

This regular meeting of the Jerome City Council was called to order by Mayor Davis at 5:30 p.m. While council chambers were open to the public, the meeting was also held by teleconference and the public was encouraged to continue with social distancing. The video conference was conducted via Zoom and was made available to all members of the public in a format that allowed all participants to hear the meeting, including all deliberations by members of the Council and other speakers addressing the council, whether in person or via virtual connection, and to comment if so desired, all of which was noted in the agenda, email, and notices at council chambers and on the city's website.

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

Also present were staff members: City Clerk Bernadette Coderniz, City Administrator Mike Williams, City Attorney Ted Larsen, City Engineer Tyson Carpenter, Building Official Dave Richey, Public Works Director Brian Ahrens, Wastewater Superintendent Gilbert Sanchez, IS Director Carlos Hernandez, IS Field Technician Andy Newbry, Finance Director Ross Hyatt, Planning and Zoning Manager Ida Clark, Library Director Linda Mecham, Human Resources Manager Esmeralda Chavez, Fire Chief Mike Harrison 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 Gary Terrell of the Freewill Baptist Church.

PUBLIC HEARING:

This being the time and place published for the consideration of a request from Lorena Cortez, for approval on a residential final plat for Del Rio Subdivision, described as a re-subdivision of a portion of Block A-173, more commonly known as the property at the southwest corner of East Avenue H and South Davis Street, containing approximately 2.43 acres, the Chair called the public hearing open at 5:35 p.m. and briefly reviewed the procedures that will be followed.

Staff Presentation:

Ms. Clark appeared before council, provided a copy of the plat in question and noted that the proposed subdivision is approximately 2.4 acres and currently bare property. An existing home on the property will be excluded from the subdivision and final plat of thirteen proposed lots for manufactured homes on permanent foundation. Phase I will be six lots with access from E. Avenue H, and Phase II will include seven additional lots. Ms. Clark stated that one public street will be dedicated to the subdivision; Del Rio Avenue will extend from Cleveland to S. Davis and be constructed with the required right-of-ways. Additionally, sewer and water will connect and extend from E. Avenue H, water will tie back into the line on S. Davis and the storm water retention pond and easements are included with lot 7. Water shares will be transferred to the City for irrigation purposes. Ms. Clark spoke of the Jerome Municipal Code as it pertains to private streets and stated that the street proposed will be dedicated for public use. Curb/gutter/sidewalk will be constructed along E. Avenue H and S. Davis, however, there will be

curb/gutter only on the north side of Del Rio due to the excluded parcel within the subdivision. There was testimony in opposition to the request during the Planning and Zoning (P&Z) hearing regarding noise concerns, and these concerns were addressed by John Miller, the initial engineer for the project. The P&Z found the application to be in compliance with the Comprehensive Plan and recommended conditional approval of the preliminary plat. Ms. Clark noted that Rex Harding is the new engineer for the project and provided the final plat and construction plans; concerns submitted by city staff have been addressed.

Upon inquiry by Councilman Johnson, Ms. Clark stated that the excluded home within the subdivision will also have the curb and gutter construction. Upon inquiry by Mayor Davis, Ms. Clark stated that lot 7 will include the drainage pond and responsibility of weed maintenance will fall upon the owner of the lot; they will be prohibited from building on that portion of the lot. Councilman Barber confirmed that the applicant (present during the hearing) currently owns lot 7.

Applicant Testimony:

Rex Harding, engineer appearing on behalf of applicant, spoke of the plans and sewer/water and irrigation services within the subdivision. He stated the pipeline along E. Avenue H will be replaced and used for gravity irrigation to the subdivision. Mr. Harding believes the subdivision will be a good addition to the City as this lot is currently undeveloped. Upon inquiry by Mayor Davis, Mr. Harding confirmed that Phase I is along E. Avenue H and Phase II will be the interior portion of the subdivision. Councilman Barber inquired about the length of the road, and Mr. Harding confirmed that it will meet the City standards for a residential street. Additionally, the water meters will not be private. Mr. Harding also confirmed that an agreement will be in place for the owner of lot 7 regarding the retention pond maintenance. Upon inquiry by Mayor Davis, Mr. Harding stated the water rights will be put in a trust with the City and irrigation water will be delivered once the gravity irrigation system is enhanced in order to work within this subdivision. Mr. Carpenter spoke of the irrigation system and that it will be gravity fed rather than pressurized. Councilman Barber inquired about a requirement for providing pressurized irrigation within subdivisions, and Mr. Carpenter stated that the City is required to provide irrigation, and with the lay of the land gravity irrigation is possible without pressure. Councilman Culver inquired about the curb and gutter on the corners of Cleveland and E. Avenue H and Mr. Harding confirmed that the final plat shows both corners rounded off although the map initially shown to council showed one rounded corner and one straight corner.

