

FIRST DAY OF THE JUNE TERM, A.D., 2017
CALDWELL, IDAHO JUNE 12, 2017

PRESENT: Commissioner Tom Dale, Chairman
Commissioner Pam White
Commissioner Steve Rule
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 \$71,876.66 and \$75,806.19 for accounts payable.

APPROVED CLAIMS ORDER NO. 6-13-17

The Board of Commissioners approved payment of County claims in the amount of \$28,766.87 for accounts payable.

APPROVED CLAIMS ORDER NO. 6-19-17

The Board of Commissioners approved payment of County claims in the amount of \$7,885.56 for accounts payable.

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Maximum Midrange Computer Spec. in the amount of \$3190.00 for the Sheriff's Office
- Caxton in the amount of \$3121.44 for the Prosecutor's Office

COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:31 a.m. for an office staff meeting. Present were: Commissioners Tom Dale, Pam White and Steve Rule, PIO Joe Decker, Deputy Clerk Jenen Ross, 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 items: The household hazardous waste event was held this past weekend and he estimates 2,000-2,500 vehicles were there, and it went much quicker than last year; KBOI talking points; Kevin Miller will be hosting his radio show from Team Mazda Subaru and Commissioners Dale and Rule as well as Prosecutor Taylor will be on the program; a University of Idaho documentary filmmaker is doing a documentary on the Steven Nelson case; Mr. Decker was asked if a crosswalk could be painted for the new parking lot located

next to the facilities building; and the Parks' booking project is nearly completed on the website. The meeting concluded at 8:45 a.m. An audio recording is on file in the Commissioners' Office.

LEGAL STAFF UPDATE AND CONSIDER ENTERTAINMENT CONTRACT FOR THE 2017 CANYON COUNTY FAIR WITH TYLER MESSINA – REPTILE ADVENTURES

The Board met today at 9:00 a.m. for a legal staff update and to consider signing an entertainment contract for the 2017 Canyon County Fair with Tyler Messina – Reptile Adventures. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Zach Wesley, Deputy P.A. Brad Goodsell, Fair Director Diana Sinner, and Deputy Clerk Monica Reeves. Zach Wesley said this is a renewal of our standard form agreement and it requires the contractor to indemnify the County and carry the regular amount of insurance. Diana Sinner said it's a stage show that brings in a variety of reptiles. No poisonous reptiles will be handled. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to sign the entertainment contract for the 2017 Canyon County Fair with Tyler Messina – Reptile Adventures (See Agreement No. 17-051.) Ms. Sinner left at 9:04 a.m. As part of the legal staff update Commissioner Dale said at a recent Commissioners and Clerks conference Attorney Jerry Mason gave a presentation on public hearings and the recommendation that all counties have a resolution that specifies procedures for public hearings. The body of proof rests on the applicant and they should go first and then staff should fill in any holes the Board needs to hear, but Canyon County's practice has been to let DSD go first and they state the case for the applicant. Oftentimes somebody on the opposing side will say staff has made the point for the applicant and so in order avoid that the applicant needs to state their case. Zach Wesley said from a land use perspective it's a great idea and it's something he thought the Board had reduced to writing, but maybe that hasn't been done. He said they join in the recommendation to have that in writing and this is a good place to start so he will talk to Sam Laugheed about it and they will look at the draft and make some comments. Commissioner Dale said another point was made about not requiring those who wish to testify to include their addresses, but rather just their city and state on the sign-in sheets. He also informed Mr. Wesley that the Board received a letter from the City of Caldwell asking us to go with the city on addressing new developments in the impact area. Some time ago Canyon County turned addressing over to the city for impact area developments and they are saying that's not working well for them and if we are agreeable the city would like to present an ordinance that would change a portion of the city code to remove any references to addressing within the impact area. The ordinance would be timed to coincide with a similar ordinance removing similar references from County code which would put the responsibility back on our Development Services Department to create the addresses of new properties that are in the impact area but outside of the city. Mr. Wesley is aware of the issue and said the city has been in contact with DSD Director Tricia Nilsson, who thinks it is a good idea and is already working on the County side of it. As part of the legal staff update, the Board went into Executive Session as follows:

EXECUTIVE SESSION – ACQUISITION OF AN INTEREST IN REAL PROPERTY,
RECORDS EXEMPT FROM PUBLIC DISCLOSURE AND ATTORNEY-CLIENT
COMMUNICATION, AND COMMUNICATE WITH RISK MANAGER REGARDING
PENDING/IMMINENTLY LIKELY CLAIMS

Commissioner White made a motion to go into Executive Session at 9:19 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 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. Zach Wesley, Deputy P.A. Brad Goodsell, and Deputy Clerk Monica Reeves. The Executive Session concluded at 10:03 a.m., and while on the record Commissioner Dale said the Board discussed matters pursuant to Idaho Code, Section 74-206(1) (d) and (i), as well as (c), an interest real property. No decisions were called for in open session. The meeting concluded at 10:03 a.m.

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

MONTHLY MEETING WITH THE DIRECTOR OF DEVELOPMENT SERVICES TO DISCUSS GENERAL ISSUES, SET POLICY AND GIVE DIRECTION

The Board met today at 10:07 a.m. for a monthly meeting with the Director of Development Services to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Director Tricia Nilsson and Deputy Clerk Jenen Ross. Director Nilsson updated the Board on the following items: In May they did \$220,000 in permit revenue. Plan review is being done as quickly as possible; they are trying to keep the turnaround time to 4 weeks or less. There is a public hearing on Friday for a conditional rezone that may be somewhat contentious. Commissioner Rule has some concerns with some of the language used by P&Z and wanted to confirm it was accurate. Ms. Nilsson does not have any concerns with the language that was used. There is a conditional use permit coming up for Owyhee Produce and Ms. Nilsson plans to attend the highway district meeting tomorrow night because there are some conditions they want to put on and she doesn't feel that the sense of urgency in getting this permit moving forward is shared by the highway district. Director Nilsson would like to work with Ada County and the two flood control districts to get some aerial photos of the flood waters; she anticipates the cost being about \$1000 which she has available in her budget. Commissioner Rule feels like pressure needs to be put on the Corp. of Engineers to allow channel management and the flooding needs to be managed such as allowing obstructions below bridges or other places in the channels to be cleaned out which would eliminate a lot of pressure and flooding upstream. Once the flood waters recede the damage will need to be assessed. Recently a constituent contacted Commissioner Rule because he was frustrated with the highway district although happy with DSD; there is a provision in the code that requires a 70ft. setback from a section line for a future road. There is a section line that runs on his western boundary of his property but there will never be a future road there. Director Nilsson said they are not going to put a setback on every section line as it's not always necessary. This issue will be addressed with a revision to the ordinance. She brought to the Board's attention that there are projects in the COMPASS TIP (Regional

Transportation Improvement Program) that do not meet the qualifications to be there. The rule for a project to be in the TIP is that they have to be federally funded or regionally significant for air quality. She feels as though these projects are setting a dangerous precedent as they take away the Board's discretion later; she feels there needs to be some kind of disclaimer on these sorts of projects. Commissioner Rule asked Ms. Nilsson to put her COMPASS recommendation in writing. The meeting concluded at 10:24 a.m. An audio recording is on file in the Commissioners' Office.

QUARTERLY MEETING WITH THE WEED CONTROL SUPERINTENDENT AND GOPHER DISTRICT DIRECTOR TO DISCUSS GENERAL ISSUES, SET POLICY, AND GIVE DIRECTION

The Board met today at 10:25 a.m. for a quarterly meeting with the Weed Control Superintendent and Gopher District Director to discuss general issues, set policy, and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Jim Martell and Deputy Clerk Jenen Ross. Mr. Martell updated the Board on the following items: To date they have sent out invoices totaling \$38,466.00 in weed and \$3,696.00 in pest. \$14,289.00 has been paid out in gopher bounty and they are currently at 52% of their annual budget. 175 owl boxes have been put up with 16 still remaining. He recently saw a spot on the interstate with 10-12 year old scotch thistle, he is concerned with these seedlings he will not be able to catch up to it and his last 15 years of spraying scotch thistle has been negated. Mr. Martell would like to bring on another person to help get an upper hand and training on weed control since him and Roger Tish will be leaving within 2 years. There would be no need to open the budget if a new person is brought on to the pest district. He does not like hiring seasonal help and would prefer to get employees on board for succession planning. The Board is okay will adding an additional employee. The meeting concluded at 10:41. No audio recording of the meeting is available due to a glitch in which the system did not record.

SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for El Cafetal Colombian Restaurant LLC dba El Cafetal (see resolution no. 17-130)

PUBLIC HEARING REQUEST BY JACE DAVIS FOR A CONDITIONAL REZONE, CASE NO. PH2017-6

The Board met today at 11:02 a.m. to conduct a public hearing in the matter of a request by Jace Davis for a conditional rezone located at 26550 Upper Pleasant Ridge Road, Case No. PH2017-6. The subject property is located at 26550 Upper Pleasant Ridge Road, Wilder, Idaho, in a portion of the SW ¼ of Section 27, T4N, R4W, BM, Canyon County, Idaho. Present were: Commissioners Tom Dale, Pam White, and Steve Rule, DSD Director Tricia Nilsson, DSD Planner Jennifer Almeida, Jace Davis, and Deputy Clerk Monica Reeves. Jennifer Almeida gave the oral staff report. The applicant is requesting a conditional

rezone of approximately 28.02 acres from an “A” (Agricultural) Zone to a “CR-R-R” (Conditional Rezone-Rural Residential) zone. With the development agreement the property would be restricted to those two parcels. The conditional rezone would allow for the development of a 4-acre parcel which contains the existing residence and a 24-acre parcel would be limited to a residential home site, and no further divisions of the 24-acre parcel are proposed. The P&Z commission recommended approval of the conditional rezone and development agreement on May 4, 2017. Staff is also recommending approval of the conditional rezone and development agreement. Jace Davis testified in favor of the request. His family is growing and they want to build their dream home on the site. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to close public testimony. Commissioner Dale said the request fits in with the design of the area; he has seen no objections, and the P&Z Commission recommended approval so he believes it is a good use for the ground. Commissioner White made a motion to approve the conditional rezone request and the development agreement with the conditions as listed. 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 which carried unanimously. (See Agreement No. 17-052.) Commissioner Rule made a motion to approve the Findings of Fact, Conclusions of Law and Conditions of Approval. 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 which carried unanimously. Commissioner White made a motion to approve the ordinance directing amendments to the Canyon County Zoning Map. 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 which carried unanimously. (See Ordinance No. 17-006.) The hearing concluded at 11:08 a.m. An audio recording is on file in the Commissioners’ Office.

MEETING WITH THE COUNTY AGENT TO DISCUSS GENERAL ISSUES

The Board met today at 1:47 p.m. for a meeting with the County Agent to discuss general issues. Present were: Commissioners Tom Dale, Pam White and Steve Rule, County Agent Jerry Neufeld, Horticulture Educator Rich Guggenheim and Deputy Clerk Jenen Ross. Mr. Neufeld updated the Board on the following items: Samantha Graff, who is the livestock educator, has resigned; the university intends to re-hire for that position. Their office is busy getting ready for the fair. A fair assistant will be brought on soon; they are in the process of conducting interviews. Commissioner Dale said it’s been brought to his attention that the county has not been following the 4-H rules and regulations in regards to selling animals. Mr. Neufeld feels this issue will probably be looked at after next year’s fair. Commissioner Dale said his understanding is that the selling of animals was never intended to be a big money making venture for college funds but designed to teach kids about the care and upkeep of animals along with some of the bookkeeping skills. The IT department is in the process of switching their office over to Windows 10. There was recently an issue in regards to signage in the back of the building for handicap parking; the facilities department is assisting in making their office more compliant. Mr. Guggenheim gave a review of the things that have happened over the last year in horticulture and current

items they are working on. The meeting concluded at 2:09 a.m. An audio recording is on file in the Commissioners' Office.

MONTHLY MEETING WITH THE PARKS DIRECTOR TO DISCUSS GENERAL ISSUES, SET POLICY AND GIVE DIRECTION

The Board met today at 2:20 p.m. for a monthly meeting with the Parks Director to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Parks Director Nicki Schwend and Deputy Clerk Jenen Ross. Ms. Schwend updated the Board on the following items:

Staff updates: Betty Mallorca, who was the exhibition curator, has given her notice; once they have filled some of the other open positions Ms. Schwend will look at re-hiring for this position. Joel Barroso has returned to light duty work. On Thursday they will be interviewing 6 candidates for the programs manager position and on June 16th they will be interviewing 4 candidates for the parks technician position. Ms. Schwend is continuing to work with the PA's office to formalize a camp host agreement with Lori Berry. Ms. Berry will live in her motorhome at Celebration Park in exchange for electricity. The agreement will line-out exactly what the responsibilities are between being a park technician and the camp host.

Trash and Storage at Celebration Park: Nicki and Kathy have worked with Mr. and Mrs. Vastine about putting a storage container and dumpster on their property which is close in proximity to the park and more accessible to the parks vs. driving to the dump. Ms. Schwend will work with the PA's office to create an agreement for this arrangement.

Well project: Deputy PA David Eames has put out another invitation for bids, if this invitation doesn't work then they will look to extend the deadline possibly into the fall when business slows down. If there are still no interested parties they will look at extending the well at the visitor center which will require an 1100 ft. trench.

Idaho Fish and Game coordination meeting: Several park employees recently met with IDFG regarding the MOU with Wilson Ponds and Martin Landing. In regards to Wilson Ponds they would really just like the parks department to continue what they've been doing such as garbage pick-up, weeding, trimming and removing of brush. IDFG will continue to pay for the pumping of the restrooms and the toilet paper. In regards to Martin Landing, there have been some issues with "homesteaders" and they are pursuing the idea of closing that facility during the winter months. A couple of solutions being considered are swinging-arm style gates and possibly a user-fee system for overnight camping. The Board has requested a tour of Martin Landing once it's a little drier.

Archaeology Month: May was Archaeology Month and several events were held including a Vintage Auto Fun Run which raised \$2400 for the Melba Senior Center; BLM Archaeologist, Dean Shaw, brought in some prehistoric and fur trade replicas and gave a demonstration on brain tanning; Creator of D-Stretch, Jon and Sheila Harmon, visited the museum and

toured Wees Bar. BSU Archaeology Field School spent a week a Celebration Park doing some hands-on training.

Meridian Rendezvous: This event happened on May 19th with approximately 3500 4th grade students taking part. As a thank you they donated \$300 to the bus scholarship program.

ISHS Volunteer Luncheon: The Parks department was recently invited to a luncheon with the Idaho State Historic Society and were able to tour the renovated Shirt Factory Event Center.

Plaque presented to Tom Bicak: The Boy Scouts recently presented a plaque to Tom Bicak for all the work he's done with that organization.

Lake Lowell Fieldtrips: This year the program was increased from 4 weeks to 5 and the schedule is already full for next year.

Site issues: They are working each week to keep up with the grass growth at Martin Landing. Some signage at Celebration Park needs to be replaced due to wear and tear; additionally they are going to look at adding some signs leading people to Celebration Park to help with people getting lost. There are also some repairs that need to be done along the river and to dock accesses. The pump station at Ward Memorial Park needed some new electrical run to it but when they trenched it went thru 9 sprinkler systems so Rodney Tuttle spent a weekend repairing that.

