



CITY COUNCIL REGULAR MEETING MINUTES

City Hall - 10769 W State Street, Star, Idaho

Tuesday, August 01, 2023 at 7:00 PM

1. CALL TO ORDER – Welcome/Pledge of Allegiance

Mayor Trevor Chadwick called the meeting order at 7:00 p.m.

2. INVOCATION –

Host Coordinator Harroll Wiley of LifeSpring Church provided the invocation.

3. ROLL CALL

City Council members present:

Council President David Hershey (participated via remote for full meeting), Council Member Kevan Wheelock (participated via remote while en route from travel and entered meeting in-person partway into the budget presentation), Mayor Trevor Chadwick, Council Member Jennifer Salmonsens and Council Member Kevin Nielsen were all present.

Staff present:

City Clerk - Treasurer Jacob Qualls, City Planner & Zoning Administrator Shawn Nickel, Assistant City Planner & Code Enforcement Ryan Field, Public Information Officer Dana Partridge, and City Engineer Ryan Morgan were all present. City Attorney Chris Yorgason was absent (excused).

4. CONSENT AGENDA (ACTION ITEM)

A. Pending / Paid Claims to be Approved:

B. Findings of Fact / Conclusions of Law - **Dude Dewalt Winery Annexation, Comprehensive Plan Amendment & Conditional Use Permit (FILE: AZ-23-02 / DA-23-04 / CPA-23-01 / CU-23-05)**

- Council Member Nielsen moved to approve the Consent Agenda; Council Member Salmonsens seconded the motion. **ROLL CALL VOTE:** Nielsen – aye; Salmonsens – aye; Wheelock – aye; Hershey – aye. Motion carried.

5. PUBLIC HEARINGS with ACTION ITEMS: (The Council at its option may suspend the rules requiring three separate readings on three separate days for ordinances on the agenda for approval. This may be by a single motion to suspend the rules under Idaho Code 50-902; second of the motion; ROLL CALL VOTE; Title of the Ordinance is read aloud; motion to approve; second of the motion: ROLL CALL VOTE.)

- #### A. PUBLIC HEARING: BUDGET HEARING FY23/24 -
- A Public Hearing pursuant to Idaho Code 50-1002 was held this evening for consideration of the proposed budget for the Fiscal Year October 1, 2023 to September 30, 2024, in the amount of \$13,542,388.70 with a proposed levy amount of \$1,869,337 from Ada and Canyon County Assessed Property Taxes.

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Mayor Chadwick opened the public hearing at 7:04 p.m. and utilized a slide presentation (on file) to review the proposed budget.

Presentation Summary:

Chadwick discussed reliable income vs. mandatory expenses. He said that sources of reliable income in the City of Star include property taxes, revenue sharing (State of Idaho sales tax), liquor revenue, and franchise fees. Chadwick explained that mandatory expenses are those items that the City is required to pay, such as police, city staff, legal, animal control, and liability insurance. He addressed pass-through income and pass-through expenses.

The Mayor stated that the City is very healthy financially, with approximately \$21 million dollars in the City's bank accounts. He reviewed Police, Fire, and Park mitigation fees. For business taxes, Chadwick noted that the City of Star has had a lot of new businesses start in the past year, so the City is now at a 93 percent residential to 7 percent commercial tax burden. For revenue sharing, Chadwick noted the City received approximately \$1.2 million last year and this next fiscal year is projected to be at \$1.5 million.

Chadwick reviewed the City's success in receiving some recent grants and providing additional services. The City was awarded a \$250,000 pathways grant for creation of walkways leading to Star Middle School and various community partner funding of approximately \$55,000 for the Hometown Celebration. He also called out the success of the Parks and Recreation Department in being able to provide more camps to children, noting that Annie Pew successfully applied for a \$40,000 grant for camps this past summer and that the Department planned to apply to hopefully continue that funding. Chadwick further noted a new City service, the City Clerk-Treasurer Department's Passport Desk, which provides passport service to the local community and generates revenue via the U.S. State Department-mandated passport fee and photo-taking.