There was no testimony in favor, neutral nor in opposition to the request. Being no further testimony to be heard, the Chair declared the public hearing closed at 5:49 p.m.

DEL RIO SUBDIVISION FINAL PLAT:

Ms. Clark provided a copy of the final plat with the rounded curb and gutter on the southeast corner of E. Avenue H and Cleveland.

Councilman Culver made the motion to approve the final plat for Del Rio Subdivision conditionally upon approved construction plans. Second to the motion was made by Councilman Johnson. After consideration, the motion passed unanimously by the following vote: **AYES:** Councilman Johnson, Councilman Barber, Councilman Peterson and Councilman Culver. **NAYS:** None.

CONSENT CALENDAR:

Those items contained in the consent calendar are as follows:

1. Approve the minutes of the March 16, 2021 regular meeting

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

CORRESPONDENCE:

The clerk read a letter from Twin Falls Fire Chief Kenworthy regarding the Jerome Fire Department assisting with a recent fire in Twin Falls. Mayor Davis thanked the fire department staff for their efforts, and a copy of the letter is on file at City Hall.

PROCLAMATION – WEEK OF THE YOUNG CHILD:

The clerk read the proclamation in full is as follows:

**PROCLAMATION
WEEK OF THE YOUNG CHILD™**

WHEREAS, the City of Jerome, in conjunction with the Idaho Association for the Education of Young Children (Idaho AEYC) and National Association for the Education of Young Children (NAEYC), are celebrating the Week of the Young Child™, April 10-16, 2021; and

WHEREAS, these organizations are working to promote and inspire high-quality early childhood experiences for our state’s youngest citizens, that can provide a foundation of learning and success for children in Jerome, Idaho; and

WHEREAS, teachers and others who work with or on behalf of young children birth through age eight, who make a difference in the lives of young children in Jerome deserve thanks and recognition; and

WHEREAS, public policies that support early learning for all young children are crucial to young children’s futures and to the prosperity of our society;

NOW, THEREFORE, I, David M. Davis, Mayor of the City of Jerome, do hereby proclaim April 10-16, 2021 as the Week of the Young Child™ in Jerome, ID and encourage all citizens to work to support and invest in early childhood in Jerome.

Dated this 6th day of April, 2021

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

Council signified unanimous support of the proclamation with all “ayes.”

PROCLAMATION – CHILD ABUSE PREVENTION MONTH:

The clerk read the proclamation in full as follows:

PROCLAMATION

CHILD ABUSE PREVENTION MONTH

Whereas, child abuse is a serious and growing problem affecting more than 3.2 million of our nation's children annually and thousands of children locally; and

Whereas, this societal malignancy called child abuse respects no racial, religious, class or geographic boundaries, and, in fact, has been declared a national emergency; and

Whereas, Head Start/Early Head Start through its support of parent aide programs, parenting classes, educational programs, and community service activities with the Magic Valley Prevention Coalition is making significant progress in stopping this crime against children and families.

Now, Therefore I, David M. Davis, Mayor of the City of Jerome, Idaho, do hereby proclaim the month of April 2021 as

Child Abuse Prevention Month

and urge citizens to use this time to better understand, recognize and respond to this grievous problem. I would like to congratulate CSI- Head Start/Early Head Start and the Magic Valley Prevention Coalition for their continued success in helping families break the cycle of child abuse and neglect.

/s/ David M. Davis

Mayor, City of Jerome, Idaho

Council signified unanimous support of the proclamation with all "ayes." Mayor Davis noted there will be a Child Abuse Prevention Walk from the Head Start building to the library. He will be reading the proclamation and has invited council to attend and be part of the walk.