Ms. Schwend finished by letting the Board know about the next Historic Preservation Commission meeting, road repairs scheduled to be done around Lake Lowell, the NCA Anniversary schedule and accounting of the SWID RC&D.

The meeting concluded at 2:51 p.m. An audio recording is on file in the Commissioners' Office.

PUBLIC HEARING REQUEST BY DEBRA JANTZI FOR A CONDITIONAL REZONE, CASE NO. PH2017-9

The Board met today at 3:01 p.m. to conduct a public hearing in the matter of a request by Debra Jantzi for a conditional rezone of approximately 11 acres of an approximate 52.76 acre parcel from an "A" (Agricultural) Zone to an "R-R" (Rural Residential) Zone. A development agreement is also included as part of this request. The subject property (Parcel No. R39372) is located at 31228 Hwy 95, Parma, ID 83660. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Director Tricia Nilsson, DSD Planner Jennifer Almeida, Debra Jantzi, and Deputy Clerk Monica Reeves. Jennifer Almeida gave the oral staff report. The request will allow the applicant to rezone a portion of the property to allow for a residential home site and the development agreement will limit the development of the parcel to only that one home site on 11 acres. The applicant is restricting development through the development agreement and the proposed acreage of the parcel may still qualify for an

agricultural exemption and would still meet the intent of agriculture. The proposed 11-acre parcel is located within the portion of the property that is not prime farm land. The P&Z Commission recommended approval of the conditional rezone and development agreement on May 4, 2017. Staff is also recommending approval of the conditional rezone and development agreement. Debra Jantzi testified in favor of her application. She has friends who are interested in buying the property and building a home. She has a small goat dairy and she doesn't use it other than to run dry stock on it, and she said due to the shape of the property you would have to put a lot of money into if you wanted to farm it. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to close public testimony. Commissioner White made a motion to approve the conditional rezone and development agreement with the conditions as listed. (See Agreement No. 17-053.) 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 which carried unanimously. Commissioner Rule made a motion to sign the ordinance directing amendments to the Canyon County Zoning Map, (see Ordinance No. 17-007) and to approve the findings of fact and conclusions of law. 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 which carried unanimously. The hearing concluded 3:08 p.m. An audio recording is on file in the Commissioners' Office.

SECOND DAY OF THE JUNE TERM, A.D., 2017
CALDWELL, IDAHO JUNE 13, 2017

PRESENT: Commissioner Tom Dale, Chairman
 Commissioner Pam White
 Commissioner Steve Rule
 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 \$59,439.79 and \$48,702.63 for accounts payable.

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

The Board met today at 8:33 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, IT Director Greg Rast, Assistant IT Director Eric Jensen and Deputy Clerk Jenen Ross.

Director Rast updated the Board on the following items:

The new evaluation program will be completed today with the first round of evaluations done for his department.

The Business Analyst position is out to market as Don Brown will be retiring on July 14th.

The print shop order portion of the employee website is up and running. Mr. Rast gave a breakdown of Microsoft licenses; over the past 3 years the county has had a 33% increase in licenses, this also includes some catch-up for licenses that weren't current. A PO will be coming to the Board for the Microsoft Assurance program which essentially allows the county to lease software giving the opportunity to upgrade whenever there are new releases. Director Rast said his current budget will accommodate this cost.

The IT department has a total of 93 projects in the works beyond the daily service desk issues. Mr. Rast gave a review of the flow of projects and how they work their way thru.

Commissioner Rule asked about budget, Director Rast said the A side will be increased due to additional employees and the B side has increased about \$152,000 due to the replacement of the Nortel phones project and the Microsoft agreement.

Director Navarro updated the Board on the following items:

Landscaping at the fairgrounds is being finished this week. They are working to build a new ticket booth as the previous one fell apart when they tried to move it and it was beyond repair. Gable ends on the fair buildings are being completed. The Eagle Scouts worked on a project at the DMV last weekend and will be coming out on July 1st to paint the staircase on the outside of the fair building, the staircase on the inside, all the new doors that were installed and several other areas. His department will be starting on June 26th to complete the pre-fair activities such as erecting pens, building show arenas and repairing animal barns.

Director Navarro has been working on completing PO's for Board approval to start on the four courtroom remodels. He believes the cost will be approximately \$10,000 for each courtroom not including carpet or audio/visual. Commissioner Rule asked if the state is helping with the funding. Mr. Navarro stated that Judge Ford would like to approach the state but there is no real answer yet. Commissioner Rule said he will not be able to support these expenditures this year. Director Navarro and Director Rast will be spending some time in Judge Ford's courtroom this week trying to determine the best course of action for the remodels.

The IT data center has a new floor and baseboard and HVAC system; the storefront window is on its way from out of state.

The meeting concluded at 9:03 a.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 9:36 a.m. for a biweekly meeting with the HR director to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, HR Director Sue Baumgart, Deputy P.A. Zach Wesley (left at 9:47 a.m.) and Deputy Clerk Jenen Ross. Direct Baumgart updated the Board on the following items: She has met with the Clerk's Office to discuss the management of the Language Line service. The Sheriff's Office currently has a contract with Language Line to provide translation services under the Title VI requirement. Ms. Baumgart would like to have another agreement in place to cover the rest of the county offices. There would not need a bid process as the expense is minimal. This service provides language translation for many different languages. Since the Sheriff's Office already has a contract in place there would just be a set-up fee for general county use and then each department would be billed individually for use. Commissioner Dale said he likes the idea of the service. Commissioner Rule asked what kinds of problems the county is having now in not having this service available. Ms. Baumgart explained that at this time there really aren't any issues but front-line, customer service staff sometimes have communication issues with walk-in public. Additionally, it is part of the Title VI regulations which will require interpretive services for public organizations. Commissioner Rule would like to see referrals from other counties or cities that are using the service. Commissioner White asked Director Baumgart to check with the Department of Health and Welfare to see what service they're using. Ms. Baumgart continued her meeting letting the Board know that Nicole Ahlstrom is continuing to work on the wellness program and that she has recently met with individuals from the City of Nampa to discuss their wellness program. They are planning to have 2 wellness fairs in October with county vendors so employees can make educated choices before open enrollment. The meeting concluded at 9:50 a.m. An audio recording is available in the Commissioners' Office.

FILE IN MINUTES

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

EXECUTIVE SESSION TO CONSIDER PERSONNEL MATTER PURSUANT TO IDAHO CODE, SECTION 74-206(1)(A) AND (D): INTERVIEW AND CANDIDATE EVALUATION FOR THE PLANNING & ZONING COMMISSION

Commissioner White made a motion to go into Executive Session at 2:33 p.m. pursuant to Idaho Code, Section 74-206(1) (a) and (d) to interview and evaluate a candidate for the Planning and Zoning Commission. 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, Rob Sturgill, and Deputy Clerk Monica Reeves. Commissioner White left at 3:10 p.m. Mr. Sturgill left at 3:20 p.m. The Executive Session concluded at 3:36 p.m. with no decision being called for in open session

THIRD DAY OF THE JUNE TERM, A.D., 2017
CALDWELL, IDAHO JUNE 14, 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):

- Idaho Tower Construction Company in the amount of \$3700.00 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 Doyle Bradford.

APPROVED CLAIMS ORDER NO. 6-26-17

The Board of Commissioners approved payment of County claims in the amount of \$77,117.90 and \$158,237.09 for accounts payable.

CONSIDER INDIGENT DECISIONS

The Board met today at 8:48 a.m. to consider indigent decisions. Present were: Commissioners Tom Dale and Steve Rule, 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 Dale, the Board voted unanimously to initial determinations of denial for the following cases: Case Nos. 2017-1036, 2017-1026, 2017-0978, 2017-1031, 2017-1116, 2017-0987, 2017-1039, 2017-0965, 2017-1030, 2017-1141, 2017-1115, 2017-1152, 2017-1142, 2017-0998, 2017-0990, 2017-1181, 2017-1035, 2017-1186, 2017-0995, 2017-0996, 2017-1172, 2017-1051, 2017-1044, 2017-1038, 2017-1020, 2017-1120, 2017-1032, 2017-1033, 2017-1028, 2017-1162, and 2017-0997. The meeting concluded 8:50 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING INDEPENDENT CONTRACTOR AGREEMENT FOR COURT INTERPRETERS WITH EVA BLASKO; PLANNING & ZONING COMMISSION CANDIDATE REVIEW AND APPOINTMENT; AND LEGAL STAFF UPDATE

The Board met today at 10:03 a.m. to consider signing an independent contract agreement for Court interpreters with Eva Blasko, and to consider a Planning and Zoning Commission candidate review and appointment, and to have a legal staff update. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Allen Shoff, Deputy P.A. Zach Wesley, Deputy P.A. Brad Goodsell, Chief Deputy Clerk Drew Maffei, Executive Administrator Taryn Peterson, Treasurer Tracie Lloyd, Deputy Treasurer Tonya Weyand, Assessor Brian Stender, Chief Deputy Assessor Joe Cox, Jennifer Loutzenhiser from the Assessor's Office, and Deputy Clerk Monica Reeves. The items were considered as follows:

Consider independent contract agreement for Court interpreters with Eva Blasko: Allen Shoff said this is the first of what will be a series of standardized independent contractor agreements with court interpreters. Taryn Peterson explained the process she uses which includes requesting the contractor's resume and certification level. This interpreter happens to be from out-of-state, we don't have any Hungarian court-certified interpreters in state. It's a one year term with automatic renewals. The rate is \$60 an hour. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to sign the independent contract agreement for Court interpreters with Eva Blasko. (See Agreement No. 17-054.)

Consider Planning and Zoning Commission candidate review and appointment: Commissioner Rule said not very often do we have a number of really good applicants from one area but this was one of those times where the candidates were equally qualified, other than one has lived here a long time. He would like to appoint Rick Fried to the vacant position, and, he would like to find a spot for the other candidate as well. Commissioner Dale agreed and said Mr. Fried is very involved in the community and based on that he is a little more qualified for the position. Commissioner White has known Mr. Fried for years and said he is an outstanding individual. She was also impressed by the other candidate, Mr. Sturgill as well. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to appoint Rick Fried to the vacated P&Z Commission position for the remainder of this term which will expire December 1, 2018. (See Resolution No. 17-131.)

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

Note for the record: As properly noticed the Board met today at 10:12 a.m. for a legal staff update. A request was made to go into Executive Session 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 Executive Session was held as follows:

Commissioner White made a motion to go into Executive Session at 10:12 a.m. pursuant to Idaho Code, Section 74-206(1) (d) and (i). 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. Allen Shoff, Deputy P.A. Zach Wesley, Deputy P.A. Brad Goodsell, Treasurer Tracie Lloyd, Deputy Treasurer Tonya Weyand, Assessor Brian Stender, Chief Deputy Assessor Joe Cox, Jennifer Loutzenhiser from the Assessor's Office, and Deputy Clerk Monica Reeves. The Executive Session concluded at 10:27 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.

REVIEW AND DISCUSS EMPLOYEE STATUS CHANGE PROCEDURE

The Board met today at 10:34 a.m. to review and discuss employee status change procedure. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Allen Shoff, HR Director Sue Baumgart, Controller Zach Wagoner, IT Director Greg Rast, and Deputy Clerk Monica Reeves. Allen Shoff said this is a ministerial update and there's nothing for the Board to sign, it's to give an update of what offices/departments are doing. There are a lot of moving parts whenever there's a status change with employees and so the idea was to get the elected officials and department administrators together and make a single procedure they can follow to move through it quickly and one of the primary ways is the email distribution list that gets forwarded to the right people so things get done in a much more efficient and timely manner. Greg Rast said there wasn't a procedure so he approached the Sheriff's Office about their process for onboarding and off-boarding when employees begin or are terminated from employment. He and HR worked on a process and then they involved the PA's Office and Auditing. Sue Baumgart said sometimes employee status change notices are sent only to IT and HR would find out about it later, but with this new procedure everybody will be notified at the same time. Once they have buy-in from the Board they will go back to the elected officials and get their support and come back for a final decision. Commissioner Dale asked if this needs to be implemented through a resolution or policy adoption by the Board so there's some formality to it. Mr. Shoff said it's an informal agreement that is a memory aid, not a binding decision or resolution, and they'd prefer not to make it a binding decision of any sort to avoid setting legal precedents, setting policies. Commissioner Dale would like to see some agreement that says the elected officials like it. Director Baumgart said it's more a guide rather than something they have to use; they can't make them use the distribution list, but it is preferable. Zach Wagoner said the idea would be to create something that's beneficial and of value and they would want to use. Commissioner Rule has no problem with the distribution list concept, but the definitions need a lot of work because they are too general; the Board does not govern the other elected officials' offices. Director Baumgart said they can look at the definition section and decide if it needs to be in there. The meeting concluded at 10:50 a.m. An audio recording is on file in the Commissioners' Office.

FOURTH DAY OF THE JUNE TERM, A.D., 2017
CALDWELL, IDAHO JUNE 15, 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):

- Pavement Specialties of Idaho in the amount of \$7227.31 for the Facilities 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 Marcus Waterman.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-649

The Board met today at 9:04 a.m. to conduct a medical indigency hearing for Case No. 2017-649. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. Brad Goodsell, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Attorney Mark Peterson, the applicant, via conference call, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to issue a final approval with a written decision to be issued within 30 days. The hearing concluded at 9:24 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-643

The Board met today at 9:31 a.m. to conduct a medical indigency hearing for Case No. 2017-643. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. Brad Goodsell, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Stephen DeVille from Saint Alphonsus Regional Medical Center, the applicant, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to issue a final approval for Case No. 2017-643 with a written decision to be issued within 30 days. The hearing concluded at 9:35 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-683

The Board met today at 9:44 a.m. to conduct a medical indigency hearing for Case No. 2017-683. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. Brad Goodsell, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Attorney Mark Peterson, Flyer Seabrook from St. Luke's Regional Medical Center, the applicant's wife, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to continue Case No. 2017-683 to August 24, 2017. The hearing concluded at 9:58 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2016-346

The Board met today at 10:04 a.m. to conduct a medical indigency hearing for Case No. 2016-346. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. Brad Goodsell, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Attorney Bryan Nickels, Timothy Ryan 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 Dale, the Board voted unanimously to issue a final denial with a written decision to be issued within 30 days for Case No. 2016-346. The hearing concluded at 10:19 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-557

The Board met today at 10:21 a.m. to conduct a medical indigency hearing for Case No. 2017-557. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. Brad Goodsell, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Timothy Ryan from Saint Alphonsus Regional Medical Center, the applicant, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to continue Case No. 2017-557 to December 14, 2017. The hearing concluded at 10:29 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-615

The Board met today at 10:33 a.m. to conduct a medical indigency hearing for Case No. 2017-615. Present were: Commissioners Tom Dale and Pam White, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Stephen DeVille from Saint Alphonsus Regional Medical Center, the applicant, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to issue a final approval with a written decision to be issued within 30 days for Case No. 2017-615. The hearing concluded at 10:36 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-551

The Board met today at 10:37 a.m. to conduct a medical indigency hearing for Case No. 2017-551. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. Brad Goodsell, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Timothy Ryan from Saint Alphonsus Regional Medical Center, the applicant, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to continue Case No. 2017-551 to August 10, 2017. The hearing concluded at 10:42 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-617

The Board met today at 10:44 a.m. to conduct a medical indigency hearing for Case No. 2017-617. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. Brad Goodsell, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Timothy Ryan from Saint Alphonsus Regional Medical Center, the applicant, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to continue Case No. 2017-617 to December 14, 2017. The hearing concluded at 10:49 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-447

The Board met today at 10:51 a.m. to conduct a medical indigency hearing for Case No. 2017-447. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. Brad Goodsell, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Timothy Ryan from Saint Alphonsus Regional Medical Center, the applicant, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to issue a final denial for Case No. 2017-447 with a written decision to be issued within 30 days. The hearing concluded at 10:55 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-637

The Board met today at 10:58 a.m. to conduct a medical indigency hearing for Case No. 2017-637. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. Brad Goodsell, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, the applicant and his wife, and Deputy Clerk Monica Reeves. The hospital representative did not appear for the hearing. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to issue a final denial for Case No. 2017-637 with a written decision to be issued within 30 days. The hearing concluded at 11:01 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-590

The Board met today at 11:06 a.m. to conduct a medical indigency hearing for Case No. 2017-590. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. Brad Goodsell, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Attorney Bryan Nickels, Stephen DeVille from Saint Alphonsus Regional Medical Center, the applicant, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to continue Case No. 2017-590 to July 27, 2017. The hearing concluded at 11:09 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 11:11 a.m. to conduct a medical indigency hearing for Case No. 2017-609. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. Brad Goodsell, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Attorney Bryan Nickels, Stephen DeVille 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 Dale, the Board voted unanimously to continue Case No. 2017-609 to July 13, 2017. The hearing concluded at 11:21 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-588

The Board met today at 11:24 a.m. to conduct a medical indigency hearing for Case No. 2017-588. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. Brad Goodsell, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Attorney Bryan Nickels, Timothy Ryan 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 Dale, the Board voted unanimously to continue Case No. 2017-588 to October 5, 2017. The hearing concluded at 11:29 a.m. An audio recording is on file in the Commissioners' Office.

