



CITY COUNCIL REGULAR MEETING MINUTES

City Hall - 10769 W State Street, Star, Idaho
Tuesday, February 21, 2023 at 7:00 PM

1. CALL TO ORDER – Welcome/Pledge of Allegiance

Mayor Chadwick called the meeting to order at 7:00pm welcoming those in attendance. He announced the Public Hearing for First Street Townhomes would be rescheduled to March 7, 2023, City Council Meeting date.

2. INVOCATION – Associate Pastor Nathan Held, Calvary Chapel Star

Associate Pastor Nathan Held led the invocation.

3. ROLL CALL

Elected Officials: Mayor Trevor Chadwick, Council President David Hershey, Council Member Kevan Wheelock, Council Member Jennifer Salmonsens and Council Member Kevin Nielsen were present.

Staff: City Attorney Chris Yorgason, City Clerk – Treasurer Jacob Qualls, Assistant City Planner Ryan Field, City Engineer Ryan Morgan, Public Information Officer Dana Partridge, Police Chief Zack Hessing, Sergeant Travis De Bie, Deputy Mike Henderson, Fire Chief Victor Islas.

4. PUBLIC INPUT – Mayor Chadwick recognized Mr. Roger Gossi.

Roger Gossi, 2280 N Burnam, Star Idaho 83669

Mr. Gossi reported he is concerned with the student pedestrian accesses around the middle school. He indicated there is not a safe place for the students to walk or bicycle to and from school. He stated traffic is lined up at school times. He and his neighbors set up a Neighborhood Watch Program with the help of the Star Police Department. He stated his main concern is the safety of the pedestrian public.

Mayor Chadwick suggested that Mr. Gossi and his neighbors contact Ada County Highway District to encourage them to move up their 5-year work plan to help get residents of Star receive the services they deserve. Chadwick also asked if Mr. Gossi and his neighbors would write letters to ACHD to move the safety projects up, especially in the neighborhood of the Star Middle School.

5. PRESENTATIONS & REPORTS

A. III-A Annual Report - III-A Staff will make a presentation to the City Council

Susan Lausen, Operations Manager for the III-A (Idaho Independent Insurance Authority) made a presentation. Lausen explained the III-A is a self-funded insurance authority owned by its members of which the City of Star is. The III-A is self-funded and is funded by its members who are Public Agencies, and remain accountable to the members and make reports and presentations on an annual basis to each.

Lausen reported the III-A has grown by 8% over the last year and ended the year with \$5.5M in its accounts. The III-A is working on savings by funding programs which has not only saved lives but saved the trust money. Some of these programs include Maternity Savings Program, Medical Infusion Program, Telehealth Program, and Wellness Screening to include skin cancers. The III-A also funded a Mental Health Help Line and want to encourage members to use these services, including spouses and dependents.



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B. **Building Permit Report** - Informational Only

Assistant City Planner Ryan Field spoke about the updated Building Permit which will include Commercial Applications separated from the Residential portion of the report.

6. **CONSENT AGENDA (ACTION ITEM)**

- A. **Approval of Minutes:** January 17, 2023; February 7, 2023 & July 19, 2022
- B. **Approval of Claims Provided & Previously Approved:** February 2023
- C. **Findings of Fact / Conclusions of Law** - Jacksons Food Stores (**FILE # CU-22-07**)
- D. **Findings of Fact / Conclusions of Law** - Burnett Storage Annexation & Conditional Use Permit (**FILE # AZ-22-13 / DA-22-14 / CUP-22-06**)
- E. **Findings of Fact / Conclusions of Law** - Colt Heights Subdivision Preliminary Plat (**FILE # PP-22-09 / PR-22-03**)
- F. **Final Plat** - Rivercreek Landing Subdivision Phase 1 & 2 (**FILE # FP-22-25 & FP-22-26**)
- G. **Final Plat** - Canvasback Subdivision Phase 2 (**FILE # FP-22-28**)
- H. **Final Plat** - Sellwood Place Subdivision Phase 1 (**FILE # FP 22-29**)
 - Council Member Salmonsens moved to approve the above Consent Agenda Items; Council President Hershey seconded the motion. ROLL CALL VOTE: Hershey – AYE; Wheelock – AYE; Salmonsens – AYE; Nielsen – AYE. Motion carried.

