

FIRST DAY OF THE JULY TERM, A.D., 2017  
CALDWELL, IDAHO JULY 10, 2017

PRESENT: Commissioner Tom Dale, Chairman  
Commissioner Pam White  
Commissioner Steve Rule  
Deputy Clerk Monica Reeves / Jenen Ross

#### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Safe Restraints Inc. in the amount of \$1362.12 for the Sheriff's Office
- ESRI, Inc. in the amount of \$8550.00 for the Information Technology department

#### OFFICE STAFF MEETING

The Board met today at 8:34 a.m. for an office staff meeting. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Sr. Administrative Specialist Jamie Miller and Deputy Clerk Jenen Ross. Review of the upcoming week agenda with staff. No other topics were addressed and no decisions were called for. The meeting concluded at 8:42 a.m. An audio recording is on file in the Commissioners' Office.

#### CONSIDER SIGNING INDEPENDENT CONTRACT AGREEMENT FOR COURT INTERPRETER MERCEDES LUPERCIO, CONSIDER SIGNING AGREEMENT FOR NOXIOUS WEED CONTROL AND COOPERATIVE AGREEMENT FOR GOPHER CONTROL AND LEGAL STAFF UPDATE

The Board met today at 9:03 a.m. to consider signing an independent contract agreement for court interpreter Mercedes Lupercio and an agreement for noxious weed control and cooperative agreement for gopher control and to conduct a legal staff update. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Allen Shoff Chief Deputy Clerk Drew Maffei (left at 9:06 a.m.), Executive Administrator Taryn Peterson (left at 9:06 a.m.) and Deputy Clerk Jenen Ross.

***Consider signing independent contract agreement for court interpreter Mercedes Lupercio:*** Mr. Shoff explained this is an individual who does interpreting for the county and this agreement is similar to the independent contractor agreements that have been previously signed. Ms. Peterson said that Ms. Lupercio is not yet on the state roster because she has not filled out her application and asked to be on the roster. Ms. Lupercio's scores are good enough to be on the roster and she can be conditionally approved to be on the roster for 2 years. In September she will test up but just needs to complete the paperwork. Commissioner White made a motion to sign the independent contract agreement for court interpreter Mercedes Lupercio. Commissioner Rule seconded the motion with the Board voting unanimously to sign the agreement (see agreement 17-068).

***Consider signing agreement for noxious weed control and cooperative agreement for gopher control:*** Allen Shoff said both these agreements are with the Idaho Transportation Department and are essentially the same agreements as previous years. The county preforms the labor and provides the materials and the state reimburses the county. Commissioner Rule made a motion to sign the cooperative agreement for gopher control and noxious weed control. Commissioner White seconded the motion with the Board voting unanimously to sign both agreements (see agreement nos. 17-066 and 17-067).

***Legal staff:*** Commissioner Dale asked about the meeting scheduled for this Wednesday regarding a potential crisis center in Canyon County; this meeting is currently listed as an executive session to discuss real property. Commissioner Dale is not aware of any proposals to purchase property and does not think this meeting should be held in executive session. Mr. Shoff agreed that if it is just a discussion on the possible creation of a crisis center that would be better suited for a public meeting. The meeting concluded at 9:10 a.m. An audio recording is on file in the Commissioners' Office.

#### BOARD OF EQUALIZATION – TAX ASSESSMENT PROTEST HEARING FOR WAL-MART REAL ESTATE BUSINESS TRUST

The Board of County Commissioners, sitting as a Board of Equalization, met today at 9:35 a.m. to conduct a property tax assessment protest hearing for Wal-Mart Real Estate Business Trust, Account Nos. 32497010 0, 32275000 0 and 08522100 0. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Assessor Brian Stender, Chief Deputy Assessor Joe Cox, Appraisal Supervisor Mike Cowan, Sr. Admin. Specialist Jennifer Loutzenhiser and Deputy Clerk Jenen Ross. No representatives for Walmart were in attendance. Mike Cowan offered testimony on behalf of the Assessor's Office. Following testimony, Commissioner Rule made a motion to uphold the assessed value on parcels R32275000 and R08522100 and to adjust the value of parcel R32497010 to \$85 sq./ft. from \$62.30 sq./ft. The motion was seconded by Commissioner White and carried unanimously. The hearing concluded at 9:43 a.m. An audio recording is on file in the Commissioners' Office.

#### BOARD OF EQUALIZATION – ASSESSOR ADJUSTMENTS TO 2017 CERTIFIED VALUES - #3

The Board met today at 9:43 a.m. to consider value adjustments as recommended by the Assessor's Office. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Assessor Brian Stender, Sr. Admin. Specialist Jennifer Loutzenhiser and Deputy Clerk Jenen Ross. Brian Stender presented the Board with a list of recommended adjustments and stated that the values have been accepted by the landowners. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to accept the Assessor Adjustments to 2017 Certified Values - #3 (recorded as instrument no. 2017-028075). The meeting concluded at 9:45 a.m. An audio recording is on file in the Commissioners' Office.

SECOND DAY OF THE JULY TERM, A.D., 2017  
CALDWELL, IDAHO JULY 11, 2017

PRESENT: Commissioner Tom Dale, Chairman  
Commissioner Pam White  
Commissioner Steve Rule  
Deputy Clerk Monica Reeves / Jenen Ross

#### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Corwin Ford in the amount of \$5897.60 for the Fleet department
- Right! Systems, Inc. in the amount of \$2298.88 for the Information Technology department

#### BIWEEKLY MEETING WITH THE FACILITIES DIRECTOR AND THE ASSISTANT IT DIRECTOR TO DISCUSS GENERAL ISSUES, SET POLICY, AND GIVE DIRECTION

The Board met today at 8:32 a.m. for a biweekly meeting with the Facilities Director and the Assistant IT Director to discuss general issues, set policy, and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Facilities Director Paul Navarro, Assistant Director of IT Eric Jensen, IT Business Analyst Don Brown, and Deputy Clerk Monica Reeves. Topics of discussion for the facilities department included the following: Martin's landing, the dietary cooler in the jail; he is gathering bids for Anderson Corner; request to construct a lactation room in the Sheriff's Office; work is being done at the fairgrounds on the charolais barn, swine pens and goat pens; the air conditioning unit failed so fans have been brought in while work is done to fix the AC unit; and he will talk with Diana Sinner about whether 22nd Avenue road will be closed during the fair. Topics of discussion for the IT department included the following: A business analyst position has been approved and the first round of interviews have been completed with a promising candidate scheduled to come in next week; on July 7 they upgraded the firewall for additional security to the network which will increase internet speed and improve reliability. Commissioner Dale said when the BOCC email address receives spam emails he contacts IT to report it. Don Brown said there are kinds of spam that come to the canyonco.org address but less than 20% make it through. Idaho Tower is going up and they are getting radios set up at the maintenance building and the fairgrounds; they are ahead of schedule on the fairground network speed; there's a 30-day notification time period and when that's done we should have increased reliability and speed on the fairgrounds side; they are working on the language line for the Title VI compliance; modifications have been made to the server room. (During this meeting there were

technological problems and the recording system stopped working therefore an audio recording of this meeting is not available.) The items discussed were general in nature and did not require Board action. The meeting concluded at 8:53 a.m.

MEETING TO CONSIDER AUTHORIZING BOCC CHAIRMAN TO SIGN DESIGNATION OF APPLICANTS AGENT FORM FROM STATE EMERGENCY RELIEF FUND, AND CONSIDER SIGNING ACKNOWLEDGEMENT LETTER FOR THE STATE OF IDAHO OFFICE OF EMERGENCY MANAGEMENT

The Board met today at 9:04 a.m. to consider authorizing the Board of Commissioners Chairman to sign the designation of applicants agent form from the State Emergency Relief Fund, and to consider signing the acknowledgement letter for the State of Idaho Office of Emergency Management. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Civil Deputy P.A. Sam Laugheed, Controller Zach Wagoner, and Deputy Clerk Monica Reeves. Sam Laugheed said the state agent form identifies Lt. Schorzman and Controller Zach Wagoner as the primary and secondary agents on the County's behalf in terms of applications for the emergency relief funds and it authorizes them to fill out applications for assistance on behalf of the County and in dealing with the state on these matters. The second document is the acknowledgment of the aid request that's been submitted and the finding that the County does qualify for the public assistance program for the grant monies per FEMA and that we had not applied for individual assistance programs. We are agreeing that we are not applying on behalf of individuals for assistance but that the County is entitled to it and we are saying that Controller Wagoner and Lt. Schorzman are our agents. Zach Wagoner said the emergency relief fund has awarded us \$45,000 so completing the document will allow us to request a check and be reimbursed for the river repairs. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to authorize the chairman to sign the documents. The meeting concluded at 9:09 a.m. An audio recording is on file in the Commissioners' Office.

FILE IN MINUTES

The Board filed the Treasurer's monthly report for May 2017 in today's minutes.

THIRD DAY OF THE JULY TERM, A.D., 2017  
CALDWELL, IDAHO JULY 12, 2017

PRESENT: Commissioner Tom Dale, Chairman  
Commissioner Pam White  
Commissioner Steve Rule  
Deputy Clerk Monica Reeves / Jenen Ross

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Bargreen Ellingson in the amount of \$3100.00 for the Facilities department

#### APPROVED CLAIMS ORDER NO. 7-13-17

The Board of Commissioners approved payment of County claims in the amount of \$31,882.60 for accounts payable.

#### CONSIDER INDIGENT DECISIONS

The Board met today at 8:51 a.m. to consider indigent decisions. Present were: Commissioners Tom Dale and Pam White, Indigent Services Director Yvonne Baker, Indigent Customer Service Specialist Robin Sneegas, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to issue initial denials with a written response in 30 days for the following cases: Case Nos. 2017-1144, 2017-1185, 2017-1119, 2017-1293, 2017-1161, 2017-1029, 2017-1133, 2017-0988, 2017-1258, 2017-1145, 2017-1034, 2017-1174, 2017-1117, 2017-1173, 2017-1146, 2017-1148, 2017-1182, 2017-1180, 2017-0993, 2017-1143, 2017-1183, 2017-1175, 2017-1169, 2017-1184, and 2017-1179. The meeting concluded at 8:53 a.m. An audio recording is on file in the Commissioners' Office.

#### FY2018 TENTATIVE BUDGET MEETING FOR THE PROSECUTOR'S OFFICE

The Board met today at 1:30 p.m. for the FY2018 tentative budget meeting for the Prosecutor's Office. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Clerk Chris Yamamoto, Controller Zach Wagoner, Chief Deputy Clerk Drew Maffei, Prosecutor Bryan Taylor, Chief Civil Deputy P.A. Sam Laugheed, PA Office Manager Melinda Longoria, and Deputy Clerk Monica Reeves. Prosecutor Taylor gave an overview of his budget and reviewed the statutory duties of the office. He spoke about how the practice of Child Protection Act (CP) terminations changed under the previous public defender and how they have been engaging in more full blown civil discovery and doing interrogatories and practices and it's generating a lot more work. He doesn't know if the trend will continue with the new public defender and the new magistrate who will oversee that calendar but it's something to consider. Sam Laugheed said in the past they have had MOU's with public defenders and others in the private bar that allowed them to bypass a lot of those discovery issues but under the previous public defender they aren't able to have those MOUs anymore but hopefully with the new magistrate judge and public defender they can talk about streamlining the process. He said it's arguably unduly adversarial; the cases are supposed to be about the best interest of the children, which usually a group of likeminded people can agree what the best interest is, and it requires judicial leadership and the strong working relationship between the public defender and the Prosecuting Attorney and hopefully with the new changes we can get back to that. Prosecutor Taylor said the public defender has

requested 11 positions and if they are approved it could have a ripple effect on the whole court system and he will have to ask for additional positions as well. He reported that last year the Prosecutor's Office processed about 17,000 cases, and the public defender was at 9,800. He had asked for two support staff: one for CPA's and one for victim services, but due to the discussions about putting a moratorium on new positions he will make do with what he has. Controller Wagoner said the removal of the two positions will reduce the budget by \$132,000. Prosecutor Taylor asked for an additional part-time position and said he is also looking at summer interns, which not only offsets the additional costs of asking for Deputy PA's but helps with the recruiting pool as well. He spoke about how creation of additional line items in his budget shows how the money is being spent. If there is a moratorium on new positions and if his request for two part-time positions is approved his budget will change by about \$44,000, excluding the salary compensation plan. Clerk Yamamoto said in his suggested budget they will address the staffing levels of the County and he will have some specific comments relative to the staffing of the Prosecutor's Office and the Public Defender Department. Commissioner Rule asked why the computer equipment costs are split into two separate line items. Controller Wagoner said two separate lines are needed if the initial purchase price is greater than \$5,000 and they have a have a separate line to track it, which helps for financial reporting purposes. Commissioner Rule asked about the assets forfeiture account. Prosecutor Taylor said it's related to drug seizures and as the monies come in it can only be used for drug related training, investigations and other matters. Controller Wagoner said year-to-date there's been over \$17,000 that goes into an account that they hold and monitor; the monies are only spent based on what comes in. The meeting concluded at 2:07 p.m. An audio recording is on file in the Commissioners' Office.

#### MEETING WITH IDAHO LEGISLATURE REPRESENTATIVES TO DISCUSS LOCAL LEGISLATIVE PRIORITIES

The Board met today at 3:00 p.m. for a meeting with Idaho Legislature Representatives to discuss local legislative priorities, specifically the possibility of having a crisis center in Canyon County. The meeting took place in the Administration Building located at 111 N. 11<sup>th</sup> Avenue in Caldwell. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Prosecutor Bryan Taylor, Clerk Chris Yamamoto, Controller Zach Wagoner, Chief Deputy Clerk Drew Maffei, Representative Rick Youngblood, Representative Christy Perry, Senator Jeff Agenbroad, Indigent Services Director Yvonne Baker, Robin Sneegas from Indigent Services, Corey Surber from Saint Alphonsus Health System, Amy Stahl from St. Luke's, Jared Tatro from Health and Welfare, Kyle Rooks from Terry Reilly Health Services, Kim Deugan from AAFV, Heather Taylor from Region III Mental Health, Tom Bowman and Lori Bowman from Canyon County Community Clinic, Sarah Andrade and Dennis Baughman from Lifeways, Nikki Zogg from Southwest District Health, Lt. Joey Hoadley from the Caldwell Police Department, Captain Curt Shankel from the Nampa Police Department, Cpl. Aaron Shreiber from the Nampa Police Department, Don Schultze, the Director of Canyon Wellness Clinic/Recovery Center, Torrie Cope from the Idaho Press-Tribune, and Deputy Clerk Monica Reeves. Representative Rick Youngblood said over the last several years the state has funded \$1.5 million per year as seed money to get crisis centers started in Idaho Falls, Coeur d'Alene, and Twin Falls and for the Boise area as well. He has seen the work and funds

being distributed but it came to light several weeks ago when they did a JFAC tour and he had the privilege of seeing the Coeur d'Alene crisis center and it struck him: do we take care of people from the police level or emergency level at the hospital? He asked Jared Tatro to speak to the funding issue. Mr. Tatro said this goes back to 2014 when there was a request for three centers in Idaho Falls, Boise, and Coeur d'Alene but when brought to the legislature the details weren't really there but Senator Schmidt was integral in pushing the envelope and they ran legislation. The legislature was saying these benefit hospitals, jails and the state through the state hospital system and that's true with other crisis centers around the country. In Idaho Code it states there is to be non-state support whether in-kind or financial. When the first center was approved, Idaho Falls was selected and their contract said in two years they will submit a plan on how they will get to 50%, and that plan was submitted last year and they said they could take a 10% reduction. Coeur d'Alene has to submit a report this year on how they're going to get down to the 50%. The contract Health and Welfare made them sign said eventually the goal is to get to 50% because the department's plan was once four centers are fully funded they will stop asking, but the writing's on the wall that the first centers are not going to get to 50%, and if we're waiting for that to happen before Nampa or Caldwell can be considered then we're going to be waiting for several years. It's up to the JFAC members and the legislature to decide what the match will be: 50/50, 80/20, 90/10. That's where it sits when it comes to the appropriation. He said \$1.52 million ongoing has been provided for four centers and they each received \$200,000 on a onetime basis to renovate, remodel, or purchase a building. Currently the Coeur d'Alene center is operating at the \$1.5 million and because of the \$50,000 grant they received they are \$90,000 ahead. Idaho Falls has only been spending \$1.2 or \$1.3 million so when they took that 10% cut they cut what they weren't using anyway, but that money still sits in Health and Welfare. JFAC and the legislature didn't touch that \$1.5 million, they reused it for other things on a onetime basis, but the money is there so that when new centers come along the money is there. If Coeur d'Alene can come in with 10% they will go up from \$300,000 to \$400,000 but we don't know yet. Twin Falls is not far behind and Boise will eventually get there. Mr. Tatro spoke about the models. Twin Falls is fiscally contracted with the health district but they basically have contracted with a private company to manage all of the operations which is what Idaho Falls has done as well, where as in Coeur d'Alene it's Kootenai Health that has the contract and so in essence the idea is you can share staff between the two when needed. The biggest difference is: you take a private company that is running it versus having a hospital run it. Cori Surber said having Allumbaugh House as a starting place and having a great partner in Terry Reilly, who was uniquely suited to run the program, when they applied for a crisis center in Boise it only made sense to use the efficiencies and funding partners they already had. She said it's not hospital based but it is hospital supported. Corporal Aaron Schreiber said the big difference between contract-based employees and hiring out to the company is you're getting whatever the contractor supplies to you versus active, knowledgeable, up-to-date trained people. Prosecutor Bryan Taylor said perhaps someone can give a summation of the purpose of a crisis center and discuss: 1) how would it impact all the partners here? 2) is this what we want to do? 3) what model are we looking for? And, 4) how do we fund it? Heather Taylor said it will be from different perspectives on what a crisis center can do. When someone from her staff responds to crises calls and it's someone who presents as anxious or upset and the option is you put together a quick plan and they go back home, or they go in the hospital involuntarily or maybe both. It ends up being a huge amount of time

for staff, law enforcement, and the ER staff. She sees a crisis center as a much lower cost option for people and once word gets out that it's there maybe people can get there on their own instead of entangling the legal system in a very costly and disruptive process for everybody. Captain Curt Shankel said their options are limited, they respond and do a limited assessment to find out if they are a threat to themselves or others, or greatly disabled. If they are placed in custody the officers will take them to the ER, they get checked and from there they contact a Region 3 designated examiner and then they have to find the bed space sometimes at West Valley or Boise, and sometimes Twin Falls. He said they had 321 mental holds last year and every year we do more. So far this year Nampa has had 173 mental holds. Prosecutor Taylor said Canyon County has had 50 in the last 11 days. Heather Taylor said Canyon County carries the brunt of it; the numbers for 2016 for Canyon County was just under 1,000, the next highest number was Payette County with 60. Commissioner Dale asked of the 1,000 people who were put into the judicial system how many could've been diverted from an involuntary hold to a crisis center. Corporal Schreiber estimates it to be 50%. A crisis center is for the sad guy, not the disturbed guy. It's for the person that has ideation, a bad day or decompensating under mental health and they need somewhere to go so they can get the counselling and resources they need versus having to go to an ER and then on to a mental health facility through either a doctor, an initiated mental hold, or a law enforcement mental hold. Part of the problem with going to the hospital for some of these folks is there's a stigma to it and so they seek help by going to the ER. They go to the crisis centers voluntarily or their family takes them there and a lot of times law enforcement will take them there where they have staff counsellors and RN's on staff. The disturbed guys are the ones that end up in here regardless, but hopefully we can stop the sad guys from spiraling downward in a crisis and get them before they become a mental problem. He said Coeur d'Alene employed 5.5 security guards on staff and they have a narrow deputization that evaporates once they leave the facility but with that deputization they are able to place someone who is decompensating at the center on a mental hold and walk them across the campus and put them in the hospital and that takes law enforcement out of the equation. Clerk Yamamoto said the human component is important but the other factor is money. Recently the County reopened the budget and added \$800,000 to the indigent budget mostly because of involuntary holds but we don't know if that's enough and it's in addition to what was already budgeted. Don Schultze said nobody goes to the ER because they want to, they don't have other options and if you have a crisis center you can catch these issues before they become hospitalizations and that goes even for the disturbed because many times people will have hard times and they'll be working with it until they can't handle it anymore. Representative Christy Perry said we are causing our own expense because we've only made one option available and money could be better spent in other ways. She said the legislature has always been very supportive of it, agree with you there are better ways of treating them humanly and creating a better system and open it up to the public. A crisis center is the first point of entry and the idea is to stabilize the person and then give them the resources, but resources are lacking across the entire the state and nation and that's a constant conversation people are working on at the legislative level to try to address it. Tom Bowman said we need continued collaboration with law enforcement, counselling, medical services and Health and Welfare where if we put a crisis center together we have to know where they go when they leave. How does it work to take care of the individual? That has to be one of the strong components. A crisis center is extremely important because it will take care of a



need as long as we know what to do when we are done so they don't go back to the center when they are done. Regarding what funding model we want, Lori Bowman said we will spend less being proactive rather than reactive, however, if we put more energy into preventing the crisis situation to keep them from the situation where they have to go into a house. If they go to a crisis center there has to be warm handoffs because you can't just say here's a list of resources, you need personnel to say "this is John, he can use your services" and introduce them. Cori Surber said we need to partner with the state on discussions on how we address that primary and preventative care issue, whether it is a state-based solution or something that uses our federal dollars. Representative Youngblood said we have huge players in this market and we need to look at how to bring them to the table as far as putting something together. The model included three centers with no more until those three were fully sufficient but that could be 10 years from now but if we can get the seed money and not ask the legislature for the full \$1.5 million then we might have an opportunity to convince them that we should be in that mix to put something together. Commissioner White asked if the local buy-in has to be cash or can it be a location or a structure. If we need bonding capabilities with societal emergency means then the legislature has to take a look at the 66 2/3% to pass because it's next to impossible and we cannot continue to hang this on the backs of the people. There are other ways the legislators can help at a different level and that would be where they would give us a break with some funding opportunities. Also, we need to structure exactly what we want our crisis center to do; she doesn't want a homeless shelter or drug rehabilitation center because we have those capabilities elsewhere. It would be incredible if we can get the directors from those other crisis centers to tell us what made this work and what lessons they learned. Commissioner Rule said someone should be able to provide us with data that shows the affect it's had on mental holds because we have to justify the use of tax dollars for the program. Amy Stahl said they have data from the centers in terms of the impact and their working group has been collecting data from the indigency fund, law enforcement and a variety of sources and they also have a history of collaboration between the health system and the nonprofit partners so there's a pretty good mix. Representative Perry said there have been voices in the legislature to get it in Canyon County and it's been a struggle because the rest of the state views us as part of Boise so that's why we have been losing out on the battle. She said we need to be as close to self-sufficient as possible, and we don't need the legislature's permission to have a crisis center; the only reason the legislature gets involved is because of funding but if we can figure that out we won't need the legislature. Commissioner Dale said one of the great powers we have is that of partnership and there are sufficient resources available in this room to make this happen next year. If we figure out a model, found a location, and put a plan together it would not break anybody's budget to add the equitable amount if we shared it all. We need to figure out what we want, how much it will cost and commit to fund it and then if we get it down the road we can go do the legislature and say we have a successful model that's working and we want to ask for some of our tax money back that we are already paying to you to help fund this. Jared Tatro said when the statute was being developed the very last section added a financial piece because when we have another recession crisis centers will receive a cut. If the state is to pay the lion's share just like it does with the Allumbaugh House and that financial piece isn't there and it's just in-kind you will have to cut services or not have a 24/7 center. Paying for utilities, in-kind services, or having a donated facility is great, but at the end of the day someone has to pay the salaries. Commissioner Dale said if we can create a

model that is self-sufficient we could put the indigency dollars to better use by putting it into a crisis center. Clerk Yamamoto said we need a crisis center, but we also need a new jail and with a population of 211,000 we also have needs at the DMV and driver's license complex and it becomes a matter of priorities because there is "X" amount of dollars to go around. He would love to be a part of it, but it all boils down to what we can afford and when can we do it. Taxes are pretty high so we have some work to do and with the priorities we have in front of us we'd have to determine what we're going to ask taxpayers to pay for. Cori Surber said the funding for Allumbaugh House was approved as we were headed into a recession and there were holdbacks so the state amount was cut immediately and the partners had to step up in times of funding gaps. The struggle with a broad partnership and the commitment that needs to be made is that partners step in together and stay together because it becomes very difficult when you have your distribution of contribution and a partner steps back from that. There has to be a foundation of trust and commitment and willingness. She doesn't see that the County would have to bear that much, we should hold the state legislature to task. As far as location, they have a couple of facilities that can go on the list for consideration as they moved their hospital from the 12<sup>th</sup> Avenue facility, so there is space there and at another clinic in Nampa as well. Ms. Surber has heard of the possibility that the County may try to bond for a crisis center to be collocated with a corrections facility but she advised against that because it needs to be a therapeutic place people will want to check themselves into and not have the stigma attached to it. Representative Youngblood said today's meeting was to investigate the possibility of having a crisis center for this region and he'd ask that the working group provide some information at the next meeting. Amy Stahl said the group has been gathering information and looking at the models and what is being proposed in Lewiston and it would help drive this issue if the group could reconvene and provide data and look at what we are missing. Senator Agenbroad said we have to get the data together and understand what's going on in the other centers but he doesn't want to take somebody else's model and plant it here and expect it to succeed. We need to learn from the other successes and failures and then fund it correctly by getting creative and not always relying on the federal, state or local government, but private enterprise. As a member of JFAC and the Health and Welfare Committee he gets to see both sides. He cautioned the group to not put too much faith in the state funding this; it has to be started at the local level. Lori Bowman said there are grants for rural areas like Canyon County that are underserved and with all these groups working toward the same goal a funder is more likely to get on board with our grant proposal because of the solid foundation. Nikki Zogg said there are five other counties in the region and that could magnify our voice. Representative Youngblood said we should be referring to it as Region III center rather than a Canyon County center. The meeting concluded 4:13 p.m. An audio recording is on file in the Commissioners' Office.