INDIGENT DECISIONS

The Board met today at 11:30 a.m. to consider indigent decisions. Present were: Commissioners Tom Dale and Pam White, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Deputy P.A. Brad Goodsell, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to issue a final denial for Case No. 2017-671 with a written decision to be issued within 30 days. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to continue Case No. 2017-656 to September 7, 2017.

The meeting concluded at 11:31 a.m. An audio recording is on file in the Commissioners' Office.

FY2018 BUDGET MEETING FOR THE SHERIFF'S OFFICE

The Board met today at 1:30 p.m. for the Fiscal Year 2018 budget meeting for the Sheriff's Office. Present were: Commissioners Tom Dale and Pam White, Clerk Chris Yamamoto, Controller Zach Wagoner, Chief Deputy Sheriff Marv Dashiell, Sheriff's Financial Manager David Ivers, Torrie Cope from the Idaho Press-Tribune, and Deputy Clerk Monica Reeves. Chief Dashiell said they've spent a lot of years operating under tight constraints and their request includes the salary compensation plan as well as other notable areas: technology improvements with computer upgrades; the vehicle line item is up quite a bit with the Fleet Director's recommendation for nine (9) patrol units, four (4) unmarked vehicles, two with funding available to possibly go with the SUV style on the unmarked vehicles and another two with funding projected for economy sedans. The other large portion is a \$275,000 request for a replacement armored vehicle for the SWAT team. Their current unit is a 1983 GMC diesel truck that was at one time a bank armored vehicle. Last year they spent around \$2,000 on exhaust upgrades because of officers complaining of headaches when they rode in the vehicle. Chief Dashiell said given what's occurring in the nation, it's just a matter of time before we face a major issue where we'll need the bearcat armored vehicle. Commissioner Dale asked the Chief what priority he gives the bearcat over patrol vehicles. Chief Dashiell said there's a 20-30 year lifespan on the bearcat and that equates to \$11,000 a year and because they have given up so much in the past he is prioritizing that as No. 1, with the marked cars as a second priority, and the unmarked cars will be the lowest priority. Over the past two years they have returned around \$5 million, the majority of which was from the A budget. Zach Wagoner said we need to take a long term view of our fleet and follow the replacement plan and schedule that the Fleet Director has prepared. The bearcat has an initial cost of \$275,000 but hopefully we'll get 20-25 years' worth of use out of that vehicle. Clerk Yamamoto said in the last three years his office has recommended against it because in his view we were running behind on the cars and the replacement schedule had not been followed and that was a priority, but given the circumstances that Chief Dashiell has detailed he has no contest with a bearcat this year. Commissioner Dale asked what kind of strain there will be if we do the bearcat plus all the vehicles. Controller Wagoner said the vehicle request totals \$750,000, it's doable but it needs to be weighed with what's the cost of the older vehicles and what are we investing in the 1983 vehicle? He said we need to utilize the expertise of both Chief Dashiell and Director Tolman. Clerk Yamamoto said we need to go through the process and leave those in the budget for the time being but at the end we need to figure out how much property tax will this have to generate to pay for these things. Commissioner Dale said there are somethings in the A budget for offices and departments that we have already committed to and that will raise the budget and so the rest will come on top of that. We cannot go back on the salary compensation adjustments and we have to fund the health care insurance portion of the County's commitment. Commissioner White said other jurisdictions have done some creative thinking and it's interesting what the City of Nampa is doing with leasing their vehicles, and she appreciates the good budgeting practices on behalf of the Sheriff's Office because they have kept the issues in front of the

decisions makers. Chief Dashiell said when they have presented Director Tolman's recommendation for replacements and they saw their requests cut in half or more, and not just on the bearcat vehicle. When we have 20 cars with 100,000 miles that's when you see larger costs going into those vehicles. He said if we continue with the program we're on now it's cheaper to buy the car on the front end, also, the mileage limitations on a vehicle lease program is concerning. The budget reflects an increase in the training budget so they can send two employees to 10 weeks of onsite upper level college courses as part of a succession plan. There is also some planned training for dispatch certification requirements. Ammunition costs have increased by \$15,000. Out-of-county housing is an issue: they have 20 inmates in Valley County but they need the space so he's checked with Washington County for bed space. Last year they spent \$236,000 on out-of-county housing, and he is recommending \$200,000 be included in the budget line item. The fuel line item was reduced by \$50,000, which is proof that the County's program of self-fueling is paying off. He has added to the medical and prescription costs, and is working with legal on a contract that will allow them to save on medication costs. He is expecting a fee increase in food costs. He has increased the E911 computer equipment line by quite a bit, but it is contingent on a grant application they are submitting to the Idaho Public Safety Communication Commission so they can replace 10 computers and monitors in dispatch. If the grant doesn't go through they will not move forward with it. Controller Wagoner said there is no property tax monies that go into this fund, it's funded entirely by fees and grants and in this case we budget \$42,000 on revenue and \$42,000 on expense to offset. Chief Dashiell said they are still waiting for Motorola to complete the installation of the console upgrades and the baseline has been around \$100,000 in that line with an additional \$70,000 for 10 radio units they didn't include in the contract. The recommendation is to replace them this year or do a portion over the next two years. Clerk Yamamoto said he has a good comfort level with what's been presented but he wants the Board to vet it as well. He doesn't necessarily agree with the all departments on their requests but he will tell the Board what has been included. David Ivers said they have reduced a number of lines and overall it's a very conservative budget. Clerk Yamamoto said one of the reasons the Sheriff's has a significant amount leftover at the end of the fiscal year is because their roster is not filled and he and the Controller have depended on that situation, but they are seeing a different effort lately where they are starting to fill positions and that's going to have a significant impact on our overall budget. Controller Wagoner said they have been under budget for around \$2 million a year. The meeting concluded at 2:20 p.m. An audio recording is on file in the Commissioners' Office.

FIFTH DAY OF THE JUNE TERM, A.D., 2017
CALDWELL, IDAHO JUNE 16, 2017

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

LEGAL STAFF UPDATE

The Board met today at 8:34 a.m. for a legal staff update. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Clerk Chris Yamamoto, Chief Deputy P.A. Sam Laugheed and Deputy Clerk Jenen Ross. Mr. Laugheed stated that the agenda needed to be amended to reflect the revised start time. The legal staff meeting was originally on the agenda for 9:00 a.m. but due a scheduling conflict yesterday when the Clerk was scheduled to attend legal staff it has been taken up today. Commissioner White made a motion to amend the agenda with Commissioner Rule seconding the motion and the Board voting unanimously to amend the agenda.

Mr. Laugheed stated that Prosecutor Taylor has been working on the Nampa prosecution contract which was submitted yesterday and they expect to have an interview on June 30th. Under the current prosecution contract the County has to give a certain amount of notice of cancellation, it also requires that notice be given to the Board as the Board co-signed on the contract. The notice is usually sent via certified mailed with a return receipt, in lieu of the cancellation notice being mailed Mr. Laugheed presented it to the Board directly. A copy of the letter is on file with this day's minute entry. The letter will be mailed with return receipt requested to the City of Nampa. The existing contract will be terminated effective September 30, 2017 and the Prosecutor's Office will work thru the RFP process in the meantime.

A request was made to go into Executive Session to discuss a personnel matter and records exempt from public disclosure. The Executive Session was held as follows: Commissioner Rule made a motion to go into Executive Session at 8:38 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, 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, Clerk Chris Yamamoto, Chief Deputy P.A. Sam Laugheed and Deputy Clerk Jenen Ross. The Executive Session concluded at 9:43 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.

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FY 2018 TENTATIVE BUDGET WORKSHOP MEETING – HUMAN RESOURCES

The Board met today at 9:52 a.m. for a FY 2018 tentative budget workshop meeting with Human Resources. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Clerk Chris Yamamoto, Controller Zach Wagoner, HR Director Sue Baumgart and Deputy Clerk Jenen Ross. Ms. Baumgart explained the only significant change to her budget is the elimination of one position in her office which will cause her 'A' budget to be decreased by approximately \$50K. The 'B' budget will remain relatively unchanged from prior years. The meeting concluded at 9:58 a.m. An audio recording is on file in the Commissioners' Office.

PUBLIC HEARING – TANYA ROBINSON’S REQUEST FOR A CONDITIONAL REZONE FROM AN “A” (AGRICULTURAL) ZONE TO AN “R-R” (RURAL RESIDENTIAL) ZONE

The Board met today at 1:30 p.m. to conduct a public hearing in the matter of Tanya Robinson’s request for a conditional rezone of 15.17 acres from an “A” (Agricultural) Zone to an “R-R” (Rural Residential) Zone. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Director Tricia Nilsson, DSD Planner Daniel Litster, Tanya Robinson, Ryan Robinson, Brad Benke, Linda Sloan, Ron Sloan, and Deputy Clerk Monica Reeves. Daniel Litster gave the oral staff report. The subject property is located at 19082 Upper Pleasant Ridge Road in Caldwell. The conditional rezone is to split that parcel to approximately 2.7 acres for the existing dwelling and approx. 12.4 acres on the back half. The development agreement would restrict residential use to ensure the majority of the property is preserved for agricultural use; these conditions include no secondary residence for either lot; on parcel 2 only a two-acre area would be allowed for development while the rest would be preserved for agriculture only. There will be a shared irrigation agreement to where there’s no new connection – they would use the irrigation as if it was still one lot on the same time with same scheduling. If access cannot be granted along the private lane, Country View Road, then they would have to provide access through the bottom half of the property on Upper Pleasant Ridge through a development driveway easement and that will have to demonstrated prior to the record of survey being approved. With this conditional rezone it limits development in that area and preserves over 10 acres of agricultural use in perpetuity. On May 4, 2017 the P&Z Commission recommended approval, and staff is also recommending approval. Tanya Robinson testified that they bought the property a year and a half ago and they knew they had the ability to build a second residence, as it currently has a farmstead house and a couple outbuildings on the front. They bought it with the intention to build a dream home on the back hayfield. They raise performance horses and their kids are in 4-H so the transition seemed reasonable to move into the Vallivue School District and be closer to town. They have made improvements to the structures and they moved into the home this winter. When she checked on financing she found lenders were skeptical because they would have two houses on one parcel and that changes conforming loans so she explored other options and she was instructed to do a conditional rezone but not necessarily to do a lot of splits, they just want their new home on the back parcel and her mother-in-law would live on the front parcel. The back piece is in orchard grass and they are proposing a split at the natural line. She has no problem with the proposed conditions. Neighbors are unwilling to give an easement but that is not detrimental to the project because they are looking at other options. Brad Benke said he is opposed to changing current zoning laws to allow a conditional use permit to again split the property. He doesn’t understand why the hearings appear to put the burden of proof on those who support the zoning laws, but the people who want to change it seem to have the go-ahead to do these things. He believes the applicants are trying to circumvent the laws to sell the front piece of property and get a loan to build a second home. This request will establish a precedence for more and more C.U.P. requests to do the same thing and begin to push the farmers out of the area. He said the split is in opposition to the zoning laws and the comprehensive plan was written to stop this type of development in agricultural zones and that is why the landowners surrounding this area are opposed to it. He believes the applicants want to do this because it will allow them to get a loan for a

second home at a lower interest rate and then sell off the front piece to finance the front loan but that is in direct conflict of what the comprehensive plan was established to do. Allowing the split will make it so landowners can first use their administrative split and then split it again and get a building loan and then sell both properties. This area will soon have twice as many individual homes and the farm ground will be cut up so that the next step will be to let it all become residential which will have a devastating impact on agriculture. Staff's review is flawed – they support a 1-3 acre split of agricultural to residential because they feel like it goes with the area when in fact it doesn't. More housing means more issues and more restrictions, for example, increased user demands on the irrigation system; crop contamination; and the potential for other landowners to split and sell property as long as they promise to save a few acres for farmland. The signatures of the surrounding landowners demonstrate that they stand against changing the current zoning laws and that's why the request should be denied. Tanya Robinson offered rebuttal testimony. She said the property is a 12-acre hay field and they are not making a living doing agriculture, they will keep the agricultural exemption. She said all opposition stems from Mr. Benke and a lot of false information has been passed along because she has since talked to the neighbors and cleared things up and informed them of the restrictions they will have on the property. She said they are already allowed to have a second dwelling on the property as-is, and they could sell the front piece but that is not their goal. Upon the motion by Commissioner White and the second by Commissioner Rule, the Board voted unanimously to close the public hearing. Commissioner Dale said there were references to changing zoning laws, but we are not changing any laws; we are adhering to the laws by holding this hearing and according to the applicant an opportunity to follow those laws. Director Nilsson said by state law any landowner can petition for a rezone so our ordinance provides for those amendments but there are requirements that they have a neighborhood meeting, and a hearing in front of the P&Z Commission and the Board of Commissioners, and unless a moratorium has been declared, property owners have that right to request and amendment. It is a request to change the zoning designation; we are not changing the text of the ordinance requirements. Commissioner Rule said the zoning map has been amended many, many times and never once did anyone say the Board had broken the zoning law. We are amending the map. Director Nilsson said state law and our own ordinance provide the required elements of that decision which is why we analyze the facts and solicit the input from surrounding property owners and agencies as part of any rezone in Canyon County and at the end of the hearing is the matter of deciding whether it complies with the comprehensive plan, does it have an undue impact to traffic and the other elements before you but that doesn't break. It is a request that is being put through the process that's required to evaluate it and the Board has the discretion to approve it or not. Commissioner Rule said so many times people say there's a comprehensive plan and you can't go against it, but he's been through three comprehensive plan designs and the plan is not concrete, it's fluid and it's changing depending on industry, housing, agriculture, and commercial ventures. Agriculture in Canyon County is huge and Director Nilsson had previously reported that the number of acres that receive an agriculture exemption is on an increasing or stable trend, and the point is we are increasing agricultural acres even though the cities annex prime farm ground. He said the Board is not breaking zoning laws or denying the comprehensive plan in any way with this application or the many others that have come before it. He was initially concerned about access but it looks like they've agreed to all the conditions but the big point of this is that Mr. Benke split some