7. **PUBLIC HEARINGS with ACTION ITEMS:**

- A. **PUBLIC HEARING: First Street Townhomes Subdivision (FILE # PP-22-16 & PR-22-07)** - The Applicant is seeking approval of a Preliminary Plat and Private Street for a proposed residential subdivision consisting of 30 residential lots, 4 commercial lots and 3 common lots. The property is located at 10206 W. State Street in Star, Idaho, and consists of 4.77 acres with a proposed residential density of 11 dwelling units per acre. Tabled from February 7, 2023 (**ACTION ITEM**) **UPDATE: ITEM BEING TABLED TO MARCH 7, 2023**
 - Council President Hershey moved to table the Public Hearing for First Street Townhomes Subdivision until March 7, 2023, at the request of the applicant; Council Member Nielsen seconded the motion. ROLL CALL VOTE: Hershey – AYE; Wheelock – AYE; Salmonsens – AYE; Nielsen – AYE. Motion carried.

8. **ACTION ITEMS:**

- A. **Ordinance 373 - 2023: Quarry at River Park 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 21339 BLESSINGER ROAD, CANYON COUNTY PARCELS R3404900000, IN STAR, IDAHO AND CONTIGUOUS TO THE CITY OF STAR; THE PROPERTIES ARE OWNED BY H5 LAND HOLDINGS 6 LLC, AND SCHOOLHOUSE RANCH LLC; ESTABLISHING THE ZONING CLASSIFICATION OF THE ANNEXED PROPERTY AS RESIDENTIAL WITH A DEVELOPMENT AGREEMENT (R-2-DA), AND COMMERCIAL WITH A DEVELOPMENT AGREEMENT (C-1-



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DA) OF APPROXIMATELY 185.93 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 373-2023, the Quarry at River Park Annexation and Development Agreement and suspend the rules requiring three separate readings on three separate days and read by title only once. Council President Hershey seconded the motion. ROLL CALL VOTE: Hershey – AYE; Wheelock – AYE; Salmonsens – AYE; Nielsen – AYE. Motion carried.
- Council President Hershey then read the title and moved to approve after its first reading; Council member Salmonsens seconded the motion. ROLL CALL VOTE: Hershey – AYE; Wheelock – AYE; Salmonsens – AYE; Nielsen – AYE. Motion carried.

B. Construction, Engineering & Inspection Contract - Authorize / Approve the Horrocks Engineering CE&I Contract for Highway 44 (Star Road to Bent Lane) utilizing ITD Proportionate Share Funds **(ACTION ITEM)**

City Engineer Ryan Morgan explained the city had previously approved the Request for Proposals / Qualifications and had chosen Horrocks Engineering to perform the Construction Engineering and Inspection work. This item is to approve the contract for the work they are to perform for the city. The funding would come from ITD Proportionate Share funds. The contract is for time and materials and not to exceed the contract amount and includes the appropriate scope of work. He felt the cost of the contract was within the parameters and recommended approval.

- Council Member Salmonsens moved to authorize and approve the CE&I Contract with Horrocks Engineering; Council Member Wheelock seconded the motion. ROLL CALL VOTE: Hershey – AYE; Wheelock – AYE; Salmonsens – AYE; Nielsen – AYE. Motion carried.

C. Approve / Authorize Expenditure of Splash Pad Installation - Approve the Capital Improvement Installation of a Splash Pad at Pavilion Park using Park Impact Fees and declaring Landscape Structures as a Sourcewell Vendor **(ACTION ITEM)**

- Council Member Salmonsens moved to approve / authorize the splash pad installation utilizing the Park Impact Fee Capital Improvement funds and declare Landscape Structures as a Sourcewell Vendor; Council Member Wheelock seconded the motion; ROLL CALL VOTE: Hershey – AYE; Wheelock – AYE; Salmonsens – AYE; Nielsen – AYE. Motion carried.

