

MINUTES OF THE REGULAR MEETING OF THE  
 COUNCIL OF THE CITY OF MOUNTAIN HOME, ELMORE COUNTY, IDAHO,  
 HELD ON DECEMBER 14<sup>th</sup>, 2023, AT 5:00 P.M.  
 AT MOUNTAIN HOME CITY HALL CHAMBERS  
 MOUNTAIN HOME, IDAHO

- 21970 CALL MEETING TO ORDER/ESTABLISH A QUORUM
- 21970 DEPARTMENT HEAD REPORTS
- 21970 CONFLICT OF INTEREST DECLARATION  
 Has any Council Member received information pertaining to, or otherwise had any contact with any person regarding any items on this City Council agenda? If so, please set forth the nature of the contact.
- 21970 CONSENT AGENDA - All matters listed within this Consent Agenda section require formal Council action, but are typically routine or not of great controversy and will be enacted by one motion. Questions for the purpose of clarification may be asked about a particular item before the motion is voted on. However, for lengthy discussion or separate motion a Council member or citizen may request an item be removed from the Consent Agenda section and placed on the Regular Agenda. ALL CONSENT AGENDA ITEMS LISTED BELOW ARE ACTION ITEMS.
- A. Approval/Acceptance of Minutes
    - Special City Council - November 20, 2023
    - Planning & Zoning Commission - November 21, 2023
    - Special City Council - November 28, 2023
    - Regular City Council - November 28, 2023
  - B. Bills - 11/29/23 to 12/12/23 in the Amount of \$395,130.62
  - C. Payroll for the period ending 10/22/2023 to 11/21/2023 in the amount of \$708,725.80
  - D. Approve the annual road and street financial report for the State of Idaho and authorize the Mayor and City Clerk to sign.
  - E. Approve public notice for 2024 regular City Council meeting dates.
  - F. Approve Grant Application 2023/24-014 request to allow the Library to apply for the Idaho Commission for Libraries grant and authorize the Grant Administrator to complete all grant documents and the Mayor and City Clerk to sign all required documents.
  - G. Authorize payment to Mountain West Bank for a current City lease payment of \$9,918.83 for the Recreation Department 2020 Chevrolet Silverado 1500.
  - H. Pass resolution #36-2023R - Approving the reappointment of Randy Valley as a member of the Urban Renewal board for an additional 4-year term expiring on January 1, 2028, and authorizing the Mayor and City Clerk to sign.
  - I. Pass resolution #37-2023R - Approving the reappointment of Skylar Jett as a member of the Urban Renewal board for an additional 4-year term expiring on January 1, 2028, and authorizing the Mayor and City Clerk to sign.
  - J. Approve the appointment of Robert McCormick to the Planning and Zoning Commission, filling the remaining term of Scott Harjo to expire in February 2026.
  - K. Approve Task Order 029 with Keller Associates priority improvements requested by the Water Department and authorize the Mayor to sign.
  - L. Approve the finding of facts to the annexation of 2 parcels of land totaling 3.53 acres located on South 10<sup>th</sup> East Street, between SW Quaker Dr. and SW Paiute, requested by Sharolynn Hammond and Shawn Allen.
  - M. Approve the finding of facts to zone R-4 PUD, two parcels of land totaling 3.53 acres located on South 10<sup>th</sup> East Street, between SW Quaker Dr. and

SW Paiute, requested by Sharolynn Hammond and Shawn Allen.

- N. Approve the finding of facts for a conditional use permit to allow for the construction of an RV park in a C-4 zoning district at the Corner of NW Jerome and NW Smith Road.
- O. Approve the finding of facts to amend Colthorp Commons Preliminary Plat and Planned Unit Development (PUD) with conditions.

21971

## OLD BUSINESS

- 1) Action Item: Deliberation/Decision on Mountain Home City Code 7-1A-9 Water Rights Fee amendments.
- 2) Action Item: Deliberation/Decision on Mountain Home City Code 9-6-4 Annexation amendments.
- 3) Action Item: Deliberation Decision on proposed Personnel Policy updates.