FOURTH DAY OF THE JULY TERM, A.D., 2017  
CALDWELL, IDAHO JULY 13, 2017

PRESENT: Commissioner Tom Dale, Chairman  
Commissioner Pam White  
Commissioner Steve Rule  
Deputy Clerk Monica Reeves / Jenen Ross

### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Caldwell Glass in the amount of \$1876.02 for the Information Technology department
- CDW in the amount of \$3370.98 for the Information Technology department

### APPROVED SALARY RATE REQUEST AND/OR KEY & SECURITY ACCESS REQUEST FORM

The Board approved a salary rate request and/or key & security access request form for Hannah Dalsoglio.

### INDIGENT MATTERS

The Board met today at 9:01 a.m. to consider indigent matters. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Indigent Hearing Generalist Kellie George and Deputy Clerk Jenen Ross. Upon the motion by Commissioner White and second by Commissioner Rule the Board voted unanimously to issue a final determination of denial for Case Nos. 2017-911, 2017-790 and 2017-923 with a written decision to be issued within 30 days. Upon the motion of Commissioner Rule and second by Commissioner White the Board voted unanimously to issue a final decision of approval for Case No. 2015-1160 with a written decision to be issued within 30 days. Upon the motion by Commissioner White and second by Commissioner Rule the Board voted unanimously to issue a final denial for Case No. 2016-1058 with a written decision to be issued within 30 days. The meeting concluded at 9:05 a.m. An audio recording is on file in the Commissioners' Office.

### MEDICAL INDIGENCY HEARING FOR CASE NO. 2016-327

The Board met today at 9:12 a.m. to conduct a medical indigency hearing for Case No. 2016-327. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Steven De Ville with St. Alphonsus, Attorney Bryan Nickels for St. Alphonsus and Deputy Clerk Jenen Ross. The applicant did not appear. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to issue a final approval with a written decision to be issued within 30 days. The hearing concluded at 9:15 a.m. An audio recording is on file in the Commissioners' Office.

### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-609

The Board met today at 9:22 a.m. to conduct a medical indigency hearing for Case No. 2017-609. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Steven De Ville with St. Alphonsus, Attorney Bryan Nickels for St. Alphonsus, the applicant appeared via teleconference and Deputy Clerk Jenen Ross. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to continue the case to December 14, 2017. The hearing concluded at 9:37 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-0720

The Board met today at 9:43 a.m. to conduct a medical indigency hearing for Case No. 2017-0720. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Kelly Hobza for St. Luke's, Attorney Mark Peterson for St. Luke's and Deputy Clerk Jenen Ross. The applicant did not appear. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to continue the case to August 10, 2017. The hearing concluded at 9:52 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-334

The Board met today at 9:53 a.m. to conduct a medical indigency hearing for Case No. 2017-334. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Michelle Davis for St. Luke's, Attorney Mark Person for St. Luke's, and Deputy Clerk Jenen Ross. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to continue the case to September 7, 2017. The hearing concluded at 10:00 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY MATTERS

The Board met today at 10:00 a.m. to consider medical indigency matters. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George and Deputy Clerk Jenen Ross. Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to issue final denials for Case Nos. 2017-688, 2017-729, 2017-743, 2017-808, 2017-496 and 2017-749 with written decisions to be issued within the next 30 days. Upon the motion by Commissioner White and second by Commissioner Rule the Board voted unanimously to issue a final approval for Case No. 2017-689 with the written decision to be issued within the next 30 days. Upon the motion by Commissioner White

and second by Commissioner Rule the Board voted unanimously to issue a continuance to September 7, 2017 for Case No. 2017-0767.

*A request was made to go into Executive Session to communicate with the County's risk manager regarding pending/imminently likely claims. The Executive Session was held as follows:*

Commissioner Rule made a motion to go into Executive Session at 10:00 a.m. pursuant to Idaho Code, Section 74-206(1)(i). The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George and Deputy Clerk Jenen Ross. The Executive Session concluded at 10:09 a.m. with no decision being called for in open session.

The meeting concluded at 10:10 a.m. An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

LEGAL STAFF UPDATE; CONSIDER SIGNING THE FY2017 REQUEST FOR PROPOSALS FOR CANYON COUNTY POLLING PLACES COMPLIANCE CONSULTANT; AND CONSIDER SIGNING THE FY2017 CANYON COUNTY MICROWAVE CONNECTIVITY PROJECT REQUEST FOR PROPOSALS ADDENDUM

The Board met today at 10:16 a.m. for a legal staff update and to consider signing the FY2017 Request for Proposals for Canyon County Polling Places Compliance Consultant, and the FY2017 Canyon County Microwave Connectivity Project Request for Proposals Addendum. Present were: Commissioners Tom Dale and Pam White, Clerk Chris Yamamoto, Chief Deputy Clerk Drew Maffei, Deputy P.A. Mike Porter, Deputy P.A. David Eames, Deputy P.A. Allen Shoff, Assistant IT Director Eric Jensen, and Deputy Clerk Monica Reeves. Commissioner Steve Rule arrived at 10:19 a.m. Mike Porter said the RFP is for a consultant to help identify areas where we are doing well and where we could improve as far as polling place ADA compliance. Last year the US Attorney's Office and the Department of Justice let us know they were going to serve our polling places, along with the polling places in Ada County and 240 counties all over the U.S. They came back with recommendations for improvements and we've been negotiating back and forth about our interpretation of the ADA and what needs to be done and what doesn't and at this point, from a legal perspective, the PA's Office agrees with the Clerk and strongly recommends moving forward to find an outside expert who can tell us what we need, what we don't, and how best to get there for the most reasonable cost. He believes the Clerk has put monies in his budget for next fiscal year for this project. Clerk Yamamoto said he has been in contact with the firm Ada County utilized and the job they have currently precludes them from wanting to take this on so we need to go through the RFP process and see what's out there. He thinks the County is in good shape with ADA compliance but he thinks the Department of Justice is overreaching by wanting to have everything preapproved by the DOJ which he believes will result in the loss of authority and the integrity of Canyon County elections. The RFP proposes to have a third-party consultant expert to mitigate the concerns of the Department of Justice and keep us

out of court. He has budgeted \$40,000 for the project. Clerk Yamamoto was hopeful this would fade away with the new Presidential Administration but so far it hasn't. He has sent letters to the Idaho Congressional Delegation and copied the Idaho Secretary of State, the Attorney General and the President of the United States. He has no issue with providing ADA access to voters but this is taking it way too far. Mr. Porter said the DOJ let us know that litigation is a possibility and we want to be well ahead with documentation and efforts to show if that were to happen that we have done everything in our power to be compliant. Clerk Yamamoto wants to know how our polling places were targeted, but there is zero information. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to sign the FY2017 Request for Proposals for Canyon County Polling Places Compliance Consultant.

The next item considered was the addendum for the Microwave Connectivity RFP Project. Allen Shoff said the project will connect various facilities and build a tower at one location and connect them via microwave links for stronger and more stable internet connectivity. The RFP signing occurred on June 2, and written questions were received from potential bidders and they will be answered in the addendum. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to sign the FY2017 Canyon County Microwave Connectivity Project Request for Proposals Addendum.

As part of the legal staff update the Board went into Executive Session as follows:

#### EXECUTIVE SESSION – PERSONNEL MATTER

Commissioner White made a motion to go into Executive Session at 10:29 a.m. pursuant to Idaho Code, Section 74-206(1) (b) to discuss a personnel matter. The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Mike Porter, Deputy P.A. David Eames, Deputy P.A. Allen Shoff, and Deputy Clerk Monica Reeves. The Executive Session concluded at 10:34 a.m. with no decision being called for in open session.

An audio recording of the open discussion is on file in the Commissioners' Office.

#### CONSIDER SIGNING INDIGENT DEFENSE GRANT AGREEMENT FORM

The Board met today at 1:34 p.m. to consider signing the indigent defense grant agreement form. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Interim Public Defender Krista Howard and Deputy Clerk Jenen Ross. Ms. Howard explained the indigent defense grant awards an amount of \$431,102.31, which was awarded on June 23<sup>rd</sup>. This form just needs to be signed to accept the grant. Ms. Howard believes the grant will be paid out in one lump sum on or about October 1, 2017. Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to sign the indigent defense grant form. The meeting concluded at 1:38 p.m. An audio recording is on file in the Commissioners' Office.

#### MEETING WITH LOREN ANDERSON TO DISCUSS PROPERTY LINE ISSUES

The Board met today at 2:00 p.m. for a meeting with Loren Anderson to discuss property line issues. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Deputy Assessor Joe Cox, Assessor Brian Stender, Loren Anderson and Deputy Clerk Jenen Ross. Mr. Anderson explained he's owned the property for 12-13 years with the idea that the property could sustain his own home along with two other homes for his parents. When he purchased the property he was told by "everyone" that it was a very do-able thing to have 3 homes on the property but once he got to the zoning commission he was told it wasn't do-able. At the time, his home was on the property along with a second dwelling that was a conditional use permit that had to be paid for every year. When he tried to get another conditional use permit for an additional home he was told he could not have a second conditional use permit at that time. In the end they ended up meeting extensively with representatives from DSD and it was decided to build an addition to his home. He was advised that the addition would have to be attached to his home so it would be a single family residence; the addition included a garage and 1200 square feet of living space. A couple years ago he tried to get a consolidation loan and the question was asked how the property was zoned which was rural residential with one extra unit. The additional unit is assigned a zero dollar value as it is a conditional use permit and was not real property at the time. The loan was denied because a third party appraiser concluded, with help from the Assessor's office, that his home is two separate dwellings. The Assessor's office shows this as three separate residences and he's been told that with a letter from the county stating he's in compliance he should be okay to get the loan but it has been denied three times and told it's an illegal use of the property. A few weeks ago he spent a day trying to clear this up and ended up changing the conditional use permit to real property. He paid for a certificate of occupancy for the main home and the paperwork that goes with that from what was done in 1997 by the former owner. He spoke with Roger Craig in the Assessor's office and explained that he needs the main structure to be drawn as one unit instead of two; Mr. Craig asked him to come back in a week to discuss further. A month later he spoke to Joe Cox and was told this can't be drawn as two units. The bank asks what the use of the property is and are getting conflicting information from DSD and the Assessor's office; DSD shows the use as two units and the Assessor's office shows three. By the definition of DSD it is one rural residential structure because it is hooked together and you can enter any room from anywhere going in any door. That is how he was told by DSD that the addition would need to be built. What Mr. Anderson would like as a resolution would be to have three residences as part of the legal description or that it gets changed to two and the legal description matches. Joe Cox explained that sometimes the biggest difference between the two offices is that DSD has property zoned a certain way but the Assessor's office assesses it for its actual functional use. On this particular property, it was explained to Mr. Cox by Tricia Nilsson in DSD, that the main home is considered one unit based upon the fact that you can move from living unit one to living unit two without going outside so it did not meet the definition of a duplex and therefore they consider it one unit. The Assessor's office looks at its actual and functional use which they see as two living units, each living unit is independent from the other. The Assessor's office sees this as three living units. To be considered a duplex by DSD, a firewall would need to be constructed between the living units. Brian Stender said this structure is assessed as they would assess any other structure with a similar set up with the garage in the middle. Commissioner Rule questioned what

the options or solutions are. Joe Cox explained that it's complicated because the bank sends out a third party representative to assess the property and that's where it's getting hung up because the appraiser is saying it's three units but the bank looks at and sees it's a non-conditional use. Mr. Cox feels the solution is to change the conditional use to the way they are actually functionally using the property to a legal use. Commissioner Dale feels the only options are to either declare this as one building or change the zoning. Joe Cox doesn't feel that changing this into one building will change the bank appraiser's opinion of what's going on, he thinks that a rezone would be the better way to go or for Mr. Anderson to speak with his banker to find out what they'd like to see with this property. Mr. Anderson said he's spoken with 3 different bankers and they've all told him they just want to see the paperwork match. Commissioner Dale recommends speaking with legal and finding out what the county needs to do in order for DSD to make their records match the Assessor's and the functional use of the property and get a zoning designation that fits. Joe Cox said he would get in touch with Brad Goodsell in the PA's office to inform him of this discussion. The meeting concluded at 2:27 p.m. An audio recording is on file in the Commissioners' Office.

#### RECEIVE CLERK'S FY2018 SUGGESTED BUDGET

The Board met today at 2:34 p.m. to receive the Clerk's FY2018 suggested budget. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Clerk Chris Yamamoto, Chief Deputy Clerk Drew Maffei, Controller Zach Wagoner, Prosecutor Bryan Taylor, Chief Civil Deputy P.A. Sam Laugheed, Chief Deputy Sheriff Marv Dashiell, Interim Chief Public Defender Krista Howard, Director of Misdemeanor Probation Jeff Breach, Torrie Cope from the Idaho Press-Tribune, and Deputy Clerk Monica Reeves. Controller Wagoner reviewed an 18-page PowerPoint with highlights as follows:

- Coroner's budget includes \$36,000 for the purchase of a vehicle
- County Fair has unfunded a position; the other expenses increase is for continued Capital improvement investments in the building
- County fleet increase is largely due to up-fitting public safety vehicles
- There is a decrease in emergency communications. It's funded by E911 fees and is restricted in its use. In FY2017 \$750,000 was budgeted for the purchase of communications equipment and that's why it has decreased for FY2018.
- General budget is up; the reserve amount was increased for unanticipated events by \$250,000.
- HR budget is down; they have unfunded one position for FY2018
- Indigent medical care increased by \$1 million for involuntary mental commitments and provider payments.
- Parks, Cultural & Natural Resources budget has been increased for a well for the museum, a truck, and two side-by-sides.
- The Sheriff has agreed to un-fund three positions and that has cleared up \$250,000. Also included is \$750,000 for vehicles, which is a \$450,000 increase from FY2017. Commissioner White asked if the un-funding will create a weak spot within the



Sheriff's Office. Controller Wagoner said he met with Chief Deputy Sheriff Marv Dashiell and he felt comfortable unfunding three positions. Clerk Yamamoto said that is budgeted dollars, not actual dollars. They were funded but unfilled and they made a concerted effort to take those off the rolls. They are taking a look at ongoing employee costs and that's what drove him to say we need to freeze new positions and we're going to cut everything we can. Commissioner Rule asked how much budget money was turned in by all departments at the end of 2016, specifically by the Sheriff's Office. Controller Wagoner said generally around 10% doesn't get used, the Sheriff's Office turned in \$1.4 million.

- Tort fund increase is tied to higher employee counts.
- TCA expenses budget is down and that's where the lateral transfer where interpreter services expenses were moved to the court clerks.
- Waterways budget was increased for a boating grant.
- Two special taxing districts: Pest Control budget is \$209,000, and the Melba Gopher District budget is \$12,000.

There were requests for additional personnel. The Recorder's Office asked for one fulltime position; the PA asked for two fulltime, one part-time, and two interns; IT asked for one fulltime position; TCA asked for two fulltime positions and one part-time position; Juvenile Probation, Misdemeanor Probation and Pest Control each requested one additional position; the Public Defender asked for 11 fulltime positions; the Parks Department asked for three part-time positions. The initial cost would have been around \$1.5 million. Clerk Yamamoto said they looked at the workload and whether revenue will cover it and the Recorder's Office can show the workload is needed and that the revenue will more than pay for the position, but in the final analysis where we are looking at \$1.5 million in new positions they thought the best course of action was to have a freeze on new positions.

The number of employees paid in July 2013 was 744 at a total salary amount of \$1.1 million; in 2017 there were 841 employees with a total salary amount of \$1.5 million. Budget detail for FY2013-FY2018 shows our investment in personnel has increased 46% since 2013. Nearly \$20 million more was budgeted in 2018 than in 2013 for personnel. We have an operating expenditure budget of \$90 million with \$32 million coming from revenue from sources other than property tax. \$49,978,570 came from property tax revenue. A key number is the amount levied for the indigent fund and the suggested amount to be levied for the indigent fund is \$9,450,000. Last year \$2.1 million was levied. Those are expenses we are mandated to cover and largely are funded by property tax. It also included \$916,000 in other revenue in the indigent fund that would be the public defense grant and other collections by the staff and any repayments we receive through the court for public defense services.

Clerk Yamamoto said this year's budget didn't decrease because of three areas: employee compensation, benefits, and indigent costs. Commissioner Dale said there were a number of things that were delayed and at some point the bill comes due for vehicle purchases, insurance payments that get put off, and because the County spent down the fund balance of the health insurance program to a dangerous level. He believes this is a reasonable conservative budget that takes care of the people and the assets we have and lays a foundation for moving forward. Clerk Yamamoto said there are several factors involved and

at one time we had \$10 million in the health insurance fund and we took it down to nothing. Controller Wagoner said one of the peak budgets included a \$5 million purchase by the landfill for land across the road and onetime items that were budgeted that never came to pass in those peak budgets. This budget is different; we are talking about actual increasing costs, specifically related to indigent services. Clerk Yamamoto said when the public defender was outsourced it was a little over \$2 million and it's doubled since then. Commissioner White said the employee compensation plan has given us a consistent and defensible method by which to retain and recruit people. It is fair and equitable and most importantly there is justification because of the committee that worked on the compensation study and the method by which it's used. Commissioner Dale said we don't want to be in the position we were in a couple years ago where we had to make an incredible jump in employee compensation where \$4 million was added in one year to try to catch up. We were in the hole with the employee health insurance fund and the increase in the health insurance program represents somewhere around a 5% annual increase over the seven years where there was no increase. Commissioner Rule said the suggested budget is the most liberal budget he's been part of in 11 years and he urged Commissioners Dale and White to take a conservative approach to it. Commissioner Dale said this is a conservative approach which takes care of what you own and looks forward to the future so you can anticipate and plan for costs that are coming up, it is not an approach that does not spend. It pays for what the costs actually are and that's our goal – take care of the taxpayers, provide services, and try to control the costs as best we can.

Controller Wagoner said for FY2018 the County has the statutory authority to levy over \$53 million in property tax and that includes our 3%, allowance for new construction, and foregone amounts for prior years. The suggested property tax request is just under \$50 million, which is \$3.5 million below what we could levy. Of that amount \$4.7 million is previously foregone property tax increases that will be utilized to fund a statutorily mandated indigent services, including indigent public defense and medical care. Over the past 10 years the County has left \$64 million in property tax payments. When we didn't need the cash and when we had onetime expenditures we chose to burn through fund balance, but we are now in a different phase where we have ongoing permanent expenditures that need to be dealt with. He said in order to address what we are statutorily required to pay for he feels this is the appropriate property tax request. Clerk Yamamoto said he is aware of no other taxing entity that can say they have left \$64 million in the taxpayers' pockets. Controller Wagoner said the estimated tax levy rate for 2018 is .0044 and that's 10% lower than 2011's rate and a 4.5% increase from 2017's rate. Total funding for the FY2018 suggested budget is \$90,027,854.

There are two days scheduled next week for follow-up discussion and hopefully by Friday it will be solidified with a tentative budget signed on July 24. Commissioner Rule said the Board hasn't addressed the possibility of real estate acquisition in this budget. Commissioner White said she spoke to the Controller about that issue, and Clerk Yamamoto said they left the \$6 million assigned intact for that reason. The meeting concluded at 3:40 p.m. An audio recording is on file in the Commissioners' Office.

CALDWELL, IDAHO JULY 14, 2017

No meetings were held.

SIXTH DAY OF THE JULY TERM, A.D., 2017  
CALDWELL, IDAHO JULY 17, 2017

PRESENT: Commissioner Tom Dale, Chairman  
Commissioner Pam White  
Commissioner Steve Rule  
Deputy Clerk Monica Reeves / Jenen Ross

#### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Abatement Pro in the amount of \$14,500.00 for the Facilities department
- Henrickson/Butler Design Group in the amount of \$3430.00 for the Prosecutor's office
- Idaho Survey Group in the amount of \$4500 for the Solid Waste department

#### APPROVED SALARY RATE REQUEST AND/OR KEY & SECURITY ACCESS REQUEST FORM

The Board approved a salary rate request and/or key & security access request form for Joe Dorn and Jennifer Brock

#### COMMISSIONERS' OFFICE STAFF MEETING

The Board met today at 8:33 a.m. for an office staff meeting. Present were: Commissioners Tom Dale and Steve Rule, Sr. Administrative Specialist Jamie Miller and Deputy Clerk Jenen Ross. The Board reviewed this week's schedule with staff. The meeting concluded at 8:39 a.m. An audio recording is on file in the Commissioners' Office.

#### PUBLIC HEARING – REQUEST BY JOHN RAFF FOR A REZONE OF FROM AN AGRICULTURAL ZONE TO A RURAL RESIDENTIAL ZONE

The Board met today at 1:31 p.m. to conduct a public hearing in the matter of a request by John Raff, Case No. PH2017-16, for a rezone of approximately 7.76 acres from an "A" (Agricultural) zone to an "R-R" (Rural Residential) zone. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Planner Jennifer Almeida, John Raff, and Deputy Clerk Monica Reeves. The subject property, Parcel No. R30606-010 is located at 217 S. McDermott Rd., Nampa, Idaho, in a portion of the SE ¼ of Section 29, T3N, R1W, BM, Canyon County,

Idaho. Jennifer Almeida gave the oral staff report. The applicant is seeking a rezone to allow the property to be divided into three residential lots. The P&Z Commission recommended approval of the Rezone on May 18, 2017, and staff is recommending approval of the request. John Raff stated he wants to divide the property into three sections and father-in-law will maintain a portion and they will split the others equally between Mr. Raff and his brother-in-law. No one appeared in opposition to the request. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to close public testimony. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to approve the rezone. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to approve the ordinance (See Ordinance No. 17-010) and the Findings of Fact, Conclusions of Law, and Order. The hearing concluded at 1:39 p.m. An audio recording is on file in the Commissioners' Office.

#### CONSIDER SIGNING A RESOLUTION TO CHANGE THE TITLE OF ONE POSITION IN THE MAINTENANCE DEPARTMENT

The Board met today at 2:02 p.m. to consider a resolution to adopt changes to the title of one position in the maintenance department, a housekeeper position to a maintenance technician position. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Facilities Director Paul Navarro, HR Generalist Jennifer Allen, and Deputy Clerk Monica Reeves. Director Navarro currently has an opening for a janitorial employee but he wants to switch it to a maintenance employee; the pay scale is slightly different but in this case there won't be any change in pay. In looking at the project list for next year with potential capital projects for courtrooms, painting projects, fencing projects and if we purchase real estate of some kind there could be remodeling done there too and they will be in desperate need in the maintenance division. They also have an opening for a part-time position and the housekeeping supervisor said she'd be willing to take that part-time employee and give us the fulltime employee to use for maintenance. Jennifer Allen said from an HR perspective there aren't any problems with this request, it's just simply changing a title. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to approve the resolution adopting changes to the title of one position in the maintenance department. (See Resolution No. 17-137.) The meeting concluded at 2:04 p.m.

SEVENTH DAY OF THE JULY TERM, A.D., 2017  
CALDWELL, IDAHO JULY 18, 2017

PRESENT: Commissioner Tom Dale, Chairman  
Commissioner Pam White  
Commissioner Steve Rule  
Deputy Clerk Monica Reeves / Jenen Ross

#### APPROVED SALARY RATE REQUEST AND/OR KEY & SECURITY ACCESS REQUEST FORM

The Board approved a salary rate request and/or key & security access request form for Jennifer Brock.

#### APPROVED CLAIMS ORDER NO. 7-25-17

The Board of Commissioners approved payment of County claims in the amount of \$127,977.87 and \$86,353.03 for accounts payable.

#### APPROVED CLAIMS ORDER NO. 7-21-17

The Board of Commissioners approved payment of County claims in the amount of \$1190.00 for accounts payable.

#### MONTHLY MEETING WITH ADMINISTRATIVE DISTRICT JUDGE AND TRIAL COURT ADMINISTRATOR TO DISCUSS GENERAL ISSUES

The Board met today at 8:05 a.m. for a monthly meeting with Administrative District Judge and Trial Court Administrator to discuss general issues. Present were: Commissioners Tom Dale and Steve Rule, Judge Brad Ford, TCA Doug Tyler and Deputy Clerk Jenen Ross. Judge Ford said that he just finished with the administrative conference that was held last week in northern Idaho where FY2019 budget priorities were discussed; the highest priority being the implementation of Odyssey and ICourts. A secondary priority is language access and making it attainable throughout the state. They've met with the Clerk and Paul Navarro to evaluate the cost of renovating benches on the 3<sup>rd</sup> floor courtrooms; at this time the costs seem to be substantially less than originally anticipated. Doug Tyler said he will be meeting soon with the Controller and believes most of the money is available in the maintenance fund and there won't be a need to request additional funds. Judge Ford and Mr. Tyler will work to get a breakdown of the numbers to present to the Board; additionally Mr. Tyler said that the state is still working on their budget numbers and although he is hopeful to receive funds from the state he is not expecting that we actually will. Judge Ford said the magistrate selection is starting now and interviews will be conducted on August 11<sup>th</sup> and he anticipates the selection will be made at that time. He has also entered an order appointing 3 people to come up with a list of names to submit to the committee for the Public Defender vacancy. His understanding is that they will interview on July 26<sup>th</sup> with Mr. Wellman heading up the interviews. The Board can expect names to be submitted shortly after the interviews are complete. Judge Ford has been making himself available for the jail needs group and him and Judge Sullivan will go over to the jail today. The meeting concluded at 8:16 a.m. An audio recording is on file in the Commissioners' Office.

