

This regular meeting of the Jerome City Council was called to order by Mayor Davis at 5:30 p.m.

Present: Mayor David M. Davis, Councilman Chris Barber, Councilman Robert Culver, Councilman Brent “Oop” Johnson and Councilman Jason Peterson.

Also present were staff members: City Clerk Bernadette Gomes, City Attorney Ted Larsen, City Administrator Mike Williams, Information Services Director Carlos Hernandez, Public Works Director Brian Ahrens, Building Official Dave Richey, Wastewater Superintendent Gilbert Sanchez, Finance Director Ross Hyatt, Budget and Accounting Manager Lori McCrae, Human Resources Manager Esmeralda Chavez, City Engineer Tyson Carpenter, and Police Chief Dan Hall.

**PLEDGE OF ALLEGIANCE:**

Mayor Davis led the audience in recitation of the pledge of allegiance.

**INVOCATION:**

An invocation was given by Pastor Kevin Ashley of Life Church of the Magic Valley.

**AMENDMENT TO AGENDA: CORRECT RESOLUTION NO. 13-19**

Councilman Culver made a motion to amend the agenda to add Resolution No. 13-19 supporting the LHTAC Urban Transportation Plan agreement. Second to the motion was made by Councilman Barber. After consideration the motion passed unanimously by the following vote: **AYES:** Councilman Culver, Councilman Barber, Councilman Peterson and Councilman Johnson. **NAYS:** None

**CONSENT CALENDAR:**

Those items contained in the consent calendar are as follows:

1. Approve the minutes of the June 18, 2019 regular meeting
2. Approve Renewal of the 2<sup>nd</sup>-year Microsoft Enterprise Agreement for an annual cost of \$18,697.30

Councilman Culver made a motion to approve the consent calendar as presented. Second to the motion was made by Councilman Johnson. After consideration the motion passed unanimously by the following vote: **AYES:** Councilman Culver, Councilman Barber, Councilman Peterson and Councilman Johnson. **NAYS:** None.

**CITIZEN CORRESPONDENCE, ISSUES & REPORTS:**

Ms. Lori Leary, residing at 1015 N. Fir Street, Jerome, appeared before council to request that the City of Jerome build a dog park. She collected signatures from residents in support of a dog park and has been speaking with local residents to determine a good place for a dog park. Regarding funding, she stated the dog park she knew of in her home town charged \$3 per dog or a \$25 season pass to use the dog park (although fees may have increased since that time),

included areas for small, medium and large dogs along with water fountains, benches and trees. Upon inquiry by Councilman Barber, Ms. Leary stated she would like to see ½ acre to an acre. Additionally, she requested that the parks department utilize “extra funds” to pay for the park along with some fundraising efforts. She also stated that one local resident was willing to help with materials, and she has not approached the recreational district for assistance because she is new to town and does not know many people yet. She would like to see a dog park similar to that located in Twin Falls. Councilman Culver mentioned a local doctor had once spoken of having a dog park near his property on S. Lincoln near the Jerome Recreation District (JRD), and Councilman Barber stated that while he feels green spaces is limited in town he understands many residents love their dogs. Ms. Leary stated that the City of Twin Falls had issues with choosing a location due to objections of excessive barking by members of the public. Councilman Barber commented on needing a plan in place to clean and maintain the park, and Ms. Leary spoke of an empty field near her residence with a fenced area. At this time there is no fee to use the dog park in Twin Falls.

Mayor Davis suggested that the parties involved form a committee similar to the North Park Improvements Committee, to make a presentation to council that will include a location, costs of the park including maintenance and operations, rules governing the park and possibly fundraising to purchase property and develop it. Ms. Leary stated that she would like to see a sign listing that dogs must be vaccinated before entering, and Mayor Davis reiterated that council is in favor of the project but that she would have to move forward with the development of a committee, plan, etc. Mr. Williams explained to Ms. Leary the processes for developing the skate park and North Park through committees with staff assistance, and he stated the council chambers will be available for meetings when the committee is formed. Regarding funding, the budget for parks is limited to budgeted capital projects at this time. Ms. Leary asked about fenced baseball fields and was advised to approach the JRD for more information on those.