21972

## NEW BUSINESS

- 1) Items removed from Consent Agenda
- 2) Action Item: Deliberation/Decision on City Staff recommendation for Brandon Blocker to operate the City BMX at Optimist Park.
- 3) Action Item: Deliberation/Decision Approving the lease agreement with Brandon Blocker and Pass Resolution #38-2023R.
- 4) Action Item: Deliberation/Decision Mountain Home City Code 1-5-1 Election.
- 5) Action Item: Deliberation/Decision to appoint a member of the City Council as Library Liaison.
- 6) Action Item: Deliberation/Decision to approve contingency fund to be transferred to the golf course budget for driving range operations.

21974

## ORDINANCES

- 1) Action Item: Ordinance #1789- Annexation of 2 parcels totaling 3.53 acres located on South 10<sup>th</sup> East Street, between SW Quaker Dr. and SW Paiute, requested by Sharolynn Hammond and Shawn Allen.
- 2) Action Item: Ordinance #1790- zone R-4 PUD, two parcels of land totaling 3.53 acres located on South 10<sup>th</sup> East Street, between SW Quaker Dr. and SW Paiute, requested by Sharolynn Hammond and Shawn Allen.

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## RECOGNIZING PERSONS IN THE AUDIENCE

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## FINAL COMMENTS

21975

## EXECUTIVE SESSION

- 1) Pursuant to Idaho Code Section 74-206(1)(a) - to consider the hiring of a public officer, employee, staff member, or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need.
- 2) Pursuant to Idaho Code Section 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.
- 3) Pursuant to Idaho Code Section 74-206(1)(f) - to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation or controversies not yet being litigated but imminently likely to be litigated.

21976

## ADJOURN



MINUTES OF THE REGULAR MEETING OF THE  
COUNCIL OF THE CITY OF MOUNTAIN HOME, ELMORE COUNTY, IDAHO,  
HELD ON DECEMBER 14<sup>th</sup>, 2023, AT 5:00 P.M.

The Council of the City of Mountain Home, Elmore County, Idaho, met at the Mountain Home City Hall Chambers, 160 South 3<sup>rd</sup> East, Mountain Home, Idaho on December 14<sup>th</sup>, 2023. A quorum was established with, Councilman Green, Councilman Brennan, Councilman Bundy and Mayor Sykes being present. Councilwoman Garvey was present via zoom.

DEPARTMENT HEAD COMMENTS/REPORTS

- Jake Olsen, Golf Course Superintendent gave an update on operations at the golf course.

- Shasta Hochstrasser, Library Director said the library will be undergoing a deep clean and repair day on December 30<sup>th</sup>. She outlined the programming and holiday closures for the next two weeks.

- Jon Thompson, Police Chief said they helped 102 kids with Shop with a Cop Program this year.

- Mark Moore, Fire Chief said they are delivering Santa letters this evening and a couple more times before Christmas.

- Chris Curtis, City Planner said new construction permits for the year are around 105. He said they are doing a lot of catch up work.

- Rich Urquidi, Director of Public Works said the lagoons are filling as they do this time of year. He said water projects are still being wrapped up.

- Tiffany Belt, City Clerk congratulated Rich Urquidi on his retirement and invited everyone to his retirement party. She said the first order of pool material arrived today.

- Councilman Bundy congratulated Rich Urquidi on his retirement and encouraged everyone to come to his retirement party.

Has any Council Member received information pertaining to, or otherwise had any contact with any person regarding any items on this City Council agenda? If so, please set forth the nature of the contact.

- Councilman Brennan said he spoke with Terran at TKM Architecture in regards to Item N.

CONSENT AGENDA

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A. Approval of Minutes

Special City Council - November 20, 2023  
Planning and Zoning - November 21, 2023  
Special City Council - November 28, 2023  
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B. Bills - 11/29/23 to 12/12/23 in the Amount of \$395,130.62

C. Payroll - 10/22/2023 to 11/21/2023 in the amount of \$708,725.80

D. Approve the annual road and street financial report for the State of Idaho and authorize the Mayor and City Clerk to sign.