## BIWEEKLY MEETING WITH THE HUMAN RESOURCES DIRECTOR TO DISCUSS GENERAL ISSUES, SET POLICY AND GIVE DIRECTION

The Board met today at 8:48 a.m. for a biweekly meeting with the Human Resources Director to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale and Steve Rule, HR Director Sue Baumgart, Training & Development Specialist Nichole Ahlstrom, Deputy P.A. Zach Wesley (arrived at 8:54 a.m.) and Deputy Clerk Jenen Ross. Ms. Baumgart updated the Board on the following items: She would like to join the Idaho Hispanic Chamber of Commerce in order to have the opportunity to post jobs in their newsletter to reach out to the Hispanic population. Ms. Baumgart presented the application to the Board letting them know we'd be at the bronze membership level which is \$1500 a year. She feels it's a good way to support to the community and it would also help meet the Title VI requirements. Commissioner Dale likes the idea of being able to reach out to the community and meeting the Title VI requirements. Commissioner Rule asked if it's a county-wide organization or state-wide organization. Ms. Ahlstrom explained it's focused on the county but not confined to just the county. Zach Wesley explained that when they met with ITD last year it was suggested it would be a good idea to have job postings out where they reach specific communities and in order to post in Idaho Hispanic Chamber of Commerce newsletter you must be a member. After a review was done last year by ITD the county was found in compliance but a letter was sent suggesting things we could do in addition to what is already being done. Commissioner Dale feels this is a good way to reach out to the Hispanic community, and this is a pretty inexpensive way to do that vs. facing litigation. Commissioner Rule does not feel comfortable spending tax dollars to join this chamber when he feel like this is something the county is already doing since we're not out of compliance and we're open to any culture coming here to work if they can do the job. Mr. Wesley said going thru this process and having this conversation is an important exercise to go thru in realizing this was a potential resource that was investigated and found to have a substantial cost that to it that we don't have in other arenas when looking to post jobs. Commissioner Dale asked if there are other avenues that have been looked at and asked who is part of their membership and the number of members and wonders how many job applicants would actually see the job posting. The original idea was to have the job postings up on a wall at the Hispanic Cultural Center in Nampa but in order to do that you have to join the chamber. Commissioner Dale feels like some kind of arrangement could be worked out to pay per use. Director Baumgart said she would work to find more information to answer the Board's questions. Ms. Ahlstrom gave a review of the wellness plan she has been working on. They are working on a 3-year plan that includes the following:

- Year 1: Analyze, Educate and Communicate
  - Establish baseline statistics
  - Enhance wellness education and benefits communication
  - Engage employees in Wellness Fairs to be held in October
- Year 2: Employee Engagement Opportunities
  - Quarterly challenges
  - Quarterly training opportunities

- Continue Wellness Fair and benefits education
- Year 3: Evaluate, Continue, Re-align
  - Evaluate results, participation and statistics
  - Determine what has worked and what hasn't
  - Re-align programs to achieve goals

The meeting concluded at 9:11 a.m. An audio recording is on file in the Commissioners' Office.

### LEGAL STAFF UPDATE AND CONSIDER AGENDA ITEMS

The Board met today at 9:11 a.m. for a legal staff update and to consider agenda items. Present were: Commissioners Tom Dale and Steve Rule, Chief Deputy Appraiser Joe Cox, Beth Ineck with the City of Nampa, Deputy P.A. Brad Goodsell, Deputy P.A. Zach Wesley, HR Director Sue Baumgart, Fair Director Diana Sinner, Facilities Director Paul Navarro and Deputy Clerk Jenen Ross. The agenda items were considered as follows:

#### ***Consider signing legal notice and ordinance establishing county criteria for granting property tax exemptions pursuant to Idaho Code § 63-602NN:***

Brad Goodsell said there are two documents for consideration; one is the adoption of an ordinance establishing criteria for granting property tax exemptions under Idaho code 63-602NN and the second is a legal notice of that to be published in the Idaho Press-Tribune. The ordinance would become effective on the date of publication. There have been several meetings with the Board regarding this issue and were forwarded a draft copy of the most recent version which is the version being considered today; all the issues and questions have been worked out between planners, the Assessor's office and legal. Upon the motion by Commissioner Rule and second by Commissioner Dale the Board voted unanimously to sign the ordinance establishing county criteria for granting property tax exemptions pursuant to Idaho Code 63-602NN and the legal notice pertaining to that ordinance (see ordinance no. 17-009).

#### ***Consider signing a resolution to issue a refund for a building permit to Foothills Construction:***

Upon the motion by Commissioner Rule and second by Commissioner Dale the Board voted unanimously to sign the resolution issuing a refund for a building permit to Foothills Construction (see resolution no. 17-138).

### EXECUTIVE SESSION – PERSONNEL MATTER, ACQUISITION OF AN INTEREST IN REAL PROPERTY AND RECORDS THAT ARE EXEMPT FROM PUBLIC DISCLOSURE

*Note for the record: As properly noticed the Board met today at 9:11 a.m. for a legal staff update. A request was made to go into Executive Session to discuss a personnel matter, acquisition of an interest in real property and records that are exempt from public disclosure. The Executive Session was held as follows:*

Commissioner Rule made a motion to go into Executive Session at 9:27 a.m. pursuant to Idaho Code, Section 74-206(1) (b), (c) and (d). The motion was seconded by Commissioner

Dale. A roll call vote was taken on the motion with Commissioners Dale and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. Zach Wesley, Deputy P.A. Brad Goodsell, HR Director Sue Baumgart, Fair Director Diana Sinner, Facilities Director Paul Navarro and Deputy Clerk Jenen Ross. Mr. Wesley, Ms. Baumgart and Ms. Sinner left at 9:32 a.m. The Executive Session concluded at 9:36 a.m. with no decision being called for in open session. An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

#### FILE IN MINUTES

The Board filed the Treasurer's Tax Charge Adjustment by PIN for June 2017 in today's minutes.

#### MONTHLY MEETING WITH DIRECTORS OF JUVENILE PROBATION AND MISDEMEANOR PROBATION TO DISCUSS GENERAL ISSUES, SET POLICY AND GIVE DIRECTION

The Board met today at 10:22 a.m. for a monthly meeting with Directors of Juvenile probation and Misdemeanor Probation to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale and Steve Rule, Director of Misdemeanor Probation Jeff Breach, Chief Juvenile Probation Officer Elda Catalano and Deputy Clerk Jenen Ross.

*Ms. Catalano updated the Board on the following items:* She recently had 2 employees at the Juvenile POST Academy, they reported on Sunday and will be there until August 4<sup>th</sup>. The annual Juvenile Justice Association Conference is going to be held September 10-12 in Moscow, ID; they have received 8 scholarships to attend this conference so 7 employees will be attending. The scholarships pay for the registration as well as accommodations, the only cost to the county will be the per diem. She has been working with HR to finalize the new employee evaluation template, it has been a lot of work but it's coming together and they'll be utilizing it in August/September to complete annual evaluations. The Truancy Prevention event is coming up on August 5<sup>th</sup>. They have received a lot of support and more financial support than they originally anticipated; along with the kick-ball tournament there will be community service providers in attendance and free hot dogs, hamburgers and drinks will be offered. With the additional funding they received they are thinking of purchasing some school supplies or doing a raffle for the families that attend.

*Mr. Breach updated the Board on the following items:* They will be having their PO Appreciation BBQ next Wednesday the 26<sup>th</sup>, the Board is invited to attend. In August the Community Service Officer will be going on FMLA leave so arrangements are being made to cover her duties. There is some LSI training coming up in which they've partnered with Ada County. It is a statewide effort to put all PO's thru the new 3-day LSI training. Since neither county can afford to close their offices for 3 days straight they're working together to break up the training between each county and include both Valley and Elmore counties. There is a jury trial coming up next week where a couple of PO's will be testifying. For the time being they have suspended the use of discretionary time, except in extreme cases, due to jail overcrowding. There was recently a complaint from the City of Homedale regarding a



community service incident; the offender was there to do community service but he was sent to a for-profit organization and the hours couldn't be accepted. Commissioner Dale asked Ms. Catalano about some paperwork she dropped off regarding the Conference on Victims of Crime. She explained that a group of non-profits are wanting to organize an MDT (Multi-Disciplinary Team) to address issues of human trafficking. There have been a lot of issues in this area and the FBI along with other agencies are putting on a 4 day training and she has been asked to participate. As a team they would like to apply for a scholarship to attend a conference in New Orleans to develop some protocols. Ms. Catalano presented the scholarship application for the Board's consideration. Commissioner Dale said he thought this conference sounded good and signed the scholarship application (a copy of the application is on file with this day's minute entry). The meeting concluded at 10:36 a.m. An audio recording is on file in the Commissioners' Office.

#### MONTHLY MEETING WITH THE INTERIM PUBLIC DEFENDER TO DISCUSS GENERAL ISSUES, SET POLICY AND GIVE DIRECTION

The Board met today at 2:23 p.m. for a monthly meeting with the Interim Public Defender to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale and Steve Rule, Interim Public Defender Krista Howard, Office Administrator Deepak Budwani and Deputy Clerk Jenen Ross. Ms. Howard updated the Board on the following items: There is a case coming up where the PD's office has been appointed to sit second-chair to the client's private counsel. It is Ms. Howard's opinion that you cannot have both private counsel and appointed counsel so she is in the process of sorting that out with Judge Ryan. A review of budget numbers to this point with a detailed breakdown of conflict counsel, transcripts and evaluations, minutes spent on cases, caseloads, types of cases, open cases and cases in specialty courts.

#### EXECUTIVE SESSION – PERSONNEL MATTER

*Note for the record: As properly noticed the Board met today at 2:23 p.m. for a monthly meeting with the Interim Public Defender. A request was made to go into Executive Session to discuss a personnel matter. The Executive Session was held as follows:*

Commissioner Rule made a motion to go into Executive Session at 2:51 p.m. pursuant to Idaho Code, Section 74-206(1) (b). The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners Dale and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale and Steve Rule, Interim Public Defender Krista Howard, Office Administrator Deepak Budwani and Deputy Clerk Jenen Ross. The Executive Session concluded at 3:01 p.m. with no decision being called for in open session.

An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

#### MONTHLY MEETING WITH THE SOLID WASTE DIRECTOR TO DISCUSS GENERAL ISSUES, SET POLICY AND GIVE DIRECTION

The Board met today at 3:12 p.m. for a monthly meeting with the Solid Waste Director to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale and Steve Rule, Solid Waste Director David Loper and Deputy Clerk Jenen Ross. Director Loper updated the Board on the following items: Waste amounts were up 13.18% for May and 18.48% for June and Saturdays are averaging 700 cars. He has received a few complaints about lines on Saturdays and he's working to address those issues. The bio-solids pilot program has started and they've received two loads from the City of Nampa. He is keeping track of each load to see how it handles, smells, operator issues, etc. and at the beginning of each week the City of Nampa's waste water treatment center will send him a spreadsheet with the percent solids of each load so he can get a feel for the wetness and compare it to the data he collects. So far it's going well and they have not encountered any issues. They recently completed the process of abandoning monitoring well PB-3. All the appropriate permits were obtained from IDWR and Adamson Well Drilling preformed the work. The household hazardous waste event went well; Director Loper estimates they served about the same amount of people as last year with the average wait time being between 15-45 minutes. Next year he will require the contractor putting on the event be ready to take customers 30 minutes before the event is set to start. He has received the final executed consent order for Title V permit; he now has 120 days to get the application in. He has the draft application and anticipates having it reviewed by the end of the week and plans to have it into DEQ by mid-August. Mr. Loper is in the process of updating the operations plan, it will need to be submitted to the health district next year. Once the operation plan is complete they will have to go out for public comment so he will work with Brad Goodsell at that point. Director Loper would like to hire a temporary heavy machinery operator as he's had a worker out on medical leave for the past several months. This time of the year it's extremely busy and they really do need that additional person. He has worked with Sue Baumgart and Mike Porter regarding this and they've advised him to look at the temporary agencies to see if they have those types of resources. The Board agrees it seems like a good idea to see about finding some temporary help. As they are working towards the landfill expansion proposal an item has come up on the site certification boundary. Normally the property line is the site certification but with Pickles Butte the site certification is within the property line, this is the boundary in which garbage can be placed, but on the ground it is hard to determine where exactly that line is and he'd like to have Idaho Survey Group plot out the site certification. The meeting concluded at 3:40 p.m. An audio recording is on file in the Commissioners' Office.

EIGHTH DAY OF THE JULY TERM, A.D., 2017  
CALDWELL, IDAHO JULY 19, 2017

PRESENT: Commissioner Tom Dale, Chairman  
Commissioner Pam White  
Commissioner Steve Rule  
Deputy Clerk Monica Reeves / Jenen Ross

#### APPROVED CLAIMS ORDER NO. 7-21-17

The Board of Commissioners approved payment of County claims in the amount of \$5600.00 for accounts payable.

#### APPROVED CLAIMS ORDER NO. 1721

The Board of Commissioners approved payment of County claims in the amount of \$1,473,257.07 for a County payroll.

#### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Corwin Ford in the amount of \$29,154.00 for Development Services

#### APPROVED SALARY RATE REQUEST AND/OR KEY & SECURITY ACCESS REQUEST FORM

The Board approved a salary rate request and/or key & security access request form for Michael Dill.

#### APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Gino's Italian Ristorante & Bar LLD to be used 9/23/17 for a wedding.

#### CONSIDER INDIGENT DECISIONS

The Board met today at 8:51 a.m. to consider indigent decisions. Present were: Commissioners Tom Dale and Pam White, Indigent Services Director Yvonne Baker, Customer Service Specialist Robin Sneegas, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to issue initial denials with a written decision to be issued in 30 days for the following cases: Case Nos. 2017-1212, 2017-1372, 2017-1132, 2017-1300, 2017-1200, 2017-1296, 2017-1199, 2017-1295, 2017-1187, 2017-1215 and 2017-1188. The proceeding concluded at 8:53 a.m. An audio recording is on file in the Commissioners' Office.

EXECUTIVE SESSION – REGARDING ACQUISITION OF AN INTEREST IN REAL PROPERTY, AND RECORDS EXEMPT FROM PUBLIC DISCLOSURE AND ATTORNEY-CLIENT COMMUNICATION

*Note for the record: As properly noticed the Board met today at 9:03 a.m. for a legal staff update. A request was made to go into Executive Session for discussion regarding acquisition of an interest in real property, and records exempt from public disclosure and attorney-client communication. The Executive Session was held as follows:*

Commissioner White made a motion to go into Executive Session at 9:03 a.m. pursuant to Idaho Code, Section 74-206(1) (c) and (d). The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Brad Goodsell, Facilities Director Paul Navarro, Rick Bugatsch, Skip Young, and Deputy Clerk Monica Reeves. The Executive Session concluded at 10:00 a.m. with no decision being called for in open session.

MEETING WITH CANYON COUNTY EMPLOYEE HEALTH CARE TRUSTEES TO DISCUSS FY2018 RECOMMENDATIONS

The Board met today at 10:35 a.m. with the Canyon County Employee Health Care Trustees to discuss FY2018 recommendations. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Zach Wesley, HR Director Sue Baumgart, Indigent Services Director Yvonne Baker, Chief Deputy Assessor Joe Cox, Fleet Director Mark Tolman, Controller Zach Wagoner, Chief Deputy Clerk Drew Maffei, and Deputy Clerk Monica Reeves. Joe Cox thanked the Board for helping to fund the trust fund on a per employee per month basis, going from \$623 to \$1,053. The current funding level should make the fund solvent through 2018. To help balance for 2018-2019 the trustees are researching whether to freeze the HRA funding in exchange for lowering the \$2,000 deductible. Currently the County funds \$400 for a single employee with a cap of \$2,000; the cost for an employee with one child is \$600 a year with a cap of \$4,000; and the cost for a family is \$800 a year with a cap of \$4,000. They are also considering having employees pay \$25 toward their own insurance. As the health trust moves through 2018 they will make recommendations on what needs to be done to keep everything solvent and if we're lucky to have minimal impact on our large claims then there will be more flexibility on what can be done, but if we have large claims we'll have to do something more drastic. The trust began the year at \$776,000 and now the balance is at \$2.2 million due to the increased funding provided by the County. They anticipate ending the fiscal year between \$500,000 and \$1 million which is significantly better than in FY2016 when the deficit was \$2 million. Another consideration the trustees are considering is splitting the deductible and having a different deductible for prescription drugs. Zach Wagoner is doing research to see if that's an option. Commissioner Dale asked if the Gem Plan is doing a good job for us. Yvonne Baker said the trustees are exploring that and will evaluate different parts of our plan and give Gem Plan an opportunity to show what they can do for us in terms of how they can save us money, or if there are exclusions that shouldn't be excluded, etc. Controller Wagoner said we pay Gem Plan \$120,000 a year and they

negotiated our rates with Blue Cross and were able to negotiate no increase in our administrative fee. There was a 5% increase on our stop loss premium but Blue Cross had initially asked for an 11%-12% increase. He said the Gem Plan and Mutual Insurance should be our consultant, they provide us with information and reports and they should provide us with guidance as to what's going on in the healthcare world, what benefits are offered and what is really driving our costs. They should be our partner in helping us plan. They are a good partner, but we could take steps to improve and utilize their services more. Commissioner Dale said the Gem Plan needs to show us the value they are adding for \$120,000 a year and we need to let them know we want to see the value. Mr. Cox said the trustees need an expert to provide guidance. The meeting concluded at 10:55 a.m. An audio recording is on file in the Commissioners' Office.

#### MEETING WITH GENE SCHAFFER AND TED CALDWELL TO DISCUSS LOCAL IMPROVEMENT DISTRICT

The Board met today at 11:02 a.m. with Gene Schaffer and Ted Caldwell to discuss a local improvement district. Present were: Commissioners Pam White and Steve Rule, Deputy P.A. Brad Goodsell, DSD Director Tricia Nilsson, Gene Schaffer, Ted Caldwell, Jim Escobar, and Deputy Clerk Monica Reeves. Gene Schaffer said Ted Caldwell has been working with the City of Caldwell on having a frontage road that would make its way from the end of the existing Chicago Street which terminates next to the north side of the freeway. The idea was it would work its way through the Vezzoso property that presently is landlocked and work with the Farmer's Co-Op in putting in bridge abutments in two locations that would match the plan for a road system. They don't necessarily want to build out any more than they have to but if they need to put in those bridge decks then they'd want it to be a part of the LID and it would include the extension of utilities, water, and sewer and the connection to Chicago street on the south and go through the property possibly across the next bridge and out into what might be a cul-de-sac point at that location. There are a lot of technical issues that need to be worked out, including the future extension of water and sewer connectivity from the Canyon Springs RV Park. At this point in time they are only trying to get the 20 acres developed with the road system and it will require a service agreement from the city that will extend the utilities to the 20 acres. At this point they cannot get annexation accomplished and they can't follow the freeway, and there aren't properties around them that would give direct annexation ability which is why they're meeting with the County. Jim Escobar said they have been working with the city and they are in support of the project which is a multifamily development with different product styles with a mixture of club house and other amenities. There is potential for a hotel, a restaurant, and pad sites with the idea of having the flexibility and the design with having a boulevard style coming down the middle which delineates different phased opportunities. Ted Caldwell, who is from Davis, California, said the apartment complex will be upper end with townhouse units, each unit will have a 2-car garage; the project will fulfill a need that's sorely in need of in the County. As to the other potential uses they need to see how this first development phase works out with demand and success. They want to know if the County is willing to do an LID that will bring water, sewer and roads. Brad Goodsell said an LID is a local improvement district and there are a couple ways to form one and essentially the improvements that are part of the

district are financed through tax base on whatever parcels are included in the district. The County itself has never done an LID although it does have the authority to do one. Mr. Caldwell owns all of the property and is adjacent to it. Commissioner Rule asked why Mr. Caldwell wants an LID rather than build it without being taxed for it. Mr. Caldwell said with an LID the County will issue bonds and he will be responsible for making bond payments on a long term bond at a fairly low interest rate and it's a convenient form of financing that helps make this possible. Many banks don't want to do it and may consider it a little too risky and they will charge a higher interest rate. He said the County has a lot to gain because the project will develop a valuable piece of property and will provide housing and services. Commissioner Rule said it's a good idea and he likes everything about it but one thing. Mr. Schaffer said the property has sat there since 1965 because nobody has been able to obtain annexation rights nor connectivity to any public way and Mr. Caldwell is stepping up to make the connection happen but he can't do it by himself. He needs help from the County because the City of Caldwell cannot do it because it's not in the city limits. Funding is estimated to be between \$1.5 million and \$2 million depending on the final bids. Total buildout is expected to be closer to \$20 million. Mr. Caldwell said an LID would make it happen sooner and they could start construction within 12 months. He has made a big commitment to this part of Idaho and has a good reputation for making good on his obligations, for example, he is part of the Canyon Springs RV Resort and the adjacent property known as the former George Pierce property. Commissioners Rule and White want some time to obtain more information before they make a decision. Director Nilsson said DSD met with this team a year ago and they left to seek annexation. This area of Caldwell's impact area is planned for urban development so the thing that is the Achilles heel is the transportation network. She said there isn't a property that has more complicated transportation issues, and in talking with our partners in Caldwell there are other tools to consider because beyond this property there is a whole area around the interchange including the jail property down the road. Chicago Street cannot be the sole entrance, that's a floodway. The connection to Highway 20-26 is really critically important, or a secondary access that might be possible but we have to figure that out before anything can happen. She said the Notus-Parma Highway District could do an LID if we're just talking roads but we maybe need to convene that group again. The Board agreed that more discussion is necessary and the discussion should be continued at another time. The meeting concluded at 11:29 a.m. An audio recording is on file with this day's minute entry.

#### FY2018 BUDGET PREPARATION

The Board met today at 1:32 p.m. for FY2018 budget preparation. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Clerk Chris Yamamoto, Controller Zach Wagoner, Chief Civil Deputy P.A. Sam Laugheed, Fleet Director Mark Tolman, Fleet and Fuel Analyst Dawn Pence, Treasurer Tracie Lloyd, Deputy Treasurer Jennifer Mercado, Chief Deputy Sheriff Marv Dashiell, Sheriff's Financial Manager David Ivers, Captain Daren Ward, Facilities Director Paul Navarro, Director of Misdemeanor Probation Jeff Breach, Administrative District Judge Brad Ford, Trial Court Administrator Doug Tyler, Chief Public Defender Krista Howard, PD Office Manager Deepak Budwani, HR Director Sue Baumgart, Chief Deputy Assessor Joe Cox, IT Director Greg Rast, Chief Deputy Clerk Drew Maffei, Torrie

Cope from the Idaho Press-Tribune, Caldwell Finance Director ElJay Waite, and Deputy Clerk Monica Reeves.

The suggested budget will include \$50,000 in the indigent budget for Advocates Against Family Violence (AAFV) and \$75,000 for the Canyon County Community Clinic. The Nampa Family Justice Center requested funding and the possibility of splitting funding between the justice center and AAFV was discussed but Commissioner White said both groups are doing good work and she doesn't want to put them at odds by taking money from one to give to another. Commissioner Rule does not support taking away funding from AAFV and he believes the City of Nampa should fund the family justice center. Commissioner Dale would like to help them but ultimately the Board decided to wait on the funding request.

The suggested budget includes a freeze on new positions - part-time and fulltime - for FY2018 in an effort not to grow government and adequately invest in current personnel. Commissioner Rule doesn't support that concept because we don't know what is going to happen during the year. Commissioner Dale said if something came up in six months and there was a revenue source and a need for another position certainly we could add it; we are not saying it's a moratorium. Controller Wagoner said currently there are 45 vacant positions throughout the County and they aren't saying they cannot be filled they are just saying we are not going to add positions on top of the 813 that are already in the budget. Clerk Yamamoto said there were 21 requests for new positions, in addition to part-time and temporary help, and they believe the best and fairest solution was to freeze the new positions in order to keep property taxes as low as we can. Commissioner Dale said it doesn't mean we're making an official policy and if a great need arises during the fiscal year we can move to meet that need depending on the circumstances. Clerk Yamamoto said if there's an emergency situation there are things that can be done.

Funding in the amount of \$10.2 million has been budgeted for employee health care, and \$2.7 has been budgeted for the continued implementation of the employee compensation study. \$2.5 million has been budgeted for mental commitments; \$1.5 million for medical provider payments; \$773,000 for a landfill scraper; \$750,000 for public safety vehicles, and \$705,000 for jail and juvenile detention food. The County contributes \$945,000 to Southwest District Health; the amount is based on a formula that's tied to population and taxable values.

In response to Commissioner Dale's inquiry if other areas of the budget could be trimmed, Controller Wagoner said the public defender requested funds for additional computers and software licenses in association with asking for new positions, so that's roughly \$70,000 we can remove from the "B" Budget that they would have needed if they had 11 new positions. At the moment there are 45 vacant positions throughout the County because of a hiring lag so there are budgetary savings and in the past we have always budgeted as if every position were full all the time, but the idea he is experimenting with is a 1% holdback as far as the "A" Budget is concerned. In an effort to make our budgeting more realistic with actuals and improve how the budget relates to actuals this would be an option. All the positions that are vacant remain available to be filled as they can be filled. Clerk Yamamoto said the suggested budget was \$1.4 million less than the 2017 budget, but with this proposal it would bring it up to \$2 million less. Commissioner Dale likes that idea because it lowers the budget and has no operational impact on anybody's ability to do their job. Commissioner Rule said he has a lot of problems with the entire budget.

