark; Building Inspector, Sarah Skelly; Deputy City Clerk, Eben and Rachael Masingill; City Attorneys, Deleice Ward, Co-Library Director; Jake Ruiz, Water Supervisor; Kevin Petty, Wastewater Supervisor; Brad Coen, Lieutenant; Steven Bennett, Police Lieutenant and Kashlee Mendiola; Administrative Assistant

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Kashlee Mendiola.

**PUBLIC HEARING**

1. Notice of Public Hearing on the Status of Funded Activities. The City of Payette received an Idaho Community Development Block Grant in the amount of \$500,000.00 from the Idaho Department of Commerce. This funding is allocated to the State of Idaho from the U.S. Department of Housing and Urban Development. These funds are being used to upgrade substandard infrastructure systems within Bancroft Park that will help revitalize the downtown area. The hearing will include a review of project activities and accomplishments to date, a summary of all expenditures to date, a general description of remaining work and any changes made to the scope of work, budget, schedule, location or beneficiaries.

Dr. Michelle McFarland the director of Community and Economic Development for Frontier Community Resources addressed the Council. We are the economic development district in south central Idaho. But we often assist cities within southwestern Idaho because there is not currently an economic development district for background on this project. The U.S. department of Housing and Urban Development provides roughly seven and a half million dollars annually to the state of Idaho for use through the Idaho Community Development Block Grant program. The grant program is administered by the Idaho Department of Commerce. Only cities and counties are eligible applicants of these funds. The State of Idaho funds are divided into five categories or set asides, including public facilities for projects such as Water, Wastewater, Fire stations and EMS buildings, senior centers and community centers, eminent threat projects due to sudden and unforeseeable disasters, public parks and economic development activities, including infrastructure for job creation and downtown revitalization. This project falls under the downtown revitalization set aside. At the time of the application, the maximum grant award for downtown revitalization projects was \$500,000. The program is extremely competitive with grant

awards usually going to community projects with the greatest need. Downtown revitalization projects must identify a redevelopment area where there is at least two substandard infrastructure systems to be fixed. At least 25% of properties are considered substandard. The City of Payette was awarded \$500,000 from the Idaho Community Development Block Grant on May 4th to improve substandard slum and blight conditions within the established redevelopment area. Specifically, the project scope of work included upgrades to the electrical system, construction of ADA, accessible restrooms and sidewalks, installation of a splash pad, relocation of a World War I memorial, establishment of food vendor spaces, and installation of shade structures. The project activities so far includes citizen participation pursuant to obtain the City adopted a citizen participation plan on November 13, 2023. The City held its first public hearing associated with this project on that same day. A notice of public hearing was published in both the Argus Observer and the Idaho Press Tribune on November 5, 2023. The second public hearing is being conducted today, March 17, 2026 to give an overview of the project progress. A notice of the second public hearing was published in the Idaho Press Tribune on March 9, 2026. Due to the complexity of the Community Development Block grant program requirements, awardees are required to utilize a certified administrator. The City of Payette selected Frontier Community Resources, formerly known as Region 4 Development association at their November 13, 2023 City Council meeting to be their certified administrator. An environmental assessment was completed by Frontier community resources on August 2024 to determine the environmental impacts the project would have on the area. A full environmental assessment report was prepared by Frontier Community Resources and made available for public comment in the Clerk's Office in July and August of 2024. It was determined that no negative environmental conditions existed which would need to be mitigated prior to construction, which Idaho Department of Commerce agreed with on September 30, 2024. Construction procurement began in February of 2025 with an initial advertisement for bids with a bid opening of March 13. However, all bids were rejected as they surpassed the available funding. The project plans and specifications were adjusted to encourage more competitive pricing in a subsequent bidding round. The City published a second advertisement for bids in the Idaho Press on April 9 and April 16, 2025 with bids due on May 1, 2025. Four contractors submitted bids and Idaho Site Works was selected as the low bidder. A notice of intent to award was signed by the City of Payette on July 22, 2025. A pre-construction meeting was held at the City of Payette offices on July 31, 2025 with intendance of the project engineer, the prime contractor, the grant Administrator, and representatives of the City. The contract effective date was set at September 22, 2025 with a notice to proceed issued on October 1, 2025. The substantial completion within the contract was set for April 10, 2026 and final completion of April 25, 2026. Construction began with city staff completing initial site work and demolition. Idaho Site Work's first day on the project site was October 30, 2025. To date, the prime contractor has submitted 19 weeks of certified payrolls. The subcontractor has submitted an additional two weeks at a routine site inspection and prevailing wage labor interview by the grant administrator. The grant administrator identified a misclassification of workers on certified payrolls. Through collaboration with the Idaho Department of Commerce and the contractor's payroll clerk, seven weeks of certified payrolls were corrected and resubmitted for review. Based on resubmitted payrolls, it was determined that nine employees had been underpaid and misclassified. Restitution paperwork was prepared and sent to the contractor on March 11, 2026. The contractor prepared restitution checks today, March 17 for employees to pick up this week for the additional pay. The grant administrator is currently working with the Idaho Department of Commerce to determine if liquidated damages will be assessed and it is anticipated that this