Chadwick reviewed various staffing expenses. He explained that legal costs would go down greatly this next year since the lawsuit with Middleton was successfully concluded. For Police, two more patrol officers and one detective are being added in order to achieve the correct response time metrics in accordance with Star's proactive policing model. For Animal Control, he noted the City is looking at a new contract with the Idaho Humane Society to maintain the dog and cat issues as opposed to the prior process, which placed responsibility on local police to take the animals in to Star Veterinary. Chadwick noted that another groundskeeper and custodian would be added to the Building and Grounds department. For the building inspector role, this was previously a contract position and will become a staff position in January 2024.



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For improvements, a new pickleball court will be constructed at Pavilion Park near the splash pad, batting cages are being considered for a city park, and various landscaping and pathway improvements are planned around the City. He thanked City Committees such as the Transportation Committee, Parks, Arts & Beautification Committee, and the Historical Committee for their work on various projects, noting that Committee projects were at about \$61,000 total.

Mayor Chadwick stood for questions.

Public Comment:

Pablo Sclafemi of 11391 W. Threadgrass Street, Star, said he was very happy living in Star and enjoyed investing. He suggested that Star consider issuing bonds so people could invest in City projects.

Mayor Chadwick and Council Member Nielsen clarified that the City is open to donations for various projects and initiatives, but that the topic of bonds would need to be reviewed by the City Attorney and would need to be in compliance with State of Idaho regulations.

Teresa Tinsley of 10459 W. Achilles Street, Star, asked about Valley Regional Transit busing. Mayor Chadwick and Council Member Nielsen explained a little about the service costs and historical lack of use of such service, noting the costs did not match well with Star's population size. One problem is the lack of funding at the state level for such service, which causes the entity to go to participating local municipalities and levy fees. Teresa Tinsley also asked about the impact fee committee; Mayor Chadwick explained that Chris Yorgason is reviewing the matter so people can be invited to be a part of the new committee (old committee makeup is no longer allowed).

Sue Spear of South Streamleaf Avenue, Star, said that she felt Star was in a great financial position with \$21.4 million dollars in cash and asked how the City decides where it invests its funds. City Clerk-Treasurer Jacob Qualls explained the City's approach to pursuing the best interest rate with banking and CD's.

Mayor Chadwick closed the Public Hearing at 8:03 p.m.

Mayor Chadwick reminded Council of the steps next needed in the Budget Hearing approval process, that based upon approval this evening, at upcoming City Council meetings the budget ordinance and the ordinance for the property tax side would need to be voted on.