PRESENTATION – SUPERINTENDENT OF SCHOOLS

Superintendent of Schools, Dale Layne, appeared before council to provide information regarding education bonds and the upcoming election. He spoke of the recent purchase of property on S. Tiger Drive to plan for a new elementary school and a citizen's committee that was formed for planning purposes. A bond proposal was presented to voters approximately one year ago but did not pass. The committee has reconvened and reviewed the plan, and Mr. Layne wanted to share the plan with council. The election will be on May 18th, and Mr. Layne provided documents pertaining to the proposed plan. An informational graph described benefits to the community: all elementary schools will be configured to K-6; there will be less impact on traffic; bus schedules will be modified; and, congestion will be minimized. If all elementary schools are K-6, remodeling will be required. Overcrowding at the middle school currently exists and with the proposed changes the 6th grade will be eliminated there.

Mr. Layne spoke of debt restructuring, levy rates and property values which could affect property taxes, and bond equalization programs to assist with the proposed plans. He provided a map showing where the new school will be placed on S. Tiger Drive (north of the Glen Eagle subdivision) and the existing bike path for connectivity. Conceptual drawings of the new school were also provided showing the placement of the school surrounded by residential lots. Other drawings provided to council include remodeling examples at the other schools. Upon inquiry by Mayor Davis, Mr. Layne stated the building at Jefferson has been remodeled several times, and he reviewed the plans in place including the relocation of the kitchen and cafeteria area along with a new gym. Improvements at Horizon Elementary would include the expansion of

the cafeteria and adding storage in the stage area. Amenities at Summit were also reviewed and proposed for the new school (i.e. cafetorium, stage, and gym areas, etc.). Mr. Layne also spoke of the Facebook page “Jerome Citizens for Better Schools” dedicated to providing information to the community.

ORDINANCE NO. 1199, BILL NO. 684 – INTRODUCTION:

Ms. Coderniz stated the Alcohol and Beverage Control (ABC) office reached out to inquire about the possibility of changing the City’s renewal date for alcohol licenses. At this time, all alcohol licenses expire on July 1st of each year (the Jerome Municipal Code actually states January 1st but was never updated to reflect the change to July 1st). ABC Licensing Specialist Kari Cussins stated that changing the renewal date will make the process easier for licensees to get the state licenses without having to renew the city license at the same time and therefore be less hectic for both the licensees and employees at ABC. Ms. Coderniz noted that Ms. Cussins confirmed the City had the authority to change the renewal date of licenses as needed. Upon approval of the ordinance, Ms. Coderniz will send renewal letters to all licensees and advise both ABC and Jerome County of this change. Upon inquiry by Councilman Johnson, Ms. Coderniz stated that, after discussions with legal counsel, it was determined that the existing alcohol license holders would not be charged for the extended month of July.

Councilman Barber sponsored the bill.

Councilman Culver made the motion to suspend the rules of the reading the ordinance two times by title and once in full on three separate occasions with two readings by title and once in full tonight to constitute three separate readings. Second to the motion was made by Councilman Johnson. After consideration, the motion passed unanimously by the following vote: **AYES:** Councilman Johnson, Councilman Barber, Councilman Peterson and Councilman Culver. **NAYS:** None.

The ordinance in full is as follows:

**ORDINANCE NO. 1199
BILL NO. 684**

AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF JEROME, IDAHO, AMENDING CHAPTER 5.16.080 AND CHAPTER 5.20.080 OF THE JEROME MUNICIPAL CODE BY AMENDING THE EXPIRATION DATES OF MUNICIPAL LICENSES FOR THE RETAIL SALE OF BEER, LIQUOR OR WINE, BOTH FOR ON-PREMISES AND OFF-PREMISES CONSUMPTION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Ordinance No. 672 adopted on November 15, 1983 set forth procedures for the processing of applications, transfers and renewals of licenses for the retail sale of liquor, wine and beer; and

WHEREAS, the Idaho State Police Alcohol Beverage Control office has recommended that municipalities alter their license renewal schedules to coincide with state renewals without overlapping dates; and

BE IT THEREFORE ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF JEROME, IDAHO, AS FOLLOWS:

Section 1. That Section 5.16.080 License; Expiration; Posting Requirement is amended to read

as follows:

All licenses issued pursuant to this chapter shall expire at one o'clock (1:00) A.M. on ~~January 1~~ August 1, of the year following the issuance of the license. No person shall be granted more than one license in any one year. Every licensee shall at all times keep posted, in a conspicuous place on the licensed premises, the license issued by the city.