issue should be resolved by the next City Council meeting and a labor enforcement report will be presented for the Mayor's signature. Due to long lead times on the prefabricated restroom selected for the project, it is anticipated that the project will not conclude by the final completion date of April 25th. Idaho Site Works and the City of Payette are encouraged to discuss the potential of a change order extending the timeline. In addition, for the grant, the city adopted a Fair housing resolution on November 13, 2023. As part of the grant, the county published the resolution in the Idaho Press Tribune on October 5, 2024. Additionally, the city has declared April 2025 as fair housing Month through a Fair housing proclamation on March 17, 2025. The total project budget for this project is \$917,496 with \$500,000 coming from the CDBG grant, \$369,075 in city cash and \$48,420 in city in kind labor. Within the total budget, \$52,500 was allocated towards prior project planning, \$62,000 towards grant administration, \$114,500 towards engineering and design, and \$688,496 towards construction. To date, \$459,666.51 has been spent on the project with a balance to finish of \$457,829.49. Work left to be completed includes the installation of the bathrooms and splash padd, relocation of the World War I Memorial and Landscaping. Additionally, Frontier Community Resources is completing for the city to review a fair housing assessment updating the city's 504 ADA transition plan and a four-factor analysis to determine if a language access plan is needed. Thank you, Mr. Mayor." Mayor Wickersham stated "Thank you, anybody have any questions? Nope. Anybody in the audience have any questions on what we're doing? All right, thank you, Michelle. Appreciate it, thank you, have a good night."

No further questions, Public hearing closed at 5:40pm.

2. The applicant, Cicero Properties Inc/Jacob Rynearson, is requesting a Variance to reduce the required square footage for multifamily units from 3500sqft per unit to 2900sqft per unit. The 9 MASTERS ORIG. The full legal description is available at Payette City Hall. The parcel is zoned C1 Commercial Downtown.

Kim Bruce "802 Hughes Drive, Payette. So they just had filed variance of square footage minimums for three units instead of two, which I believe that there was some changes made to the commercial square footage minimums on lots during the process and they're above those square footage per unit. I got favorable recommendations from the Planning and Zoning. I didn't know if you guys had any questions. I did bring photographs and floor plans if you."

Councilor Kee, "Yeah, you lost me a little bit when you said the law's been changed."

Bruce, "I thought that the square footage was proposed to be changed from 3,500 to 2,500 in the downtown. Commercial?"

Skelly, "It's a conversation that was had and recommend."

Mayor Wickersham, "Yeah. I was going to say, we talked about it in a couple instances, but I don't know."

Councilor Franklin, "I agree. I think we should refer it back to Planning and Zoning to get a recommendation on what they think it should be in the downtown area."

Councilor Kee, "You mean the ordinance? Not this."

Bruce, "We're talking about the ordinance, but this has been already gone through with planning and zoning."

Councilor Patrick, "What you're proposing today."

Bruce, "For this unit, just this building."

Councilor Steiniker, "Yeah, it was a two-story house that I believe had about 10 units in it and it was pretty, nasty."

Bruce, "Yeah."

Councilor Steiniker, "Is this going to be two stories as well?"

Bruce, "It is going to be two story as well."

Councilor Steiniker, "That's pretty."

Bruce, "It's going to be upstairs and downstairs. Each unit's going to have an up and a down, a main level and an upstairs. It's going to be pretty."