D. Approve / Authorize Expenditure of Vehicle Purchase(s) - Authorize the purchase of two vehicles up to \$30,000 utilizing ARPA funds. One to be utilized for City Hall Code Response and Inspections and the other to be utilized for Buildings & Grounds Maintenance. **(ACTION ITEM)**

Mayor Chadwick explained the city needs two pre-owned vehicles and requests to utilize the Federal Surplus purchase program to find them; one to be used for the Buildings and Ground Maintenance Department and the other to be used for the Planning & Zoning team to respond and inspect properties. He reminded the council the growth of the community has necessitated the need and the growth is directly attributed to the large number of people moving to the area to escape COVID in other areas of the country.



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- Council Member Nielsen moved to approve and authorize the purchase of two vehicles up to \$30,000 for the city utilizing ARPA Funds and finding it necessary response for the use of the money as the city's growth has increased substantially; Council President Hershey seconded the motion; ROLL CALL VOTE: Hershey – AYE; Wheelock – AYE; Salmonsens – AYE; Nielsen – AYE. Motion carried.

E. Approve / Authorize Expenditure for Historical Committee - Approve / Authorize the expenditure of up to \$23,000 for Oral History Interviews for Production on Film **(ACTION ITEM)**

Mayor Chadwick invited Mr. Chip Sitton to the podium to explain the request. Mr. Sitton explained the people in which the Historical Committee are to interview are aging quickly and their stories are important to the history of Star. The items on the quote are for up to 12 or 13 interviews. They would like to do more eventually. Discussion from the council encouraged the committee to gather a few more interviews if possible and suggested the amount of approval be increased from \$23,000 to \$28,000.

The Council also discussed the need for clear invoicing from their selected vendor.

- Council Member Wheelock moved to approve the expenditure of up to \$28,000 of the Oral History Project and encouraged the invoices to be clear, concise and transparent; Council President Hershey seconded the motion; ROLL CALL VOTE: Hershey – AYE; Wheelock – AYE; Salmonsens – AYE; Nielsen – AYE. Motion carried.

F. Approve PAB Committee Member Appointment - Rod McClure - Approve appointment **(ACTION ITEM)**

Council discussed the qualification of Mr. McClure and found them to be impressive and thanked him for his willingness to serve on the committee.

- Council Member Salmonsens moved to approve the appointment of Rod McClure to the Parks Art and Beautification Committee; Council President Hershey seconded the motion. ROLL CALL VOTE: Hershey – AYE; Wheelock – AYE; Salmonsens – AYE; Nielsen – AYE. Motion carried.

G. Approve / Authorize Expenditure for PAB Committee - Approve / Authorize the Capital Expenditure of \$25,142.40 for Outdoor Fitness Equipment to be installed and utilizing up to \$25,000 of Park Impact Fees. **(ACTION ITEM)**

Council discussed the project and found it to be a great location and use for the space. They also thanked the Parks Art and Beautification Committee for their work on getting the project to the council.

- Council Member Salmonsens move to approve and authorize the expenditure for Outdoor Fitness Equipment and use Park Impact Fees for the Capital Expenditure; Council Member Nielsen seconded the motion. ROLL CALL VOTE: Hershey – AYE; Wheelock – AYE; Salmonsens – AYE; Nielsen – AYE. Motion carried



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- H. **Approve / Authorize PAB Grant Application & Expenditure for Flower Boxes at the Riverhouse** - Approve / Authorize the Flower Boxes Project at the Riverhouse in the amount of \$9,780 and approving the Lunaria Grant **(ACTION ITEM)**.

Mayor Chadwick invited PAB Committee Chairperson Gerri McCockle to the podium to explain the project. She stated the grant would be to build elevated flower boxes with narrative signs indicating the different plant life. She stated the project would include irrigation as well. The Parks Art and Beatification Committee had filed a grant with the Lunaria Grant organization which if awarded would cover up to \$1,500 of the cost.

- Council President Hershey moved to approve the Flower Box Project at the Riverhouse and use Park Impact Fees for the Capital Expenditure for the amounts not covered by the grant; Council Member Salmonsens seconded the motion; ROLL CALL VOTE: Hershey – AYE; Wheelock – AYE; Salmonsens – AYE; Nielsen – AYE. Motion carried.

9. ADJOURNMENT

Mayor Chadwick adjourned the meeting at 8:10pm.

ATTEST: _____

Trevor A Chadwick, Mayor

Jacob M Qualls, City Clerk - Treasurer