



CITY COUNCIL REGULAR MEETING MINUTES

City Hall - 10769 W State Street, Star, Idaho
Tuesday, April 02, 2024 at 7:00 PM

1. CALL TO ORDER – Welcome/Pledge of Allegiance

Mayor called the meeting to order at 7pm and led the Pledge of Allegiance.

2. INVOCATION – Dylan Austin, Worship & Creative Arts Director, LifeSpring Church

Dylan Austin offered the invocation.

3. ROLL CALL

ELECTED OFFICIALS: Mayor Trevor Chadwick; Council President David Hershey; Council Members, Kevan Wheelock, Jennifer Salmonsens and Kevin Nielsen were all present.

STAFF: City Attorney Chris Yorgason; City Clerk-Treasurer Jacob Qualls; City Planner Shawn Nickel; Public Information Officer Dana Partridge; Information Technology Director Shane Dale; City Engineer Ryan Morgan; Assistant City Engineer Tim Clark; Star Police Chief Zach Hessing; Deputy Jacob Kiker, Sergeant De Bie and Victor Islas

4. PRESENTATIONS

A. PROCLAMATION - Make - A – Wish

Mayor Chadwick introduced Matt Dahlgran (spelling), Communications Manager with Make-A-Wish Idaho. Chadwick then read the Make-A-Wish Proclamation for World Wish Month.

Dahlgran then explained 2,000 Idaho Kids have made a wish since its inception here in Idaho and thanked the City of Star for the Proclamation.

Chadwick and the Council presented Matt with the Proclamation and stood for photos.

B. Star Police New Deputy Introduction - Jacob Kiker

Star Police Chief Zach Hessing introduced Deputy Jacob Kiker as the newest Deputy for the City of Star to fill a recently vacated position and read his experience and education.

Deputy Kiker explained he was here to provide the services to the community of Star and looks forward to working for the community.

5. CONSENT AGENDA (ACTION ITEM) **All matters listed within the Consent Agenda have been distributed to each member of the Star City Council for reading and study, they are considered to be routine and will be enacted by one motion of the Consent Agenda or placed on the Regular Agenda by request.*

A. Approval of City Council Meeting Minutes: December 5, 2023; February 6; March 5; & March 19, 2024

B. Approval of Claims Provided & Previously Approved:

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

6. **PUBLIC COMMENT** - Members of the Public may address the Mayor and Council on any item not currently on the Agenda or on items currently or potentially set for a Public Hearing. Comments regarding City Staff, Elected Officials and Private Citizens should be set for a private meeting with the Mayor. **(Three Minute Time Limit)**

No public comment offered.

7. **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 402-2024 - Lake Haven Estates Annexation & Development Agreement** AN ORDINANCE ANNEXING TO THE CITY OF STAR CERTAIN REAL PROPERTY LOCATED IN THE UNINCORPORATED AREA OF CANYON COUNTY, IDAHO; MORE SPECIFICALLY LOCATED AT 21831 KOA LANE, IN STAR, IDAHO (CANYON COUNTY PARCELS R340390110, R34035010A & R34035010A1) AND CONTIGUOUS TO THE CITY OF STAR; THE PROPERTY IS OWNED BY SPENCER AND ERIN KOFOED, NATHAN AND HEATHER ODGEN, AND TRADITION CAPITAL PARTNERS LLC; ESTABLISHING THE ZONING CLASSIFICATION OF THE ANNEXED PROPERTY AS RURAL RESIDENTIAL WITH A DEVELOPMENT AGREEMENT (RR-DA), AND RESIDENTIAL WITH A DEVELOPMENT AGREEMENT (R-2-DA) OF APPROXIMATELY 64.70 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 402-2024 Lake Haven Estates Annexation and Development Agreement and suspend the rules requiring three separate readings on three separate days and consider after this first reading (IC-50-905); Council Member Wheelock seconded the motion. ROLL CALL VOTE: Hershey – aye; Wheelock – aye; Salmonsens – aye; Nielsen – aye. Motion carried.
- Council President Hershey then read the Lake Haven Estates Annexation Ordinance and moved to approve Ordinance 402-2024 Lake Haven Estates Annexation with the Development Agreement; Council Member Nielsen seconded the motion. ROLL CALL VOTE: Hershey – aye; Wheelock – aye; Salmonsens – aye; Nielsen – aye. Motion carried.