E. Approve public notice for 2024 regular City Council meeting

Council Minutes - December 14<sup>th</sup>, 2023

- dates.
- F. Approve Grant Application 2023/24-014 request to allow the Library to apply for the Idaho Commission for Libraries grant and authorize the Grant Administrator to complete all grant documents and the Mayor and City Clerk to sign all required documents.
  - G. Authorize payment to Mountain West Bank for a current City lease payment of \$9,918.83 for the Recreation Department 2020 Chevrolet Silverado 1500.
  - H. Pass resolution #36-2023R - Approving the reappointment of Randy Valley as a member of the Urban Renewal board for an additional 4-year term expiring on January 1, 2029, and authorizing the Mayor and City Clerk to sign.
  - I. Pass resolution #37-2023R - Approving the reappointment of Skylar Jett as a member of the Urban Renewal board for an additional 4-year term expiring on January 1, 2029, and authorizing the Mayor and City Clerk to sign.
  - J. Approve the appointment of Robert McCormick to the Planning and Zoning Commission, filling the remaining term of Scott Harjo to expire in February 2026.
  - K. Approve Task Order 029 with Keller Associates priority improvements requested by the Water Department and authorize the Mayor and City Clerk to sign.
  - L. Approve the finding of facts to the annexation of 2 parcels of land totaling 3.53 acres located on South 10<sup>th</sup> East Street, between SW Quaker Dr. and SW Paiute, requested by Sharolynn Hammond and Shawn Allen.
  - M. Approve the finding of facts to zone R-4 PUD, two parcels of land totaling 3.53 acres located on South 10<sup>th</sup> East Street, between SW Quaker and SW Paiute, requested by Sharolynn Hammond and Shawn Allen.
  - N. Approve finding of facts for a conditional use permit to allow for the construction of an RV park in a C4 zoning district at the Corner of NW Jerome and NW Smith Road.
  - O. Approve the finding of facts to amend Colthorp Commons Preliminary Plat and Planned Unit Development (PUD) with conditions.
  - P. Authorize payment to Idaho Storage Containers LLC to purchase a storage container for the swimming pool project material for \$6,750.00.
  - Q. Approve the building license agreement with Syringa Networks LLC at the Police department.
  - R. Approve the recommendation for the appointment of Chris Curtis to the position of Public Works Director.

Councilman Brennan made a motion to pass the consent agenda with the following edits. Item E to reflect the time of the meetings, he would like for Item J to be effective upon the resignation of Scott Harjo. He would like to move Item R to Executive Session and then come out of Executive Session for the vote. He asked to pull Item N from the Consent agenda and place it under New Business. Councilman Green seconded the motion.

The following vote was recorded:

Councilman Brennan	AYE
Councilman Green	AYE
Councilwoman Garvey	AYE
Councilman Bundy	AYE

The vote being unanimous, the motion was carried and so ordered.

#### OLD BUSINESS

1) Action Item: Deliberation/Decision on Mountain Home City Code 7-1A-9 Water Rights Fee amendments.

Councilman Brennan made a motion to approve the Mountain Home City Code 7-1A-9 amendments. Councilman Bundy seconded the motion.

The following vote was recorded:

Councilman Brennan	AYE
Councilman Green	AYE
Councilwoman Garvey	AYE
Councilman Bundy	AYE

The vote being unanimous, the motion was carried and so ordered.



2)Action Item: Deliberation/Decision on Mountain Home City Code 9-6-4 Annexation amendments.

Councilman Brennan said this amendment provides clarification to how the money is set aside for specific purposes and he made a motion to approve the Mountain Home City Code Annexation amendments 9-6-4 Annexation amendments. Councilman Bundy seconded the motion.

The following vote was recorded:

Councilman Brennan	AYE
Councilman Green	AYE
Councilwoman Garvey	AYE
Councilman Bundy	AYE

The vote being unanimous, the motion was carried and so ordered.

3)Action Item: Deliberation/Decision on proposed Personnel Policy updates.

Councilman Bundy asked if all the Council input was taken into account with the policy updates.

Tiffany Belt, City Clerk said she had incorporated all of the changes requested.

Councilman Bundy made a motion to approve the proposed Personnel Policy updates. Councilman Green seconded the motion.

The following vote was recorded:

Councilman Brennan	AYE
Councilman Green	AYE
Councilwoman Garvey	AYE
Councilman Bundy	AYE

The vote being unanimous, the motion was carried and so ordered.

NEW BUSINESS

1)Items removed from the Consent Agenda

Item N: Approve the finding of facts for a conditional use permit to allow for the construction of an RV park in a C4 zoning district at the corner of NW Jerome and NW Smith Road.