Councilor Steiniker, "I was concerned about parking especially in the front during Apple Blossom."

Bruce, "So, one of their requests is there is plenty of parking in the rear off the alley and they would like to use that as their parking on the plat map."

Mayor Wickersham, "Is that going to face the street or is it going to face the way of the buildings?"

Bruce, "That's going to face the street then obviously the back of the unit is going to be facing the alley. It's long skinnier lot."

Councilor McGill, "Are they connected or are they freestanding?"

Bruce, "Yeah, they are connected."

Mayor Wickersham, "So, it's kind of a giant version of what was in there in the past. It's just split up."

Bruce, "This is to the alley right here. I don't know if you guys have this map. You should have this map in your packet."

Mayor Wickersham, "I wasn't sure what page 24 was for because it's got a green page, that's not where it should be. I didn't know that's even official. But it's in my packet."

Bruce, "If you would like, I could bring these up and let you guys pass them around. I didn't make a one for everyone."

Mayor Wickersham, "You know, Sarah, on page 24 because that looks like the park in Keystone where it's highlighted as green. I didn't know what that was even in there for."

Councilor Kee, "I had a couple questions while we were waiting."

Bruce, "I hope I can answer them."

Councilor Kee, "I bet you can. What we must look for a Variance are four things; that the granting of the Variance will not be in conflict of the comprehensive plan, that the characteristics or the site creates an undue hardship, is the Variance in conflict with the public interest. Is the reason for the Variance not caused by current or former owner's actions? I can answer no to a couple of those. The ones I have questions about are the characteristics of the site create to the cause undue hardship? My understanding is he could build a duplex or two units. Is the reason for the Variance not caused by the current or former owner's actions? I have a tough time getting past that one."

Bruce, "I have no idea on that because I don't know who the former owner is."

City Attorney Eben Masingill, "Mr. Kee, I think you're on the right path. You also must show that the Variance, just because it's going to be more profitable, that's not enough. It's not enough just showing that it's not going to harm others. You've also got to be concerned with it because if your code says that it's 3, 500, you've got to look and say, there's something on this property, the way that it sits or there's a stream running through it, a physical characteristic that has caused undue hardship. I think the biggest issue, you go to the application, they kind of admit there's no exceptional or extraordinary circumstance. If you are going to find in favor of it, you'll need to figure out how each one of those elements are met, irrespective of what Planning and Zoning recommended."

Councilor Kee, "Thank you"

Mayor Wickersham, "Any other questions or any comments among the Council?"

City Attorney Eben Masingill, "The last part is it can't be said something that applies generally to all, and the square footage applies generally to all within that class. My recommendation would be if you want to go lower for downtown purposes or something like that, kind of like we discussed a little bit earlier that, change the ordinance."

Mayor Wickersham, "I think that's a little bit what Jim was recommending, if they're going to do it, go back and change the ordinance. We don't make an exceptions."

Councilor Franklin, "I think that maybe we shouldn't be doing this in the public hearing part, I think the problem we have is we have done it for somebody else. I don't have that detail here, but I know we did."

Councilor Steiniker, "It was Maudie's."

Mayor Wickersham, "Who?"

Councilor Steiniker, "Jimbo's, Maudie's, whatever you want to call it."

City Attorney Eben Masingill, "I don't recall what the precise basis was, I know that there was a discussion. I think that's when Mayor Lopez was still here and there was a discussion kind of back and forth. I can't recall what the undue hardship ended up being in that one, but I know that that was discussed. I don't think that meets our code. We'd be better off changing the code if that's how we want."

City Attorney Rachael Masingill, "Keep in mind, Section B talks about the exceptional or extraordinary circumstances or conditions applicable to the property. I keep hearing the precedence idea thrown around for this person before."

Councilor Kee, "You have to remind us of that quite often." Mayor Wickersham, "Any other comments or anything on it? Okay, we're going to close the public hearing. If there's nothing else."

No further questions, Public Hearing closed at 5:50pm.

### **CITIZENS COMMENTS**

Donna Peterson, 2075 Killebrew Drive Payette Idaho 83661, representing the Friends of the Payette Airport, donated \$1,500 for a cover over the airport gas tank.