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- Council Member Nielsen moved to approve the budget as proposed and directed City Staff to provide a copy of the ordinance (once made official) to the State Controller's Office along with a copy of the presentation noted as the 2023-2024 City of Star Budget; Council Member Salmonsens seconded the motion. **ROLL CALL VOTE:** Nielsen – aye; Salmonsens – aye; Wheelock – aye; Hershey – aye. Motion carried.
6. **ACTION ITEMS:**(The Council at its option may suspend the rules requiring three separate readings on three separate days for ordinances on the agenda for approval. This may be by a single motion to suspend the rules under Idaho Code 50-902; second of the motion; ROLL CALL VOTE; Title of the Ordinance is read aloud; motion to approve; second of the motion: ROLL CALL VOTE.)
- A. **Ordinance 385-2023 & DEVELOPMENT AGREEMENT (Hood Rats Rezone)** AN ORDINANCE REZONING CERTAIN REAL PROPERTY LOCATED IN THE CITY OF STAR, ADA COUNTY, IDAHO; MORE SPECIFICALLY LOCATED AT 11525 W. STATE STREET IN STAR, IDAHO (ADA COUNTY PARCEL R1842701715); THE PROPERTY IS OWNED BY NEWELL AND ELIZABETH PRICE; ESTABLISHING THE ZONING CLASSIFICATION OF THE REZONED PROPERTY AS CENTRAL BUSINESS DISTRICT WITH A DEVELOPMENT AGREEMENT (CBD-DA) ON APPROXIMATELY .19 ACRES; DIRECTING THAT CERTIFIED COPIES OF THIS ORDINANCE BE FILED AS PROVIDED BY LAW; PROVIDING FOR RELATED MATTERS; AND PROVIDING FOR AN EFFECTIVE DATE. **(ACTION ITEM)**
- Council Member Nielsen moved to introduce Ordinance 385-2023 and, pursuant to Idaho Code Section 50-902 the rule requiring an ordinance be read on three different days with one reading in full to be dispensed with, and that Ordinance 385-2023 be considered after reading once by title only; Council Member Wheelock seconded the motion. **ROLL CALL VOTE:** Nielsen – aye; Salmonsens – aye; Wheelock – aye; Hershey – aye. Motion carried.
 - Council Member Salmonsens read the title and moved to approve Ordinance 385-2023 and the associated Development Agreement (Hood Rats Rezone); Council Member Wheelock seconded the motion. **ROLL CALL VOTE:** Nielsen – aye; Salmonsens – aye; Wheelock – aye; Hershey – aye. Motion carried.
- B. **ORDINANCE 375-2023 & DEVELOPMENT AGREEMENT (Madenford Subdivision Annexation)** AN ORDINANCE ANNEXING TO THE CITY OF STAR CERTAIN REAL PROPERTY LOCATED IN THE UNINCORPORATED AREA OF ADA COUNTY, IDAHO; MORE SPECIFICALLY LOCATED AT 3605 N. POLLARD LANE, IN STAR, IDAHO (ADA COUNTY PARCELS R5455720020) AND CONTIGUOUS TO THE CITY OF STAR; THE PROPERTY IS OWNED BY NORTH POLLARD LANE LLC; ESTABLISHING THE ZONING CLASSIFICATION OF THE ANNEXED PROPERTY AS RESIDENTIAL WITH A DEVELOPMENT AGREEMENT (R-3-DA) OF APPROXIMATELY 5.0 ACRES; DIRECTING THAT CERTIFIED COPIES OF THIS ORDINANCE BE FILED AS PROVIDED BY LAW; PROVIDING FOR RELATED MATTERS; AND PROVIDING FOR AN EFFECTIVE DATE. **(ACTION ITEM)**



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- Council Member Nielsen moved to introduce Ordinance 375-2023 and, pursuant to Idaho Code Section 50-902 the rule requiring an ordinance be read on three different days with one reading in full to be dispensed with, and that Ordinance 375-2023 be considered after reading once by title only; Council Member Wheelock seconded the motion. **ROLL CALL VOTE:** Nielsen – aye; Salmonsens – aye; Hershey – aye; Wheelock – aye. Motion carried.
- Council Member Salmonsens read the title and moved to approve Ordinance 375-2023 (Madenford Subdivision Annexation); Council Member Wheelock seconded the motion. **ROLL CALL VOTE:** Nielsen – aye; Salmonsens – aye; Wheelock – aye; Hershey – aye. Motion carried.

C. **ORDINANCE 384-2023 & DEVELOPMENT AGREEMENT (Red Barn Inn Rezone)** AN ORDINANCE REZONING CERTAIN REAL PROPERTY LOCATED IN THE CITY OF STAR, ADA COUNTY, IDAHO; MORE SPECIFICALLY LOCATED AT 309 S. MAIN STREET IN STAR, IDAHO (ADA COUNTY PARCEL R1842701715); THE PROPERTY IS OWNED BY LEI FAMILY LIVING TRUST 08/16/2005; ESTABLISHING THE ZONING CLASSIFICATION OF THE REZONED PROPERTY AS CENTRAL BUSINESS DISTRICT WITH A DEVELOPMENT AGREEMENT (CBD-DA) ON APPROXIMATELY .70 ACRES; DIRECTING THAT CERTIFIED COPIES OF THIS ORDINANCE BE FILED AS PROVIDED BY LAW; PROVIDING FOR RELATED MATTERS; AND PROVIDING FOR AN EFFECTIVE DATE. **(ACTION ITEM)**