Section 2. That Section 5.20.080 License; Expiration is amended to read as follows:

All licenses issued under this chapter shall terminate at one o'clock (1:00) A.M. on ~~January 1~~ August 1 of the year following issuance of the license.

Section 3. This Ordinance shall be effective upon its passage and publication as required by law.

PASSED BY THE COUNCIL this 6th day of April, 2021.

SIGNED BY THE MAYOR this 6th day of April, 2021.

CITY OF JEROME, IDAHO

By:

/s/ David M. Davis

David M. Davis, Mayor

ATTEST:

/s/ Bernadette Coderniz

Bernadette Coderniz, City Clerk

Councilman Culver made the motion to adopt Bill No. 684 as Ordinance No. 1199 revising Title 5 Chapters 5.16.080 and 5.20.080 amending the expiration dates of municipal licenses for the retail sale of beer, liquor or wine, both for on-premises and off-premises consumption. Second to the motion was made by Councilman Johnson. After consideration, the motion passed unanimously by the following vote: **AYES:** Councilman Johnson, Councilman Barber, Councilman Peterson and Councilman Culver. **NAYS:** None.

2019-2020 FISCAL YEAR AUDITED FINANCIAL STATEMENTS:

Auditor Laurie Harberd from Rexroat, Harberd, and Associates, P.A. appeared to present the 2019-2020 audit report. Ms. Harberd stated that the City was not subject to single audit procedures as the City did not have more than \$750,000 in federal grant monies expended in the last fiscal year. The first audit report, the unmodified or clean opinion, is found on pages 1 and 2. It is the best report that can be given by auditors and states that they audited the financial statements but the responsibility for the financial statements and underlying financial records lies with the management of the city. The audit was conducted in accordance with generally accepted auditing standards and government auditing standards and it was determined the financial statements are fairly presented in all material respects in conformity with generally accepted accounting principles.

Ms. Harberd stated that pages 3-12 include the Management Discussion and Analysis which was written by management and not audited but reviewed for reasonableness as part of the audit. It provides for management to give information beyond the required financial statements. As a governmental entity two sets of financial statements are required in the report. Pages 13-14 show the full accrual statements which include all assets and all liabilities and shows

governmental and business activities. There is also a column for the Jerome Urban Renewal Agency as it is a component unit of the city. Pages 15-17 show the governmental fund financial statements on the basis of modified accrual, and includes a more current view of the city's assets and liabilities, revenues and expenditures; neither fixed assets nor long-term liabilities are included. Ms. Harberd noted that every fund showed positive fund balance, and each fund had a positive net profit for the year.

Ms. Harberd stated that the proprietary funds are listed on pages 18-19 and are full accrual including all capital assets and long-term liabilities. Every fund showed a positive net position or net worth. All funds did well this year. Page 20 is the Statement of Cash Flows for proprietary funds; general governmental funds are not included. Page 21 is the Statement of Fiduciary Net Position, which lists monies held by the City for the benefit of the employees who participate in the cafeteria plan. Notes to financial statements are found on pages 22-43 and include the summary of significant accounting policies and several disclosure pages pertaining to PERSI. Details about capital assets and long-term liabilities are included. The Budgetary Comparison Schedules are on pages 44-47 for the governmental funds and show that all funds did better overall than budgeted. Pages 48-49 are other required PERSI-related schedules, and page 50 includes required supplementary information for the PERSI schedules.