ground that probably wasn't prime farm ground and if you can use land that's been scrubbed off and has hard pan or rock and build a house there that's actually protecting farm ground in other places. It's a good use of non-prime farm ground. There are three-acre and five-acre parcels right around the subject property and when neighbors who live on acreages of that size are opposed to someone wants to build on 12 acres he's sees it as the pot calling the kettle black. He has no problem with the request. He is not opposed to the request moving forward. Commissioner White said she always looks at compatibility and the maps indicate there are 10-15 parcels that are 10 acres in size or smaller. The applicants have addressed many of the neighbors' concern. She believes the applicants understand the property rights of the Sloans with regard to the roadway and they have a road option that will work and although they already have the right to build a house on the property they could have just put it in, but instead they have gone to the trouble to lock themselves in with a development agreement that restricts them to one additional residence. They are going to keep 10 acres in agriculture, but if they were going to use the land for something else then the issue of compatibility would have been a red flag for her. She believes the request is compatible, and the applicants are willing to help with the existing problems in the area and make them better for everyone. Commissioner Dale reiterated that we are not changing zoning laws, we are adhering to those laws by having this hearing and with the data that has been presented to us regarding a conditional rezone. The applicants have the right to build another house on this property as it is without the extra conditions that are being agreed to. In some ways this protects the ground and the neighbors from further development and it's a more restrictive use of the ground which is why it's called a conditional rezone. Condition 5 said if the requirements are not met within two years the zoning of the property shall revert to its prior designation. He said 12 acres is not enough to make a living on and that's not going to change whether we agree to this conditional rezone or not. He sees a lot of acres out there that are less than five acres in size and this will not change the character of that. He said the house will be built whether this is rezoned or not and it would be advantageous for everybody to allow access up to Country View Lane because it will not affect the other five properties to the north as far as allowing access to the lane. Commissioner Rule made a motion to approve the conditional rezone and development agreement including the five conditions stated in Exhibit 1. The motion was seconded by Commissioner White. A roll call vote was taken with Commissioners Rule, White, and Dale voting in favor of the motion which carried unanimously. Commissioner White made a motion to approve the Findings of Fact and Conclusions of Law. The motion was seconded by Commissioner Rule. A roll call vote was taken with Commissioners Rule, White, and Dale voting in favor of the motion which carried unanimously. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to continue the ordinance directing amendments to the zoning map as well as the development agreement to June 20, 2017 at 8:30 a.m. The hearing concluded at 2:29 p.m. An audio recording is on file in the Commissioners' Office.

FY2018 BUDGET MEETING FOR THE IT DEPARTMENT

The Board met today at 2:33 p.m. for the Fiscal Year 2018 budget meeting for the IT Department. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Controller

Zach Wagoner, IT Director Greg Rast, Assistant IT Director Eric Jensen, Don Brown, Caitlyn Pendell, Shawn Adamson, Burt Merkley, Karen Serratos, Tu-Anh Bockenstette, Joyce Schmeichel, Don Dutton, Teresa Urvina, Ryan Cronrath, and Deputy Clerk Monica Reeves. Clerk Chris Yamamoto arrived at 2:49 p.m. The total budget for the IT Department is \$4.5 million. Director Rast is proposing a new SysAdmin position for a total cost of \$88,200 (base salary + benefits). Commissioner Rule spoke about how we need to stay current with the budgeting needs for the IT Department because if we don't the entire County operation will suffer. Commissioner Dale said the increase in the IT budget of \$3 million in 2012 and the \$4.5 million budget in 2018 is not excessive in terms of keeping up with the pace of technological advancements and it would be interesting to see a computation of the amount of savings we've realized in ongoing costs based on the system improvements that have been made. Director Rast said the biggest cost savings in IT is in the print shop: compared to what outside agencies charge we realized roughly \$500,000 in savings for just printing materials for County offices/departments. He praised his staff and the work they do on projects. Commissioner Dale asked what the new SysAdmin position will do that's not currently being done now. Director Rast said the position came at working with the operations team. We have 174 virtual servers plus almost 20 physical servers that have to be maintained and there are security patches and Windows updates that need to be performed. In working with the elected officials he found out we have a window of opportunity to perform maintenance on Saturday mornings from midnight to 8:00 a.m., and this position will have the ability to shift into that timeframe to do Windows updates so we don't impact the business from 8-5. Commissioner Rule asked if he anticipates whether any "big waves" will hit us financially in the upcoming years that we should discuss at this stage, Director Rast said one responsibility would be to have a fulltime information security officer to evaluate the system and keep things up to date, and have security practices and procedures that will deal with these vulnerabilities. As far as an impact to the B budget, he doesn't see a lot more other than the Nortel telephone replacement that's in front of us and to the disaster recovery, and the business continuity hardware but he has a five-year plan for that. He has been trying to responsibly build IT because if you overbuild it will collapse. He projects a year ahead and in FY2019 he predicts that the overall budget- if these projects are approved and allocated by the Board - will be about \$4.2 million, which is dropping a couple hundred thousand dollars just on B Budget alone. Zach Wagoner said he looks at it from the point of investing in what's appropriate and needed with the idea that it will save us money down the road and increase efficiencies today. Commissioner White asked what the plan is for the security officer position. Director Rast wants to use the position to put operations in a position where they can see where it fits. He will see if they can fulfill that request with the resources they currently have but if they're running short on that resource the Board might see the new position request in the FY2019 budget but with the reduction in the B Budget and if he adds one position he will still be under the \$4.5 million amount. Clerk Yamamoto said with IT working on with software, programming, etc., we should be able to consolidate some things and save money on the licensing and programs that are out there. Commissioner Dale said next week the Board will hear presentations on the campus security project and he asked if we have staff who can handle those needs. Director Rast said he does not have staff with expertise to jump into the camera system on the security side, we may need to create a new department for that. The meeting concluded at 3:07 p.m. An audio recording is on file in the Commissioners' Office.

SIXTH DAY OF THE JUNE TERM, A.D., 2017
CALDWELL, IDAHO JUNE 19, 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):

- HP, Inc. in the amount of \$3352.68 for the Information Technology department
- ExecuTrain in the amount of \$2750.00 for the Information Technology department

COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:32 a.m. for an office staff meeting. Present were: Commissioners Tom Dale, Pam White and Steve Rule, PIO Joe Decker, Deputy Clerk Jenen Ross, 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 items: there was a possible drowning yesterday near Martin's Landing; he will post Sheriff's sale items to the website, his budget meeting will be held on Thursday; KBOI 2 will interview Sheriff Donahue, his victim-witness coordinator and a former domestic violence victim ahead of the crime victim services award that will be presented at the National Association of Sheriff's in Reno next week; Friday evening he will participate in the Juvenile Probation First Tee golf tournament; he is headed to Reno on Sunday and will obtain some interview footage that can be used by KBOI 2. The meeting concluded at 8:41 a.m. An audio recording is on file in the Commissioners' Office.

LEGAL STAFF UPDATE AND CONSIDER SIGNING A RESOLUTION RATIFYING UNIVERSITY OF IDAHO 4-H GOAT FIELD DAY FACILITY USE AGREEMENT AND ENTERTAINMENT CONTRACTS FOR THE 2017 CANYON COUNTY FAIR WITH DRY BUCK, A TRADITIONAL BLUEGRASS BAND, AND TYLOR & THE TRAIN ROBBERS

The Board met today at 9:00 a.m. for a legal staff update and to consider signing a resolution ratifying the University of Idaho 4-H goat field day facility use agreement, as well as entertainment contracts for the 2017 Canyon County Fair with Dry Buck, a traditional bluegrass band, and Tylor and the Train Robbers. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Zach Wesley, Fair Director Diana Sinner, and

Deputy Clerk Monica Reeves. Zach Wesley said the two entertainment contractors meet with the same form as others the Board has adopted; one is for the main stage opening act and the other is a bluegrass band that will play at the community stage. The proposed resolution ratifies the use of the fair building use agreement. The University of Idaho uses the fair building frequently without charge and they've been asking for contract changes which are typical when renting from government agencies. They had an event on June 5 that they turned in their application in late for so the resolution ratifies the contract for the June 5 event. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to sign the entertainment contracts for the 2017 Canyon County Fair with Dry Buck, a traditional bluegrass band, and Tylor and the Train Robbers. (See Agreement Nos. 17-055, and 17-056.) Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to sign the resolution ratifying the University of Idaho 4-H goat field day facility use agreement. (See Resolution No. 17-132.) Commissioner Rule asked if the agreements are something that Director Sinner can sign. The process has been streamlined to where they have eliminated 70% of the contacts that were signed last year but Mr. Wesley said these agreements, and their rates, vary enough that they need to come before the Board. As part of the legal staff update Commissioner Dale said Representative Rick Youngblood contacted him about crisis centers and he is very committed that we need to do what we can to get state funding for a center in Canyon County and he wants to know what the County's buy-in is and what are we willing to commit to. It was decided that Representative Youngblood will be invited to meet with the Board to discuss the issue. Mr. Wesley said it would be helpful to have Zach Wagoner and Yvonne Baker involved in that conversation because Canyon County's involuntary holds are 30% above Ada County's numbers and that is staggering. Commissioner White is excited to see that Representative Youngblood is involved and that we can have an open discussion to bring everyone into the circle, and, she has some information that would be appropriate for an Executive Session, specifically a real estate issue. The meeting concluded at 9:12 a.m. An audio recording is on file in the Commissioners' Office.

FISCAL YEAR 2018 BUDGET MEETING FOR THE DEVELOPMENT SERVICES DEPARTMENT

The Board met today at 9:34 a.m. for the Fiscal Year 2018 budget meeting for the Development Services Department. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Director Tricia Nilsson, Clerk Chris Yamamoto, Controller Zach Wagoner, and Deputy Clerk Monica Reeves. Director Nilsson reviewed her budget noting that she will stay with her current level of 19 fulltime employees. The department has been very busy having already met the revenue budget and while they are bringing it in it is a somewhat modest increase amount for next year. She is not proposing any fee increases, but said when the new building code is adopted we will have a new fee resolution that's already been vetted with the builder and developer interests. Her budget reflects the most recent compensation plan information with a 3.1% increase in salary costs. She is not requesting any new vehicles but the budget does reflect an increase in new computers. The Board gave her \$40,000 to initiate the comprehensive plan update, which she will start this fall, but she wants to carry it over and she doesn't know if she will expend that this fiscal year. She has

increased the professional consultant line item to \$50,000. In addition to the comprehensive plan update they will also need to update the area of impact agreements with Nampa and Caldwell. She would like to bring in someone like Diane Kushlan who is knowledgeable at looking at city codes and county ordinances and produce the drafts for us. The cities will share in the cost. For the comprehensive plan update the cost would be to hire someone and for public outreach expense. Commissioner Rule said we have never spent more than \$20,000 for that so it seems like a big number. Director Nilsson said it's an estimate. A full blown project would cost around \$300,000 but she would only be looking at \$40,000-\$50,000 for public engagement. She said it's difficult with the workload to have staff spend those hours doing that, and it would be more cost effective to pay someone to do that type of work rather than bringing a professional planner on staff. Commissioner Rule asked her to narrow the scope with more defined costs. Director Nilsson said the biggest challenge over the next year will be transiting from Accella to the in-house solution: Canyon Application Permit Software. The meeting concluded at 10:05 a.m. An audio recording is on file in the Commissioners' Office.

FY2018 TENTATIVE BUDGET WORKSHOP MEETING – PARKS, CULTURAL AND NATURAL RESOURCES

The Board met today at 10:26 a.m. for the FY2018 tentative budget workshop meeting with Parks, Cultural and Natural Resources. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Parks Director Nicki Schwend, Controller Zach Wagoner, Clerk Chris Yamamoto and Deputy Clerk Jenen Ross. Director Schwend, Clerk Yamamoto and Controller Wagoner gave a review of the budget numbers.

- There is an increase to the part-time employees' budget line – Ms. Schwend would like to add 3 part-time interpretive specialists to extend the hours the museum is open. Eventually she would like to add a full-time person so the museum can be open Monday thru Friday all day.
- The regular employees' line has gone down \$4000 as it is tied to specific salaries of full-time personnel and with Tom Bicap leaving that line has decreased.
- Seasonal staff has increased some as Director Schwend would like to have seasonal staff come on in March vs. April in hopes they will be able to attend additional training that takes place earlier in the season. One of the trainings they'll be able to attend is thru the Sheriff's Office and will allow seasonal employees to supervise SILD workers.
- \$15,000 is budgeted to repairs and maintenance supplies as it's known that the septic at Lake Lowell is going to need to be replaced sooner rather than later. Commissioner Rule asked Ms. Schwend to look into getting bids for the sewer/septic project and possibly work can start in the fall once the parks slow down.
- Security system line is at \$19,250 to include Wi-Fi at Celebration Park and Lake Lowell. With the Wi-Fi coming in they would like to get keyless entries for 4 doors between the park and the lake, new security cameras are needed for the park as the current ones don't work properly and need to be upgraded to HD and they'd also

like to get some metal roll-up doors to go over the large glass roll-up doors at the Crossroads Museum.

- Capital construction projects is budgeted at \$40,000, this includes a \$30,000 grant from BLM for the well project at Celebration Park and there is a \$9200 refund check from ITD from when the museum was built.
- \$63,000 in the trucks and pickups line is to accommodate the purchase of a new pickup and 2 Polaris side-by-side vehicles. There is a John Deere tractor that will be added to Fleet.

Additionally, it has been requested that Ms. Schwend have a county credit card to carry out county business and make purchases. The credit card form with a \$5000 limit was presented to the Board for signatures. The meeting concluded at 10:59 a.m. An audio recording is on file in the Commissioners' Office.

FY2018 Tentative Budget Workshop Meeting – Weed Control

The Board met today at 11:01 a.m. for a FY2018 tentative budget workshop meeting with weed control. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Director Jim Martell, Sr. Administrative Specialist Janet Avery, Clerk Chris Yamamoto, Controller Zach Wagoner and Deputy Clerk Jenen Ross. Mr. Martell and Mr. Wagoner explained there are 3 employees in the weed control department and the largest change is due to the compensation plan with an \$8000 increase to that line. The B budget is about the same as last year. For the pest district Mr. Martell is requesting an additional full-time employee as he is not planning to hire any seasonal employees. The rest of the pest budget remains mostly unchanged. Commissioner Rule feels bringing on another employee would be good for succession planning as Mr. Martell is planning to retire in the next couple of years. The meeting concluded at 11:11 a.m. An audio recording is available in the Commissioners' Office.