Rick Bernson, residing at 1505 N. Kennedy Street, Jerome, stated that he and his wife have been going to the Twin Falls dog park at least once per week, and he has been pleased with socializing with others who have that common interest. He feels a dog park would provide an economic benefit to the city and reduce the number of dog calls to the police department.

### **IDAHO POWER REBATE:**

Idaho Power Accounts Energy Advisor Leo Sanchez appeared before council to present a rebate check to the city. He stated that, back in 2014, his staff approached city staff to participate in an energy-saving program and provided some history on the process. He stated the goal was to bring together city staff to collaborate and reduce energy through a series of innovative workshops, utilizing no- or low-cost energy-saving techniques and organizational strategies. The recently completed capital upgrades to the wastewater treatment plan have saved a tremendous amount of energy. Mr. Sanchez stated the staff participated in lighting jobs (i.e. retrofit to LED lighting) along retrofits for HVAC units. The result was a savings of 5,193,000 kilowatt hours which could run approximately 455 averaged-sized homes for one full year. Due to this savings, Mr. Sanchez introduced members of his staff and presented a rebate check on behalf of Idaho Power in the amount of \$931,470.50.

### **GOVERNMENT FINANCE OFFICERS OF AMERICA DISTINGUISHED BUDGET AWARD:**

Mayor Davis presented the Government Finance Officers of America Distinguished Budget Award to Finance Director Ross Hyatt and Account and Budget Manager Lori McCrae. He stated it covers four specific areas where proficiency is required: a policy document, a financial plan, an operations guide and a communications device. Mayor Davis stated this is the department's 11<sup>th</sup> consecutive year receiving the award. Mr. Williams commented that only four or five municipal entities in Idaho have received this award, and the city's 11<sup>th</sup> consecutive year receiving it is outstanding! He further stated that much time is spent putting the information together to clearly communicate to the public how funds are being spent. The budget report consists of approximately 200 pages and is very detailed.

**RESOLUTION NO. 13-19:**

The clerk read Resolution No. 13-19 in full as follows:

**RESOLUTION NO. 13-19**

**WHEREAS**, the Idaho Transportation Department, hereafter called the **STATE**, has submitted an Agreement stating obligations of the **STATE** and the **CITY OF JEROME**, hereafter called the **CITY**, for the FY19 Transportation Plan; and

**WHEREAS**, the **STATE** is responsible for obtaining compliance with laws, standards and procedural policies in the development, construction and maintenance of improvements made to the Federal-aid Highway System when there is federal participation in the costs; and

**WHEREAS**, certain functions to be performed by the **STATE** involve the expenditure of funds as set forth in the Agreement; and

**WHEREAS**, The **STATE** can only pay for work associated with the State Highway system; and

**WHEREAS**, the **CITY** is fully responsible for its share of project costs; and

**NOW, THEREFORE, BE IT RESOLVED:**

1. That the Agreement for Federal Aid Highway Project A022(466) is hereby approved.
2. That the Mayor and the City Clerk are hereby authorized to execute the Agreement on behalf of the **CITY**.
3. That duly certified copies of the Resolution shall be furnished to the Idaho Transportation Department.

Passed by the City Council and approved by the City Council this 2<sup>nd</sup> day of July, 2019.

By:  
/s/ David M. Davis  
David M. Davis, Mayor

**CERTIFICATION**

I hereby certify that the above is a true copy of a Resolution passed at a *regular, duly* called meeting of the City Council, City of Jerome, held on July 2, 2019.

(Seal)

/s/ Bernadette Gomes

Bernadette Gomes, City Clerk

Mr. Carpenter appeared before council to present the resolution and its contents. He stated that, in January, council approved submittal of the application for the grant to update the city's transportation plan. The resolution confirms the agreement between the city and the State of Idaho who administers the federal funds of the grant. The grant outlines the city's responsibilities including the update of the transportation plan and 7.34% share of the grant in the amount of \$6,606.