Commissioner Dale asked Public Defender Krista Howard to share some of her funding ideas. Ms. Howard said last year the office received \$391,000 in Public Defense Commission (PDC)

funds which funded five positions, and this year they will receive \$431,000, and in 2019 they should receive \$479,943 based on the 15% set forth in the statute. Moving forward in this next fiscal year it looks like they could possibly fund another position and although there will be a cost to the County the position would be covered with the next grant. Commissioner White said she is not comfortable funding positions with grant money because it's so unpredictable; there needs to be discussion about long range planning. Commissioner Rule said he cannot approve the public defender budget. He said the former Public Defender, Tera Harden, made commitments to the Board that she would settle on \$3.4 million and in 2017 we are well over that at \$4.63 million and today the request is \$5.78 million. Controller Wagoner said the new bottom line total is \$4,723,040. Commissioner White encouraged Ms. Howard to bring up other areas or changes she would like to see, because as Commissioner Rule alluded, the PD budget was prepared by Ms. Harden.

The Board took a brief break at 2:15 p.m., and went back on the record a few minutes later. Commissioner Rule invited ElJay Waite to make comments on the suggested budget. Mr. Waite said the County has experienced a tremendous comeback in recent years with appraisals coming in higher and new construction and annexation so there has been double digit increase in property values outside of new construction and annexation all over the County. If the levy rate goes up then property taxes will go up by that percentage too so if there's any way there can be property tax relief at this time or deferred to a future period that would be good. There is a \$7 million property tax increase which is the largest we have seen since 2013. He said the Controller is correct in that if you have positions that are not filled and they accumulate over time there wouldn't be anything wrong with finding what the actuals were for 2017 and moving that from a request for property tax or using other taxes and moving it to fund balance like they have in the past that says if we spend it we'll spend it out of fund balance then we approve it the next budget year and then budget for it with property tax or other taxes if we have to. He said the Controller reported there is \$600,000 in 1% that would be available to come out of fund balance, but his thought is you wouldn't reduce that, you'd leave it in the budget and move it to fund balance. You would move the full 5% if there's 95% year-to-date then  $5\% \times \$600,000$  is \$3 million that could be put in those funds as fund balance payment if those positions were filled during the year but history says they probably won't be filled during the year because it's ongoing year to year. That would be one way to reduce the property tax request of \$7 million by \$3 million, almost half of that would be deferred to a future year if you had those positions being funded. Mr. Waite thinks if you've done a salary review and you're paying those positions higher you'd expect those to be funded sooner and longer and not have this kind of a lag when it happens so that would help you see that has taken place when the monies have to be moved from fund balance because they were filled during the year and the 95% is now 99% filled during the year. That would be something to consider.

He said the Board needs to know what the long term impact of an increase in property tax of \$7 million is. As you look at what funds are available to you: you have the 3% cap, the new construction and annexation numbers and they are about \$2.4 million with those two and then you have judgement levies that need to be taken where the state has authorized reduction in taxes for certain taxpayers maybe corporations that you have already levied taxes on that you're not going to get so you have a judgment levy that you can take and that's a wise thing to do. He had hard time figuring out why things changed so much and as he looked at the property tax budget he noticed there was a huge increase in property tax



request for the indigent budget, which includes public defense. Maybe not all of that should be public defender increases because that number is substantially large for the property tax request for the public defender. It's \$9.45 million for property tax and \$916,000 from other anticipated revenues. He asked if there is a way to look at how this revenue is distributed so it doesn't look like it's all coming from the public defender being added. Commissioner White said there has been a significant increase in involuntary mental holds and during the month of May we had 87, and we have more than Ada County has. Mr. Waite said that's easy to find in the budget but the part he couldn't find was where the public defender transferred from the justice fund to the indigent fund and so his question is how was that funded before. It looks like it's all being funded now from a new property tax request. Controller Wagoner said out of our \$7 million increased property tax request, \$5 million is to pay for indigent medical care and assistance and indigent public defense. Those combined together is roughly \$5 million more in additional property tax and we don't feel it's appropriate to use fund balance or onetime money for an ongoing permanent expense.

Mr. Waite said the fund balance usage this year is \$7.7 million and it was almost \$12 million the year before. The projected fund balance for this year is \$46 million and last year it was projected to be \$37 million. We are not using that fund balance and the Clerk is right in trying to do that because he's holding down property tax request because money is not being spent and there's no reason to collect it if you don't need to spend it. That number changed by \$4 million this year so that \$4 million and the \$3 million in potential unfunded positions that would be in the fund balance anyway could eliminate most of the property tax request that we are looking at.

Commissioner Rule is concerned that there isn't a line item for the purchase of real estate. Commissioner Dale said when that issue was raised earlier it was explained that we have \$6 million in a capital expenditure line item that could be accessible if there was a real estate purchase. Controller Wagoner said there is \$6 million on the balance sheet and if necessary we could open the budget and adjust it during a fiscal year. Commissioner Rule said we are looking at a possible expenditure so why not move that into a line item. Commissioner White said we know we have it and she likes transparency so long as it's not something we just sit and wish for if our plans don't work out. Controller Wagoner said he's thinking about what we're trying to do with the "A" Budget where we are reducing the 1% to try and make the budget more accurate and reflective of what's actually going to be spent. That \$6 million is available but he doesn't know if we should include it in our formal budget if we don't know whether we are going to spend it. Commissioner Dale said there's been no decision to purchase any property and if that happens that's the time to fund the line item. Clerk Yamamoto said they thought the Board's direction was to keep the budget as low as possible, and he said if we move \$3 million of the \$6 million that's been sidelined into that line item we've just raised the budget by \$3 million. It's not like that money came from the taxpayers, but it does change the budget by \$3 million so they didn't put it in the actual budget because that's what they thought the Board wanted. Commissioner Dale said that reflects what he wants to see happen. Controller Wagoner said the money's available but there's nothing in the current budget. Commissioner Rule wants to put \$2 million in the line item for transparency. Commissioner White said if \$2 million is moved it will decrease the fund balance by \$2 million, it's a lateral move because it is still \$6 million.

Commissioner Rule asked for clarification from Paul Navarro on capital improvements funding in the amount of \$475,000. Director Navarro said it's for the painting of the

courthouse exterior and adding a natural gas generator and transfer switch at DMV that IT Director Greg Rast asked them to install as part of the east complex backup server. Commissioner Rule wants to reduce the District Court miscellaneous professional services to \$37,500, and he questioned the \$925,000 that has been budgeted for capital construction. Doug Tyler said they are attempting to pull almost all of that construction cost out of court facilities fund. Commissioner Rule said he will not support the fleet department budget as proposed due to amount of vehicles requested nor does he support the Sheriff's budget increases, which are significant when compared to previous years for protective gear, computer equipment, vehicles and extended shifts. Chief Dashiell said they are working with IT to evaluate their needs for computer replacements because the majority of existing systems are 5-10 years old. Their current armored vehicle is a 1983 model and has issues with the exhaust system with carbon monoxide being detected and other mechanical issues that has required them to push the vehicle away from scenes. Commissioners Dale and White spoke about the necessity of having such a vehicle on hand for officer and public safety. Commissioner Rule said it looks like the general consensus is moving forward with the purchase of a Bearcat for \$275,000. The Sheriff has budgeted \$750,000 this year for vehicles so he suggests funding \$275,000 with last year's budgeted amount taking the total to \$575,000, and then next year when they need more vehicles the \$275,000 will be in the budget. Chief Dashiell said last year they had approximately \$65,000 remaining in their vehicle line item but in July when they asked to purchase three unmarked vehicles they were denied and so had they been able to purchase them this year's request would have been for three fewer unmarked vehicles. Mark Tolman spoke about the high miles on the vehicles and the rotation schedule he wants to adhere to. Commissioner Rule said he cannot support the elected officials' salary increases. Commissioner White said the positions are fulltime jobs with a huge time commitment and they come with tremendous responsibility and liability. The proposed amount totals \$106,000 for all nine elected offices which is .0011% of our \$90 million budget. Commissioner Rule said the salary increase for elected officials doesn't stop there because the chief deputies make 90% of what the elected officials do and it will have a ripple effect. Clerk Yamamoto said the chief deputies have already been taken care of in the compensation study so that's not a play in this instance. Since taking office he has not taken one nickel more than what he signed up for - no raises, no salary bumps, no cost of living adjustments - because it was important for him to get the employees to an acceptable salary range before he took anything and he asked the other elected officials to do the same thing a few years ago, which they did and he appreciates that. Commissioner Dale said the compensation plan is an important plan because it outlines what our employees can expect if they do their jobs well and likewise there was a compensation committee that looked at the elected officials' salaries and came up with a plan, but unfortunately the realm of elected officials' salaries always becomes a political hot potato. The vast majority of those who seek an elected office understand they are not going to get rich; yes, there are good salaries to be made if they get to higher levels and are qualified but it's still not getting rich compared to what the private sector can offer. It's his understanding of the committee's study that the elected officials are not up to Ada County's levels nor are they proposing to over pay the elected officials, in fact, some are pretty dramatically underpaid based on both private and public sector comparison with like populated areas in the state. He said this is a plan and it's an attempt to take this area of discussion out of the

realm of simply being a political decision based on the whim of the people who are in the office at the time the plan is made. Commissioner Dale said he appreciates ElJay Waite's insight, but the suggestion to defer a property tax to future budgets can get you into trouble. This county has deferred several property tax adjustments to future budgets to future Boards but at some point that bill comes due and he believes it's more conservative to pay the bills as they come due and plan for the future. He is in favor of taking the approach that Zach Wagoner suggested on moving the budget down so we are coming in with a request that is \$2 million less than last year. There will be further potential adjustments. The Board will meet again on Friday afternoon. The meeting concluded at 3:19 p.m. An audio recording is on file in the Commissioners' Office.

NINTH DAY OF THE JULY TERM, A.D., 2017  
CALDWELL, IDAHO JULY 20, 2017

PRESENT: Commissioner Tom Dale, Chairman  
Commissioner Pam White  
Commissioner Steve Rule – out of the office  
Deputy Clerk Monica Reeves / Jenen Ross

APPROVED CLAIMS ORDER NO. 7-25-17

The Board of Commissioners approved payment of County claims in the amount of \$35,508.03, \$166,288.46, \$21,747.19 and \$168,473.16 for accounts payable.

No meetings were held.

TENTH DAY OF THE JULY TERM, A.D., 2017  
CALDWELL, IDAHO JULY 21, 2017

PRESENT: Commissioner Tom Dale, Chairman  
Commissioner Pam White  
Commissioner Steve Rule – out of the office  
Deputy Clerk Monica Reeves / Jenen Ross

APPROVED CLAIMS ORDER NO. 7-25-17

The Board of Commissioners approved payment of County claims in the amount of \$6156.67 and \$46,975.00 for accounts payable.

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Wall 2 Wall Flooring in the amount of \$3308.39 for the Facilities department

- ConvergeOne in the amount of \$1378.72 for the Information Technology department

#### SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for:

- RSF Sunnyslope, LLC dba Sunnyslope Market (see resolution no. 17-140)

#### APPROVED SALARY RATE REQUEST AND/OR KEY & SECURITY ACCESS REQUEST FORM

The Board approved a salary rate request and/or key & security access request form for Juli McCoy.

#### OPEN PROPOSALS FOR THE CANYON COUNTY MICROWAVE CONNECTIVITY PROJECT

The Board met today at 9:07 a.m. to open proposals for the Canyon County Microwave Connectivity Project. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. Allen Shoff, IT Director Greg Rast, representatives from Idaho Tower Construction Company and White Cloud Technologies, and Deputy Clerk Monica Reeves. The following companies submitted proposals:

Idaho Tower Construction Company  
400 South Main Street, Unit 201  
Hailey, ID 83333  
Received July 21, 2017 at 8:28 a.m.

White Cloud Technologies  
663 Main Avenue E.  
Twin Falls, ID 83301  
Received July 21, 2017 at 8:23 a.m.

The deadline for proposals to be received was today at 8:59 a.m. The proposals will be reviewed and a recommendation will be made to the Board. The meeting concluded at 9:10 a.m. An audio recording is on file in the Commissioners' Office.

#### CONSIDER SIGNING JULY 21, 2017 AGENDA ITEMS

The Board met today at 9:11 a.m. to consider signing the July 21, 2017 agenda items. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. Zach Wesley, Deputy P.A. Mike Porter, Deputy P.A. Allen Shoff, Fair Director Diana Sinner, Executive Administrator Taryn Peterson, and Deputy Clerk Monica Reeves. The items were considered as follows:

***Consider signing Contract with Lady Hawks Lacrosse as Volunteer Ticket Takers for the Canyon County Fair:*** Upon the motion of Commissioner White and the second by Commissioner Dale the Board voted unanimously to sign the contract. (See Agreement No. 17-071.)

***Consider signing independent contractor agreement for court interpreter Annie Chamberlain:*** Upon the motion of Commissioner White and the second by Commissioner Dale the Board voted unanimously to sign the agreement with Annie Chamberlain. (See Agreement No. 17-070.)

***Consider Signing Resolution Approving Award and Duty Weapon for Retiring Deputy Don Davenport:*** Sheriff Donahue is requesting to award the firearm and badge to retiring Deputy Don Davenport who will have completed 27 years and is scheduled for retirement on August 18. Upon the motion of Commissioner White and the second by Commissioner Dale the Board voted unanimously to sign the resolution approving award and duty weapon for retiring Deputy Don Davenport. (See Resolution No. 17-139.)

***Legal Staff Update:***

**EXECUTIVE SESSION – PERSONNEL MATTER**

*Note for the record: As properly noticed the Board met today at 9:16 a.m. for a legal staff update. A request was made to go into Executive Session to discuss a personnel matter. The Executive Session was held as follows:*

Commissioner White made a motion to go into Executive Session at 9:16 a.m. pursuant to Idaho Code, Section 74-206(1) (b). The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. Zach Wesley, Deputy P.A. Mike Porter, Deputy P.A. Allen Shoff and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:51 a.m. with no decision being called for in open session.

An audio recording of the open portion of the meetings is on file in the Commissioners' Office.

**DETENTION CENTER INSPECTION CONDUCTED**

The Board conducted a quarterly inspection of the detention center. The Board evidenced proper care and security and the inmates' welfare throughout the facility. General grievances were filed and have been processed in accordance with standard procedures.

**REVIEW OF FY2018 BUDGET**

The Board met today at 11:01 a.m. for a review of the FY2018 budget. Present were: Commissioners Tom Dale and Pam White, Clerk Chris Yamamoto, Controller Zach Wagoner, Deputy P.A. Zach Wesley, Deputy P.A. Mike Porter, Assessor Brian Stender, Treasurer Tracie Lloyd, Chief Deputy Sheriff Marv Dashiell, Sheriff's Financial Manager David Ivers, HR Director Sue Baumgart, Fleet Director Mark Tolman, Fleet and Fuel Analyst Dawn Pence, Public Defender Krista Howard, PD Office Manager Deepak Budwani, Chief Deputy Clerk

Drew Maffei, Chief Deputy Assessor Joe Cox, IT Director Greg Rast, IT Business Manager Caitlin Pendell, Torrie Cope from the Idaho Press Tribune, and Deputy Clerk Monica Reeves.

Zach Wagoner said the FY2018 budget is \$2,028,536 less than the FY2017 budget. In the past we have assigned \$6 million of fund balance for capital construction projects and that assignment represents intentions, there is nothing legally constraining or binding that it could be reallocated or reassigned to fund the 2018 budget and provide property tax relief. It is basically the dollars we have above and beyond the 33% of fund balance. Commissioner White asked the Clerk if he supports moving part of that amount for property tax relief. Clerk Yamamoto said that was one of their initial wishes and they are pleased to present that option. Commissioner Dale wants to move \$3 million from that fund to this year's revenue side of the budget for property tax relief, and he said a vote will be taken when Commissioner Rule returns to the office.

Controller Wagoner reviewed historical levy rate information. Based on a \$3 million decrease from the \$50 million that was originally put forth the County levy rate for FY2018 would be 2% lower than the FY2017 levy rate. There will be some slight changes to the maximum potential property tax levy authority as updated information as updated information was obtained from the Assessor's Office in the past hour. Roughly speaking the levy authority is around \$53.5 million. The new construction value increase will be \$1,087,000 instead of \$946,000. With a total property tax request of \$46.9 million that leaves \$6.5 million under our maximum potential to levy so we are leaving \$6.5 million in the pockets of taxpayers. We will utilize roughly \$1.7 million of foregone increases and those are 3% increases that we chose not to take in prior years. Commissioner Dale said as tax incentive forgiveness drops off in the next few years we can look at the total assessed value to be rising commensurate with those tax incentives that were granted and that will help the picture as far as the tax levy rate. Controller Wagoner said that is nuanced and in certain instances those properties are in urban renewal areas and so we don't get that extra value. He said one of the most critical parts of budgeting for government is determining the amount of property tax to request and that's one of the main reasons we go through this exercise. In the past we have not had the mindset of whatever our maximum is we just take it; we need to take a look at our other sources of revenue, our fund balances and do everything we can to keep the property tax request at a minimum. We could levy \$53.5 million but by levying \$47 million we are leaving \$6.5 million in taxpayers' pockets. Over the course of the past 10 years the County has left over \$67 million in taxpayers' pockets and those are monies we cannot go back and recapture.

Clerk Yamamoto said in 2014 and 2015 they determined that the County was sitting on more excess fund balance than necessary and so they figured out how much was needed and then we burned fund balances to bring that down to an acceptable level. Yes, values are up, and yes, the levy is down but the taxes are up from what we are experiencing from the expenditure side: employee compensation plan, benefits, and the medical indigency. The increase is almost entirely consistent with those three things. Commissioner Dale said the indigency growth is tremendously important and it's a responsibility that's been passed from the state and we all need to understand there is a cost to taking care of people who cannot take care of themselves and it falls on the county to do much of that work whether through public defense and involuntary holds. Likewise it's important to realize over the course of the last 8-10 years the County was not keeping up with the actual cost of healthcare and it's

unrealistic to think the rest of the country sees a continual climb in healthcare yet we remained flat. This year we were obligated to keep our trust fund whole and we have an obligation to keep it whole in the future and that's a big part of the increase that we see in the property tax and the budget this year. Commissioner Dale said we have certain ways of reducing property tax request and one way is doing what we are doing today to take money from our bank account and pay part of the budget so that we don't have to ask for as much property tax this year, and the other way is to reduce service but that's difficult to do because the people request and need the services the County provides. The only other meaningful, viable long-term methodology for reducing property taxes is economic development and there has been an attitude to encourage economic development and that's the way we have reduced the property tax levy.

Controller Wagoner said if we proceed with the \$47 million we will be levying nearly \$10 million strictly for indigent responsibilities. Last year we levied \$2 million for the indigent fund but there have been some accounting changes where we moved the public defender to the indigent fund but as a whole the indigent fund levy amount is up \$8 million from last year. With our current expense fund to balance the budget we are using nearly \$6 million in fund balance. We are not projecting or predicting that that will all be used because we've seen individuals come in under budget. We are not saying \$6 million of fund balance will disappear, that is strictly the number to balance the budget. The number included in that number would be the \$3 million that we are planning to decrease the excess fund balance from. Clerk Yamamoto said they became accustomed to departments not spending their budgets, particularly on the "A" Budget side, but with the compensation plan we are seeing retention rates increase therefore he anticipates the underspending will no longer be the case with the "A" Budgets.

Controller Wagoner said he needs to prepare a document for publication and that has to include certain information and a large amount of work will go into preparing the document today or over the weekend so that it can be signed on Monday, July 24<sup>th</sup> and published on July 28<sup>th</sup>. The budget hearing is scheduled for August 8<sup>th</sup> so it's important we get it published in enough time to allow the public an opportunity to review it. Commissioner White said the budget is the most important thing we do and the people deserve to have all three Commissioners in attendance to vote on it and therefore she is reluctant to do this without the full Board. Clerk Yamamoto said the code is not specific as to the publication date but it's a standard and accepted practice that that publication is out two weeks prior to the hearing so if we don't publish until Tuesday then we're only at one week notice. It was decided to proceed with what has been agreed upon at this time, which is signing the budget on Monday, July 24. The meeting concluded at 11:41 a.m. An audio recording is on file in the Commissioners' Office.

ELEVENTH DAY OF THE JULY TERM, A.D., 2017  
CALDWELL, IDAHO JULY 24, 2017

PRESENT: Commissioner Tom Dale, Chairman  
Commissioner Pam White  
Commissioner Steve Rule  
Deputy Clerk Monica Reeves / Jenen Ross

### OFFICE STAFF MEETING

The Board met today at 8:38 a.m. for an office staff meeting. Present were: Commissioners Tom Dale and Pam White, PIO Joe Decker, Senior Administrative Specialist Jamie Miller and Deputy Clerk Jenen Ross. The Board reviewed the weekly calendar with staff. Joe Decker updated the Board on the following items: He and Lt. Schorzman will be meeting with the Idaho Press-Tribune today to discuss the eclipse and the safety concerns that may arise; there is a video being done for the Fair so he will check with Diana Sinner regarding shirts; Veterans' Court will have a graduation next Monday; Bryan Taylor has asked him to look into a grant application in partnership with the Family Justice Center thru the Office of Victims for Crime, the grant is called Vision 21 Integrated Services for Victims Program: Increasing access to mental health services for victims of crime; Commissioner Dale approached him about doing a guest opinion from all the elected officials on the budget before the public hearing, as to whether or not everyone wants to do that will be discussed at the elected officials meeting later today. The meeting concluded at 9:03 a.m. An audio recording is on file in the Commissioners' Office.

### ELECTED OFFICIALS MEETING

The Board met today at 9:42 a.m. for the elected officials meeting. Present were: Commissioners Tom Dale and Pam White, P.A. Bryan Taylor, Assessor Brian Stender, Sheriff Kieran Donahue, Clerk Chris Yamamoto, Treasurer Tracie Lloyd, Coroner Vicki Degeus-Morris, PIO Joe Decker and Deputy Clerk Jenen Ross. The following topics were addressed:

*Budget Hearing:* Tracie Lloyd and Bryan Taylor are out of the office the day of the hearing and not able to attend. Sam Laugheed will attend in Mr. Taylor's absence and Mr. Taylor will be available by phone if necessary. Commissioner White feels like it would be good to have as much support behind the budget as possible. Clerk Yamamoto will push to finalize the budget this afternoon as last year it was turned in a little later than they would have liked and then it was published a lot later than was anticipated. Sheriff Donahue agreed that the budget really needs to be finalized today. Commissioner Dale said that he spoke with Joe Decker last week in regards to the elected officials developing a letter to be sent to the paper explaining the budget to point out the reasons they see the need for this amount of money. Bryan Taylor said he's very supportive of the budget and would be happy to sign off on a letter supporting it, the Sheriff agreed. The Clerk said he would not sign the letter as he has never felt comfortable signing group letters, additionally, as the Chief Elections Officer and the auditor he likes to stay clear of these kind of things. Commissioner White suggested that maybe there really wasn't a need for a letter at all and that if the community has questions they are welcome to attend the public hearing.

*Nampa Prosecution Contract:* Mr. Taylor said he will be sending the contract to the City of Nampa this morning. He has met with Mayor Henry and the chief and all the terms have



been agreed to, it's now just a matter of getting the city's attorney, Mr. Hilty, to review the language. Mr. Taylor has indicated that the language is identical to other city contracts. He has worked with the Controller as far as the compensation; each year the county controller and the city's finance director will work together to determine the increase, with a 3% max.

*Contract with Owyhee County:* Ms. Degeus-Morris said they are working on a contract with Owyhee County to perform their autopsy services. It will be less expensive for them to have Canyon County do them vs. taking the body to Boise. Owyhee County will continue to pay for their own toxicology and depending on what kind of autopsy they have it will be prorated. Eventually she would like to offer this service to all counties in this judicial district.

*Eclipse:* Clerk Yamamoto asked how many people won't be in the office Monday. The Clerk and Sheriff's offices can't close and the PA will probably run with limited staff.

Commissioner Dale reminded everyone that the budget meeting is being held today at 3:00 p.m. and encouraged everyone to attend. Sheriff Donahue said that the DLR Group will be back here Thursday for a meeting. Captain Ward is coordinating meetings and asked if everyone could make time while they're in town. He and Captain Ward will be travelling to Seattle next week to tour a couple of facilities. The outdoor rec yard lid was started over the weekend and should be completed in a couple weeks. The meeting concluded at 10:24 a.m. An audio recording is on file in the Commissioners' Office.

#### EXECUTIVE SESSION PURSUANT TO IC 74-206(1) (B) AND (D) TO DISCUSS PERSONNEL ISSUES RELATED TO SPECIFIC EMPLOYEES AND RELATED DOCUMENTS

Commissioner White made a motion to go into Executive Session at 11:07 a.m. pursuant to Idaho Code, Section 74-206(1) (b) and (d). The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale and Pam White, IT Director Greg Rast, HR Director Sue Baumgart and Deputy Clerk Jenen Ross. The Executive Session concluded at 11:21 a.m. with no decision being called for in open session

#### EXECUTIVE SESSION PURSUANT TO IC 74-206(1)(B) AND (D) TO DISCUSS PERSONNEL ISSUES RELATED TO SPECIFIC EMPLOYEES AND RELATED DOCUMENTS

Commissioner Rule made a motion to go into Executive Session at 1:34 p.m. pursuant to Idaho Code, Section 74-206(1) (b) and (d). The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Fleet

Director Mark Tolman, HR Director Sue Baumgart and Deputy Clerk Jenen Ross. The Executive Session concluded at 1:47 p.m. with no decision being called for in open session.