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- B. **Resolution 2024-012: City of Star 457(b) Deferred Compensation Plan** - A Resolution of the City of Star, Idaho within Ada and Canyon Counties, formally recording the Amendment and Restatement of the City of Star 457(b) Deferred Compensation Plan. **(ACTION ITEM)**
- Council President Hershey moved to approve Resolution 2024-012 amending and reinstating the Star 457(b) Deferred Compensation Plan; Council Member Wheelock seconded the motion. ROLL CALL VOTE: Hershey – aye; Wheelock – aye; Salmonsens – aye; Nielsen – aye. Motion carried.
- C. **Resolution 2024-013: Surplus Property - Law Books** - A Resolution of the City of Star, Idaho within Ada and Canyon Counties, declaring certain property as surplus and ordering its removal from City Asset Lists. **(ACTION ITEM)**
- Council Member Wheelock moved to approve Resolution 2024-013 Declaring the Law Books as Surplus; Council President Hershey seconded the motion. ROLL CALL VOTE: Hershey – aye; Wheelock – aye; Salmonsens – aye; Nielsen – aye. Motion carried.
- D. **Beer / Wine License - Jacksons Food Store 2023/2024** - Approval of New Beer & Wine License **(ACTION ITEM)**
- Council President Hershey moved to approve the Jacksons Food Stores 2023/2024 Beer and Wine License; Council Member Salmonsens seconded the motion. ROLL CALL VOTE: Hershey – aye; Wheelock – aye; Salmonsens – aye; Nielsen – aye. Motion carried.
- E. **Request for Qualifications List Approval** 2024-2029 Professional Services Roster **(ACTION ITEM)**
- City Engineer Ryan Morgan explained the Request for Qualifications List for the 2024-2029 Professional Services Roster from a Request for Qualifications published last calendar year. The review and selection process was completed with meetings with himself, Assistant City Planner Ryan Field, City Engineer Assistant Tim Clark, Council Member Salmonsens, with additional input from the Mayor and City Planner Shawn Nickel.
- Morgan explained the criteria and explained the roster purpose as an on-call roster and requested any of the firms to provide a proposal for work without following a new formal selection process. The agreement would still come before the City Council. The next step is to have each entity provide and execute a Master Services Agreement including their fees and appropriate documentation to the Clerk/Treasurer's Office.
- Council President Hershey moved to approve the 2024-2029 Professional Services Roster as presented; Council Member Salmonsens seconded the motion. ROLL CALL VOTE: Hershey – aye; Wheelock – aye; Salmonsens – aye; Nielsen – aye. Motion carried.

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- F. **Pavilion Park Phase 2 Parking Lot Landscaping Project** - Approval & Authorization of Project Cost of \$10,009.61 (**ACTION ITEM**)
- G. **Pavilion Park Phase 2 North Play Field Landscaping & Irrigation Project** - Approval & Authorization of Project Cost of \$24,955.88 with an option for Hydro Seed of \$6,688.28 (**ACTION ITEM**)
- H. **Pavilion Park Phase 2 East Play Field Landscaping & Irrigation Project** - Approval & Authorization of Project Cost of \$24,955.88 with an option for Hydro Seed of \$6,688.28 (**ACTION ITEM**)
- I. **Pavilion Park Phase 2 Splash Pad Landscaping & Irrigation Project** - Approval & Authorization of Project Cost of \$22,688.75 with an option for Hydro Seed of \$6,109.49 (**ACTION ITEM**)
- J. **Pavilion Park Phase 2 Pickleball Courts Landscaping & Irrigation Project** - Approval & Authorization of Project Cost of \$21,719.53 with an option for Hydro Seed of \$5,723.63 (**ACTION ITEM**)
- K. **Pavilion Park Phase 2 Basketball Court Landscaping & Irrigation Project** - Approval & Authorization of Project Cost of \$24,955.88 with an option for Hydro Seed of \$6,688.28 (**ACTION ITEM**)

Mayor Chadwick stated he would like to combine items F through K and requested approval of the projects and the quotes with a single motion. He explained it would be paid for by Park Impact Fees.

Chadwick also presented a spreadsheet which included impact fees spent and proposed to be spent in the coming year.

Discussion around the Pavilion Park Phases and how these projects will tie into the future Recreation Center at the site brought ideas of making certain improvements are not duplicated or are well planned and minimize noise impacts to surrounding homes. Chadwick discussed the future Recreation Center will take more time to plan and raise funds and does not see it being built in the coming year.

Chadwick shared a spreadsheet with the Council about the amount of Park Impact Fees spent, budgeted and the projects he hopes to bring in the next fiscal year.

Salmonsens stated she appreciated the spreadsheet and reiterated it was appropriate to use sod instead of seed for the projects as it helps to reduce dust and mud and knows the area will continue to be heavily used.

- Council President Hershey moved to approve F – K as presented in the amount not to exceed \$129,282.53; Council Member Wheelock seconded the motion. ROLL CALL VOTE: Hershey – aye; Wheelock – aye; Salmonsens – aye; Nielsen – aye. Motion carried.

Chadwick explained the restroom facility will be installed in the coming weeks.



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- L. **Executive Session 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, or public-school student (**ACTION ITEM**)
- Council Member Neilsen moved to go into Executive Session 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, or public-school student; Council Member Salmonsén seconded the motion. ROLL CALL VOTE: Hershey – aye; Wheelock – aye; Salmonsén – aye; Nielsen – aye. Motion carried.

The Star City Council retired into Executive Session at 7:35 pm.

The Star City Council moved back into regular session at 8:21 pm.

No action was taken after the Executive Session.

8. ADJOURNMENT

Mayor Chadwick adjourned the meeting at 8:21 pm.

Trevor A Chadwick, Mayor

ATTEST: _____
Jacob M Qualls, City Clerk – Treasurer