Mr. Carpenter stated the current Master Transportation Plan was adopted in 2007 with data from 2004-2006 and is in need of updating as it does not account for growth in recent years. He further stated the plans are usually updated on a 10-15 year cycle. Upon inquiry by Mayor Davis, Mr. Carpenter stated the plan will help staff look at current roadway conditions and traffic concerns for future planning and development and identify types of roads needed (i.e. intersections, collectors, etc.). Upon inquiry by Councilman Barber, the city's Comprehensive Plan references the Master Transportation Plan. Mr. Larson stated the Comprehensive Plan includes land use and future growth, Mr. Carpenter stated the transportation plan provides direction and growth projections along with condition assessments, and Mayor Davis stated the comprehensive plan will be requiring updates soon. Mr. Williams commented that funding is needed for a thorough comprehensive plan and will need to be budgeted. Upon inquiry by Mayor Davis, Mr. Carpenter stated the transportation plan looks at growth that has occurred since the last plan update and will reference the comprehensive plan. Additionally, a Request for Proposals (RFP) will be issued for consultant services once the agreement is approved by council.

Councilman Culver made the motion to Resolution No. 13-19 supporting the LHTAC Urban Transportation Plan grant agreement to update the City of Jerome Transportation Plan. Total project cost estimate is \$90,000, which will require \$6,606 at 7.34% of matching funds available from the City. Second to the motion was made by Councilman Johnson. After consideration, the motion passed unanimously by the following vote: **AYES:** Councilman Culver, Councilman Barber, Councilman Peterson and Councilman Johnson. **NAYS:** None.

### **CIVIL SCIENCE ITD LOCAL PROFESSIONAL SERVICES AGREEMENT:**

Mr. Carpenter stated this request is to approve a contract agreement with Civil Science for design of the 10<sup>th</sup> Avenue E Sidewalk project; a grant has been approved and RFP's issued with Civil Science selected. The total grant amount is \$536,403 with the design portion being no more than \$32,058. The curb and gutter and sidewalks will go from Lincoln to Fillmore, an area with high foot traffic between schools and neighborhoods. Upon inquiry by Councilman Culver, Mayor Davis and Councilman Peterson, Mr. Carpenter stated he could not confirm if one side or both sides of the road will have sidewalks without getting further into the design phase. To stay within grant costs plans could include sidewalk with curb and gutter on one side and a walking path only on the other side; staff will looking into options based on funding. He further stated a shared use path or "bike path" would be wide enough for pedestrians and bike users or groups of kids walking together. Additionally, it would connect to the bike path on Tiger Drive and Mr. Carpenter further stated the preliminary design phase would begin after awarding the contract.

Upon inquiry by Councilman Peterson regarding budgeting, Mr. Carpenter stated funds were budgeted for design in this fiscal year and construction funds in the next fiscal year. Mayor Davis asked about the \$39,000 budgeted, and Mr. Carpenter stated that amount was an anticipated amount.

Councilman Culver made the motion to approve the ITD Local Professional Services Agreement with Civil Science, Inc. for the 10<sup>th</sup> Avenue Sidewalk Improvement Project in an amount not-to-exceed \$32,058. Second to the motion was made by Councilman Barber. After consideration, the motion passed unanimously by the following vote: **AYES:** Councilman Culver, Councilman Barber, Councilman Peterson and Councilman Johnson. **NAYS:** None.

### **JEROME COUNTY FAIR BANNER – FEE WAIVER REQUEST:**

Jerome County Fair manager Jamie Rupert appeared before council to report that they are advertising the fair, have requested a banner be placed on S. Lincoln and are requesting a fee waiver of \$50. She also brought flyers for distribution.

Councilman Culver made the motion to approve the request of the Jerome County Fair to waive the \$50 banner fee. Second to the motion was made by Councilman Johnson. After consideration, the motion passed unanimously by the following vote: **AYES:** Councilman Culver, Councilman Barber, Councilman Peterson and Councilman Johnson. **NAYS:** None.

### **ALCOHOL LICENSE RENEWALS FOR 2019-2020 – HONKER’S MINI-MART:**

Ms. Gomes stated the applications for alcohol license renewals were approved at the June 18<sup>th</sup> council meeting. However, Honker’s had not submitted an application for renewal as they had sold their business and had planned to close on June 30<sup>th</sup>. The buyer backed out of the deal at the last minute and the decision was made to stay open after all. Because of the timing, Honker’s will remain closed through July 2<sup>nd</sup> and re-opening on July 3<sup>rd</sup> for the holiday weekend. Upon inquiry by Mayor Davis, Ms. Gomes stated the store was closed completely due to staffing issues but plans to re-open prior to the holiday weekend.