CONSIDER SIGNING THE TENTATIVE FY2018 BUDGET FOR PUBLICATION TO RELEASE AND ASSIGN FUND BALANCE FOR PROPERTY TAX RELIEF AND FUNDING OF THE FY2018 BUDGET

The Board met today at 3:02 p.m. to consider signing the tentative FY2018 budget for publication to release and assign fund balance for property tax relief and funding of the FY2018 budget. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Controller Zach Wagoner, Clerk Yamamoto, Chief Deputy Clerk Drew Maffei, Coroner Vickie Degeus-Morris, P.A. Bryan Taylor, Chief Deputy P.A. Sam Laugheed, Sheriff Donahue, Treasurer Tracie Lloyd, Office Manager Jennifer Mercado, Chief Deputy Assessor Joe Cox, Assessor Brian Stender, Interim Public Defender Krista Howard, Office Administrator Deepak Budwani, Assistant IT Director Eric Jensen, IT Business Manager Caitlyn Pendell, Jail Captain Daren Ward, PIO Joe Decker, HR Director Sue Baumgart, Chief Deputy Sheriff Marv Dashiell, Sheriff's Financial Manager David Ivers, Torrie Cope with the Idaho Press-Tribune and Deputy Clerk Jenen Ross. Controller Zach Wagoner gave a brief overview of the budget explaining that the county maintains 19 operating funds, the total for the tentative FY2018 expenditure budget for those 19 funds is \$89,305,778.00. Out of that amount \$46,978,570 comes from property tax. Additionally, there are two special revenue taxing districts, these are separated out because not every tax payer in the county contributes to these two special districts; these districts are the pest control district and the Melba gopher district. The budget for the pest control district is \$208,312 and for the Melba gopher district its \$12,000. The budget grand total is \$89,526,090. This budget has been prepared in compliance with Idaho code, and if approved it will be published in the Idaho Press-Tribune. Also included are the budget details by office or department, there are 41 office and department budgets and the budget in prior years actuals are grouped under the headings of 'salaries and benefits' or 'A' budget and 'other expenses' or 'B' budget. All four pages would be published and would meet the requirements for what needs to be noticed and published for the FY2018 budget. Clerk Yamamoto stated that they are requesting \$3 million dollars be shifted from the building fund assignment to provide tax relief and funding for the FY2018 budget. Commissioner White made a motion to approve moving the \$3 million to provide property tax relief and funding the 2018 budget. Commissioner Dale seconded the motion. A roll call vote was taken on the motion with Commissioners White and Dale voting in favor of the motion and Commission Rule voting against. The motion passed with a 2-to-1 split vote. Commissioner White spoke about the budget with the following statement: "I believe I was presented a balanced budget that addresses the growing needs of our county population. This budget provides consistency in employee pay defendable thru the compensation plan recommendations. This budget recognizes the increases in health care and necessity of funding our self-funded insurance plan on a consistent basis to meet the cost of care. This proposed budget also shows planning for the ever increasing cost of indigent services, be it pubic defense, medical or mental hold expenses. The 2018 proposed budget is balanced. It is 2 million less than last year. This budget protects reserves, affords the level of necessary services the citizens pay

for and keeps Canyon County on track with planning for on-going costs of unfunded federal and state requirements. One of the great things about this and one of the greatest accomplishments of this budget is it's stewardship on the county's part because it addresses taking care of our assets be it people, equipment, facilities in a fiscally sound, ongoing manner. Each elected official proposes their budget for the office they represent. The Clerk and the auditor put it in the form presented here today. Am I happy with all of it? No. Am I confident in the process used to bring this budget forward? Absolutely. This budget has been looked at line by line, picked at number by number, adjusted by suggestion and it still manages to be presented in the statutory timeframe allowed. Canyon County officials and employees are very sensitive to the fact that it is the people's business and the people's money and I want to repeat that because it is the one thing that was present thru this entire process loud and clear to me as a new Commissioner on this Board. The officials and the employees of Canyon County are very sensitive to the fact that it is the people's business and the people's money. This process has been both difficult and enjoyable. It has been transparent, dignified and defensible. Thank you." Commissioner Dale spoke about the budget saying that he believes this a responsible and conservative budget. He said it addresses the reality of the county's obligations; the county has obligations it has to meet including indigency whether it be medical, mental health or constitutional right of people to have an adequate and competent defense in our Public Defenders office. It also addresses the obligation of the county to provide reasonable healthcare; when employees are hired a part of their employment includes a competitive healthcare and benefits package. We also have a need to make sure our self-funded healthcare plan is solvent. Previously the healthcare trust fund was allowed to drop to a dangerously low level due to deferring those costs to other budget years and he believes this is a budget year we have to "pay the piper", we can't continue to defer those costs. This budget acknowledges the true cost of healthcare and funds it. We also commit to employees to provide a competitive compensation package and a formula based on the work that began more than 2 years ago. The budget also includes some really important things such as ongoing support for community service organizations like the Community Clinic, Advocates Against Family Violence and Metro Senior Services that provide incredibly important services to people in our community. It also provides ongoing support for the Canyon County Fair and weed and gopher control. It includes nearly \$1 million for the support of Southwest District Health which provides services for inspecting all of the restaurants and food delivery services throughout the county. In summary, he stated that this budget does not grow government, the line is being held while acknowledging that there is a cost to doing business and providing services that need to be met. Commissioner White made a motion to sign the tentative FY2018 budget for publication to release. Commissioner Dale seconded the motion. A roll call vote was taken with Commissioner White and Dale voting in favor of the motion and Commissioner Rule voting against. The motion passed with a 2-to-1 split vote. The meeting concluded at 3:17 p.m. An audio recording is on file in the Commissioners' Office.

TWELFTH DAY OF THE JULY TERM, A.D., 2017  
CALDWELL, IDAHO JULY 25, 2017

PRESENT: Commissioner Tom Dale, Chairman  
Commissioner Pam White  
Commissioner Steve Rule  
Deputy Clerk Monica Reeves / Jenen Ross

#### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Chem-Aqua in the amount of \$1249.56 for the Facilities department
- C.R. Higer in the amount of \$1511.00 for the Parks department

#### APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Sockeye Grill & Brewery to be used 8/19/17 for the Idaho Wine Run.

#### SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for:

- 3BL, LLC dba Chonies Sports Bar (see resolution no. 17-141)

#### BIWEEKLY MEETING WITH THE DIRECTORS OF FACILITIES AND IT TO DISCUSS GENERAL ISSUES, SET POLICY AND GIVE DIRECTION

The Board met today at 8:34 a.m. for a biweekly meeting with the Directors of Facilities and IT to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Facilities Director Paul Navarro, Assistant Director of IT Eric Jensen and Deputy Clerk Jenen Ross.

*Director Navarro updated the Board on the following items:*

Mr. Navarro said he recently spoke with Brent Orton who let him know that he'd been contacted by Union Pacific about having either the county or city help with building a security fence along the rail lines near the fairgrounds. He let Mr. Orton know that Union Pacific may erect a fence but the county will not be participating in the cost. The fair facility is in good shape and ready to go; maintenance staff will be onsite from open to close for the next week. The DMV parking lot will be seal-coated this weekend. Pod 5 rec yard lid is going up so he will get with the city to see what they need in regards to inspections. They will be working from about 6:00 a.m. to 9:00 p.m. as the rec yard can only be closed for 14 consecutive days per Idaho Jail Standards. Mr. Navarro has received a request from HR and the PA's office to build a small lactation room for the Sheriff's Office. He estimates the cost to be less than \$1500, the Board is okay with this. Juvenile Probation has a camera project that will be started once the fair is over. Facilities will be working with IT to help pull the data cables for that and get the cameras installed and then drop them into the software.

The courtroom remodel is in full-swing. He met with the Controller who would like to have the courts pay for the carpet and upholstery. The Parks department has asked for help with their well project along with a deck project. There is also a radio tower project that will be coming up soon.

*Mr. Jensen updated the Board on the following items:*

Connectivity is set up for the fair; the bandwidth has been increased by 5 times. This should provide a quicker response between the county campus and the fairgrounds but it should also be more reliable. Additionally, there is a microwave bridge that went from the fairgrounds main building to the ticket booth that has been improved so that too should be much more reliable this year. They have received the proposals for the tower project and Mr. Jensen and Director Rast are in the process of reviewing those.

The meeting concluded at 8:43 a.m. An audio recording is on file in the Commissioners' Office.

#### LEGAL STAFF UPDATE AND CONSIDER SIGNING NETMOTION WIRELESS, INC. MAINTENANCE AGREEMENT

The Board met today at 9:04 a.m. for a legal staff update and to consider signing a Netmotion Wireless, Inc. maintenance agreement. Present were: Commissioners Pam White and Steve Rule, Chief Deputy Sheriff Marv Dashiell, Deputy P.A. Allen Shoff and Deputy Clerk Jenen Ross. Mr. Dashiell said Netmotion is a software product that licenses the Sheriff's Office access into the secure network of the county. This applies to every mobile device that this office utilizes. They've been on a 3-year licensing agreement for maintenance and support. This October the current agreement expires and they'd like to renew for another 3 years. It is basically a carbon copy of the previous agreement with quotes that have been attached. There is a slight price increase from the previous agreement and is funded thru the 911 surcharges, not taxpayer dollars. Upon the motion of Commissioner Rule and second by Commissioner White the Board voted unanimously to sign the Netmotion Wireless maintenance agreement (see agreement no. 17-072). There were no topics for discussion in legal staff update. The meeting concluded at 9:09 a.m. An audio recording is on file in the Commissioners' Office.

#### CONDUCT TAX DEED HEARING AND CONSIDER SIGNING WRITTEN FINDINGS OF FACT AND CONCLUSIONS OF LAW

The Board met today at 9:47 a.m. to conduct tax deed hearing and consider signing written findings of fact and conclusions of law. Present were: Commissioners Pam White and Steve Rule, Treasurer Tracie Lloyd, Deputy Treasurer Tonya May, Deputy P.A. Brad Goodsell and Deputy Clerk Jenen Ross. Ms. Lloyd said this is the ending of a process that started about a year ago. At that time there were 819 properties in jeopardy of tax deed but after 2 courtesy reminders and a certified letter that were sent we are now down 11 properties Ms. Lloyd is proposing be taken by tax deed due to delinquent taxes being 3 or more years back. Upon the motion by Commissioner Rule and second by Commissioner White the

Board voted unanimously to sign the written findings of fact and conclusions of law pertaining to the delinquent taxes for 2013. The meeting concluded at 9:50 a.m. An audio recording is on file in the Commissioners' Office.

EXECUTIVE SESSION PURSUANT TO IC 74-206(1) (B) AND (D) TO DISCUSS PERSONNEL ISSUES RELATED TO SPECIFIC EMPLOYEES AND RELATED DOCUMENTS

Commissioner Rule made a motion to go into Executive Session at 10:05 a.m. pursuant to Idaho Code, Section 74-206(1) (b) and (d). The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule and White voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Pam White and Steve Rule, Landfill Director David Loper, HR Generalist Jennifer Allen, Deputy P.A. Brad Goodsell and Deputy Clerk Jenen Ross. The Executive Session concluded at 10:12 a.m. with no decision being called for in open session.

CAMPUS SECURITY CONSULTANT PROJECT PRESENTATION- BURNS & MCDONNELL ENGINEERING COMPANY, INC.

The Board met today at 1:33 p.m. for a Campus Security Consultant project presentation- Burns & McDonnell Engineering Company, Inc. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Deputy P.A. Sam Laugheed, Chief Deputy Sheriff Marv Dashiell, Assistant Director of IT Eric Jensen, Victor Elazegui, Brandon Kehl and Vince Aragon with Burns & McDonnell, Controller Zach Wagoner arrived at 1:52 p.m. and Deputy Clerk Jenen Ross. The representatives from Burns & McDonnell presentation included the following items:

**Why Burns & McDonnell:**

- Right-sizing security programs
- Communication between project team and key personnel
- Direct & relevant experience with similar projects

**Goal:**

- Reduce the likelihood or severity of security related incidents at County facilities

**Needs:**

- "Right-sizing" the county's security program components, while still providing a pathway to escalate/de-escalate as needed

**Challenges:**

- Ever changing threats
- Need for public access
- Internal working silos
- Budget transparency
- Varying services and office types
- Unrealistic expectations

**Step-by-step:**

- Gather information
- Document conditions
- Assess needs
- Recommend path
- Implement updates

**Benefit to the County:**

- Proper security measures will protect employees, preserve critical assets and enable continued growth and unhindered operations

The meeting concluded at 2:28 p.m. An audio recording is available in the Commissioners' Office.

CAMPUS SECURITY CONSULTANT PROJECT PRESENTATION- JENSEN HUGHES, INC

The Board met today at 2:35 p.m. for Campus Security Consultant project presentation- Jensen Hughes, Inc. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Deputy P.A. Sam Laugheed, Chief Deputy Sheriff Marv Dashiell, Assistant Director of IT Eric Jensen, Controller Zach Wagoner, David Hohf and Kyle Andorf with Jensen Hughes and Deputy Clerk Jenen Ross. The representatives from Jensen Hughes, Inc. presentation included the following items:

**Project understanding:**

- Gain a deep understanding of needs, vulnerabilities, and opportunities for improvement
- Conduct comprehensive safety assessment and develop a Security Master Plan for multiple Canyon County facilities
- Develop a phased approach that will outline short and long-term plans and solution for the safety and security components
- Output – a comprehensive report and Master Plan that provides guidelines and an approach for mitigating security concerns in a prioritized manner

**Proposed approach: *Preparing for the Assessments***

- Identify documents and material needed
- Host kickoff meeting with key Canyon County personnel
- Onsite Assessment Overview
  - Two Staff members visit the Canyon County facilities
  - Follow-up site visit
  - Objective is to review the existing methods in place and identify opportunities for improvements/enhancements
- Assessment Tasks:
  - Components reviewed include access control, credential/key management, door hardware (alarm locks), intrusion detection and alarm monitoring, surveillance, recording and monitoring systems, emergency communication, security operations and awareness, policies and procedures such as visitor

management, site access, training evacuation, courtroom safety assessment, cash handling locations and processes, cursory lighting review

### **Proposed Approach**

- Areas and items to be addressed
  - Evidence security, courtrooms, cash handling, tax collection and data storage, mail receiving and distribution, county data center, head-end and monitoring locations

### **Project Methodology**

- Onsite interviews
  - Conduct interviews with key Canyon County staff
  - Best way to gain information is from those most familiar with security and understand the current/future needs
  - Discuss opinions, known vulnerabilities, identify needs or desired enhancements
  - Interviews offer opportunities for discovery
- Master plan and report development
  - Conduct and internal whiteboard session to review all findings from onsite assessments and interviews
  - Develop physical, technical and operational solutions to improve safety and security for staff, community and county assets including: security systems upgrades, physical security awareness programs, security policies and procedures, improved response measures
  - Phased and prioritized implementation strategies and detailed cost estimates
- Review Process:
  - Submit draft version of the Master Plan and report to Canyon County for review
  - Return to Canyon County to review documents, findings and recommendations
  - Explore suggestions, questions, requested modifications, obtain updated information if applicable
  - Examine cost estimates and determine feasible and desired items moving forward
  - Provide county with finalized version of report

### **Return on Investment:**

- Key benefits
  - Accelerating response times
  - Detecting loitering and trespassing
  - Minimizing vandalization of public spaces
  - Controlling and monitoring crowds
  - Proactively managing events as opposed to reactively
  - Insurance premium reductions
  - Improved security reduces risk

The meeting concluded at 3:32 p.m. An audio recording is on file in the Commissioners' Office.



THIRTEENTH DAY OF THE JULY TERM, A.D., 2017  
CALDWELL, IDAHO JULY 26, 2017

PRESENT: Commissioner Tom Dale, Chairman  
Commissioner Pam White  
Commissioner Steve Rule  
Deputy Clerk Monica Reeves / Jenen Ross

CAMPUS SECURITY CONSULTANT PROJECT PRESENTATION- TRIAD CONSULTING & SYSTEM DESIGN GROUP, LLC

The Board met today at 1:35 p.m. for a campus security consultant project presentation- Triad Consulting & System Design Group, LLC. Present were: Commissioners Tom Dale and Pam White, Chief Deputy Marv Dashiell, Controller Zach Wagoner, Assistant IT Director Eric Jensen, Deputy P.A. Mike Porter, Mike Ulwelling, Rick Withers and Jerry Buck with Triad Consulting & System Design Group, LLC and Deputy Clerk Jenen Ross. Representatives from Triad Consulting & System Design Group presented the following:

**Proposed approach:**

- Two trips on-site
- Interview a wide variety of County departmental management and executive stakeholders
- Review County security program (organization, policy, programs)
- Assess identified sites/facilities/parking
- Analysis:
  - Current security posture of the County
  - Aspirational goals
  - Gap analysis
- Recommendations:
  - Operational, physical, technological
  - No tech, low tech, high tech
  - Cost estimation of options
  - Prioritize
- Deliverables – Security Master Plan:
  - Roadmap and ROM cost of short-term, mid-term and long-term improvements
  - Design criteria and guideline specifications

**Return on Investment:**

- Create a holistic plan that synthesizes operational, physical and electronic elements
  - No tech, low tech, high tech solutions
  - Apply security to how your organization and community works
- Consistent application of technology

- Plan at a county-wide level, design guidelines that define how technology is installed, documented, and supported
- Use technology effectively (i.e. choke points, camera scene requirements)
- Good will created from a safer environment

**Select Triad consulting with confidence:**

- The scope of work for this project fits directly within our firm's core competencies
- Assessment personnel for this project have conducted hundreds facility/site assessments
- Non-affiliated-unbiased recommendations
- We see the most cost effective options for mitigating a vulnerability
- Project management and quality assurance programs
- We specialize in transfer knowledge

The meeting concluded at 2:34 p.m. An audio recording is on file in the Commissioners' Office.

**CAMPUS SECURITY CONSULTANT PROJECT PRESENTATION- VANTAGE TECHNOLOGY CONSULTING GROUP**

The Board met today at 2:44 p.m. for a campus security consultant project presentation- Vantage Technology Consulting Group. Present were: Commissioners Tom Dale and Pam White, Chief Deputy Marv Dashiell, Controller Zach Wagoner, Assistant IT Director Eric Jensen, Deputy P.A. Mike Porter – arrived at 2:54 p.m., Chad Shade and Michael Dannenberg with Vantage Technology Consulting Group and Deputy Clerk Jenen Ross. Representative from Vantage Technology gave the following presentation:

**Security Consulting Services:**

- Consulting
  - Threat and vulnerability assessments
  - Security audits
  - Policy and procedure
  - Target hardening/physical security
  - Master planning
  - Emergency response & management
  - Training program development
  - Crime Prevention Through Environmental Design (CPTED)
- System Design and Specification
  - Video surveillance
  - Access control
  - Intrusion detection
  - Duress alarms

**Work Approach:**

- Kickoff meeting and interviews

- What are your goals
  - Do you have priority locations?
  - What are your objectives
- Security Assessments
  - Site operations
  - Security measures
  - Emergency communications
  - Criminal environment
  - Proximity to high risk sites
- Analysis
  - Review assessments
  - Policy/procedure
  - Emergency protocols
  - Initial recommendations
  - Initial cost estimate
  - Stakeholder feedback
  - Assess priorities
- Plan development and final report
  - Final phasing approach
  - Refine budgets
  - Produce & present the final master plan
- How Canyon County wins
  - Protect people and property
  - Reduce liability
  - Reduced costs
  - Sources of information for investigators
  - A road map
  - Flexibility for future budgeting and scheduling
- Why Vantage?
  - Knowledge
  - Experience
  - Solutions driven
  - Communications
  - Consensus building
  - Adaptability
  - Speed to market

FOURTEENTH DAY OF THE JULY TERM, A.D., 2017  
 CALDWELL, IDAHO JULY 27, 2017

PRESENT: Commissioner Tom Dale, Chairman  
Commissioner Pam White – out of the office  
Commissioner Steve Rule  
Deputy Clerk Monica Reeves / Jenen Ross

#### APPROVED SALARY RATE REQUEST AND/OR KEY & SECURITY ACCESS REQUEST FORM

The Board approved a salary rate request and/or key & security access request form for Scott Pearson.

#### MEDICAL INDIGENCY MATTERS

The Board met today at 8:47 a.m. to consider medical indigency matters. Present were: Commissioners Tom Dale and Steve Rule, Customer Service Specialist Robin Sneegas (left at 8:49 a.m.), Hearing Generalist Kellie George, Director of Indigent Services Yvonne Baker (arrived at 8:50 a.m.) and Deputy Clerk Jenen Ross. Ms. Sneegas stated the following cases do not meet the eligibility for assistance: 2017-1231, 2017-1283, 2017-1239, 2017-1229, 2017-1218, 2017-1220, 2017-1238, 2017-1178, 2017-1233, 2017-1216, 2017-1254, 2017-1237, 2017-1213, 2017-1105, 2017-1234, 2017-1223, 2017-1227, 2017-1219 and the following cases do not meet the eligibility requirement for cremation: 2017-1419 and 2017-1405. Commissioner Rule made a motion to issue initial denials on the cases as read into the record with a written decision to be issued within 30 days. Commissioner Dale seconded the motion and the Board voted unanimously to issue the denials. The meeting concluded at 8:53 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY MATTERS

The Board met today at 8:55 a.m. to consider medical indigency matters. Present were: Commissioners Tom Dale and Steve Rule, Hearing Generalist Kellie George and Deputy Clerk Jenen Ross. Ms. George requested that case nos. 2017-587 and 2017-698 be continued to September 21, 2017 and case nos. 2017-564 and 2017-590 be continued to December 14, 2017. Upon the motion of Commissioner Rule and second by Commissioner Dale the Board voted unanimously to continue the cases as requested. Commissioner Rule made a motion to approve case no. 2016-486 with a written decision to be issued within 30 days. Commissioner Dale seconded the motion with the Board voting unanimously to issue the approval as read into the record. Commissioner Rule made a motion to issue a final denial with a written decision to be issued within 30 days on case nos. 2016-1475 and 2017-243. Commissioner Dale seconded the motion with the Board voting unanimously on the motion. The meeting concluded at 8:59 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-775

The Board met today at 9:04 a.m. to conduct a medical indigency hearing for Case No. 2017-775. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. Zach Wesley, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Attorney Mark Peterson for St. Luke's, Kelly Hobza for St. Luke's and Deputy Clerk Jenen Ross. The applicant appeared via telephone. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to issue a denial with a written decision to be issued within 30 days. The hearing concluded at 9:38 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-881

The Board met today at 9:43 a.m. to conduct a medical indigency hearing for Case No. 2017-881. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. Zach Wesley, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Steven De Ville for St. Alphonsus, The applicant, Interpreter Mercedes Lupercio, Attorney Bryan Nickels for St. Alphonsus and Deputy Clerk Jenen Ross. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to continue the hearing to August 24, 2017. The hearing concluded at 9:44 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-619

The Board met today at 9:48 a.m. to conduct a medical indigency hearing for Case No. 2017-619. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. Zach Wesley, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Attorney Bryan Nickels for St. Alphonsus, Steven De Ville for St. Alphonsus, the applicant, the applicant's spouse and Deputy Clerk Jenen Ross. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to approve the case with a written decision to be issued within 30 days. The hearing concluded at 9:56 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-828

The Board met today at 10:00 a.m. to conduct a medical indigency hearing for Case No. 2017-828. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. Zach Wesley, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, The applicant, Steven De Ville for St. Alphonsus and Deputy Clerk Jenen Ross. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to issue an approval with a written decision to be issued within 30 days. The hearing concluded at 10:02 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-725

The Board met today at 10:05 a.m. to conduct a medical indigency hearing for Case No. 2017-725. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. Zach Wesley, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Kelly Hobza for St. Luke's, Attorney Mark Peterson for St. Luke's and Deputy Clerk Jenen Ross. The applicant did not appear. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to continue the case to August 24, 2017. The hearing concluded at 10:16 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-957

The Board met today at 10:17 a.m. to conduct a medical indigency hearing for Case No. 2017-957. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. Zach Wesley, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Kelly Hobza for St. Luke's, Attorney Mark Peterson for St. Luke's and Deputy Clerk Jenen Ross. The applicant did not appear. The hospital requested the application be withdrawn with the Board approving this request. The hearing concluded at 10:19 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-620

The Board met today at 10:20 a.m. to conduct a medical indigency hearing for Case No. 2017-620. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. Zach Wesley, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Michelle Davis for St. Luke's, Attorney Mark Peterson for St. Luke's and Deputy Clerk Jenen Ross. The applicant did not appear. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to continue the case to September 21, 2017. The hearing concluded at 10:31 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2016-1328

The Board met today at 10:33 a.m. to conduct a medical indigency hearing for Case No. 2016-1328. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. Zach Wesley, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Steven De Ville for St. Alphonsus and Deputy Clerk Jenen Ross. The applicant did not appear. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to issue a denial with a written decision to be issued within 30 days. The hearing concluded at 10:38 a.m. An audio recording is on file in the Commissioners' Office.

### MEDICAL INDIGENCY MATTERS

The Board met today at 10:39 a.m. to consider medical indigency matters. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. Zach Wesley, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George and Deputy Clerk Jenen Ross. Commissioner Rule made a motion to issue denials with a written decision to be issued within 30 days for the following case nos.: 2017-704, 2017-104, 2017-105 and 2017-994. The motion was seconded by Commissioner Dale and the Board voted unanimously to issue the denials. The meeting concluded at 10:41 a.m. An audio recording is on file in the Commissioners' Office.