Councilman Brennan said he doesn't believe the findings of fact accurately describes what happened when Planning and Zoning denied the project and the City Council unanimously approved the project. He would like to send the findings of fact back to be rewritten.

It was decided to send the findings of fact back for some clarification on road widths and bring it back to the January 9<sup>th</sup>, 2024 meeting.

2)Discussion Item: Deliberation on City Staff recommendation for Brnadon Blocker to operate the City BMX at Optimist Park.

Councilman Brennan said he appreciated this contract stating there will be no use of city equipment by the lessee.

Councilman Bundy made a motion to approve the recommendation of city staff for Brandon Blocker to operate the City BMX track at Optimist Park. Councilman Brennan seconded the motion.

The following vote was recorded:

Councilman Brennan	AYE
Councilman Green	AYE
Councilwoman Garvey	AYE
Councilman Bundy	AYE

The vote being unanimous, the motion was carried and so ordered.

3) Deliberation/Decision Approving the lease agreement with Brandon Blocker and Pass Resolution #38-2023R.

Councilman Green made a motion to approve the lease agreement with Brandon Blocker and Pass Resolution #38-2023R. Councilman Brennan seconded the motion.

The following vote was recorded:

Councilman Brennan	AYE
Councilman Green	AYE
Councilwoman Garvey	AYE
Councilman Bundy	AYE

The vote being unanimous, the motion was carried and so ordered.

4) Deliberation/Decision on Mountain Home City Code 1-5-1 Election.

This item was pulled from the agenda to be brought back in January of 2024.

5) Action Item: Deliberation/Decision to appoint a member of the City Council as Library Liaison.

Mayor Sykes said Councilman Elect Harjo said he would be willing to serve as the liaison to the library.

Councilman Brennan made a motion to appoint Councilman Elect Harjo as the Library Liaison. Councilman Green seconded the motion.

The following vote was recorded:

Councilman Brennan	AYE
Councilman Green	AYE
Councilwoman Garvey	AYE
Councilman Bundy	AYE

The vote being unanimous, the motion was carried and so ordered.

6) Action Item: Deliberation/Decision to approve contingency fund to be transferred to the golf course budget for driving range operations.

Councilwoman Garvey asked why this was a discussion when there is no finalized contract yet. She said this is putting the cart before the horse. For the past 18 months they have been hearing the golf course should be solvent. Councilwoman Garvey said a lack of planning in regard to the driving range does not constitute an emergency and the money should be saved for true emergencies. She said the city needs to take a step back and look at the full picture.

Councilman Brennan said it is his impression the majority of the Council has made the decision for the city to take over the driving range. He said contingency is different from emergency funds.

Paul Fitzner, City Attorney said that is correct.

Councilman Green made a motion for the contingency fund to be transferred

to the golf course budget for driving range operations. Councilman Brennan seconded the motion.

The following vote was recorded:

Councilman Brennan	AYE
Councilman Green	AYE
Councilwoman Garvey	NAY
Councilman Bundy	AYE

The majority of the vote being in favor, the motion was carried and so ordered.

#### ORDINANCES

1)Action Item: Ordinance #1789 - Annexation of 2 parcels of land totaling 3.53 acres located on South 10<sup>th</sup> East Street, between SW Quaker Dr. and SW Paiute, requested by Sharolynn Hammond and Shawn Allen.

Councilman Brennan made a motion to suspend the three reading rule and read the Ordinance by title only for its one and only reading tonight. Councilman Bundy seconded the motion.

The following vote was recorded:

Councilman Brennan	AYE
Councilwoman Garvey	AYE
Councilman Bundy	AYE
Councilman Green	AYE

The vote being unanimous, the motion was carried and so ordered.

The City Clerk read the Ordinance for its first and final reading by Title Only.

Mayor Sykes asked, "Does the Council wish this Ordinance to pass."

The following vote was recorded:

Councilman Brennan	AYE
Councilwoman Garvey	AYE
Councilman Bundy	AYE
Councilman Green	AYE

The vote being unanimous, the motion was so ordered and given #1789.