Ms. Harberd continued with pages 51-54 which include budgetary comparison schedules for the proprietary funds comparing budgeted revenues/expenditures and actual revenues/expenditures. All funds did better than budgeted. Reconciliations on the bottom of the page help get back to actual budget and expenditure comparisons. Pages 55-56 are combined schedules for the internal service funds, and page 57 lists details of expenses by department for the general fund. Pages 58-60 lists 10-year trend information including property tax levies and collections for expenditures and revenues. Pages 61-62 is the second audit report on internal control over financing reporting and on compliance and other matters. Ms. Harberd stated that as part of the audit, the auditor considers the city's internal control procedures but does not express an opinion on internal control. She stated neither internal deficiencies nor material weaknesses were identified. Under Compliance and Other Matters on page 62, Ms. Harberd stated tests of compliance are performed with certain provisions of laws, regulations, contracts, grant agreements, etc. and that lack of compliance could have had a material effect on the financial statements; there were no compliance issues identified. She noted a Governance Letter was provided with details of the presentation in writing, and she concluded by stating that there were no significant findings nor difficulties encountered with management.

Councilman Culver made the motion to approve the Fiscal Year 2020 audited financial statements. Second to the motion was made by Councilman Barber. After consideration, the motion passed unanimously by the following vote: **AYES:** Councilman Johnson, Councilman Barber, Councilman Peterson and Councilman Culver. **NAYS:** None.

SHEPHERD'S PARK TENNIS COURTS PROJECT:

Mr. Carpenter spoke of the Request for Qualifications (RFQ) for the new tennis courts at Shepherd's Park that was advertised on March 8th and 15th with submittals due by March 25th. One response was received from Renner Sports Surfaces. Staff has reviewed the response, determined that they meet the qualifications and recommends that they be approved as a prequalified design/build contractor. The company is headquartered in Utah and does work throughout the country providing this type of work for schools, universities, etc. Upon inquiry by Councilman Barber, Mr. Carpenter stated the ultimate design will include fencing and

lighting. Councilman Johnson inquired about the sidewalk and curb removed along the park and near the historical museum. Mr. Carpenter stated the destruction of the sidewalk occurred near the museum due to an existing irrigation pipe that will be replaced. Staff intends to replace the curb but not install a new sidewalk until after the tennis courts are in place. The approval this evening will start the process of getting bids for the design/build.

Councilman Culver made the motion to approve the pre-qualification of Renner Sports Surfaces as a design/build contractor for the Shepherd's Park Tennis Court Replacement project. Second to the motion was made by Councilman Barber. After consideration, the motion passed unanimously by the following vote: **AYES:** Councilman Johnson, Councilman Barber, Councilman Peterson and Councilman Culver. **NAYS:** None.

CANINE CARNIVAL FUNDRAISER:

Jerome Animal Shelter Technician Brittney Stirling appeared before council to request use of the Idaho Central Credit Union (ICCU) Park for a Canine Carnival fundraising event. It will be a family friendly fundraising event with dog adoptions and a vaccination clinic, City of Jerome dog licensing, and face painting for children. Upon inquiry by Mayor Davis, Ms. Sterling stated that the dogs will only be allowed on the grass areas and away from the splash pad.

Councilman Culver made the motion to approve the application of the City of Jerome Animal Shelter for a permit for Commercial use of ICCU Park on Saturday, May 15, 2021 for a "Canine Carnival" Fundraising event, and waive any application and permit fees due to the civic nature of the event. Second to the motion was made by Councilman Johnson. After consideration, the motion passed unanimously by the following vote: **AYES:** Councilman Johnson, Councilman Barber, Councilman Peterson and Councilman Culver. **NAYS:** None.

DEPARTMENT REPORTS:

Mr. Williams spoke of the RFQ for the new police station and the two responses received. A selection committee is reviewing and ranking the responses, and a recommendation for a contract will be presented to council at the next meeting. Also, he noted that the legislature reconvened today and the remaining length of the session is unknown but that some sort of property tax legislation is expected since Senate Bill 1108 failed. Upon inquiry by Councilman Johnson, Mr. Williams stated the bill failed by one vote in the Senate.

Mr. Richey stated that building activity is going strong although construction may slow down due to the cost of materials.

ADJOURNMENT:

There being nothing further to discuss, Mayor Davis adjourned this April 6, 2021 regular meeting of the Jerome City Council at 6:43 p.m.

By:

Mayor David M. Davis

Attest:

Bernadette Coderniz, City Clerk