### LEGAL STAFF UPDATE

The Board met today at 10:42 a.m. for a legal staff update. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. Zach Wesley and Deputy Clerk Jenen Ross. Commissioner Dale asked about the letter that was received yesterday in regards to the appointment of a new Public Defender. There were four names that were submitted by the review committee. The next steps in the process would be to conduct interviews and then the Board can appoint the new director. Zach Wesley said HR Director Baumgart can assist in making sure the candidates meet all the statutory requirements as far residency and being licensed as an attorney in Idaho. The meeting concluded at 10:45 a.m. An audio recording is on file in the Commissioners' Office.

FIFTEENTH DAY OF THE JULY TERM, A.D., 2017  
CALDWELL, IDAHO JULY 28, 2017

PRESENT: Commissioner Tom Dale, Chairman  
Commissioner Pam White  
Commissioner Steve Rule  
Deputy Clerk Monica Reeves / Jenen Ross

### APPROVED SALARY RATE REQUEST AND/OR KEY & SECURITY ACCESS REQUEST FORM

The Board approved a salary rate request and/or key & security access request form for Nathan Cutler and Linda Ellis.

### APPROVED CLAIMS ORDER NO. 7-28-17

The Board of Commissioners approved payment of County claims in the amount of \$296.00 for accounts payable.

## APPROVED CLAIMS ORDER NO. 8-10-17

The Board of Commissioners approved payment of County claims in the amount of \$88,328.26 and \$39,346.08 for accounts payable.

## FILE IN MINUTES

The Board filed the Treasurer's Quarterly report for April – June 2017 and the Monthly report for June 2017 in today's minutes.

## LEGAL STAFF UPDATE AND TO CONSIDER AGENDA ITEMS

The Board met today at 9:03 a.m. for a legal staff update and to consider agenda items. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Zach Wesley, Deputy P.A. Allen Shoff, Deputy P.A. Brad Goodsell, Deputy Treasurer Tonya May, Treasurer Tracie Lloyd, Assistant IT Director Eric Jensen and Deputy Clerk Jenen Ross. The Board considered the agenda items as follows:

### ***Resolution appointing a successor trustee to the Board of Health Trustees:***

Zach Wesley said that the Healthcare Trust is overseen by five trustees that are appointed by the Board of County Commissioners. Generally, those positions are filled by department heads or chief deputies of the different elected officials. Nancy Seal was the representative of the Treasurer's Office retired recently and Tracy Lloyd has put forth Tanya May to fill that vacancy. Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to appoint Tonya May as a trustee to the Board of Health Trustees (see resolution no. 17-142)

### ***Notice of intent to award FY17 Canyon County Microwave Connectivity project:***

Allen Shoff explained that proposals for this project were opened on July 20<sup>th</sup> and today was tentatively set to award the contract. They are asking the Board to continue this matter to August 8, 2017 at 9:00 a.m. as there was a family emergency for one the principle people on the project and he has not had a chance to review the proposals. Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to continue the matter to August 8, 2017 as requested.

### ***Legal staff update:***

EXECUTIVE SESSION – PERSONNEL MATTER, ACQUISITION OF AN INTEREST IN REAL PROPERTY, RECORDS EXEMPT FROM PUBLIC DISCLOSURE, COMMUNICATE WITH LEGAL COUNSEL REGARDING PENDING/IMMINENTLY LIKELY LITIGATION AND COMMUNICATE WITH RISK MANAGER REGARDING PENDING/IMMINENTLY LIKELY CLAIMS

*Note for the record: As properly noticed the Board met today at 9:03 a.m. for a legal staff update. A request was made to go into Executive Session to discuss a personnel matter, acquisition of an interest in real property, records exempt from public disclosure, communicate with legal counsel regarding pending/imminently likely litigation and*



*communicate with risk manager regarding pending/imminently likely claims. The Executive Session was held as follows:*

Commissioner Rule made a motion to go into Executive Session at 9:10 a.m. pursuant to Idaho Code, Section 74-206(1) (a), (b), (c), (d), (f) and (i). The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Brad Goodsell, Deputy P.A. Mike Porter, Deputy P.A. Zach Wesley and Deputy Clerk Jenen Ross. The Executive Session concluded at 10:10 a.m. with no decision being called for in open session.

The meeting concluded at 10:10 a.m. An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

#### EXECUTIVE SESSION PURSUANT TO IC 74-206(1)(B) AND (D) TO DISCUSS PERSONNEL ISSUES RELATED TO SPECIFIC EMPLOYEES AND RELATED DOCUMENTS

Commissioner White made a motion to go into Executive Session at 10:17 a.m. pursuant to Idaho Code, Section 74-206(1) (b) and (d). The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners Dale and White voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Pam White and Tom Dale, Chief Probation Officer Elda Catalano and Deputy Clerk Jenen Ross. The Executive Session concluded at 10:50 a.m. with no decision being called for in open session.

#### EXECUTIVE SESSION PURSUANT TO IC 74-206(1)(B) AND (D) TO DISCUSS PERSONNEL ISSUES RELATED TO SPECIFIC EMPLOYEES AND RELATED DOCUMENTS

Commissioner White made a motion to go into Executive Session at 11:03 a.m. pursuant to Idaho Code, Section 74-206(1) (b) and (d). The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners Dale and White voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Pam White and Tom Dale, Public Information Officer Joe Decker and Deputy Clerk Jenen Ross. The Executive Session concluded at 11:28 a.m. with no decision being called for in open session.

SIXTEENTH DAY OF THE JULY TERM, A.D., 2017  
CALDWELL, IDAHO JULY 31, 2017

PRESENT: Commissioner Tom Dale, Chairman – out of the office  
Commissioner Pam White  
Commissioner Steve Rule

APPROVED CLAIMS ORDER NO. 8-10-17

The Board of Commissioners approved payment of County claims in the amount of \$243,475.28 and \$143,152.66 for accounts payable.

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Amazon in the amount of \$1089.90 for the Information Technology department

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for O'Michael's Pub & Grill to be used 8/19/17 for a wedding.

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for O'Michael's Pub & Grill to be used 8/26/17 for a wedding.

FILE IN MINUTES

The Board filed the 2017 Annual Assessed Value by Category and the 2017 Annual Assessed Value by Taxing District in today's minutes.

COMMISSIONER OFFICE STAFF MEETING

The Board met today at 8:32 a.m. for an office staff meeting. Present were: Commissioners Pam White and Steve Rule, PIO Joe Decker, Sr. Administrative Specialist Jamie Miller and Deputy Clerk Jenen Ross. The Board reviewed the weekly calendar with staff. Joe Decker reported on the following items: He will be working on a press release regarding a Boise couple charged with stealing from their FOP. He is working to find a forensic services/ medical equipment grant for the Coroner's Office to help with purchasing a large x-ray machine. Budget information will be posted to the website soon and he will send a note to the media letting them know about next Tuesday's public hearing. Olivia Weitz has asked about the lavender farm near Lake Lowell and the possibility of the Parks department acquiring that land. Commissioner Rule said that 3-4 years ago they approached the county about taking over that land and making it a historical farm. The Board suggested Mr.

Decker reach out to Tom Bicak directly for more information about this. The meeting concluded at 8:38 a.m. An audio recording is on file in the Commissioners' Office.

#### LEGAL STAFF UPDATE AND CONSIDER AGENDA ITEMS

The Board met today at 9:03 a.m. for a legal staff update and to consider agenda items. Present were: Commissioners Pam White and Steve Rule, Commissioner Tom Dale was present by phone, Prosecuting Attorney Brian Taylor, Chief Deputy Sheriff Marv Dashiell, Deputy P.A. Mike Porter, Lt. Todd Herrera, Communications Manager Roxanne Wade and Deputy Clerk Jenen Ross. Agenda items were considered as follows:

##### ***Resolution of the Canyon County Board of Commissioners establishing Sheriff fees for service of order of garnishments and writ of executions:***

Mike Porter explained that earlier this year legislature passed a bill that modifies the way we can bill for garnishment and writs of execution as well as returns thru the civil division of the Sheriff's Office. He has worked with Lt. Schorzman and his staff to get real numbers about what it costs the county because that is the new standard to do some of this work. Several things were taken into account including man-hours, personal-services, equipment, vehicle's, photocopies, paper and considered how many services we do of these types and came up with numbers that can be used to support the new fees that are being considered. Mr. Dashiell said that previously there was a set fee of \$50.00 for both mail-services and personal-services and the new number moves personal-services to \$70.00 and \$35.00 for the mail-service. In looking at the number for activity level there may be a decrease in revenue. Upon the motion by Commissioner Rule and second by Commissioner Dale the Board voted unanimously to sign the resolution establishing Sheriff fees for service of order of garnishments and writ of executions (see resolution no. 17-143).

##### ***Nampa prosecution contract:***

Bryan Taylor said that earlier this year the City of Nampa put their prosecution contract out for RFP. Thru the process Canyon County was selected as the prosecution firm. Mr. Taylor feels the contract accomplishes everything that we wanted it to, it has potential increases every year for the remainder of the contract which was not in the previous contract. Section 3 is the only major difference, the rest is all standard term and language that is used with the cities of Wilder, Parma and Middleton. He has spoken with Mayor Henry and he will be presenting this to the city council on August 8<sup>th</sup>. Upon the motion of Commissioner Dale and second by Commissioner Rule the Board voted unanimously to sign the prosecution contract with the City of Nampa (see agreement no. 17-073)

##### ***FY2018 IPSCC Dedicated Enhanced Emergency Communications grant fee fund application:***

Mike Ported said that this grant has been reviewed by legal and after explanation would recommend the Board to sign. Roxanne Wade explained that every year they are able to put in a request for grant funds thru the Idaho Public Safety Communications Commission. Their computers are getting to the end of their lifecycle and they would like to apply for the

grant to replace and upgrade those. This grant is paid from a pool of money collected for the 911 fees and only the agencies that put into this fund are allowed to apply for the grant. There are no matching funds, it is a pass-thru grant. Upon the motion by Commissioner Rule and second by Commissioner Dale the Board voted unanimously to sign the FY2018 IPSCC Dedicated Enhanced Emergency Communications grant fee fund application. A copy of the application is on file with this day's minute entry.

There were no items for discussion at the legal stuff update. The meeting concluded at 9:17 a.m. An audio recording is on file in the Commissioners' Office.

PUBLIC HEARING TO CONSIDER A CONDITIONAL REZONE REQUEST BY JERRY & MARTA LOVELAND; CASE NO. PH2017-17

The Board met today at 1:32 p.m. for a public hearing to consider a conditional rezone request by Jerry & Marta Loveland; Case No. PH2017-17. Present were: Commissioners Pam White and Steve Rule, DSD Director Tricia Nilsson, DSD Planner Jennifer Almeida, Alan Mills and Deputy Clerk Jenen Ross. Ms. Almeida gave the staff report stating that the subject property is approximately 16.08 acres, zoned agricultural, future land use is commercial located within Middleton's impact area. It is not within a flood zone and the applicants are requesting a conditional rezone to change the zoning designation on the parcel from agricultural to CRRR (conditional rezone rural residential), with that is also a development agreement. The development agreement would restrict the development of the subject property to a one acre parcel in order to build a new residence and an approximate 15.08 acre parcel. It's the applicants' intent to combine the 15.08 parcel with their existing home site that is not part of this request. The Canyon County future land use map designates this area as commercial, however, the applicant is restricting the development of the parcel thru the development agreement and the property is currently being used for agricultural purposes. As stated, the property is located within Middleton's impact area and Middleton also has this designated as future commercial, however, the City of Middleton has indicated no objection to the conditional rezone to residential at this time. The development agreement will require the applicant to adhere to the proposed site plan and that is a recommended condition found in the development agreement. The proposed use as restricted by the development agreement would not have a negative impact nor would it change the essential character of the area. The applicant will adhere to Idaho Transportation Department requirements for access to State Hwy 44 and an access permit will be required at the time of building permit on the proposed 1-acre parcel. No objections from agencies or the public have been received regarding the conditional rezone request. The planning and zoning commission recommended approval of the conditional rezone and development agreement on June 15, 2017 and staff is also recommending approval of the conditional rezone and development agreement. Staff has provided the proposed findings of fact, conclusion of law, recommended conditions of approval and order in exhibit 1 of the packet. Mr. Mills said they agree with the staff report and the facts that have been put forth. He said the Loveland's are anxious to get their family moved close as it would be a big benefit for them. He wondered if the development agreement is ready and is hoping to have it executed today. Upon the motion by Commissioner Rule and second by Commissioner

White the Board voted unanimously to close public testimony. Commissioner Rule stated that since the City of Middleton has signed off on this he too is good with it. Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to approve the conditional rezone, case no. PH2017-17, and approve the findings of fact, conclusions of law, conditions of approval and orders as written. Commissioner Rule made a motion to approve the ordinance directing the zoning map change on the official zoning map, Commissioner White seconded the motion with the Board voting unanimously to approve the ordinance directing the zoning map change (see ordinance no. 17-011). Commissioner Rule made a motion to approve the development agreement and conditions as written, the motion was seconded by Commissioner White and the Board voted unanimously on the motion (see agreement no. 17-074). The meeting concluded at 1:40 p.m. An audio recording is on file in the Commissioners' Office.

#### PUBLIC HEARING TO CONSIDER PRELIMINARY AND FINAL PLAT FOR MAX ESTATES #2 SHORT PLAT; PH2017-5

The Board met today at 2:32 p.m. for a public hearing to consider a preliminary and final plat for Max Estates #2 short plat; PH2017-5. Present were: Commissioners Pam White and Steve Rule, DSD Director Tricia Nilsson, DSD Planner Daniel Lister, Paul Jones, Paul Bushman, Darin Holzhey, Neal Hunt, Lee Breshears, Brent Barr, Rob Smith, Kim Smith and Deputy Clerk Jenen Ross. Daniel Lister gave the oral staff report stating that today we're looking at a short plat proposed by Paul Jones. This is Max Estates Subdivision #2, the replat of Max Estates Subdivision. The replat is proposing to split the 11.1 acre parcel into two creating an 8.56 acre lot and a 2.53 acre lot. The background of this subdivision is that it was approved as Red Fox Estates and at the time it was zoned agricultural. The lot was created as a 16.14 acre lot but it was split incorrectly so the owner at the time had it rezoned in 2012 to change it from agricultural to rural residential and then had the Max Estates Subdivision approved shortly after. In reviewing this lot, the lot is rural residential and is surrounded by 30 subdivisions within a one mile vicinity. The future land use map shows this a residential area and it falls within the City of Nampa's impact area and also shows as a residential area. The subdivision itself is rural residential and guidelines show it meets the minimum lot size requirements with an average of 2 acres. The plat was reviewed by the affected agencies and comments were received stating this would not have an impact to access or irrigation. The planning commission recommended approval of the short plat, preliminary plat and final plat. There was opposition at the hearing; some of the concerns included inadequate access, lot size inconsistency, irrigation issues and impact of personal enjoyment of the property. A plat note was added that states: "Lots 1 and 2, block 1 are not eligible for future replat unless approved by governing agency." Upon review by Nampa Highway District and Nampa/Meridian Irrigation District said no future improvements are needed and didn't find that this split would be an impact to the area. Paul Jones stated that in 2012 he found this lot but in talking with his realtor and the county learned that the lot was a non-conforming lot and that it did not have a building permit. He worked with the county and planning and zoning to find out the issues and if they were correctable issues. He was told they were all correctable issues it was just going to take someone to do the leg-work. He followed the recommendations of planning and

zoning in how to get it rezoned and how to get things done to bring the property into compliance the way that they would like. Once all that was completed a building permit was granted and he built his home. When he did that he went into the neighborhood and spoke with the neighbors letting them know that he was there as a homeowner and he wanted to build a home and raise his family in south Nampa and that he wasn't looking to change the feel of the neighborhood or to do anything adversely and that he wasn't a big developer that wants to put in a bunch of houses. With that he build a home that was compatible to the size of homes in the area. He put in an irrigation system, yard and landscaping. He's lived there for the past 5 years but recently he's had some things in his life change and his original intention to have just his home there has changed and that is what has brought about the need to split this lot. He's looked at a few different options and worked with the county where he was given some additional options of what he can do with the land. After a lot of discussion with his family, neighbors and the county it was decided that it still fit the community best to just divide out this one lot. This will still be a 2.53 acre lot which is compatible with the rest of the area. Brent Barr offered testimony on behalf of his parents who are the property owners. He said the lot his family owns has been illegally subdivided into 3 lots consisting of 7.5, 2.5 and 2.5 acres which is part of the reason the lot size has been shifted down. The reason he is in opposition is because it is a rural subdivision, it is a rural setting and Mr. Jones is talking about putting in a combined frontage causing the use of the same entrance for two houses. Mr. Barr and his father feel that it changes the shape of the neighborhood when you continue adding houses and worry they are going to run out of room fairly soon. Rob Smith offered testimony in opposition stating that he is concerned about losing the rural feel which is the reason they bought their lot. They were told by the county that there would be no home back there and they allowed Mr. Jones to come into their community and didn't fight him. He and his wife have lived in their home for 16 years and the rural feel is why they moved there; he said it's more than just the view. Commissioner Rule asked Mr. Lister about the easements of the parcel in question; Mr. Lister said approximately 50% of the 2.53 acres is easement. Kim Smith offered testimony asking the Board to deny the rezone. 16 years ago they purchased their home at the end of the cul-de-sac because the subdivision only had 6 permitted homes and the home they were buying had an unobstructed view to the west with lots of privacy; they checked in several times with the county who confirmed there were no other building permits in their agricultural subdivision. She provided mock-up photos of what her view is now and what it would be like if this rezone were to happen and another home were to be built (entered as exhibit 17). She has concerns about adverse effects the new driveway which will travel parallel to their property. She does not want to see anymore building permits issued for any part of the original Red Fox Estates. Ms. Smith said that they were told by the county that because the property was split illegally that a permit would not be issued. Commissioner Rule asked if any kind of the documents can be produced in regards to the "agreement" that keeps being spoken about. Mr. Lister said there is no written documentation stating that the property would never be built on. Mr. Smith said that information was submitted from the 1997 decision by the Board of Commissioners. Mr. Lister said that since 1997 the property has been rezoned rural residential and there are no provisions saying that they can't build, there are no restrictions; it wasn't a conditional rezone, it was a full rezone. Heather Lewis offered testimony in opposition stating that she feels this rezone only benefits one person, Mr.

Jones, and that every other property owner in her neighborhood stands to lose their view, deal with more traffic and a decrease in property value and is asking the Board to take that into consideration. She stated that although the Jones' home is very well kept it is the smallest home in the neighborhood and where the new home is planned for right behind the Smiths' house and she feels that, esthetically, it's a very strange place on that plot of land. She feels that if this rezone is approved it will be a detriment to every property owner in her cul-de-sac. Neil Hunt provided testimony in favor stating that for the last few months they've been looking for land to build a home on. Mr. Jones has offered to sell them this piece of land and they have blueprints drawn up for a home they'd like to have built on the property. They have plotted the house on this piece of land and there is plenty of room even with the easements. Paul Bushman, with PJB Construction, offered testimony in favor of the rezone stating that he has a lot of experience building in rural areas and one of his concerns about building in this subdivision was the integrity of the subdivision because in his opinion some of the yards don't look that great and he feels there are not enough covenants to stop this from happening. His objective is to keep the integrity of the home and he will advise people as to whether he feels it's a good or bad location. He said the lot is a little different in the size but the way the house is designed there is no reason it won't fit in this subdivision and meet all the covenants of the entire area. Darin Holzhey, with Mason & Associates, Inc., offered to answer any technical questions the Board may have. The Board did not have any questions for Mr. Holzhey at this time. Cindy Greco offered testimony in favor stating that her father was the developer of Red Fox Estates where he lived in a 900 sq. ft. house and later built another house for his son that was later sold to the Barr's. Her dad's original intent for this subdivision was to have many, many more houses than are there now but unfortunately with the recession it was a struggle to sell the lots he did. She wanted to support the Jones' in the request to have their property rezoned. Paul Jones was given the opportunity to offer rebuttal testimony. He said that they are planning to use the same entrance and working with the county to have access from Red Fox Drive onto the property and he was told it wasn't a big deal and was allowable. In regards to running out of room in Red Fox Estates, there is a limited amount of land and eventually it will run out of lots. In 1997 there were originally 6 lots and if you look at Red Fox Estates of the original 6 lots there are now currently 10 lots that are inconsistent in size, they are anywhere from 2.5 acres to 11.1 acres. In 2012, when he was first looking at the property, they didn't want him to be part of the subdivision because there were issues with the well and some other things within the subdivision. In order to bring this lot into compliance the county had him make his parcel Max Estates and his own subdivision which is how it was platted at rural residential. At that time, the note the Board had him include was that if he were ever to split the 11.1 acres that there wouldn't be any other splits unless there is approval from a government agency allowing it. Mr. Jones reiterated to the Board that although the other homeowners in the neighborhood speak of their rights he is the one who purchased the property and he is the one that has done all the work and had the expense to bring it into compliance. Commissioner Rule asked Mr. Jones if he has his own well and sewer/septic. Mr. Jones confirmed he did and that the new home would have its own private well and septic; there are also surface water rights with his property along with the new home to be built. Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to close public testimony. Commissioner Rule said that in hearing testimony he quickly narrows the scope to

ordinance, law or any conditions of preexisting plats or agreements; although there was testimony about agreements, no written documentation was provided and therefore has to be excluded in his opinion. For him, this rezone fits with Canyon County's and the City of Nampa's zoning requirements and he cannot use the loss of view argument as a reason to deny the rezone. Tricia Nilsson stated that there are no regulations as to building within easements as long as they are able to have a well and septic meet the spacing requirements by SWDH. Commissioner White said that she understands the emotion when change occurs, especially when you've enjoyed something for a time and didn't expect the change, however, she agrees with Commissioner Rule. Mr. Jones owns this property and has his own private well and septic so it doesn't put any strain on the system for the rest of the neighborhood. Commissioner White believes that he will be sensitive to the other interests of the people already living in the neighborhood but it's his property and there are personal property rights involved. Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to approve the short plat for Max Estates #2. Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to allow the chairman to affix her signature to the final plat. Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to authorize the approval of the findings of fact and conclusions of law and order. The hearing concluded at 3:37 p.m. An audio recording is on file in the Commissioners' Office.

SEVENTEENTH DAY OF THE JULY TERM, A.D., 2017  
CALDWELL, IDAHO AUGUST 1, 2017

PRESENT: Commissioner Tom Dale, Chairman – out of the office  
Commissioner Pam White  
Commissioner Steve Rule  
Deputy Clerk Monica Reeves / Jenen Ross

BIWEEKLY MEETING WITH THE HUMAN RESOURCES DIRECTOR TO DISCUSS GENERAL ISSUES, SET POLICY AND GIVE DIRECTION

The Board met today at 8:55 a.m. for a biweekly meeting with the Human Resources Director to discuss general issues, set policy and give direction. Present were: Commissioners Pam White and Steve Rule, HR Director Sue Baumgart, Deputy P.A. Zach Wesley, Deputy P.A. David Eames and Deputy Clerk Jenen Ross. The county has been paying Delta Dental \$140.00 each month for administration of the dental COBRA coverage, however, it has been decided within HR that since they are already doing the administration portion of the Willamette Dental COBRA they could also take over Delta Dental since there really are not many people on this program. A termination letter to Delta Dental was presented to the Board for signatures, this letter lets them know that the county will still be using the regular Delta Dental benefits but will be terminating the COBRA administration portion (a copy of this letter is on file with this day's minute entry). Ms. Baumgart let the Board know that they have changed the policy for the FSA (flexible



spending account). The policy now states that at the end of the calendar year if you have \$10.00 or less in your account and don't enroll for the upcoming year you will need to use the funds or they will be lost. Currently, accounts are being rolled from year to year but the county is paying a \$2.00 service charge for accounts with balances of just a few cents. Letters have been sent to employees with balances of less than \$10.00. The meeting concluded at 9:00 a.m. An audio recording is on file in the Commissioners' Office.

#### LEGAL STAFF UPDATE

The Board met today at 9:04 a.m. for a legal staff update. Present were: Commissioners Pam White and Steve Rule, Deputy P.A. Zach Wesley, Deputy P.A. David Eames, Director of Indigent Services Yvonne Baker and Deputy Clerk Jenen Ross. Yvonne Baker explained the applicant on an approved case from 2014 is requesting a temporary lift of the lien so he can purchase a home. The issue is not really subordination of the lien, it's with the lien in place the loan to value puts him over the criteria and they would not be able to proceed with the purchase of the home. They are asking for a temporary lift and after it's funded they would place the lien back as well have the applicant sign a consensual lien. Commissioner Rule asked if they are selling a home and purchasing another. Ms. Baker said they are not, this is just the purchase of a home. The applicant has been consistent with his payments to the county, the original balance was \$12,651 and the current balance is \$11,561. The Board has approved a temporary lift of the lien. The meeting concluded at 9:07 a.m. An audio recording is on file in the Commissioners' Office.