FY2018 TENTATIVE BUDGET WORKSHOP MEETING – COUNTY AGENT

The Board met today at 11:14 a.m. for a FY2018 tentative budget workshop meeting with the County Agent. Present were: Commissioners Tom Dale, Pam White and Steve Rule, County Agent Jerry Neufeld, Clerk Chris Yamamoto, Controller Zach Wagoner and Deputy Clerk Jenen Ross. Mr. Neufeld explained that the increase to benefits and salaries are due to the compensation plan recommendation. The County Agent contract line is used to pay for an aid to help with the fair, the master gardener program, reimbursement to University of Idaho for educators in the office and the 4-H coordinator. There is a \$500 increase to computer equipment as additional resources are needed with more employees. The meeting concluded at 11:21 a.m. An audio recording is on file in the Commissioners' Office.

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

APPROVED CLAIMS ORDER NO. 6-26-17

The Board of Commissioners approved payment of County claims in the amount of \$133,827.42, \$21,723.22, \$ 41,260.77, \$17,190.79 and \$47,229.46 for accounts payable.

CONSIDER SIGNING A DEVELOPMENT AGREEMENT AND ORDINANCE AMENDMENT RE: TANYA ROBINSON'S REQUEST FOR A CONDITIONAL REZONE, CASE NO. PH2017-7

The Board met today at 8:30 a.m. to consider signing a development agreement and ordinance amendment regarding Tanya Robinson's request for a conditional rezone, Case No. PH2017-7. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Planner Daniel Litster, DSD Planner Jennifer Almeida, and Deputy Clerk Monica Reeves. The Board approved the conditional rezone request on June 16 and the written decision was continued to this day. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to sign the development agreement regarding Tanya Robinson's request for a conditional rezone, Case No. PH2017-7. (See Agreement No. 17-057.) Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to sign the ordinance amendment for Tanya Robinson's request for a conditional rezone, Case No. PH2017-7. (See Ordinance No. 17-008.) The proceeding concluded at 8:32 a.m. An audio recording is on file in the Commissioners' Office.

LEGAL STAFF UPDATE, CONSIDER SIGNING A RESOLUTION TO ISSUE A REFUND FOR AN HVAC SYSTEM PERMIT TO YMC, INC., AND CONSIDER AMENDMENT NO. 1 TO CANYON COUNTY HISTORIC PRESERVATION SUPPORT AWARD AGREEMENT NO. 15-156

The Board met today at 9:00 a.m. for a legal staff update, and to consider signing a resolution to issue a refund for an HVAC system permit to YMC, Inc., and to consider Amendment No. 1 to Canyon County Historic Preservation Support Award Agreement No. 15-156. Present were: Commissioners Pam White and Steve Rule, DSD Director Tricia Nilsson, Deputy P.A. Zach Wesley, Deputy P.A. Brad Goodsell, and Deputy Clerk Monica Reeves. The items were considered as follows:

Resolution to Issue a Refund for an HVAC System Permit to YMC, Inc. – Director Nilsson said DSD took in a mechanical permit fee then found out the property is in the city limits of Caldwell so she is asking for authorization to refund their money so they can apply it toward the permit with the appropriate jurisdiction. Commissioner Rule made a motion to approve

the resolution issuing a refund to YMC, Inc., in the amount of \$3800. The motion was seconded by Commissioner White and carried unanimously. (See Resolution No. 17-133.)

Amendment No. 1 to Canyon County Historic Preservation Support Award Agreement No. 15-156 – Zach Wesley said the Friends of the Nampa Public Library indicated in their 2015 historic preservation levy agreement they had \$400 in excess funds that they hadn't spent and they asked what they should do with those. They were advised to either return the funds or make an application for another project to spend the funds so they worked with Parks Director Nicki Schwend to come up with a plan to spend the \$400 towards their 2016 awarded plan so this agreement accomplishes that without the money having to change hands. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to sign the support award agreement. (See Agreement No. 17-058.)

Legal Staff Update – As part of the legal staff update, Brad Goodsell asked the Board to go into Executive Session as follows:

EXECUTIVE SESSION – ACQUISITION OF AN INTEREST IN REAL PROPERTY, 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 9:04 a.m. pursuant to Idaho Code, Section 74-206(1) (c), (d) and (i) regarding acquisition of an interest in real property, 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 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, Deputy P.A. Brad Goodsell and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:13 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.

MONTHLY MEETING WITH DIRECTOR OF JUVENILE DETENTION TO DISCUSS GENERAL ISSUES, SET POLICY AND GIVE DIRECTION

The Board met today at 10:02 a.m. for a monthly meeting with the Director of Juvenile Detention to discuss general issues, set policy and give direction. Present were: Commissioners Pam White and Steve Rule, Director of Juvenile Detention Steve Jett, Juvenile Detention Officer Taga Bah and Deputy Clerk Jenen Ross. Steve Jett introduced Taga Bah and explained that he runs the fitness boot camp Monday thru Thursday during the lunch hour and has created the weight loss challenge that happens each year. Director Jett said that there is a scenario based training that will be happening at Mallard Park today. He has a couple new hires that didn't make it thru their probation so they are still working to hire a couple new employees. Mr. Jett has been hired to do an audit in Rikers Island, NY so he will be spending 3 days there to conduct that audit. The meeting concluded at 10:15 a.m. An audio recording is on file in the Commissioners' Office.

FY2018 TENTATIVE BUDGET WORKSHOP MEETING – FLEET

The Board met today at 1:32 p.m. for a FY2018 tentative budget workshop meeting with the Fleet department. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Clerk Chris Yamamoto, Controller Zach Wagoner, Fleet Director Mark Tolman, Sr. Administrative Specialist Dawn Pence and Deputy Clerk Jenen Ross.

- Service contracts: there is an \$8000 increase – this includes the fleet software, GIS trackers, Mitchel One, OPIS Rack (fuel prices), arbitrator units in the patrol cars along with several other software programs.
- Auto maintenance service: covers back-up generator maintenance, tank and hoist repairs.
- Fuel: fuel is charged back to each department and fleet only keeps enough to maintain the fuel system.
- Auto repair supplies: has gone up \$10,000 with the biggest reason for the change being the cost of rubber has increased and they've taken on tractors and some smaller equipment and utility vehicles.
- Small equipment: additional \$5000 as a back-up plan in case one of the large compressors goes down, hoist is getting older and needs a little more maintenance. They've also been waiting to buy a new AC recovery system but it's been rolled a year and they may roll it another year because technology is getting better and prices are going down.
- Up-fitting vehicles: \$96,000 increase – there are more patrol units being planned for and they need about \$22,000 worth of equipment.
- Capital improvements: \$56,000 this is for the epoxy on the shop floor, it was planned when the shop was first put together but it hasn't been done yet.
- Miscellaneous: includes striping, the county seal, organization memberships, chains, storage containers and an awning for the shop so people know where to enter.

Commissioner Dale asked Director Tolman to give a breakdown of the requested vehicles.

- Juvenile Probation: Ms. Catalano is asking for a utility vehicle, the funds to purchase vehicles is provided thru lottery dollars. She currently has Ford Focus', Fusions and an Explorer.
- Parks: have 3 trucks that need to be retired and a Fusion that is underutilized that Director Tolman would like to get back and give that vehicle to the Public Defender. They have requested 2 Polaris UTV's which are \$14,000 each, one full-size truck and one 4-wheel drive Ranger.
- Building maintenance: there is a discussion of a couple different options; they are still going to need a snowplow which can do Celebration Park as well if the correct plow is purchased. There is a truck that has been brought back from the fair that is being used by maintenance right now that a plow can be attached to; the approximate cost for the articulating plow is \$7000.

- Sheriff vehicles: the intention is to purchase 9 Interceptor utility vehicles, ideally 12 would be purchased but they are trying to pull back enough funds to purchase an armored vehicle at \$275,000. \$122,000 is allocated for CID, admin, transport vehicles which would be 2 at \$36,000 and 2 at \$25,000. Commissioner Rule stated he will not be supporting the purchase of an armored vehicle.
- Landfill: normally Director Loper replaces 2 trucks one year and then 1 truck the next year which is working out well.
- Coroner: needs to replace a 2005 Ford Escape with high miles. It will be replaced with another utility vehicle.

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

HISPANIC CULTURAL CENTER PROPERTY TAX MEETING

The Board met today at 2:32 p.m. for a property tax meeting regarding the Hispanic Cultural Center (HCC). Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Brad Goodsell, Treasurer Tracie Lloyd, Assessor Brian Stender, Chief Deputy Assessor Joe Cox, Sr. Administrative Specialist Jennifer Loutzenhiser, Humberto Fuentes, President of HCC, Ralph Jordan, HCC Board Member, and Deputy Clerk Monica Reeves. Ralph Jordan said the HCC was built in 2003 and it was tax exempt from 2003 to 2010, and in 2011 when Humberto Fuentes received a tax bill he didn't realize it was something he had to pay, he assumed the property was still exempt as it had been in previous years. A couple of years went by before he realized taxes were owed and at that point he met with the Assessor's Office and they toured the building and explained what was taxable and what was not taxable, but Mr. Fuentes was confused because they hadn't changed what they had been doing in the building since 2010. When Mr. Jordan came on board they owed the 2012 taxes and they were told they needed to pay the taxes and then they could ask for hardship relief in December, but when they paid the taxes the Treasurer's Office informed him that once they paid the taxes they couldn't do anything more on the issue so they ended up paying the 2013 taxes by mistake and had to wait for 2016 to bring up the issue. The matter went to the State Board of Tax Appeals (BTA) and they ruled the HCC was tax exempt for 2016 and they are exempt for 2017 now that the rule has been aired out. He said during the process the Assessor said they had followed the old rule rather than the new rule (that's been around since 1972). He believes it was the same rule that was applied from 2003-2010 but when there was change in office personnel there was a learning curve that didn't take place. Mr. Jordan said the application has been filed under Idaho Code, Section 63-1302 and it gives the Board broad authority to correct wrongs and it can even go back and refund taxes that have been paid, refund penalties and interest, and pay interest back to the taxpayer on the money that was paid years ago. It's a very unusual statute, and the facts are the same except he wants to add the financial component and its impact on the HCC. He said their financial hardship is they had to pay taxes, which under the law shouldn't have been assessed, and had to borrow money to be able to pay the 2011 and 2012 taxes and they ended up paying a lot of penalties and interest and they didn't have the money to do that. Mr. Jordan said they were in no position to pay cash out for anything during these years and they are asking the

Board to look at their financial statement and see how much of our mission depends on volunteer hours and to be aware of what they donate to the community. Revenue from in-kind contributions is \$280,000 in 2016 and expenses are \$130,000 in-kind. They have no paid staff. Mr. Fuentes does not draw any kind of compensation from the organization; the only person they pay is the janitor when he is called in. They are upside down, they don't have any cash. Commissioner White asked if there's still a bank/credit union in the facility. Mr. Fuentes said it left in 2012 or 2013. They had an agreement with the HCC that they would fund the marquee sign in exchange for not paying rent. He spoke about the struggles in operating the HCC. Mr. Jordan said they are requesting the Board to waive the taxes, penalty and interest for all of the years listed. Joe Cox said the BTA decided in favor of the HCC and granted an exemption for 2016 but they also recognized that when they were leasing to for profit businesses to use their commercial kitchen it was deemed a taxable event. If a fraternal or nonprofit organization uses the facility for the purpose of which it was established those generally fall under the rules of being exempt and when the HCC leased out their business and started competing with the private sector that created a taxable event and the BTA recognized that because the kitchen was being used for businesses to sell their products for a profit. In his opinion the BTA erred when they used an income approach and divided it by the \$3.3 million replacement value and came out with a percentage below three percent and the code says that becomes tax exempt, but the HCC is not worth \$3.3 million. A more realistic value would be \$750,000 to \$1 million so if they had used the income approach and divided it by the market value that would have changed the outcome in his opinion. There were some additional rents that should have been considered but he wasn't able to convince the BTA that his point of view had stronger merit and if this had been a bigger value the Assessor's would have appealed it to district court to make those clarifications. Mr. Cox said they also had an objection to the mission statement because when they checked with the secretary of state and the IRS they were showing the old mission statement so the Assessor believed that on January 1, 2016 they were still operating under the old mission statement. The BTA went under the ruling of the new mission statement that said most of the other leases fall under that protection. The main reason it's exempt this year is because the two companies that were renting the commercial kitchen are no longer tenants therefore it would bring the income stream low enough to where it wouldn't create a taxable revenue. Brad Goodsell said it's difficult to determine whether this property would have been exempt for 2013, 2014 and 2015, which is why the law requires that you appeal things timely so that value issues and exemption issues can be addressed on an annual basis, and it's why, under 63-1302, there is limited authority for the Board to make corrections because these were issues that were appealable in those years and they weren't appealed. However, in 63-711 under hardships, the Board has discretion and authority to grant some relief based on hardship for the years that have not been paid. Tracie Lloyd agrees with Mr. Goodsell and said there is a paid under protest part of the law and you have a certain amount of time to take that to court but she doesn't believe there is latitude on refunding what has been paid. Mr. Goodsell said there are fees in the amount of \$354.17 that the Treasurer's Office has incurred when this property goes to a pending tax deed. Commissioner Rule asked for clarification how the Assessor erred. Mr. Jordan said the Assessor was unaware of the section that says if you use the building for meeting rooms and if you have rent or revenue from that, it's not commercial or business income and it does not disqualify you from exemption. He said there is testimony from Joe Cox stating he made the mistake because he

was not aware of the newer rule. Mr. Cox said it was a new twist and in his 30 year experience no one has argued that point, and, he still believed there were some tenants in the HCC that created a taxable event. Commissioner Rule asked whose responsibility it is to provide information to the Assessor whether they are tax exempt in any given year. Mr. Goodsell said the burden is always on the proponent of an exemption, but we may be off point because the issue is these leases are permissible as long as they are within the purposes for which the limited liability company is organized. Every year the Assessor has to look at the leases and determine whether the lease is within the purpose and if it's not then is the total of the leases more than 3%. Every year there is a process and the burden is on the applicant. The subjective issues should be dealt with annually with the BOE otherwise we sit here today and try to determine whether the facility was exempt in 2012, 2013, 2014 or 2015. It may or may not have been, but we are past that now. The question is whether the Board should grant some relief to the HCC based on their finances and the fact that they didn't understand and there may have been some misunderstandings over the years and that's where the Board has discretion. Commissioner Dale said this argument was taken to the BTA and they ruled in favor of HCC and that the property is exempt for 2016, but we also have a clear example of some lack of management and responsibility on the part of Mr. Fuentes and that building needs to be maintained and he needs to make that happen. It's a \$3 million building with a value that's less than \$1 million and that's not "up to snuff". The question today is we have five years of taxes with two years that have been paid and three years that are due right now. He wants to consider a hardship waiver of the three years that are due. The fees that were incurred are owed to the County because it's a lack of management that caused those fees to be incurred. He is not inclined to issue a check to the HCC but he wants to talk about whether the Board wants to waive the taxes that are due at this point. The BTA decided the County made an error and said the HCC deserves an exemption for 2016 so were not going to debate the semantics of it. Commissioner White asked about considering relief on the three years of taxes through a hardship. Mr. Goodsell said they have provided some financial information and if the Board doesn't feel it's sufficient it could ask for more information. Commissioner Rule said it's not fair to forgive them this year when they could have paid the taxes three years ago. Commissioner Dale said for eight years there was a tax exempt status, but it was lost and this is different because they hadn't been paying taxes anyway. They owe three years of taxes plus interest and penalties. He's agreeing with Commissioner White that maybe there could be relief for the three years, but the fees of \$354.17 should be paid. The Board asked the HCC to submit financial information for tax years 2013-2015 for consideration at another meeting on this issue on June 22, 2017 at 3:30 p.m. The meeting concluded at 3:21 p.m. An audio recording is on file in the Commissioners' Office.