Councilman Culver made the motion to approve the Alcoholic Beverage License renewal application for Honker’s Mini Mart. Second to the motion was made by Councilman Barber. After consideration, the motion passed unanimously by the following vote: **AYES:** Councilman Culver, Councilman Barber, Councilman Peterson and Councilman Johnson. **NAYS:** None.

### **SI SENOR TAQUERIA ALCOHOL BEVERAGE LICENSE APPLICATION:**

Ms. Gomes stated Ms. Lorena Cortez applied on behalf of CNC LLC for their new restaurant, Si Senor Taqueria which will be opening soon. Application fees have been paid, they have received the State of Idaho license along with the Jerome County license to sell beer and wine on premises, and are working on the building to have building and fire inspections completed. No license will be issued until all city inspections have been passed.

Mayor Davis thanked the applicant in attendance for investing in the building as it looks very nice.

Councilman Culver made the motion to approve the application from CNC, LLC d.b.a. Si Senor Taqueria for on-premises consumption of beer and wine at 306 S. Lincoln Avenue

contingent upon passing building and fire inspections. Second to the motion was made by Councilman Barber. After consideration, the motion passed unanimously by the following vote: **AYES:** Councilman Culver, Councilman Barber, Councilman Peterson and Councilman Johnson. **NAYS:** None

### **DEPARTMENT REPORTS:**

Mr. Williams recognized all departments and committee members who participated in the Freedom Fest. Unfortunately there was a fire at the high school later in the early morning hours following the event. The official cause remains to be determined. Mr. Williams stated an officer on duty made the call and the fire department did a phenomenal job on responding to the fire as it could have been much worse. Staff is currently working with the fireworks vendor and the school.

Mr. Williams reported that the splash pad worked for several hours on Saturday before stopping due to some issues with the recirculation system. Demand of the park and length of time water runs contributed to the issues and they seem to be resolved at this time. Staff is learning the operations aspect of the splash pad and families are still enjoying it. Temporary signs with rules have been posted and permanent signs have been ordered. Mr. Williams stated a grand opening is planned for some time in mid-July to allow further growth of the grass in the park. Upon inquiry by Councilman Peterson, Mr. Williams and Ms. Gomes stated the Sunset Market has been moved to Veteran's Memorial Park on July 5<sup>th</sup> and the applicant will be notified that it will also need to be held at Veteran's Memorial Park on July 12<sup>th</sup>. Additionally, the movie nights will begin July 19<sup>th</sup> and North Park should be ready by then.

Mr. Williams stated the budget will be distributed to council by the middle of next week so that it may be reviewed prior to the next council meeting; department narratives and line items are ready to go.

Upon inquiry by Mayor Davis regarding an ordinance for rules at the splash pad, Chief Hall stated he plans to review the city's current park ordinance for any needed changes to accommodate the splash pad and other features. He further stated he will coordinate with Mr. Williams and Mr. Larsen to discuss the changes, and Mr. Williams stated a temporary list of rules is currently posted. Enforcement of the rules may need to be in the ordinance if they differ from the existing rules.

Mr. Richey reported that the new restaurant, Si Senor Taqueria, has passed the state plumbing inspection. He plans to meet with the fire department and the head of the state mechanical division to ensure compliance with the hood system. Upon inquiry by Mayor Davis, Mr. Richey stated the hood system falls under both the building and fire departments.

### **EXECUTIVE SESSION:**

Councilman Culver made a motion to adjourn to executive session pursuant to Idaho Code 74-206(1)(b) to consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent at 6:27 p.m. Second to the motion was made by Councilman Barber. After consideration, the motion passed unanimously by the following vote: **AYES:** Councilman Culver, Councilman Barber, Councilman Peterson and Councilman Johnson. **NAYS:** None.

### **ADJOURNMENT:**

There being nothing further to discuss, Mayor Davis called the regular meeting back to order and adjourned this July 2, 2019 regular meeting of the Jerome City Council at 6:58 p.m.

By:

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Mayor David M. Davis

Attest:

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Bernadette Gomes, City Clerk