#### PUBLIC HEARING – REQUEST BY VICTOR WARR FOR A COMPREHENSIVE PLAN MAP AMENDMENT AND REZONE, CASE NO. PH2017-11 & 12

The Board met today at 1:31 p.m. to conduct a public hearing in the matter of a request by Victor Warr, Case No. PH2017-11 & 12, for a comprehensive plan map amendment to change the designation of Parcel No. R29707 from "Agriculture" to "Residential." Also requested is a rezone of R29707, approximately 60.27 acres, from an "A" (Agricultural) Zone to an "R-R" (Rural Residential) Zone. The subject property is located at 8737 Southside Blvd., Nampa, Idaho, in a portion of the NE ¼ of Section 23, T2N, R2W, BM, Canyon County, Idaho. Present were: Commissioners Pam White and Steve Rule, DSD Director Tricia Nilsson, DSD Planner Jennifer Almeida, Victor Warr, Deidre Warr, Ronalee Linsenmann, Katherine Vichorek, Malete Rudkin, Dee Bingham, Duane Warn, Bev Warn, Robert Rudkin, Zoe Rudkin, Cloriece Townley, and Deputy Clerk Monica Reeves. Jennifer Almeida gave the oral staff report. The lack of existing residential zoning or recent approval for zone changes in the immediate vicinity demonstrate there is no justification for the zone change at this time. The area contains several dairy operations as shown on Exhibit 13, the nearest operation is located approximately 3,000 feet east of the subject property. There are also six dairies and one feedlot within two miles of the property. The introduction of a potential of 28 lots within this area may have a negative impact on the agricultural uses that currently exist. The Planning and Zoning Commission recommended denial of the comprehensive plan map amendment and rezone request on May 18, 2017. Staff is recommending denial of both

requests. Victor Warr offered testimony in support of his application. He believes there is a need for properties of this size for those who want to live on small acreages and raise animals and have a large garden, things that are not possible in most subdivisions. There are few lots of this size that are for sale in the area, most properties have existing homes or they are farms for sale. He said there are 30 residential developments within a mile and half of this property with an average lot size of just over two acres. According to Mr. Warr, the rural residential rezone would benefit Canyon County because of tax revenue and the land would be more intensely used agriculturally as far as gardens and pastures. There have been administrative splits, and he could split part of his property administratively but he has chosen not to. The area is a mix of agriculture and sporadic residential uses. The area hasn't changed much in the last few years but as the staff report states there would be no significant impact on public services. There would have to be sewer and water wells for each lot but with two acres there is plenty of room for percolation.

The following people testified in opposition to the request:

Ronalee Linsenmenn stated she concurs with the opposition testimony that was given at the previous hearing, and she said if a speculator purchases property for development then they need to choose a property in a more appropriate location. Ms. Linsenmann said her well water tested 10 parts per million on nitrates, which is the maximum level you can be at for safety reasons and she was told that if she decided to sell her home she would have to install a whole house water system to remediate the nitrate problem because she cannot legally sell the home with a well with nitrates that high. Given the dairies and the lava rock in the area the water situation is not going to improve, it will only get worse. She spoke about the health concerns with water containing nitrates and the types of filtration systems that are recommended. Robert Rudkin lives across the street from the north end of the property and he agrees with Ms. Linsenmann's testimony. He is concerned with the water issue and the impact the project will have on the wells and he said with the absence of any city services it will be costly for an individual or the city to come down that far to support the increased number of wells, septic tanks, etc. The area is on a big lava bed so the filtration is a limited part of that. Irrigation water is also a concern because they are already seeing limitations and restrictions and an increase of 30 homes would be noticeable. Traffic is another concern with farm equipment utilizing the road and adding two cars per home will create a lot more traffic. Mr. Rudkin said he respects Mr. Warr's desire to profit from his purchase but he fears the subdivision of this property, without any nearby services to support it, will negatively impact a lot of people. He believes the property is useable for agriculture. Dee Bingham said there is an underground pipe buried across part of the subject property and it has a 20-foot easement for ditch maintenance and she is concerned that Mr. Warr hasn't given any provision for the easement. She is the water manager and turns the water on and off for property owners and on a good year they get 3.75 acre feet, but they were cut back to almost half of that. She said you cannot grow grass and that's why most of the ground in the area is alfalfa. The subdivision next to her property has been there for 15 years and there are weeds because the owners can't maintain it due to the lack of water. Ms. Bingham said a neighbor put in an aboveground septic tank because they couldn't get it buried due to the lava rock, and Idaho Power had to use dynamite so they could have a deep enough hole for power poles. She said the easement is critical because if there is damage on the west side of the property

they cannot get water. Duane Warn testified about the water adjudication process he went through and the importance of making sure he has access for a tractor to get to both sides of the ditch which he maintains for irrigation use. He wants to make sure there is a recorded easement for it. He said there is an easement of enjoyment that he takes care of because no one in the subdivision will do it; people grow grass around their house and the rest is in weeds because they don't maintain their property. If the request is approved, Mr. Warn wants an easement recorded so he can get access to both sides. Beverly Warn testified about the traffic in the area and said 2,100 cars per day go south by the subject property and almost 1,800 go north and if the project is approved it would add another 300 trips. She said their farm has been in the family for over 70 years and every time land is divided next to them their way of life is disrupted. There are at least three properties for sale within 1 ¼ mile that haven't sold. There is farming equipment on the roads all the time and their property is divided by the road in three pieces and when they move their farm equipment people get impatient and she is afraid there will be more accidents with the additional cars this project will bring. She spoke about irrigation problems, weeds, and other incidents they have to deal with; irrigation water is not guaranteed and she is fearful of buyers not honoring the easements for the buried pipe. Ms. Warn said the neighborhood doesn't deserve any more attacks on their livelihood, well water, or irrigation water therefore she is not in favor of the request. Victor Warr offered rebuttal testimony. He said the nitrate levels can be taken care of with a whole house system, a reverse osmosis system works very well. There are some extra costs when you build a home but it's not a significant cost when you look at the whole price – it would be required in any new home. He said traffic is travelling on a main road between Nampa and Melba and traffic will increase and there will be more people moving there because it's a nice area, a safe area, and there are many recreational opportunities. Mr. Warr said the neighbors do not want change but the area will change whether his project is approved or not. Regarding the ditch easement, he said Ms. Bingham has the recorded easement and there's nothing he can do; he will build around it or do what needs to be done to protect their water and the way it's delivered and the same goes for Mr. Warn so that he has access to his water and his ditch easement. Restrictive covenants will have to be written to help take care of those situations if this is approved. With regard to ingress/egress, Mr. Warr said the highway district will not consider anything until this project has been approved.

(The Board took a brief recess at 2:11 p.m., and went back on the record at 2:15 p.m.)

Katherine Vichorek said she echoes the testimony that has been given. She measured the distance from the top of the hill to where the houses will be going and down to Deer Flat Road and it's 263 yards and you cannot see a car coming, they travel anywhere from 55 mph to 80 mph. The project will have a huge impact the amount of traffic on the road and the Board needs to look at the overall impact it would have on those who live in the area. Mr. Warr was given an opportunity for re-rebuttal and he said in the staff report under significant impacts it says the state has not identified significant impacts as a result of the zoning map amendment from agriculture to rural residential. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to close public testimony. Commissioner Rule asked if there are any reasons the easements wouldn't hold all rights-of-way and protection under any new development. Ms. Almeida

said they would and existing easements that are recorded will need to be shown on the plat. The testimony from Duane Warn was that they did not have a recorded easement, but Mr. Warr indicated he would work with them to obtain that easement, and once it's recorded it will need to be shown on the plat. Commissioner Rule asked if it will be taken care of during platting. Director Nilsson said this is a straight rezone so we can't put conditions on it; we can hope they would show that easement on the plat but we don't have a lot of specific findings for subdivision plats other than complying with the code, but the issues of ditch maintenance and what's required for that we hope would be accomplished with the plat but we can't promise it would happen since we can't put conditions on the rezone. Commissioner Rule asked what the capacity is for a main arterial roadway. Director Nilsson said the capacity is several thousand but she doesn't have a specific number. Commissioner Rule said sewer and water are under the Southwest District Health's jurisdiction and will have to be approved at that level. He looks at what's happening in the area and he sees a lot of development of small acreages bordered by a good chunk of farm ground. Ms. Almeida said the ones to the south, immediately adjacent, vary in size from 2.62 acres to 23.85 acres. Commissioner Rule said he doesn't particularly like the lay of this development but one thing he does stand strong on is property rights. He then made a motion to approve the comprehensive plan map amendment and rezone for Victor Warr, Case No. PH2017-11 & 12. Commissioner White seconded the motion with discussion and said she appreciates property rights but she weighs compatibility when looking at land and zoning issues especially when talking about comprehensive plan map changes. The comprehensive plan is not stone, it's something you have to approach knowing there is flexibility and room if the project speaks to the change and how it will fit. She has some reluctance because of the dangerousness of Deer Flat Road and Southside Boulevard with speeding vehicles. In looking at the zoning and classification map she doesn't find the compatibility that sways her to approve this project because the area is still largely agriculture and she's leaning toward keeping the property in agriculture. A roll call vote was taken on the motion with Commissioner Rule voting in favor of the motion to approve the rezone and the comprehensive plan map amendment. Commissioner White voted against the motion to approve. A tie vote results in an automatic denial. Director Nilsson said there is a provision to request reconsideration and staff will ask for a week to prepare the Findings to make sure they reflect the Board's decision today. In the meantime we can communicate with the applicant the request for reconsideration and make sure we draft the action letter so they are fully aware of that provision. Commissioner Rule made a motion to consider the written Findings of Fact and Conclusions of Law on August 9, 2017 at 9:30 a.m. The motion was seconded by Commissioner White. Director Nilsson said she needs to check with the PA's office on whether or not that warrants an additional hearing by the Board, in particular, what would be the role of Commissioner Dale at that point and what options are available for him to participate on a request for reconsideration. Once the Board signs the Findings the clock starts ticking on the applicant or any affected party submitting a request for reconsideration. The hearing concluded at 2:35 p.m. An audio recording is on file in the Commissioners' Office.

EIGHTEENTH DAY OF THE JULY TERM, A.D., 2017  
CALDWELL, IDAHO AUGUST 2, 2017

PRESENT: Commissioner Tom Dale, Chairman – out of the office  
Commissioner Pam White  
Commissioner Steve Rule  
Deputy Clerk Monica Reeves / Jenen Ross

#### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Dell in the amount of \$5162.96 for the Information Technology department
- Case Management Systems in the amount of \$16,000.00 for the Information Technology department

#### APPROVED CLAIMS ORDER NO. 1722

The Board of Commissioners approved payment of County claims in the amount of \$1,561,605.11 for a County payroll.

#### APPROVED CLAIMS ORDER NO. 8-3-17

The Board of Commissioners approved payment of County claims in the amount of \$240.00 for accounts payable.

#### APPROVED CLAIMS ORDER NO. 8-10-17

The Board of Commissioners approved payment of County claims in the amount of \$5938.76 for accounts payable.

#### APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for The Curb Bar & Grill to be used 8/26/17 for a wedding.

#### APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for The Curb Bar & Grill to be used 8/18/17 for a wedding.

## CONSIDER INDIGENT DECISIONS

The Board met today at 8:45 a.m. to consider indigent decisions. Present were: Commissioners Pam White and Steve Rule, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Customer Service Specialist Robin Sneegas, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to approve Case No. 2017-775 with a final decision to be issued within the next 30 days. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to issue a final denial with a written decision to be issued in the next 30 days for Case No. 2016-1066. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to place Case Nos. 2017-1217 and 2017-1374 in suspension. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to issue initial denials for the following cases with a written decision to be issued within 30 days: Case Nos. 2017-1257, 2017-1256, 2017-1251, 2017-1253, 2017-1260, 2017-1399, 2017-1373, 2017-1262, 2017-1255, 2017-1244, 2017-1243, 2017-1250, 2017-1118 and 2017-1259. The meeting concluded at 8:50 a.m. An audio recording is on file in the Commissioners' Office.

NINETEENTH DAY OF THE JULY TERM, A.D., 2017  
CALDWELL, IDAHO AUGUST 3, 2017

PRESENT: Commissioner Tom Dale, Chairman - out of the office  
Commissioner Pam White  
Commissioner Steve Rule  
Deputy Clerk Monica Reeves / Jenen Ross

## CONSIDER SIGNING INDEPENDENT CONTRACTOR AGREEMENT FOR COURT INTERPRETER OKSANA DOBBINS

The Board met today at 9:01 a.m. to consider signing an independent contractor agreement for court interpreter Oksana Dobbins. Present were: Commissioners Pam White and Steve Rule, Clerk Chris Yamamoto, Executive Assistant Taryn Peterson, Deputy P.A. Mike Porter, Deputy P.A. Allen Shoff, and Deputy Clerk Monica Reeves. Mr. Shoff said this is the same type of agreement that's been brought before the Board where they are building up the roster of court interpreters and making sure they are under contract so we have a good system for ensuring competence and that the rights of everyone are protected. Ms. Dobbins speaks both Russian and Ukrainian and is certified in Washington and Oregon where they have strict credential requirements to stay on the roster. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to sign the agreement with Oksana Dobbins. (See Agreement No. 17-075.) Clerk Yamamoto said it's been an adventure and the interpreters have grouped up and started union style activities so the County has been trying to do the right thing with the contracts. There has been some pushback but we are picking them up one at a time, thanks in part to Taryn Peterson's efforts

in getting them onboard. The Clerk believes interpreting is the best it's ever been. There were no issues for legal staff. The meeting concluded at 9:07 a.m. An audio recording is on file in the Commissioners' Office.

CONTINUE PUBLIC HEARING REGARDING AN APPEAL BY KYLE COOPER OF THE P&Z COMMISSION'S DENIAL OF CASE NO. PH2016-69

The Board met today at 1:33 p.m. for a scheduled public hearing in the matter of an appeal by Kyle Cooper of the P&Z Commission's denial of Case No. PH2016-69. Present were: Commissioners Pam White and Steve Rule, Amy Hebert, and Deputy Clerk Monica Reeves. The Board was informed that the applicant wanted all three Commissioners present so they asked for a continuance. Upon the motion of Commissioner Rule and the second by Commissioner White the Board voted unanimously to continue the hearing to September 28 at 1:30 p.m. The proceeding concluded at 1:34 p.m. An audio recording is on file in the Commissioners' Office.

TWENTIETH DAY OF THE JULY TERM, A.D., 2017  
CALDWELL, IDAHO AUGUST 4, 2017

PRESENT: Commissioner Tom Dale, Chairman - out of the office  
Commissioner Pam White - out of the office  
Commissioner Steve Rule - out of the office  
Deputy Clerk Monica Reeves / Jenen Ross

No meetings were held.

TWENTY-FIRST DAY OF THE JULY TERM, A.D., 2017  
CALDWELL, IDAHO AUGUST 7, 2017

PRESENT: Commissioner Tom Dale, Chairman  
Commissioner Pam White  
Commissioner Steve Rule  
Deputy Clerk Monica Reeves / Jenen Ross

APPROVED SALARY RATE REQUEST AND/OR KEY & SECURITY ACCESS REQUEST FORM

The Board approved a salary rate request and/or key & security access request form for Lawrence Archuletta.

### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Amazon.com in the amount of \$1248.16 for Indigent Services
- Idaho Tool & Equipment in the amount of \$2780.00 for the Fleet department

### APPROVED CLAIMS ORDER NO. 8-10-17

The Board of Commissioners approved payment of County claims in the amount of \$60,660.30, \$43,904.66, \$62,609.92, \$62,805.61 and \$47,262.72 for accounts payable.

### COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:34 a.m. for an office staff meeting. Present were: Commissioners Tom Dale, Pam White and Steve Rule, PIO Joe Decker, Sr. Administrative Specialist Jamie Miller, and Deputy Clerk Monica Reeves. The Board reviewed this week's schedule with staff. Joe Decker reported on the following communication issues: talking points for the KBOI radio interview; he will attend an eclipse workshop meeting tomorrow at the Nampa Police Department, as well as a campus security consultant meeting, the FY2018 budget hearing, and a steering committee meeting. He will handle the webmaster duties next week while Nick Toves is out of the office. The meeting concluded at 8:42 a.m. An audio recording is on file in the Commissioners' Office.

TWENTY-SECOND DAY OF THE JULY TERM, A.D., 2017  
CALDWELL, IDAHO AUGUST 8, 2017

PRESENT: Commissioner Tom Dale, Chairman  
Commissioner Pam White  
Commissioner Steve Rule  
Deputy Clerk Monica Reeves / Jenen Ross

### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- IdentiSys Inc. in the amount of \$9711.00 for Information Technology and the Sheriff's Office
- HP in the amount of \$1621.52 for the Information Technology department
- Franklin Building Supply in the amount of \$2172.03 for the Parks department



## BIWEEKLY MEETING WITH THE FACILITIES DIRECTOR AND THE DIRECTOR OF INFORMATION TECHNOLOGY TO DISCUSS GENERAL ISSUES, SET POLICY, AND GIVE DIRECTION

The Board met today at 8:32 a.m. for a biweekly meeting with the Facilities Director and the Director of Information Technology to discuss general issues, set policy, and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Facilities Director Paul Navarro, IT Director Greg Rast, Assistant IT Director Eric Jensen, and Deputy Clerk Monica Reeves.

### **Facilities report:**

The recreation yard lid for Pod 5 is done and the security fence is going up now and we'll have to install a magnetic lock and badge access point. There will be a three-foot gate with a call button and camera that goes to the deputy station and they can release the lock. Once the fence is finished and the gate is operational the city will do a certificate of occupancy inspection as per the conditions of the special use permit the city imposed. An asbestos abatement contractor has been hired for the Anderson Corner project in Parma and once the 10-day notice expires the abatement and demolition work will begin. The lactation room for the Sheriff's Office is done. A jail maintenance lead travelled to Washington with Sheriff Donahue and DLR to tour the Skagit County facility and he came back with several good ideas. The juvenile probation camera project will begin this week. The teardown of the Fair is finished and he is thinking about installing building lights with LED floods so that the Fair Director won't have to rent light generators which are time consuming and expensive. The third floor courtroom remodel will start next Monday.

### **IT report:**

There were some technical issues at the Fair but they were addressed quickly. They will evaluate what they have and expand next year for better coverage. AAtronics is working to resolve the feedback issues in the public meeting room prior to tonight's budget hearing. When they made some software updates some things broke so they are fixing it. Once a vendor has been selected for the microwave connectivity project they hope to start working on it immediately. In regards to the scanning position that was approved, there are over 205,194 pages that have been scanned and they're at \$26,000 over six months so he is pleased they are on target to cover the position. The person is currently in the Assessor's Office doing onsite work and then the person will move to the Development Services Department followed by the Clerk's Office. The Assessor wants to hire a fulltime person to scan the voluminous backlog of files. Director Rast asked if the Board is ready to use tablets and start the process of using electronic signatures on documents to reduce the amount of paper. After discussion it was decided that IT will continue with their current OnBase projects and bring the matter back for discussion with the Board at a later date. Commissioner Rule asked Director Rast for his thoughts on the Clerk's decision to remove a new position request from the IT budget. Director Rast said he was going to use that position for security, for breach monitoring and Windows server updates and without the position it will put the department behind, cause employee burnout, and puts the County at a liability. Commissioner Rule believes Director Rast needs the position and it should not be removed.

from the budget. The meeting concluded at 8:56 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

#### CONSIDER SIGNING AUGUST 8, 2017 AGENDA ITEMS

The Board met today at 9:00 a.m. to consider signing the August 8, 2017 agenda items. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Allen Shoff, Deputy P.A. David Eames, Deputy P.A. Brad Goodsell, Facilities Director Paul Navarro, IT Director Greg Rast, Assistant IT Director Eric Jensen, Public Defender Krista Howard, PD Office Manager Deepak Budwani, Executive Administrator Taryn Peterson, Indigent Services Director Yvonne Baker, other interested persons, and Deputy Clerk Monica Reeves. The items were considered as follows:

***Notice of Intent to Award FY17 Canyon County Microwave Connectivity Project:*** Director Rast said Idaho Tower came out on top for the internal scoring side and as well as on the reference checks. The proposal fits within the allocated budget and it's his recommendation the Board select Idaho Tower for the project. Commissioner Rule made a motion to authorize the notice of intent to award to Idaho Tower. The motion was seconded by Commissioner White and carried unanimously. The final calendar event is a one week time period in which any potential vendor can protest the award and after that point the contract will be prepared and the agreement will be entered into with Idaho Tower.

***Consider Signing Thomson Reuters Agreement for West Proflex for the Public Defender:*** Allen Shoff said this creates the WestLaw legal research product which is very similar to many other legal research products and from a legal perspective he has no issues with the document. Krista Howard said they use the comprehensive database for legal research. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to sign the Thomson Reuters Agreement for West Proflex for the Public Defender. (See Agreement No. 17-077.)

***Consider signing Resolution Classifying Records of the Canyon County Auditor and Authorizing the Destruction of Certain Records:*** David Eames said the Auditor wants to destroy some records from 2011 that include claims and taxing district statements, which are semi-permanent records that can be destroyed after five years. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to sign the resolution authorizing the destruction of certain records from 2011. (See Resolution No. 17-144.)

***Consider signing Independent Contractor Agreement for Court Interpreter Tatiana Nazarco:*** Ms. Nazarco is a Romanian language interpreter who is currently employed by the Washington court system. The fee is higher than some of the other interpreters because the Romanian language is much more in demand and it's rarer to find an interpreter particularly in Idaho. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to sign the agreement for court interpreter Tatiana Nazarco. (See Agreement No. 17-076.)

***Legal staff update:*** Commissioner Dale informed the Board of a discussion that took place yesterday with Valley Regional Transit (VRT) regarding the study on the vanpool program that looked at the cost effectiveness of the Ada County Highway District's (ACHD) program. It's a fairly delicate situation between VRT and ACHD and there are emotional feelings on both sides of the issues and hopefully a good decision will result. His feeling is it should be a collaborative effort where ACHD continues to do what they're doing but acknowledges the coordination efforts and authority of VRT to help coordinate efforts so it becomes a smoother operation. The Board went into Executive Session as follows:

EXECUTIVE SESSION – RECORDS EXEMPT FROM PUBLIC DISCLOSURE AND ATTORNEY-CLIENT COMMUNICATION, AND COMMUNICATE WITH RISK MANAGER REGARDING PENDING/IMMINENTLY LIKELY CLAIMS

Commissioner Rule made a motion to go into Executive Session at 9:15 a.m. pursuant to Idaho Code, Section 74-206(1) (d) and (i) to discuss records exempt from public disclosure and attorney-client communication, and to communicate with the County's risk manager regarding pending/imminently likely claims. The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Brad Goodsell, Deputy P.A. Allen Shoff, Indigent Services Director Yvonne Baker, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:52 a.m. with no decision being called for in open session.

An audio recording of the open portion of the discussion is on file in the Commissioners' Office.

EXECUTIVE SESSION PURSUANT TO IDAHO CODE, SECTION 74-206 (1)(B) AND (D) TO DISCUSS PERSONNEL ISSUES RELATED TO SPECIFIC EMPLOYEES AND RELATED DOCUMENTS

At 10:00 a.m. Commissioner Dale made a motion to go into Executive Session pursuant to Idaho Code, Section 74-206(1) (b) and (d) discuss personnel issues related to specific employees and related documents. The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule, White, and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Facilities Director Paul Navarro and Deputy Clerk Monica Reeves. The Executive Session concluded at 10:25 a.m. with no decision being called for in open session.

MEETING TO DISCUSS CAMPUS SECURITY CONSULTANT PROJECT CANDIDATES

The Board met today at 3:32 p.m. to discuss the campus security consultant project candidates. Present were: Commissioners Tom Dale and Pam White, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Mike Porter, Clerk Chris Yamamoto, Controller Zach Wagoner, Chief Deputy Sheriff Marv Dashiell, IT Director Greg Rast, Assistant Director Eric Jensen, Facilities Director Paul Navarro, and Deputy Clerk Monica Reeves. Commissioner Steve Rule arrived at 3:56 p.m. Sam Laugheed said there were a number of proposals and the research committee narrowed them down to four and those firms came in and gave presentations and the committee met to go over the results of those interviews and they produced a compilation spreadsheet. They measured the following topics: work with other entities, the qualifications of their key personnel, the proposed approach to our project, the nature of the County's return on investment, and the congruence of the proposal with what the County's needs are. The committee members valued different things at different times in the proposals but ultimately the average and final scores it looks as if the Triad Consulting Group stood out slightly over the others. Chief Dashiell said the committee members realize they could probably reach a lot of goals internally, however, they don't have the time to take people out of their responsibilities to achieve this. He rated Triad first because they had a broader range of experience and came in with a different atmosphere as far as working for the simplest solution. A couple of the others talked more about technology which adds more money into the next phase. Greg Rast said he agrees with everything Chief Dashiell said. Triad is his first choice because they are a technology firm so he relates to them. Eric Jensen likes Triad because they have a wide range of experience and talked about maybe not needing fancy technology, just procedures and he agrees with that. Jensen-Hughes was his second choice. Paul Navarro likes Triad and he said it's nice to have a third party that doesn't put us on the spot. We are dealing with challenging personalities and with elected officials who have their own specific interests and needs and Triad's experience is impressive in terms of having worked on similar projects in size and scope. Zach Wagoner said there is sufficient horsepower within the County to do this ourselves and he has concerns about the return on investment and value and whether we have clearly defined what we are looking for and what we are hoping to achieve. He wants to clearly understand what value the County will receive and he questioned whether this is the best use of this money at this moment in time. Commissioner White asked if we can ask them to narrow the scope. Chief Dashiell said access is one part, surveillance is another, and the physical attributes of the facility is another part. Mr. Laugheed said the intent of the RFP was to find somebody we can work with that could talk to the diverse stakeholders and do a risk assessment, look at what we have in place, look at what best practices would be and try to have a needs analysis of what the county's needs are from the tech side, from the physical side, building access side and then help us prioritize those things and help narrow it down to bite size pieces. Director Navarro said the master plan will look at what our most exposed assets and liabilities are and then we as the team can figure out how to close that by creating policy, having a uniform camera policy, uniform retention policy, addendums to our handbooks on fire drills, and access badges. There are a thousand things we can do without having them do it for us. It can be narrowed down. Director Rast said if you look at the return on investment question on the rating those are the lowest scores and we had quite a discussion on that and it was not taken lightly. Yes, we can come up with a plan but the time it involves is an issue. We knew this was going to be a multi-year phased approach, but how do we approach that plan?