EIGHTH DAY OF THE JUNE TERM, A.D., 2017
CALDWELL, IDAHO JUNE 21, 2017

PRESENT: Commissioner Tom Dale, Chairman
Commissioner Pam White
Commissioner Steve Rule

APPROVED CLAIMS ORDER NO. 1719

The Board of Commissioners approved payment of County claims in the amount of \$1,462,139.98 for a County payroll.

APPROVED CLAIMS ORDER NO. 6-26-17

The Board of Commissioners approved payment of County claims in the amount of \$405.60 for accounts payable.

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Zoho Corp in the amount of \$8995.00 for the Information Technology department
- Autoclear, LLC in the amount of \$20,500.00 for the Facilities department

CONSIDER INDIGENT DECISIONS

The Board met today at 8:49 a.m. to consider indigent decisions. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Indigent Services Director Yvonne Baker, 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 issue initial denials for the following cases: Case Nos. 2017-1064, 2017-1066, 2017-1084 2017-1073, 2017-1069, 2017-1040, 2017-1082, 2017-1067, 2017-1083, 2017-1072, 2017-1027, 2017-1074, 2017-1053, and 2017- 0943. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to issue final approval for Case Nos. 2017-0529 and 2017-0592. The meeting concluded at 8:52 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING A SUBSTITUTE RESOLUTION GRANTING WYCKOFF FARMS INC. AND RELATED ENTITIES A PROPERTY TAX EXEMPTION

The Board met today at 9:04 a.m. to consider a substitute resolution granting a property tax exemption to Wyckoff Farms, Inc., and related entities. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Brad Goodsell, and Deputy Clerk Monica Reeves. Brad Goodsell said in December the Board granted an exemption to Wyckoff Farms under Idaho Code, Section 63-602NN for a processing plant they are building in Canyon County.

Subsequent to that we became aware of some technical issues with the resolution, specifically the years were wrong because there was a misperception of when the property would become taxed. Because it's a new project it doesn't get taxed until the beginning of the year after the investment is made and all the exemptions were a year ahead of where they should have been so this resolution moves the exemption from 2017 through 2021 to 2018 through 2022. Since we knew what their investments were in 2016 we put the exact amount of their investments in the column for 2016. There are no practical substantive changes, it just moves the exemptions to the years where they were intended to be used. Mr. Goodsell submitted a letter from the deputy chief financial officer of Wyckoff Farms stating they agree to the terms and conditions of the substitute resolution. Upon the motion of Commissioner White and second by Commissioner Rule, the Board voted unanimously to sign the substitute resolution granting Wyckoff Farms, Inc., and related entities a property tax exemption. (See Resolution No. 17-134.) Mr. Goodsell said he did not have any items to discuss as part of the legal staff update. The meeting concluded at 9:08 a.m. An audio recording is on file in the Commissioners' Office.

FY2018 TENTATIVE BUDGET WORKSHOP MEETING – SOLID WASTE

The board met today at 9:31 a.m. for a FY2018 tentative budget workshop meeting with the Solid Waste department. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Clerk Chris Yamamoto, Controller Zach Wagoner, Solid Waste Director David Loper and Deputy Clerk Jenen Ross. Director Loper gave an overview of tonnages; over the last several years tonnage and revenues have been up. He then gave a review of several budget line items as follows:

- Fees: requesting to keep the fees the same for 2017 and 2018. In 2018 he would like to explore the fee structure and rates especially for hard to handle and special waste.
- Equipment: revenue of approximately \$400,000; this is the buy-back guarantee for one of the scrapers.
- Compensation: overtime has been an issue at the landfill as employees are building up a lot of comp time which is a liability to the county. Mr. Wagoner would like to explore the option of paying out overtime to employees as they earn it.
- Professional consultants: this is for the expansion project.
- Enterprise fund: 20% of the fee revenue is paid to the county for administrative support.
- Permits and licensure: Title V Air Permit process requires annual fees.
- Equipment repairs: trying to decrease this line little by little.
- Well monitoring equipment: moving towards a third party to do the well monitoring. Individual, low-sampling pumps need to be installed in the wells so they can get appropriate sampling. There is an initial set-up cost and an on-going monitoring cost.
- Other improvements: asphaltting of the road needs to be done.
- Office building: they need to add on to the current building. A larger conference room is needed to accommodate staff meetings and public presentations.

The meeting concluded at 9:57 a.m. An audio recording is on file in the Commissioners' Office.

FY2018 TENTATIVE BUDGET WORKSHOP MEETING – JUVENILE PROBATION

The Board met today at 10:07 a.m. for a FY2018 tentative budget workshop meeting with Juvenile Probation. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Clerk Chris Yamamoto, Controller Zach Wagoner, Chief Probation Officer Elda Catalano and Deputy Clerk Jenen Ross. Ms. Catalano explained that her department is funded by 4 different divisions with 3 of them being the Idaho Department of Juvenile Corrections.

- Juvenile Probation: 'A' budget request is \$602,832 which is \$2000 more than requested last year; the total amount requested for the 'B' budget is \$930,357.
- Parole Block: it is estimated that the county will receive \$402,010 from the Department of Juvenile Corrections which is slightly more than last year. 'A' budget request is \$480,340 and includes a new position. There has been a slight increase in the types of cases that Juvenile Probation has been seeing and they are now managing cases in a different area. Commissioner Rule said he will not be able to support a new position; he would like to hear from the courts and wants the new position vetted out. The 'B' budget requested amount is close to the same as last year.
- Cigarette Tax: the projected revenue for this year is \$451,332 which is about \$3000 more than last year. The requested 'A' budget is \$349,652 which is an increase of about \$3000 due to adjustments to salaries. Total requested for the 'B' budget is \$188,150.
- Lottery Tax: some of these funds will be used for an x-ray machine and new locks as the current ones are failing; additionally they would like to purchase a new SUV to add to their fleet.

Ms. Catalano stated that in previous years in the Juvenile Probation budget \$25,000 had been budgeted for a part-time electronic monitoring officer, but that was not budgeted for this year in anticipation of requesting a new probation officer. She has requested that if the new position is not approved she would like to add the \$25,000 back in for the part-time position. The funding for the new probation officer would come from the state funding, not from property taxes. The meeting concluded at 10:37 a.m. An audio recording is on file in the Commissioners' Office.

FY2018 TENTATIVE BUDGET WORKSHOP MEETING – MISDEMEANOR PROBATION

The Board met today at 10:38 a.m. for a FY2018 tentative budget workshop meeting for Misdemeanor Probation. Present were: Commissioners Tom Dale, Pam White and Steve

Rule, Clerk Chris Yamamoto, Controller Zach Wagoner, Director of Misdemeanor Probation Jeff Breach and Deputy Clerk Jenen Ross.

- Probation: in anticipation of the Odyssey program coming online in October and judging by what has happened in other counties already on the program he has cut the anticipated revenues from cost of supervision in half due to priority of payments. Also requesting a new position in anticipation of the new Domestic Violence problem solving court; the total for that position being \$58,000. Commissioner Rule stated he will not support this position as he feels it's the courts creating new responsibilities for the county without the county's input. Director Breach explained that this is something the courts are pushing for but the Prosecutor's Office is pushing for this as much as the courts. Requesting funding for CMS for next year as the transition happens to Odyssey and then moving forward will maintain just 2 license for 5 years until cases attrition out.
- Community Service: will remain mostly the same as last year.

The meeting concluded at 10:51 a.m. An audio recording is on file in the Commissioners' Office.

FY2018 TENTATIVE BUDGET WORKSHOP MEETING – JUVENILE DETENTION

The Board met today at 10:51 a.m. for a FY2018 tentative budget workshop meeting with Juvenile Detention. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Clerk Chris Yamamoto, Controller Zach Wagoner, Juvenile Detention Director Steve Jett and Deputy Clerk Jenen Ross. The National School lunch program revenue has been reduced based on history, but room and board has been increased. Service contracts line item has been reduced as PREA audits are only done every 3 years. Cell phones have gone up a bit because there were a few supervisors who were not receiving the stipend. Increase to the hotels line item as there are a couple of conferences that they'll be attending this year, it also covers the hotels for the PREA audits Mr. Jett will be conducting. The food line item will go to \$75,000 just to ensure that if numbers bump up and remain there that there is enough coverage, however, approximately \$60,000 will be reimbursed thru the school lunch program and is also offset by room and board revenue. In total, the 'B' budget has an increase of approximately \$1100. Additionally, Mr. Wagoner said that some of the lottery tax monies will be used to replace locks at the Juvenile Center. The meeting concluded at 11:05 a.m. An audio recording is on file in the Commissioners' Office.

FISCAL YEAR 2018 BUDGET MEETING FOR THE COMMISSIONERS

The Board met today at 11:32 a.m. for the FY2018 budget meeting for the Commissioners' Office. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Clerk Chris Yamamoto, Controller Zach Wagoner, and Deputy Clerk Monica Reeves. The budget was reviewed as follows:

- No big changes were noted; the Commissioners' salaries are not yet included in the salary portion.
- The general budget, miscellaneous professional services, was reduced from \$20,000 to \$5,000.
- It was suggested to reduce the advertising line item from \$10,000 to \$0. Commissioner Rule has no problem with leaving funds in that line item in case there are opportunities to promote businesses coming to Canyon County. Controller Wagoner said we have \$8,000 in a community development line item and \$10,000 for advertising and we could combine them into community development for \$15,000.
- \$1000 has been budgeted for chamber dues.
- An additional \$5,000 has been budgeted for Western Alliance for Economic Development.
- Metro Community Services requested an additional \$7,000 this year.
- \$16,000 has been budgeted for the veterans' service officer. Clerk Yamamoto said at one time the federal government mandated that all counties have a veterans' service facility and veterans' service officer (VSO) and even though that went away, most counties retained a VSO but we opted not to. The \$16,000 will almost cover the utilities for the new facility and that's a quarter of the money we'd spend if we funded a VSO. He noted that the veterans' memorial hall in Caldwell is making good progress.
- The reserves line item has been increased from \$250,000 to \$500,000.
- The animal shelter contribution will be \$200,000.
- Tort fund: The payment to ICRMP will be \$683,000, plus \$40,000 for fire insurance.
- Litigation fees: Commissioner Rule said we have \$50,000 budgeted but history has shown we might need more. He asked if funds from reserves or professional services could be transferred into litigation fees if needed. Controller said that can be done, in fact, we have a reserve line item just in case that were to happen.
- The amount budgeted for Southwest District Health is \$945,000. The amount is entirely funded by property tax and there is a specific levy for it. The funding formula is based on population and taxable value and it determines how much each county pays.
- A contingent amount has been budgeted for any unexpected events in the justice fund. In the years past when we started the public defender department we needed upfront money to get it going before the fiscal year began. Also, if the inmate out-of-county housing expenses were to skyrocket these monies could be used to cover that.
- Historical society fund: In previous years there has been input from the Historic Preservation Commission to support local historical societies and it was spearheaded by Parks Director Tom Bicak, but it's unclear what is happening with it this year. After discussion about the concerns the Auditor's Office has about how payments were handled, the Board decided it will have a meeting with Parks Director Nicki Schwend and the Clerk and Controller and have a discussion to outline the reporting

procedures and make sure the Historic Preservation Commission has an initial review of expenditures both at the beginning of the process and the end of the process.

The meeting concluded at 12:01 p.m. An audio recording is on file in the Commissioners' Office.

NINTH DAY OF THE JUNE TERM, A.D., 2017
CALDWELL, IDAHO JUNE 22, 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):

- Dell in the amount of \$209,603.61 for the Information Technology department

MEETING TO REVIEW AND DISCUSS AN ORDINANCE FOR ESTABLISHING CRITERIA FOR GRANTING PROPERTY TAX EXEMPTIONS

The Board met today at 8:35 a.m. to review and discuss an ordinance for establishing criteria for granting property tax exemptions. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Executive Director of Western Alliance for Economic Alliance Tina Wilson, Beth Ineck with the City of Nampa, Steve Fultz with the City of Caldwell, Chief Deputy Assessor Joe Cox, Deputy P.A. Brad Goodsell, Assessor Brian Stender, Torrie Cope with the Idaho Press-Tribune and Deputy Clerk Jenen Ross.

Mr. Goodsell said there was a meeting a couple months ago to discuss legislative changes to 63-602NN and the board ask for an ordinance to be drafted as envisioned by the new legislation. Last week he learned that the tax commission drafted a temporary rule that interprets the statute; the rule will be published the first week in July. In reading the draft language from the legislature it reads as though only one threshold, above \$500,000, can be set and it must apply throughout the county. The tax commission interpretation is that you can have more than one threshold as long as it is based on geographic areas or different types of properties. He was told that the basis of this interpretation is due to legislative intent that supports their position. Because this will be in the rule the county's draft ordinance has been modified to allow for different thresholds. Commissioner Rule has concerns about reacting to the rule and taking action before we know the rule or what legislative intent is. Mr. Goodsell explained that we know what the rule is going to be, and although it won't be permanent until next April we still have to comply with the statute.

The way the rule is drafted right now we have different levels of exemption depending on the number of jobs and the investment amount. There are two levels of 50% exemption: one is for investments between \$500,000 and \$3 million with a 50% exemption for 2 or 3 years, level 2 exemption would be between \$3 and \$10 million with a 50% exemption for 5 years; once you get to \$10 million the exemption would be 60% for 5 years. Above that would be an additional 10 % exemption for indirect benefits with levels 1 and 2 being able to go up to 60% and level 3 going up to 75%.

Should new businesses be distinguished from existing businesses? Should competitive disadvantage of other local businesses be considered?

Mr. Goodsell explained the purpose of this investment is to bring in new businesses, it is also to incentivize existing business. The primary purpose of the incentives is to bring in new business that are going to create new dynamics in the economy. Ms. Wilson's understanding of this new legislation is that the legislative intent is to assist existing businesses and not necessarily to attract new businesses. Mr. Goodsell said that this ordinance allows existing businesses to get an incentive it just treats them a little different. One thing that's been built into this rule, that hasn't been a consideration before, is whether granting an exemption to the applicant is going to create a disadvantage for other local businesses. Commissioner Rule has concerns about local government interfering with free enterprise and that when the government starts interfering its doing the whole program an injustice. Ms. Ineck wants to incentivize any business that wants to invest and struggles with the language in the ordinance wondering how to determine what a competitive disadvantage is, is it based on workforce, product sales, buildings. Commissioner Dale isn't concerned whether it's a new business or an existing business, it's the investment that's important and we need to do what we can to help them. He feels that if the rules are set and a business qualifies then it shouldn't be up to the Board to say yes or no, the guidelines will answer that question. Mr. Goodsell said there isn't anything in the statute that requires the Board to consider a competitive disadvantage, it's just a factor to be considered and may rarely come up. Commissioner Dale said that in his estimation what the county is trying to do is set some benchmarks so that if someone is looking to invest in Canyon County a guideline can be provided and if the business falls within the parameters lined out it would likely qualify for an incentive. Mr. Goodsell said that the language of the ordinance states: "it is the intent of the Board to provide incentives for investments in new businesses where the new business does not put other local businesses at a competitive disadvantage." After further discussion it was decided that this portion would be taken out as competition is good and often spurs existing companies into investing in their business. Commissioner Dale asked how indirect benefits are determined.