### **APPROVAL OF MINUTES**

A motion was made by Steiniker and seconded by McGill to approve the Regular Council minutes of 03-03-2026 as written

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

### **APPROVAL OF PAYABLES**

A motion was made by Patrick and seconded by Henderson to approve payables in the amount of \$530,712.69.

At the roll call:

Ayes: Henderson, Steiniker, Kee, Patrick, Franklin, McGill

Nays: None

The motion CARRIED

## AGENDA ITEMS

A motion was made by Mayor Wickersham and seconded by Franklin to move SRV Mutual Aid Agreement after Payables.

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

### 1. SRV Mutual Aid Agreement

A motion was made by Kee and seconded by Frankling to sign the SRV Mutual Aid Agreement.

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

### 2. Variance Request – Cicero Properties Inc/Jacob Rynearson – 10 S 9<sup>th</sup> St

A motion was made by Franklin and seconded by Henderson to deny the variance request for Cicero Properties Incorporated, Jacob Rynearson, on the basis that it doesn't meet the hardship bar..

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

### 3. Discussion of Possible Vacation of 12ft Easements Daines Subdivision

### 4. Discussion of Possible Vacation of Right of Way on 12<sup>th</sup> Avenue S in Front of Daines Subdivision

### 5. Right of Way Agreement between ITD & City of Payette Regarding Hwy 52 & Snake River Bridge Project

A motion was made by Kee and seconded by Patrick to authorize the mayor to sign the Right of Way agreement between ITD & City of Payette regarding Hwy 52 & Snake River Bridge Project.

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

### 6. Appointment of Traci Sweet to the Historic Commission – Term to Expire 07-31-2026

A motion was made by Kee and seconded by Franklin to appoint Traci Sweet to the Historic Commission and for her term to expire 07-31-2026.

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

7. Notice of Award – N 6th Street Sewer – Insituform Technologies, LLC - \$177,860

A motion was made by Franklin and seconded by Patrick to approve the notice of award to Insituform Technologies for the N 6<sup>th</sup> ST Sewer Project in the amount of \$177,860.

At the roll call:

Ayes: Kee, Steinkier, Franklin, Patrick, Henderson, McGill

Nays: None

The motion CARRIED.

8. Authorize Payoff of Zion's Bank Loan - \$1,104,867.19

A motion was made by Steinkier and seconded by Patrick to Authorize Payoff of Zion's Bank Loan in the sum of \$1,104,867.19.

At the roll call:

Ayes: Kee, Patrick, McGill, Franklin, Henderson, Steinkier

Nays: None

The motion CARRIED.

### **COUNCIL COMMENTS**

Councilor Kee noted that some revenue lines in the financial reports were "dangerously low" compared to expenditures, emphasizing the need for close monitoring in upcoming months. He also inquired about parking enforcement for commercial trucks along Highway 95 near Dutch Bros, citing a past fatality. Chief Marshall noted state code might cover this and he would follow up with ITD for signage. Councilor Kee also asked about city ordinances for helmet laws on bicycles and scooters. Chief Marshall indicated this might be an overreach and a matter of parental responsibility. He expressed concerns that were raised about past hacking incidents with David Tate's email and attempted bank transfer fraud. A request was made for a presentation from the City's IT provider (DCS) on current firewall protections, emergency plans, and a review of staff training policies regarding phishing and fraud.

Councilor Patrick provided an update on her role on the Snake River Economic Development Alliance (SERITA) board, expressing concern that Payette has not seen direct benefits despite contributions. She raised concerns about the high cost of bringing old buildings up to current code, making development difficult, and expressed opposition to bilingual documents in City packets, citing Idaho's official English language status.

Councilor Steinkier announced an Imagination Library book sale on Saturday, March 21 (9 AM - 2 PM) at the Portia Club.

**MAYORS COMMENTS**

Mayor Wickersham mentioned that ITD is expected to begin significant highway reconstruction work through Payette, starting in Fruitland, which will likely cause traffic issues.

**ADJOURN**

A motion was made by Kee and seconded by McGill to adjourn at 7:04pm.

After a unanimous voice vote by the Council, the motion CARRIED, and the Council adjourned at 7:004pm.

Signed this 7<sup>th</sup> day of April, 2026.

  
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Mayor Ray Wickersham

ATTEST:

  
\_\_\_\_\_  
Kashlee Mendiola  
Administrative Assistant