We are qualified to potentially do this but we need to control the scope and make sure the return on investment is there through a plan that we can implement through the years. (Commissioner Steve Rule arrived at 3:56 p.m.) Commissioner Dale asked if we are committed to the \$86,000 cost if we decided to go with Triad. Mr. Laugheed said no, we are not. We would give notice to the proposers that this is the firm we're looking at and then we would negotiate with them and refine the scope at that time and reduce the cost and limit it, perhaps by not including all the other properties right off the bat. We are not agreeing to any price at this point. We could go with a not to exceed amount for an initial part and have them talk to the key stakeholders and develop a better proposal for us. Commissioner Dale is comfortable with going forward with the recommendation of Triad and authorizing a negotiation period. Controller Wagoner felt the most comfortable with Jensen-Hughes as far as working with each other. Commissioner Rule is not excited about spending a lot of money on studying a system when some of the committee members could do it themselves. Director Rast said the committee members do not have the time to come up with a master plan and then figure out how to put it into action countywide. Mr. Laugheed said we could say we have a much better idea of what we want to do and we are not going to make a choice right now so we'll terminate the RFP and do some more discussion with them as an independent contractor. If we set a not to exceed amount at \$50,000, which is the statutory limit, we wouldn't have to go through the process and we could take the information we gained through this experience and use it to inform a negotiation with any of them. Commissioner Rule said he was more concerned with the amount of money we put toward this rather than who the contractor is. Commissioner White made a motion to amend the agenda to consider giving notice of intent to negotiate a contract with a security consultant firm. The motion was seconded by Commissioner Rule and carried unanimously. Commissioner Rule made a motion to enter into negotiations with Triad Consulting and Design Group and Jensen Hughes, which includes narrowing the scope to a point where we can get an identifiable product at the end. The motion was seconded by Commissioner White and carried unanimously. The meeting concluded at 4:27 p.m. An audio recording is on file in the Commissioners' Office.

#### FISCAL YEAR 2018 BUDGET HEARING

The Board met today at 5:10 p.m. to conduct the Fiscal Year 2018 Budget Hearing. The hearing was held in the public meeting room of the Administration Building located at 111 11<sup>th</sup> Avenue North in Caldwell. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Clerk Chris Yamamoto, Controller Zach Wagoner, Chief Deputy Clerk Drew Maffei, Chief Civil Deputy P.A. Sam Laugheed, Sheriff Kieran Donahue, Chief Deputy Sheriff Marv Dashiell, Facilities Director Paul Navarro, Chief Probation Officer Elda Catalano, Director of Misdemeanor Probation Jeff Breach, Public Defender Krista Howard, PD Office Manager Deepak Budwani, Indigent Services Director Yvonne Baker, Weed Control Superintendent Jim Martell, PIO Joe Decker, Mike Cowan, Kathy Alder, Larry Stevenson, Steve White, other interested citizens, and Deputy Clerk Monica Reeves. Zach Wagoner reviewed the Fiscal Year 2018 Budget and a copy of the handout he prepared is on file with this day's minute entry. His review was as follows:

Three key priorities were identified during the 2018 budget process:

- Minimize the property tax request by maximizing and fully utilizing all other revenue sources. The County's budget is funded 53% by property tax, there are other charges for services, other fees we collect and it's appropriate to look at those fees and charge an equitable fee for the service that's being provided. We need to protect the levels of fund balance and maintain appropriate levels of reserve and provided funding for statutorily required obligations. There are certain mandated obligations that rest upon the County, some relate to our responsibilities for medical care and indigent public defense and we need to levy the appropriate amount of property tax dollars to provide those required services. In order to minimize the property tax request, the FY2018 budget includes \$3 million of fund balance that has been reassigned for property tax relief. The County had \$6 million of assigned fund balance set aside for capital projects/improvements but it's been decided to take \$3 million of that \$6 million and allocate it to the 2018 budget for property tax relief. That action does not jeopardize the County's financial health in any way.
- We need to invest in and retain our essential personnel. The budget includes \$2.7 million invested for salaries and benefits to continue the rollout of the compensation plan and it includes \$10.2 million for the employer funding of the health insurance program.
- Prepare and plan for the future. The Clerk and Controller recommend following a suitable plan for capital items to be replaced, and cautiously evaluating downstream costs of current decisions. The 2018 tentative budget includes no expansion of County government, it includes a freeze on new and additional positions.

Overall the 2018 tentative expenditure budget is \$89,305,778 with \$62.5 million budgeted for salaries and benefits and \$26.7 million budgeted for other operating expenditures. The total is just over \$2 million less than the FY2017 expenditure budget. Significant items in the FY2018 tentative other operating expenditures budget:

- \$2,500,000 budgeted for involuntary mental commitments under indigent medical care and assistance
- \$1,500,000 budgeted for medical provider payments under indigent medical care and assistance
- \$945,848 budgeted for contribution to Southwest District Health
- \$773,666 budgeted in the landfill enterprise fund for a scraper
- \$750,000 budgeted for public safety vehicles in the Sheriff's budget
- \$683,544 budgeted in the tort fund for the liability insurance premium
- \$630,000 budgeted for jail food service in the Sheriff's budget

The buildings and grounds budget has decreased nearly \$6 million from 2017 as a result of the jail expansion project that was included in the 2017 budget. The fleet budget includes \$50,000 to epoxy the shop floor, and \$200,000 for vehicle up-fitting. The emergency

communications budget has decreased roughly \$500,000 from 2017 due to the purchase of communications equipment that will not be part of the 2018 budget. The emergency management budget is down \$60,000; the 2017 budget was opened and adjusted mid-year for the breach that occurred in the Boise River. \$75,000 was added during the fiscal year for the repair work that was done. The General Reserves budget has increased from \$250,000 to \$500,000. The indigent medical care and assistance budget has increased around \$1 million and includes the increased costs related to involuntary mental commitments and medical provider payments. Parks, Cultural & Natural Resources has increased by \$110,000, which includes \$63,000 for a truck and two side-by-side UTVs and \$40,000 for a well at the museum. The Prosecuting Attorney's budget increase is tied directly to the continued implementation of the compensation plan. The Sheriff's budget increases are also tied to the compensation plan and \$750,000 for public safety vehicles. The Trial Court Administrator budget has decreased which is tied to the interpreter fees that were paid from the TCA budget in 2017 but those fees have been moved to the Clerk of the Court budget for 2018.

There are two special taxing districts: Pest Control District \$208,312 and the Melba Gopher District \$12,000. They are not county-wide, they cover the unincorporated areas.

Funding Sources:

Current Property tax levy: \$46,978,570

Intergovernmental revenue: \$14,030,428

Charges for services: \$12,968,939

Fund balance: \$10,019,645

Permits, licenses and other: \$5,308,196

**Total funding: \$89,305,778**

The County has the statutory authority to levy \$53,697,270 in property tax to support the FY2018 budget. In prior years we have chosen not to take our 3% and not take our new construction increase and the total that has been saved is \$8 million. The tentative property tax request is \$46,978,570. It is estimated that the County's FY2018 levy rate of .00416 will be 2% lower than FY2017's levy rate.

Salary increases for the elected officials are included in this budget. Commissioner Rule asked how much the Sheriff's Office turned back at the end of FY2016. Controller Wagoner said nearly \$1.4 million was unspent. Clerk Yamamoto said approximately 10% of the budget is not expended and that's mostly because of personnel costs in the "A" Budget; most everybody in the system has unspent amounts but the Sheriff's Office has the biggest amount that's not spent and that's why they use that 10% that won't be funded with property tax. They are paying special attention to what that percentage will be because they're expecting to see less turnover and consequently less of that unspent funds so we'll probably have to change the way we budget. Commissioner Rule noted that last year's budget included \$6.5 million in a construction line item but that's not in this year's budget.

Public testimony was offered as follows:

Kathy Alder said three years ago the property tax was \$34 million and with this budget it increases to \$12 million in three years and that's frightening. She has no problem with the employee incentives but she asked the Board to keep in mind that the average household income is \$48,000 so we need to be mindful of what we are asking those people to pay. She is concerned there was a \$91 million budget last year and over \$6 million was for the jail expansion and she thought it would be removed from the budget since we didn't move forward with the project. The budget was reduced by \$2 million instead of \$6 million and although the budget was lowered we are raising property taxes by \$4 million, which makes no sense. She asked the Board to take another look at the budget and hold the property tax rather than increasing it. Controller Wagoner said in previous years the budget was funded with fund balance so those balances we enjoyed were spent. Also, there were some expenses related to medical care and employee health insurance that were not adequately funded so those bills have now come due and in addition to that our indigent medical care and assistance costs have skyrocketed and those are obligations we have to pay.

Larry Stevenson asked if the County has a budgeted line item for capital expenditures for a jail, and do we put money into a savings account each year to pay for it. Commissioner Rule said last year he and Commissioner Hanson tried to create that and they increased property tax to help fund the line item for future construction but that line item went away this year. Mr. Stevenson said the County has had three failed jail bond attempts and perhaps we should incorporate something in the budget each year to create a savings account for major expansions and find creative funding ideas rather than hitting taxpayers with a \$50 million bond. Controller Wagoner said with regard to the capital expense line item, last fiscal year there was \$6 million of fund balance assigned for capital projects and it was decided during the 2018 budget that we would take away \$3 million of that assignment for capital projects and assign it for property tax relief in the 2018 budget so that'd leave roughly \$3 million assigned for capital projects. Clerk Yamamoto said if we look at the \$10 million amount, less than half of that takes care our employees with salaries and benefits, and the other half is for indigent care, something we have no choice over because it's what going on with society and with the demographics in Canyon County.

Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to close public testimony. Commissioner White said the budget process was handled so professionally and the elected officials and department administrators are keenly aware of the fact that this the people's money. There was no greed and there were no demands. The integrity of the Clerk and the Controller won't be compromised by the 2018 budget and neither will the service levels residents pay for. The unfunded statutory required obligations will be cautiously addressed and with fiscally sound budget funding decisions the needs will be met. Our greatest asset – our employees – are part of a compensation plan that is transparent, forward thinking and defensible. Commissioner Rule said in previous meetings he is on record with a different way of budgeting and he tried to put a plan in place last year to address future needs but it was taken away. He cannot support the budget because it's the most liberal budget he's been a part of. He does not support salary increases for elected officials. He does not understand why the Board is approving another \$1.4 million to a department that turned over \$1 million last year, and he doesn't understand how \$6.5 million turns into a \$2 million cut. Commissioner Dale said he



has been through 21 budgets dealing with public dollars and it is always something that is difficult and those who work as public servants need to keep in mind that it's the people's money that has been entrusted to them to invest wisely and that means looking at present needs. Some needs are beyond our control and the majority of the increase in property tax is due to those factors that are beyond our control. People are constitutionally accorded the right to have public defense when accused of a crime and the state has chosen to push that obligation in large part to the counties and although he is appreciative of the state picking up some of those dollars in their public defense grants, it still leaves a huge burden on County taxpayers. We are required to provide for medical indigency opportunities for those who cannot afford to pay their medical bills. He is very aware the property tax dollars and fees we collect are given to us to be stewards of and this budget meets the priorities that have been outlined. We are utilizing \$3 million of what he considers a savings fund that he did agree with last year – it wasn't just two commissioners agreeing to that. And we are using some of that money to help reduce the property tax. We are investing in a compensation plan to retain essential personnel and we are preparing and planning for the future. He believes in responsible use of fund balances for certain things but if you're using a large degree of fund balance for operational costs you are in essence deficit spending and you can't do that for long and that's what happened with our self-funded health care insurance trust fund where we spent it down to nothing which was a large part of why we had to increase the property tax investment. This budget catches us up in critical areas that have been neglected. He supports the budget and is in deep gratitude to those who worked on it. Commissioner White made a motion to sign the resolution adopting the Fiscal Year 2018 expenditure budget in the amount of \$89,305,778, and a Fiscal Year 2018 expenditure budget for Canyon County Pest Control District in the amount of \$208,312 and a FY2018 expenditure budget for the Melba Gopher District in the amount of \$12,000. The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners White and Dale voting in favor and Commissioner Rule voting against the motion. The motion carried by a two-to-one split vote. (See Resolution No. 17-146). The 2017 Dollar Certification of Budget Request (L-2 forms) for the Canyon County, Pest Control and Melba Gopher District Budgets are on file with this day's minute entry. Commissioner White made a motion to approve the resolution which states the following: As publicly noticed, and pursuant to Idaho Code Section 63-802(1)(e) Canyon County's fiscal year 2018 property tax levy of \$46,978,570 includes \$1,373,479 of available property tax increases forgone in prior years. The previously forgone property tax amount is needed to fund the operations of the indigent medical care and assistance office. The fiscal year 2018 budget for indigent medical care and assistance includes an additional \$1,950,000 over the fiscal year 2017 adopted budget amount for medical provider payments and involuntary mental commitments. A roll call vote was taken on the motion with Commissioners White and Dale voting in favor and Commissioner Rule voting against the motion. The motion carried by two-to-one split vote. (See Resolution No. 17-145). The hearing concluded at approximately 6:20 p.m. An audio recording is on file in the Commissioners' Office.

TWENTY-THIRD DAY OF THE JULY TERM, A.D., 2017  
CALDWELL, IDAHO AUGUST 9, 2017

PRESENT: Commissioner Tom Dale, Chairman  
Commissioner Pam White  
Commissioner Steve Rule  
Deputy Clerk Monica Reeves / Jenen Ross

CONSIDER WRITTEN FINDINGS OF FACT, CONCLUSIONS OF LAW AND ORDER  
REGARDING THE REQUEST BY VICTOR WARR FOR A COMPREHENSIVE PLAN MAP  
AMENDMENT AND REZONE, CASE NO. PH2017-11 & 12

The Board met today at 9:33 a.m. to consider the written Findings of Fact, Conclusions of Law and Order regarding the request by Victor Warr for a comprehensive plan map amendment and rezone, Case No. PH2017-11&12. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Zach Wesley, DSD Planner Jennifer Almeida, and Deputy Clerk Monica Reeves. The case was heard on August 1, 2017 with Commissioner Rule voting in favor of the application and Commissioner White voting against the application. This action resulted in a denial. The signing of the Findings was scheduled for today. Commissioner Dale said since he was absent during the initial presentation he is not able to vote on the Findings and he has not had an opportunity to listen to the audio file from the previous hearing. It is his recommendation to continue the matter so he can review the record and listen to the audio and weigh in. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to continue the matter to August 17, 2017 at 10:00 a.m. The meeting concluded at 9:39 a.m. An audio recording is on file in the Commissioners' Office.

EXECUTIVE SESSION PURSUANT TO IDAHO CODE, SECTION 74-206 (1)(B) AND (D) TO  
DISCUSS PERSONNEL ISSUES RELATED TO SPECIFIC EMPLOYEES AND RELATED  
DOCUMENTS

At 10:02 a.m. Commissioner Dale made a motion to go into Executive Session pursuant to Idaho Code, Section 74-206(1) (b) and (d) to discuss personnel issues related to specific employees and related documents. The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Rule and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale and Steve Rule, Weed and Gopher Superintendent Jim Martell, and Deputy Clerk Monica Reeves. The Executive Session concluded at 10:45 a.m. with no decision being called for in open session.

EXECUTIVE SESSION PURSUANT TO IDAHO CODE, SECTION 74-206 (1)(B) AND (D) TO  
DISCUSS PERSONNEL ISSUES RELATED TO SPECIFIC EMPLOYEES AND RELATED  
DOCUMENTS

At 2:02 p.m. Commissioner Dale made a motion to go into Executive Session pursuant to Idaho Code, Section 74-206(1) (b) and (d) to discuss personnel issues related to specific

employees and related documents. The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Rule and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale and Steve Rule, DSD Director Tricia Nilsson, and Deputy Clerk Monica Reeves. The Executive Session concluded at 2:37 p.m. with no decision being called for in open session.

#### CONSIDER SIGNING IDAHO DEPARTMENT OF PARKS AND RECREATION BOATING SAFETY GRANT CLOSEOUT

The Board met today at 3:00 p.m. to consider signing the Idaho Department of Parks and Recreation Boating Safety Grant Closeout. Present were: Commissioners Tom Dale and Pam White, Lt. Ben Keyes, Controller Zach Wagoner, and Deputy Clerk Monica Reeves. Lt. Keyes said the County was awarded a grant for \$35,052 and now that we've spent half that amount we can request the funds from the state. Controller Wagoner said this is a yearly occurrence and he certifies that the County has paid out \$17,526 this year. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to sign the Idaho Department of Parks and Recreation Boating Safety Grant Closeout. The meeting concluded at 3:04 p.m. An audio recording is on file in the Commissioners' Office.

TWENTY-FOURTH DAY OF THE JULY TERM, A.D., 2017  
CALDWELL, IDAHO AUGUST 10, 2017

PRESENT: Commissioner Tom Dale, Chairman  
Commissioner Pam White  
Commissioner Steve Rule  
Deputy Clerk Monica Reeves / Jenen Ross

#### APPROVED CLAIMS ORDER NO. 8-25-17

The Board of Commissioners approved payment of County claims in the amount of \$333,491.58 and \$609,958.22 for accounts payable.

#### APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for The Beer Guys to be used 9/9/17 for a wedding.

#### APPROVED SALARY RATE REQUEST AND/OR KEY & SECURITY ACCESS REQUEST FORM

The Board approved a salary rate request and/or key & security access request form for Rachel Blach.

## APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Amazon in the amount of \$2518.57 for the Information Technology department

## INDIGENT DECISIONS

The Board met today at 8:48 a.m. to consider indigent decisions. Present were: Commissioners Pam White and Steve Rule, Indigent Services Director Yvonne Baker, Customer Service Specialist Robin Sneegas, and Deputy Clerk Monica Reeves. Commissioner Rule made a motion for final approval of Case No. 2017-1405 for cremation assistance. The motion was seconded by Commissioner White and carried unanimously. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to continue Case No. 2017-1186 to September 21, 2017 at 9:00 a.m. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to issue initial denials with a written denial to be issued within the next 30 days for the following cases: Case Nos. 2017-1275, 2017-1307, 2017-1309, 2017-1291, 2017-1289, 2017-1305, 2017-1306, 2017-1286, 2017-1294, 2017-1285, 2017-1290, 2017-1261, 2017-1284, 2017-1287, 2017-1277, and 2017-1288. The proceeding concluded at 8:51 a.m. An audio recording is on file in the Commissioners' Office.

## INDIGENT MATTERS

The Board met today at 8:55 a.m. to consider indigent matters. Present were: Commissioners Tom Dale, Pam White, and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, and Deputy Clerk Monica Reeves. Kellie George reviewed a draft letter from the Prosecutor's Office regarding attributable income that says the indigent services office will attribute income unless the hospital and/or applicant can provide documentation otherwise. It will be up to the Board to listen to the testimony and decide if the income needs to be taken away. In other words, the burden of proof will be on the applicant and the hospital to prove that they are not able to have any income. Commissioner Rule said the letter is well written. Commissioner Dale said the letter needs to be sent to any attorney that deals with the County on medical indigency matters. The meeting concluded at 9:00 a.m. An audio recording is on file in the Commissioners' Office.

## MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-878

The Board met today at 9:03 a.m. to conduct a medical indigency hearing for Case No. 2017-878. Present were: Commissioners Tom Dale, Pam White, and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Michelle Davis from St. Luke's Regional Medical Center, Attorney Mark Peterson, the applicant and his spouse, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Rule and

the second by Commissioner White, the Board voted unanimously to approve Case No. 2017-878 with a written decision to be issued within 30 days. The hearing concluded at 9:25 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-726

The Board met today at 9:29 a.m. to conduct a medical indigency hearing for Case No. 2017-726. Present were: Commissioners Tom Dale, Pam White, and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, the applicant and his significant other, Attorney Mark Peterson, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to continue the case to September 7, 2017. The hearing concluded at 9:36 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-887

The Board met today at 9:43 a.m. to conduct a medical indigency hearing for Case No. 2017-887. Present were: Commissioners Tom Dale, Pam White, and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, the applicant and her daughter, Kassi Daugherty from St. Luke's Regional Medical Center, Attorney Mark Peterson, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to continue Case No. 2017-887 to September 7, 2017. The hearing concluded at 9:51 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-891

The Board met today at 9:55 a.m. to conduct a medical indigency hearing for Case No. 2017-891. Present were: Commissioners Tom Dale, Pam White, and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, the applicant, Cassie Cacciopo from Saint Alphonsus Regional Medical Center, Attorney Bryan Nickels, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to continue Case No. 2017-891 to October 5, 2017. The hearing concluded at 10:00 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-721

The Board met today at 10:05 a.m. to conduct a medical indigency hearing for Case No. 2017-721. Present were: Commissioners Tom Dale, Pam White, and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, the applicant, Kassi Daugherty from St. Luke's Regional Medical Center, Attorney Mark Peterson,

and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to continue Case No. 2017-721 to October 5, 2017. The hearing concluded at 10:19 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-916

The Board met today at 10:23 a.m. to conduct a medical indigency hearing for Case No. 2017-916. Present were: Commissioners Tom Dale, Pam White, and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Cassie Cacciopo from Saint Alphonsus Regional Medical Center, and Deputy Clerk Monica Reeves. The applicant did not appear for the hearing. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to continue Case No. 2017-916 to October 5, 2017. The hearing concluded at 10:26 a.m. An audio recording is on file in the Commissioners' Office.

#### MEDICAL INDIGENCY MATTERS

The Board met today at 10:27 a.m. to consider medical indigency matters. Present were: Commissioners Tom Dale, Pam White, and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to issue written denials within the next 30 days for the following cases: Case Nos. 2017-720, 2017-1047, 2017-551, and 2017-832. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to issue a final decision for amendment for Case No. 2017-529. The meeting concluded at 10:28 a.m. An audio recording is on file in the Commissioners' Office.

#### LEGAL STAFF UPDATE

The Board met today at 10:41 a.m. for a legal staff update. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Zach Wesley, and Deputy Clerk Monica Reeves. Mr. Wesley spoke about a letter the Board received from the State Board of Land Commissioners in response to the County's July 6 objection to the sale of several properties that are around the Vallivue high school and middle school area. The basis for the objection was we did not have substantial information to comment on it and their notice wasn't compliant with the law for that reason so they sent a letter essentially saying they are withdrawing their legal notice and will go through the process of determining how they're going to sell the lands and when they have more direction from the land board and are more prepared to make the sale they will provide legal notice again. Commissioner Dale asked what the concerns are with the properties. Commissioner Rule said he brought it up because he has seen things in the past that were inappropriate and there were serious tax implications so he wants to make sure there will be full disclosure. He is not suggesting

anything inappropriate has occurred but he wants to make sure the law is followed. Mr. Wesley said they are required to notify the County 60 days in advance before any sale and we have the right to object and the State Board of Land Commissioners can then hear our objection and decide whether they're going forward or reconsider. In the past they did stop an exchange of properties because they had not followed the proper procedure in the sale and in that case they wanted to exchange some property in the County for some cabins that were on Payette Lake in McCall. In this case one property is a larger agriculture building that's associated with the University of Idaho and two smaller parcels in the same area. The meeting concluded at 10:47 a.m. An audio recording is on file in the Commissioners' Office.

EXECUTIVE SESSION PURSUANT TO IDAHO CODE, SECTION 74-206 (1)(B) AND (D) TO DISCUSS PERSONNEL ISSUES RELATED TO SPECIFIC EMPLOYEES AND RELATED DOCUMENTS

At 11:01 a.m. Commissioner White made a motion to go into Executive Session pursuant to Idaho Code, Section 74-206(1) (b) and (d) to discuss personnel issues related to specific employees and related documents. The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Rule, White, and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White, and Steve Rule, Juvenile Detention Director Steve Jett, and Deputy Clerk Monica Reeves. The Executive Session concluded at 11:30 a.m. with no decision being called for in open session.

EXECUTIVE SESSION PURSUANT TO IDAHO CODE, SECTION 74-206 (1)(B) AND (D) TO DISCUSS PERSONNEL ISSUES RELATED TO SPECIFIC EMPLOYEES AND RELATED DOCUMENTS

At 1:30 p.m. Commissioner Rule made a motion to go into Executive Session pursuant to Idaho Code, Section 74-206(1) (b) and (d) to discuss personnel issues related to specific employees and related documents. The motion was seconded by Commissioner White. A roll call vote was taken on the motion with Commissioners Rule, White, and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White, and Steve Rule, Landfill Director David Loper, and Deputy Clerk Monica Reeves. The Executive Session concluded at 2:32 p.m. with no decision being called for in open session.

TWENTY-FIFTH DAY OF THE JULY TERM, A.D., 2017  
CALDWELL, IDAHO AUGUST 11, 2017

PRESENT: Commissioner Tom Dale, Chairman  
Commissioner Pam White  
Commissioner Steve Rule – out of the office  
Deputy Clerk Monica Reeves / Jenen Ross

### APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- McDonalds Upholstery in the amount of \$18,481.28 for the District Court
- Wall 2 Wall Flooring in the amount of \$36,309.98 for the District Court

No meetings were held.



THE MINUTES OF THE FISCAL TERM OF JULY 2017 WERE READ AND APPROVED AND FOUND TO BE A PROPER RECORD OF THE PROCEEDINGS OF THE BOARD OF CANYON COUNTY COMMISSIONERS, CANYON COUNTY IDAHO.

Approved this 28th day of September, 2017 by the CANYON COUNTY BOARD OF COMMISSIONERS Steven J. Rule and Pam White. ATTEST: Chris Yamamoto, Clerk; M.Reeves, Deputy Clerk