Should indirect benefits be weighed separately, and if so, how much weight should be given?

Commissioner Dale asked how indirect benefits are determined. Mr. Goodsell said the rule states that the indirect benefit add-on is based on a multiplier that is associated with a particular type of business, meaning that if your multiplier is greater than one and you can demonstrate that it's greater than one then you can be eligible for the initial 10%. Ms. Ineck said there are different types of multipliers and asked if it should be tied directly to employment. Commissioner White asked if a company moves to Idaho and brings

employees with them if the need to add additional jobs to qualify and Ms. Wilson said it's just new jobs to Idaho. Mr. Goodsell explained that most of the exemption has been tied to direct benefit, jobs, with only 10% additional exemption tied to indirect benefits. This offers the Board flexibility for consideration to indirect benefits than what is proposed here and the way you would do that is to reduce the exemption for direct benefits and increase the exemption for indirect benefits. Ms. Ineck asked if instead of saying we have to decrease the other levels maybe the overall statement is that the Commissioners would not grant more than 75% so that you may have added weight. If you have a company that's coming in and they're going to invest \$30 million dollars but are only creating 10 jobs but they're really high paying jobs that's going to have that broader agricultural benefit to the county. Under this situation, at \$30 million, they'd be in that level 3 but at 10 jobs they're at level 1, but the indirect benefit is going to be huge. She would like to see more flexibility allowing the Board to say you're not going to do more 75% but all these things will be taken into account. Commissioners Dale and Rule agree that this needs to be kept as simple as possible giving the Board the flexibility to take into account all factors including investment dollars and employment numbers.

Should concerns about equipment costs be addressed by stipulating to value after exemption ends and/or excluding equipment costs from exemption for existing businesses?

Mr. Goodsell said the last issue has to do with the cost of equipment and incentivizing equipment poses a unique challenge. Mr. Cox said that once an exemption expires for a business they will hire professional tax reps who will ask for a 50-70% reduction on their tax burden; he would like to see it outlined in the ordinance that once the exemption expires they become a law abiding tax payer within our community and not request a large deduction. Mr. Goodsell said the goal is to eliminate disputes on the back end regarding value and thinks the way to do that is to have the businesses agree upfront to the book value of the equipment. He said that some businesses may spend \$500,000 to \$1 million every year to replace equipment to ask for an exemption resulting in constant exemptions. Ms. Wilson said her understanding from the tax commission is that the exemption can only be granted on the difference between the old equipment and the new equipment. Mr. Fultz feels that if we're looking at an incentive for expansion jobs need to be retained at 100% or more.

Commissioner White asked if the county is receiving annual reports from these companies, Joe Cox said we do receive parts and pieces of reports depending on the company; some are more forthcoming than others.

The meeting concluded at 9:40 a.m. An audio recording is on file in the Commissioners' Office.

FY2018 TENTATIVE BUDGET WORKSHOP MEETING – FACILITIES

The Board met today at 10:08 a.m. for a FY2018 Tentative Budget Workshop meeting – Facilities. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Clerk Chris

Yamamoto, Controller Zach Wagoner, Facilities Director Paul Navarro and Deputy Clerk Jenen Ross. Director Navarro, Clerk Yamamoto and Controller Zach Wagoner gave a review of the budget as follows:

- Staffing: Will be changing one full-time position into two part-time positions to accommodate event staffing at the fair facility. The two positions will be 19 hour/week and do not include benefits. This will be an approximate \$17,000 cost savings to the county.
- Salary adjustments: the majority of the change is reflective of the compensation study. There is also an electrician apprentice who will soon compete a year and will receive a bump in pay once he graduates the CWI program.
- Professional consultants: money has been set aside for billings from the Security Consultant and Jail Needs analysis as Director Navarro is concerned they may roll over into FY2018.
- Architects and Engineers: the county is looking at some possible real estate purchases that will need architectural and engineering services.
- Utilities: water, power and gas have been increased as the CCOA building will be coming back into county inventory and to account for any future real estate purchases.
- Fuel: increase to fuel usage as they've assumed the vehicle for the fairgrounds and includes the diesel fuel for the tractor.
- Animal shelter: decrease down to \$50,000. Director Navarro has met with Ms. Cantrell at the shelter to review upcoming projects for the next fiscal year.
- Small tools: woodshop needs a new table saw
- Computer equipment: IT has indicated that a couple of PC's need to be replaced. There are also several employees without access to a computer so he is going to put a computer in the breakroom for the housekeepers so they will have access to email and have the ability to complete any county surveys.
- Other improvements: this includes seal coating and striping of parking lots, need to re-roof the DMV (has taken damage after the winter), jail annex needs a roof but he will not do anything until the needs analysis is back. Commissioner Rule thinks the annex roof should be done as there is a lot of infrastructure that runs thru that building. Some of the other improvements include: DDC controls which are the heating and cooling controls at the DMV and the Juvenile Justice Center, broken sidewalks at DMV, Extension Office has a roof coating that needs to be done, CCOA building may have some miscellaneous repairs. Commissioner Rule would like to see the CCOA building sold as the county doesn't need this particular building as there are potential other real estate purchases that may need to happen, Commissioner Dale concurs. The DMV needs solar roller shades due to glass on 3 sides and it gets very hot in there. IT needs a fire suppression system in the data center, they have met with several different fire vendors and there is a non-flammable oil retardant that can be used. Additionally, the DMV needs to be re-carpeted.
- Machinery: the jail kitchen is in need of a new Hobart stand mixer. It is well past its useful life and needs to be replaced. A gently used one can be purchased for about \$10,000 - \$12,000.

- Capital improvement contracts: two projects with the largest one being the courthouse. The outside of the courthouse needs to be painted and with that there are some gaps where a caulking of sorts needs to be replaced. The second project is the infrastructure at DMV. A generator with a transfer switch for the back –up server farm needs to be installed.
- Machinery: a Ford F150 needs to be replaced, the one they are using is a hand-me-down from weed control and currently has over 200,000 miles on it and is about 10 years old.
- Fencing: Mark Tolman has requested that the lot at the corner of 14th and Chicago be fenced. It is 360 linear feet of fencing and Director Tolman would like to use that lot for vehicle storage
- Jail equipment: the lock system at the jail is being run by the Windows XP program but the platform can no longer be updated. The locks would be moved away from a computer system to a stand-alone system that can be taken to a new jail.

Commissioner Rule brought up the potential purchase of the Canyon Springs School and wondered if there is a funding source if this were to come to fruition. He would like to put some funding into the purchase of real estate. Commissioner Dale feels it would be valuable to do something like this and asked if it would be possible to purchase real estate over several years. Commissioner Rule explained that it's his understanding that there needs to be some kind of real estate trade agreement. The meeting concluded at 10:45 a.m. An audio recording is on file in the Commissioners' Office.

MOSQUITO ABATEMENT DISTRICT MEETING

The Board met today at 11:00 a.m. for a meeting with the Canyon County Mosquito Abatement District. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Lt. David Schorzman, Director Ed Burnett, Doug Shinn, President, Attorney Maren Ericson, Board members Lynn Thompson and Norm Brown (who arrived at 11:12 a.m.) and Deputy Clerk Monica Reeves. Clerk Chris Yamamoto and Controller Zach Wagoner arrived at 11:25 a.m. Ed Burnett asked for the meeting due to the potential mosquito outbreak that's going to be going on over the next few weeks along with all the prolonged flooding that occurred and he is requesting the Board make an emergency mosquito declaration. (A PowerPoint presentation was given and a copy is on file with this day's minute entry.) Commissioner Dale asked what the declared emergency will do. Lt. Schorzman said it sets the dates of the disaster and with our emergency operations plan it will bypass the normal procurement rules for the bidding process, but it doesn't necessarily obligate us to any financial responsibility. Generally, the responsible entity has the initial responsibility and they come to the next higher government when it gets to the point where they no longer have the funds or resources to accomplish the mission. The district has the expertise, resources, and equipment but it might get to the point where their finances may not be able to handle it. If we declare a disaster there'd have to be another meeting if there was a request for money. Doug Shinn said they have the funding to continue normal operations, but if they have to do the spray blocks several times it may get to the point where they have to borrow money and the only way to repay is to go into the foregone amount, which would raise the levy in future

years. They may not have the entire amount to cover the cost which is anticipated to be between \$120,000 and \$180,000. Commissioner Rule spoke about how he watched this unfold in 2006 when it became a serious public health issue and he said we have to be proactive and protect human life and he's surprised there aren't contingency funds for this. Commissioner Dale agreed, said if the district has to go into the foregone amount in order to handle an emergency then they need to do it. Currently, the average person pays \$8-\$10 per year toward the district's levy. Commissioner White agreed. Director Burnett said they have \$70,000 in our contingency fund for that. Mr. Shinn submitted a mosquito declaration in preparation of having to do large block treatments and/or solicit assistance from Canyon County. Maren Ericson, the district's attorney, said according to Idaho Code the district itself cannot declare an emergency for the entire county; the Board of Commissioners has to do it. Director Burnett said they are not yet emergent but that could change soon. The Board will ask legal counsel to review the emergency declaration language for consideration next week. The meeting concluded at 11:38 a.m. An audio recording is on file in the Commissioners' Office.

FY2018 BUDGET MEETING FOR THE PUBLIC INFORMATION OFFICER

The Board met today at 11:42 a.m. to conduct a Fiscal Year 2018 budget meeting for the Public Information Officer. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Clerk Chris Yamamoto, Controller Zach Wagoner, PIO Joe Decker, and Deputy Clerk Monica Reeves. The total budget amount is \$91,986 and includes the dollar amount from the salary compensation study, as well as \$800 for a new camera. Clerk Yamamoto said Mr. Decker did not ask for the money for the camera, he made mention that he can get great photos with his cell phone but the Clerk and Controller told him they don't have a problem with having a dedicated County camera so they included the money in his budget. The meeting concluded at 11:45 a.m. An audio recording is on file in the Commissioners' Office.

FY2018 BUDGET MEETING FOR THE CLERK'S OFFICE

The Board met today at 1:31 p.m. for the FY2018 budget meeting for the Clerk's Office. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Clerk Chris Yamamoto, Controller Zach Wagoner, Chief Deputy Clerk Drew Maffei, Indigent Services Director Yvonne Baker, Interview Specialist Camille Tilden, Court Training and Development Mgr. Raena Bull, Director of Court Operations Denise Kennel, Recording Supervisor Bobbie Jo Brown, Elections Supervisor Cindy Ponder, Court Operations Manager Kandice Taylor, and Deputy Clerk Monica Reeves. Clerk Yamamoto said they have worked with every department and oftentimes there are requests they do not approve of and most of the time we head those off before the Board sees them, but this year they are including some things that they'd like to have but expenses are adding up considerably to the point where he will probably not be in support of things that have been requested. In other words he wants the Board to be aware of it, but he'll probably retract it. The budgets were reviewed as follows:

Auditor's budget – There are not a lot of changes to this budget, the overall the total budget is down \$15,000 from last year.

Recorder's budget – Recording Supervisor Bobbi Jo Brown reported that the revenue for recording is going up and beginning July 1st the recording fees will increase on certain documents. They anticipate passports growing as well with multiple changes taking place in January of 2018 where you will need a real ID in order to fly within the United States. Currently, the Idaho Transportation Department is issuing real ID driver's license for those who hold a CDL, but not for regular driver's license holders. This is the issue related to the 2013 Department of Homeland Security's announcement about a phased enforcement plan for the REAL ID Act, as passed by Congress, which Idaho and several other states decided not to follow. Ms. Brown said ITD hopes to be pushing out regular Idaho driver's license (for people who do not have CDL's) in January of 2018 and they will offer the real ID or the regular driver's license. She said you will not get through security unless you have a passport, a real driver's license, or a global entry card. Clerk Yamamoto said the Recorder's Office is going to be inundated with passport requests, Ada County does not do passports therefore we get the bulk of Ada County residents that are getting their passports in Canyon County. Ms. Brown said with the increase in recordings and passports they are seeking a new position to help alleviate the stress and burnout staff is experiencing. Controller Wagoner said between the passport fees and recording fees there are sufficient fees to cover the \$48,000 total cost of the position. Clerk Yamamoto said the workload justifies at least one more person and the revenue justifies at least one more, but given what they're seeing Countywide it's his opinion we should have a moratorium on new employees. Ms. Brown said last year they budgeted \$95,000 to have the Commissioners' minutes scanned but this year they didn't for that because the IT Department is hoping they can scan the documents. Service contracts increased from \$20,000 to \$24,000 as part of the request to have Helion add auto indexing for legal descriptions. Postage is increasing from \$15,000 to \$24,000. They are requesting funding for two new towers and two desktop scanners.

Elections budget - Cindy Ponder said the total expenses for 2018 in the unconsolidated budget are anticipated to be down because they are working to allocate some of the expenses more towards the consolidated budget. There are a few significant changes: Under professional consultants they budgeted \$40,000 for the ADA accommodations and the requirements by the Department of Justice for the polling site compliance. They have addressed some of the issues that were brought to their attention but there are others they haven't visited so they are proposing to hire a consultant to meet that need. Drew Maffei said there are groups that qualify under ADA accommodations and there's a checklist every polling site has to meet to be ADA compliant and these people are the experts to make sure we meet the specifications of the federal government. Commissioner Rule said of the 55 sites 27 are not compliant and he questioned why we need to pay someone \$40,000 for the service rather than asking Facilities Director Paul Navarro to tell us if we are in compliance. Clerk Yamamoto said the Prosecutor's Office has required that he do this given the involvement of the Department of Justice, but he is in great hopes that with the new Presidential Administration this program will go away. He has no problem with providing ADA compliance, but he believes the Depart of Justice is overreaching. The office has done a good job trying to mitigate the situation and in the places where there aren't simple fixes they have moved locations, but if it's an issue of spending money on doorknobs, for example, then he would probably do that. Ms. Ponder said they've had normal increases related to the election

activity in ballot and supply costs. An added expenditure includes a request for computer equipment in the amount of \$180,000 to help during the election process for E-poll books. It will reduce lines at polling places in the large elections and simplify the post-election processes and increase accuracy. Clerk Yamamoto said that is a wish list item and they think it's important to the integrity of elections that this technology could help greatly in securing better elections but given what he is looking at as far as expenses he will likely remove that item from the budget.

