

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 Chris Barber, Councilman Jason Peterson, Councilman Brent "Oop" Johnson, and Councilman Bryan Craig.

Also present were staff members: City Clerk Bernadette Coderniz, Legal Counsel Ted Larsen, City Administrator Mike Williams, City Engineer Tyson Carpenter, Parks and Streets Supervisor Ron Hendricks, Building Official Dave Richey, Wastewater Superintendent Gilbert Sanchez, IS Director Carlos Hernandez, Finance Director Ross Hyatt, Accounting and Budget Manager Lori McCrae, Human Resources Director Esmeralda Chavez, Planning and Zoning Manager Ida Clark, Fire Chief Mike Harrison, and Police Chief Duane Rubink.

PLEDGE OF ALLEGIANCE:

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

INVOCATION:

An invocation was given by Pastor Jason Gullidge with St. Paul's Lutheran Church.

CONSENT CALENDAR:

Those items contained in the consent calendar are as follows:

1. Approve the minutes of the August 15, 2023 regular meeting, August 15, 2023 executive session, and August 29, 2023 special meeting
2. Approve payment to Lombard Conrad for the Jerome Police Department Phase II
3. Approve payment to Metroquip for street sweeper repairs

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

ANNEXATION REQUEST:

Ms. Clark presented an annexation consent request to Council and explained that the first step in the annexation process is to file a letter and present the recorded letter to City Council for approval to move forward. Jeff Hatch with Hatch Design Architecture appeared via Zoom on behalf of the applicant and stated the applicant owns property currently annexed in the City of Jerome with an unannexed parcel adjacent to the property. The applicant is proposing two retail warehouse hybrid buildings (aka flex buildings), and Mr. Hatch stated the intended use is to lease spaces for up to twenty-four tenants. At this time, there is one potential tenant that does bathroom remodel work and would be leasing space for a showroom along with warehouse space

for product storage. Mr. Hatch briefly described how the retail and warehouse components would work together with the buildings, and that proximity to I-84 would be an advantage for business owners.

Ms. Clark confirmed the area to be annexed is approximately three acres. Councilman Craig inquired about the annexation and total acres owned by the applicant. Mr. Larsen stated the applicant has requested that the parcel be annexed as it is contiguous to property within City limits. The surrounding property is currently zoned light industrial, and Ms. Clark reiterated that this evening's request is for approval to proceed with the annexation process. Upon inquiry by Councilman Peterson, Ms. Clark confirmed that upon annexation the parcel will be zoned the same as the surrounding property. Mr. Williams further stated that staff met with the company considering this site for development several months ago and determined that the business use would be compatible with the light industrial zone in the quasi-commercial space. Additionally, the total acreage of the property upon annexation is approximately five acres. Brief discussion ensued regarding the location of the property, and a map was shown to Council. Council recommended that the application move forward to the Planning and Zoning phase.

ENGINEERING SERVICES AGREEMENT – KELLER ASSOCIATES:

Mr. Carpenter appeared before Council to review the gravity sewer main project in question and spoke of the agreement awarded to Keller Associates in May 2023 for design services of the project. Procuring an easement from the property owners where Hilex Poly is located proved to be a challenging task (time consuming and costly), and staff explored other options for the gravity sewer line. A new route was reviewed and recommended by staff, however additional surveying and geotechnical work will be required. The change order reflects the changes, and Mr. Carpenter reminded Council that the project will be funded by the Jerome Urban Renewal Agency. Upon inquiry by Councilman Barber regarding impact to the resident on W. Avenue H, Mr. Williams stated the resident will not be affected by activity with the H Street Lift station as the pressure line will be replaced by a gravity sewer line.

Councilman Barber made the motion to approve Amendment 1 to the Engineering Services Agreement with Keller Associates, Inc. for additional surveying and project management for design and bidding of the Jerome Cheese to H Street Gravity Sewer Main project for lump sum amount of \$15,490.00. Second to the motion was made by Councilman Johnson. After consideration, the motion passed unanimously by the following vote: **AYES:** Councilman Craig, Councilman Barber, Councilman Johnson, and Councilman Peterson. **NAYS:** None.

STREETSCAPE TREE SELECTION:

Ms. Clark spoke of the streetscape standards which were adopted by Council on July 20, 2021 for the Design Overlay and Central Business Districts which include Main and Lincoln, 1st Avenue East/West, and East/West Avenue A. The guidelines apply to new development, remodels, and downtown improvements. The standards have been implemented on 1st Avenue E with the police department remodel and Shepherd's Park. Trees need to be ordered for those areas as well as Lincoln and Main Streets, and the City standards encourage Class I trees and Class II trees as allowed. Staff has proposed four different types and varieties of trees; varying species help mitigate the impact of diseases among the trees. Staff discussions included the parks and streets department staff, and a list of trees was provided for Council's review.

Included in the list are the following trees: Class I – Dwarf Pear, Eastern Redbud, Crabapple, and the Wireless Zelkova. Substitutes include the Plum and Serviceberry. These trees are smaller than Class II and will clear power lines; they will flower but do not produce fruit. Class II trees would be placed in areas with more space and no power lines, and these include the following: Red Maple, Flowering Pear, European Hornbeam, and the Linden tree. Substitutes include the Norway Variety of Maple and the Zelkova Serrata.

Extensive discussion ensued regarding the tree species and streetscaping. Topics of the discussion included: planting varieties to avoid disease from one tree to another; trimming and maintenance of the trees; planting tap root trees that will grow down rather than out to avoid damage to curbs, gutters, etc.; trees listed under the “street tree” category having smaller roots; maintenance of the trees and the need for an arborist; maintenance standards and full commitment by staff to keep the trees well kept; funding of the trees through redevelopment of a certain area (Police Department streetscaping covered under the existing budget for the project; downtown streetscaping covered by the URA, etc.); new developments which require existing streetscape standards; ensuring that Council would approve of the trees selected; tree bubblers to water the trees; where the large trees would go due to their height (S. Lincoln, W. Main and other areas where buildings are set back and no power lines are nearby); Class I trees in the Overlay District; trees placed in uniformity; utilizing flower boxes where trees cannot survive; guidelines for developers and certain tree sizes required; trees in the City’s right-of-way and flexibility for alternatives; and, streetscape standards including cement and brick. Ms. Clark recommended approving the proposed tree varieties and species as purchasing the trees will happen as projects are developed.

Councilman Barber made the motion to approve the proposed tree variety and species as presented. Second to the motion was made by Councilman Peterson. After consideration, the motion passed unanimously by the following vote: **AYES:** Councilman Craig, Councilman Barber, Councilman Johnson, and Councilman Peterson. **NAYS:** None

DEPARTMENT REPORTS:

Mr. Williams stated the Open House for the new police station will be held on Thursday September 7th at 6:00 p.m. with a brief presentation, ribbon-cutting ceremony, guided tours with staff and refreshments. A Friends and Family event for Council members and employees will be held on Friday, September 8th at 6:00 p.m. Staff is excited to celebrate the new building.

The Carl Nellis Day of Service will be held on Saturday, September 16th beginning at 9:00 a.m. until noon. There are projects in the canyon to enhance the trail area, and several properties in town needing attention. Team leaders and volunteers are needed for the projects.

ADJOURNMENT:

There being nothing further to discuss, Mayor Davis adjourned this September 5, 2023 regular meeting of the Jerome City Council at 6:05 p.m.

By:

Mayor David M. Davis

Attest:

Bernadette Coderniz, City Clerk