- Council Member Nielsen moved to introduce Ordinance 384-2023 and, pursuant to Idaho Code Section 50-902 the rule requiring an ordinance be read on three different days with one reading in full to be dispensed with, and that Ordinance 384-2023 be considered after reading once by title only; Council Member Wheelock seconded the motion. **ROLL CALL VOTE:** Nielsen – aye; Salmonsens – aye; Wheelock – aye; Hershey – aye. Motion carried.
- Council Member Salmonsens read the title and moved to approve Ordinance 384-2023 and the associated Development Agreement (Red Barn Inn Rezone); Council Member Wheelock seconded the motion. **ROLL CALL VOTE:** Nielsen – aye; Salmonsens – aye; Wheelock – aye; Hershey – aye. Motion carried.

D. **Master Pathways Agreement - Middleton Mill Ditch Company / Middleton Irrigation Association Inc / City of Star** - Agreement between parties to utilize Rights-Of-Ways, Ditch Easements along Irrigation and Ditch Company with the City of Star for Pathways. **(ACTION ITEM)**

Mayor Chadwick gave a brief overview of the recommended Master Pathways Agreement, stating that the agreement had been vetted by City Attorney Chris Yorgason. He noted that Yorgason was absent owing to travel and asked if the City Council wanted to discuss the agreement further.

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Council Member Salmonsens asked to clarify that the agreement was not pertaining to HOA pathways, and that developers would be responsible for negotiating their own agreements with the ditch company. Mayor Chadwick stated yes, the agreement was only for the City of Star Master Pathway system that the City would be responsible for maintaining, and that there are only certain canals and ditches that are applicable.

Council Member Salmonsens noted that the draft agreement called for the City to place and maintain trash cans, and pointed out that Council would need to consider funding and what is needed for future pathways. Council Member Wheelock asked for clarity on what percentage of pathways would be HOA responsibility vs. City responsibility in terms of maintenance.

Mayor Chadwick advised that the master pathway plan will lay that out as the City moves forward and that the ones the City will be responsible for will be designated as public pathways, noting that public easements can be built in to subdivision agreements for HOA-maintained paths.

Council Member Salmonsens noted the importance of doing this planning in advance so both construction and future maintenance can be considered. Mayor Chadwick explained that part of the importance of the master pathway plan is to be able to take it in front of the impact fee committee and utilize that to help create an impact fee for the permanent garbage cans, etc.

Council discussion ensued on the wording of the Hours of Use clause, debating daylight hours vs. a half hour before sunrise and a half hour before sunset. Council Member Nielsen pointed out the State wording from Fish and Game regulation and advised remaining consistent with State of Idaho wording.

- Council Member Salmonsens moved to approve the Master Pathways Agreement – Middleton Mill Ditch Company / Middleton Irrigation Association, Inc. / City of Star; Council Member Wheelock seconded the motion. **ROLL CALL VOTE:** Nielsen – aye; Salmonsens – aye; Wheelock – aye; Hershey – aye. Motion carried.

E. Photocopier Leases - Approve Photocopier Leases (ACTION ITEM)

Mayor Chadwick gave a brief overview of the proposal for a new copier lease, noting that City Hall's first-floor machine is old and does not work well. He stated that the lease would be for a new copier for City Hall and also one for the Rec Center. Chadwick noted that it would be a cost savings of about a penny a sheet from what the original (old copier) agreement stated, and said he felt the City would have better service because the new machines can be monitored online. He noted that the second floor of City Hall currently has a newer copier under lease, but that once that one hits the five-year mark, that a new copier for that floor could be rolled into the agreement in order to have a consistent vendor and consistent maintenance.



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- Council Member Wheelock moved to approve the photocopier lease; Council Member Nielsen seconded the motion. **ROLL CALL VOTE:** Nielsen – aye; Salmonsens – aye; Wheelock – aye; Hershey – aye. Motion carried.

7. ADJOURNMENT

Mayor Chadwick adjourned the meeting at 8:23 p.m.

_____/s/_____
Trevor A Chadwick, Mayor

ATTEST: ____/s/_____
Jacob M Qualls, City Clerk - Treasurer