2)Action Item: Ordinance #1790- zone R-4 PUD, two parcels of land totaling 3.53 acres located on South 10<sup>th</sup> East Street, between SW Quaker Dr. and SW Paiute, requested by Sharolynn Hammond and Shawn Allen.

Councilman Brennan made a motion to suspend the three reading rule and read the Ordinance by title only for its one and only reading tonight. Councilman Bundy seconded the motion.

The following vote was recorded:

Councilman Brennan	AYE
Councilwoman Garvey	AYE
Councilman Bundy	AYE
Councilman Green	AYE

The vote being unanimous, the motion was carried and so ordered.

The City Clerk read the Ordinance for its first and final reading by Title Only.



Mayor Sykes asked, "Does the Council wish this Ordinance to pass."

The following vote was recorded:

Councilman Brennan	AYE
Councilwoman Garvey	AYE
Councilman Bundy	AYE
Councilman Green	AYE

The vote being unanimous, the motion was so ordered and given #1790.

#### RECOGNIZING PERSONS IN THE AUDIENCE

• Decker Sanders addressed the Council about a tree removed at the golf course. He said he feels getting the input of golfers would be beneficial to the City as the City formulates a plan for the course.

#### FINAL COMMENTS

• Mayor Sykes thanked Rhonda Urquidi for sharing her husband with the City of Mountain Home for the last 22 years, first as a Councilman, then as Public Works Director.

#### EXECUTIVE SESSION

1) Pursuant to Idaho Code Section 74-206(1)(a) - to consider the hiring of a public officer, employee, staff member, or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need.

Councilman Brennan made a motion to go into executive session pursuant to Idaho Code Section 74-206(1)(a), 74-206(1)(b), and 74-206(1)(f). Councilman Bundy seconded the motion.

The following vote was recorded:

Councilman Brennan	AYE
Councilman Green	AYE
Councilwoman Garvey	AYE
Councilman Bundy	AYE

The vote being unanimous, the motion was carried and so ordered.

The Council went into executive session at 5:41 p.m.

The Council came out of executive session at 7:37 p.m.

2) Pursuant to Idaho Code Section 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.

Councilman Brennan made a motion to go into executive session pursuant to Idaho Code Section 74-206(1)(a), 74-206(1)(b), and 74-206(1)(f). Councilman Bundy seconded the motion.

The following vote was recorded:

Councilman Brennan	AYE
Councilman Green	AYE
Councilwoman Garvey	AYE
Councilman Bundy	AYE

The vote being unanimous, the motion was carried and so ordered.

The Council went into executive session at 5:41 p.m.



The Council came out of executive session at 7:37 p.m.

3) Pursuant to Idaho Code Section 74-206(1)(f) - to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation or controversies not yet being litigated but imminently likely to be litigated.

Councilman Brennan made a motion to go into executive session pursuant to Idaho Code Section 74-206(1)(a), 74-206(1)(b), and 74-206(1)(f). Councilman Bundy seconded the motion.

The following vote was recorded:

Councilman Brennan	AYE
Councilman Green	AYE
Councilwoman Garvey	AYE
Councilman Bundy	AYE

The vote being unanimous, the motion was carried and so ordered.

The Council went into executive session at 5:41 p.m.

The Council came out of executive session at 7:37 p.m.

Item R: Approve the recommendation for the appointment of Chris Curtis to the position of Public Works Director.

Councilman Brennan made a motion to approve the recommendation for the appointment of Chris Curtis as the Public Works Director. Councilman Bundy seconded the motion.

The following vote was recorded:

Councilman Brennan	AYE
Councilman Green	AYE
Councilwoman Garvey	NAY
Councilman Bundy	AYE

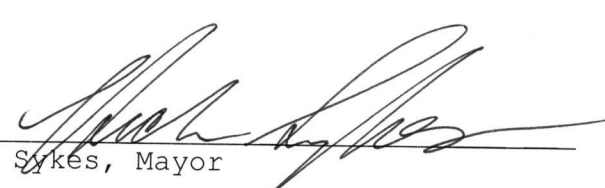
The majority of the vote being in favor, the motion was carried and so ordered.

ADJOURN

There being no further business to come before the Council, the meeting was adjourned at 7:38 P.M. by orders from Mayor Sykes.

ATTEST:

  
Tiffany Belt, City Clerk

  
Rich Sykes, Mayor