Clerk of the Court budget – Denise Kennel said they've been busy with the conversion and testing of the state's new management system, Odyssey, which will go live on October 10. They are not requesting new positions, but they are seeking some personnel changes. They will incur a large amount of overtime for the first few months following the go-live date but it will taper off after a few months. They are requesting a laser fiche upgrade for \$6,700 to help with IT host the database; it should happen before the end of FY2017 and if it does the cost can be removed from the budget. There is an increase in the education/training and hotel/airfare line items so that they can send four or five clerks to the Odyssey user conference in Boston next year. They have decreased the contract budget line as they are prepping old files being outsourced for scanning into laser fiche. With Odyssey implementation they will need to reclassify three positions: court systems analyst; court support position; and take an existing PCN for a vacant entry level position under the court support department and modify it to a lead trainer position. Clerk Yamamoto praised the work of Raena Bull who has spent the last three years in Boise dedicating herself to the Odyssey program and it is much improved; because of her efforts there is approximately \$600,000 that we do not have to payout. Ms. Bull said there have been problems in Twin Falls County and Ada County, but Canyon County is willing to make changes and sacrifices to make sure we are efficient. Commissioner Dale said the state needs to acknowledge the value Ms. Bull has brought to them because if we weren't contributing our employee they would've had to hire another person and they need to reimburse us for Ms. Bull's time and travel. Clerk Yamamoto agreed.

Indigent Services budget - Yvonne Baker said the miscellaneous professional services budget is currently at \$85,000 and we discussed increasing to \$100,000 for the medical reviews and interpreter services because of the increase in applications. From October 1, 2015 through May 31, 2016 we received 351 medical applications and for the same time period for FY2017 they've received 467 applications. There is a request to do a reconstruction of the current cubicles to make the space more efficient and aesthetically consistent. The involuntary mental holds budget is increasing to \$2.5 million which is a drastic increase. Medical payments are increasing to \$1.5 million due to the increasing applications and involuntary mental holds. Commissioner Dale said the Board will meet on July 12 to discuss the possibility of having a crisis center in Canyon County. Director Baker said she has met with other agencies to address those high utilizers for mental holds to see what can be done to provide resources or treatment and get to the core issue so that the number of emergency admissions can be reduced. Canyon Community Clinic and Advocates Against Family Violence have requested funds from the Indigent Services budget and due to the resources both agencies provide the hope is it will reduce the medical applications mental holds. Clerk Yamamoto said actuals for 2016 were \$3 million while the 2018 request is \$5.1 million and he hopes that will be enough. Controller Wagoner said this fund is almost 100% funded with property tax monies. Staff has done an excellent job in increasing their

collection and a lot of the extra money we collected got shifted to the state. Commissioner Dale raised the possibility of a legislative change for collection. Commissioner Rule agreed and said the state keeps passing through costs and the mental health situation was “greased” to wind up at the cities and counties but it wound up at Southwest District Health. Director Baker reported that Canyon County processes more involuntary mental holds than Ada County who has twice our population.

The meeting concluded at 2:32 p.m. An audio recording is on file in the Commissioners’ Office.

FY2018 BUDGET MEETING FOR THE TRIAL COURT ADMINISTRATOR

The Board met today at 2:36 p.m. for the Fiscal Year 2018 budget meeting for the Trial Court Administrator. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Clerk Chris Yamamoto, Controller Zach Wagoner, Chief Deputy Clerk Drew Maffei, Administrative District Judge Brad Ford, TCA Doug Tyler, Assistant TCA Benita Miller, Deputy Judicial Marshal John Klauer, Mary Hoffman from Family Court Services, Director of Court Operations Denise Kennel, Court Operations Manager Kandice Taylor, and Deputy Clerk Monica Reeves. Judge Ford and Doug Tyler reviewed the budget as follows:

They want to increase their number of fulltime marshals from five to six positions. And, they would like to replace a part-time marshal position with a part-time jury bailiff. There is a request for one part-time entry level administrative assistant for the family court services. In the past they’ve had contractors teach classes and they have done some of the clerical work but they have run into potential problems with the Department of Labor in using contractors do that kind of work. There was discussion about using the revenue from the fees collected from the class to cover the position. Commissioner Dale doesn’t object to that as long as it’s balanced and can be resolved with a reduction of the \$50,000 in miscellaneous professional services line item. Mary Hoffman said primarily the contract work that was done in the office was upwards of 35 hours a week so that will have to be absorbed somewhere. Mr. Tyler addressed the court facilities budget and said they included a “dream list” of items if they were able to do all of the construction they want to do. Judge Ford said their most immediate needs and focus have been with the implementation of Odyssey in October. The district court benches on the third floor are narrow and inadequate for the digital equipment that needs to be put on the bench so they asked Facilities Director Paul Navarro to come up with estimates for redoing the courtrooms. Immediate needs include the benches, refreshing the carpet, putting in attorney benches or desks to match what we have on the first floor, and jury boxes. The material costs came in considerably less at \$17,000 as opposed to the estimate of \$30,000 so they felt like they could do the benches with the reserves in the facilities budget, and they can do them piecemeal because there may not be enough money for relocating the wiring, digital equipment, attorney desks, reupholstering spectator benches, and renovating the digital/audio systems. They need telephone conferencing on the third floor, and the electronics system on the second floor is 40-year-old technology and needs replaced. They’ve asked for help from the state with the electronics/digital system but they don’t know how much they will provide. Ultimately, after the third floor is done they anticipate coming back to the second floor and trying to redesign

the benches. They used the footprint of the smaller courtroom benches that were designed for the first floor and they worked with Director Navarro and he's able to put something similar on the third floor and anticipates it can be done for less than estimated. Judge Ford said with the money they have right now they will try to get the four benches done but they may have to come back and work on other things such as rerouting the wiring. Mr. Tyler said they have \$256,000 in the facilities fund and they're anticipating utilizing \$20,000 for a total of \$80,000. They received an estimate last week to redo the audio on the second floor which is the last audio we have to do and they're trying to set up a meeting with the Supreme Court IT, Director Navarro and IT Director Greg Rast to see what the state has available in resources. He said if we had to pay all of that we still have enough in the fund to cover the third floor and the audio, and depending on what they get from the state will determine what they have available in the facilities fund when they move to the second floor. They're not saying everything has to be done this year, but they wanted the Board to know what they need – start to finish. Commissioner Rule said they need to make a priority list; some may be done this year and some next year and possibly wrap up in a third year. Mr. Tyler said he has included things that he hopes he won't have to spend but he has to be ready for it. Realistically they are looking for \$100,000 for the magistrate benches with the understanding that they're going to have some money left in the facilities fund and each year they've been able to add between \$80,000 and \$90,000 so he anticipates there will be sufficient money in the fund. Judge Ford spoke about how they have looked at doing the work in phases and getting the basic structure in place so there will be adequate space for the judges and the clerks to work with the new hardware. Commissioner Rule said it needs to be detailed in stages, and he won't vote in favor of it until he has more information. Judge Ford said they were authorized to use the money for the district judges benches and they are being as cost effective as possible but at some point in the future they will need the money to change the wiring and move the equipment in the closet. The second floor audio renovation will include telephonic capabilities that will bring it up to standard. Clerk Yamamoto said when we have to bring in an out-of-state interpreter for a 10-15 minute hearing it's very expensive so if we have a telephonic system that works we can start trimming some costs. Mr. Tyler said if there's a significant amount of money from the state for the audio on the second floor we'll have that much more in the court facilities fund and we can use that money toward the third floor on upgrading telephonic system. He said the problem solving courts is another area of concern because as Odyssey has been deployed the courts have learned that some of the fee money was not being applied in accordance with the statute. Under the statute there is a priority of payments for any convicted defendant and victim restitution is at the top of the list and traditionally they have applied problem solving court fees outside of that priority payment so that they could collect those fees even if someone owed restitution. They discovered it wasn't happening due to an issue in the accounting finance software to offset that they eliminated a position in the problem solving courts and their district manager is now coordinating two of the courts to try to make up on the personnel end as far as what they are losing. They are seeking \$70,000 for a domestic violence court coordinator. They have not had a functioning domestic violence court for a while but they are trying to restructure it and if it passes muster with the state the state will provide the County with \$70,000 in revenue. Judge Ford has been trying to work with the Prosecutor and the Public Defender to resolve the differences and get the court going again so there's a possibility that could happen during the fiscal year. Commissioner Rule said he

won't have a concern as long as the state contributes the \$70,000. He spoke about how the juvenile probation and misdemeanor probation departments have asked for two new positions because they were needed for the specialty courts. Mr. Tyler believes the misdemeanor probation position was associated with that domestic violence court but that's only if that court gets constituted. Judge Ford said the state has provided money for coordination but not necessarily to provide a probation officer to help with participation, and, he recalled a conversation with Mr. Breach that he would need more help in the misdemeanor probation to help supervise some of the people. Problem solving courts are helping us keep people out of jail and hopefully cutting down the recidivism so there is an overall savings. He will try to find out more about the new position being requested by the Chief Probation Officer. Commissioner Dale said that position was described as being needed in order to monitor juveniles who had not yet been adjudicated and currently they do not have enough staff for that. The meeting concluded at 3:26 p.m. An audio recording is on file in the Commissioners' Office.

MEETING WITH HISPANIC CULTURAL CENTER REGARDING PROPERTY TAX ISSUE

The Board met today at 3:30 p.m. with representatives from the Hispanic Cultural Center regarding a property tax issue. (Today's meeting was continued from June 20, 2017). Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Brad Goodsell, Treasurer Tracie Lloyd, Assessor Brian Stender, Chief Deputy Assessor Joe Cox, Jennifer Loutzenhiser from the Assessor's Office, Humberto Fuentes from the Hispanic Cultural Center, and Deputy Clerk Monica Reeves. As per the Board's request, the Hispanic Cultural Center submitted financial statements for the years 2013 through 2015. Jennifer Loutzenhiser reviewed the documents and pulled out some of the bottom lines together with some of the income tax returns the Assessor has acquired over the years through the exemption application process and noted there are some discrepancies. From 2013 to 2016 nearly \$17,000 was spent on travel and meals and she said those funds may have been better allocated to paying taxes. Commissioner Rule said the documents indicate they had the money to pay their taxes but they chose not to. He is willing to waive fees, interest, and penalties for 2013 if they want to pay their taxes which will give them another year to take care of the concerns over the conflicting figures. Commissioner Dale said the Board of Tax Appeals deemed them a nonprofit organization for 2016, but he hasn't seen anything that shows where they made a huge profit. Humberto Fuentes said they submitted profit and loss statements for 2013 and 2014 and the only discrepancy on 2013 statement is the bookkeeper did not list the insurance for the year which is \$5,000. They also paid \$5,000 for the maintenance. The total profit for 2013 was \$17,600 but if you subtract the insurance and maintenance costs it doesn't leave very much in 2013. In 2014 the profit and loss statements point out they didn't make any profit; they were a nonprofit and it was very difficult for them and they were deferring a lot of expenses because they didn't have the funds to pay the fees. Ms. Loutzenhiser said in 2015 the organization spent \$6,000 in travel costs. Joe Cox said the main "push" that helped the Board of Tax Appeals in their decision was they changed their mission statement and made it extremely broad to include most of the rents they were charging would be considered exempt. Previous to that they didn't have that mission statement. Mr. Cox said part of the Assessor's argument was that neither the Secretary of

State, or the IRS, nor their own website indicated the mission statement had changed on January 1. Regardless, the Board of Tax Appeals went with the new mission statement and the Assessor had said they were different in 2013-2015 because they were still under their old mission statement which gave the Assessor the right to charge. Mr. Fuentes said nothing had changed, they have been doing the same thing since 2003. Commissioner Dale said they need to work with their CPA and get more clarity. Commissioner White said she didn't get the information she was expecting so she will agree with Commissioner Rule's offer to provide relief of interest and penalty for 2013, which will leave a remaining tax charge of \$2,596.32. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to forgive penalty, interest and fees for the Hispanic Cultural Center. Mr. Fuentes said they are nonprofit and they haven't done anything differently than when they started in 2003 and it will be a burden for them to pay the \$2,500 tax bill. The meeting concluded at 3:51 p.m. An audio recording is on file in the Commissioners' Office.

BOARD OF EQUALIZATION TRAINING RECAP

The Board met today at 4:00 p.m. for a Board of Equalization training recap. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Assessor Brian Stender, Chief Deputy Assessor Joe Cox, and Deputy Clerk Monica Reeves. Assessor Stender gave a PowerPoint presentation on the following topics:

- County assessment process
- Assessment rolls
- Reasons for appeal
- Participants in the hearing
- Decision making process
- Preponderance of Evidence
- Missed hearings – if it's dismissed give the appeal form back to Assessor.
- Notifying the property owner
- Right of Appeal
- Property Tax Exemptions
- Court cases
- Market Value
- Appraisal date
- Approaches to Value
- Sales comparison (market)
- Rent Multipliers
- Cost Approach
- Causes of depreciation
- Income approach
- Income examples

No Board action was required or taken as today's meeting was held for informational purposes only. The meeting concluded at 4:56 p.m. An audio recording is on file in the Commissioners' Office.

TENTH DAY OF THE JUNE TERM, A.D., 2017
CALDWELL, IDAHO JUNE 23, 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):

- Prime Construction in the amount of \$1290.00 for the Facilities department

APPROVED CLAIMS ORDER NO. 7-10-17

The Board of Commissioners approved payment of County claims in the amount of \$23,675.00 for accounts payable.

SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for Sizzling Platter LLC dba Sizzler Steakhouse #434 (see resolution no. 17-135).

EXECUTIVE SESSION – RECORDS EXEMPT FROM PUBLIC DISCLOSURE AND ATTORNEY-CLIENT COMMUNICATION, AN ACQUISITION OF AN INTEREST IN REAL PROPERTY, AND COMMUNICATE WITH RISK MANAGER REGARDING PENDING/IMMINENTLY LIKELY CLAIMS

Note for the record: As properly noticed the Board met today at 9:02 a.m. for a legal staff update. A request was made to go into Executive Session 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 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) (d) and (i). 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. Brad Goodsell, Deputy P.A. Mike

Porter, Deputy P.A. Zach Wesley, Deputy P.A. David Eames, Deputy P.A. Allen Shoff, Solid Waste Director David Loper, and Deputy Clerk Monica Reeves. Mr. Loper, Mr. Porter and Mr. Eames left at 9:20 a.m. Mr. Wesley and Mr. Shoff left at 9:28 a.m. The Executive Session concluded at 10:00 a.m. While in open session Commissioner Dale noted that Idaho Code, Section 74-206(1) (c), regarding an acquisition of an interest in real property, needed to be added to the list for Executive Session discussion. No decisions were made, no votes were taken in Executive Session.

FY2018 TENTATIVE BUDGET WORKSHOP MEETING – FAIR

The Board met today at 10:04 a.m. for a FY2018 Tentative Budget Workshop meeting for the Fair. Present were: Commissioners Tom Dale and Pam White, Fair Director Diana Sinner, Controller Zach Wagoner, Clerk Chris Yamamoto (arrived at 10:07 a.m.) and Deputy Clerk Jenen Ross. Director Sinner, Control Zach Wagoner and Clerk Yamamoto gave a review of the budget as follows:

- Capital improvements: new arena heaters are needed as the heaters currently being used are approximately 30 years old, arena interior paneling and painting, half bathroom in the upstairs office and fencing and gate repairs. Per Director Navarro the fair facility has been in disrepair for 8-10 years.
- 'A' budget: in FY2017 there were 5 full-time positions budgeted but there currently only two full-time positions occupied. Zach Wagoner thinks it would be beneficial to bring on a part-time person to help meet some immediate needs. After the fair Ms. Sinner will evaluate personnel and staffing needs. For the FY2018 budget they will budget for just 4 positions.

Zach Wagoner explained that the fair has a specific tax levy strictly for fair functions. The county levied \$42 million this fiscal year with the fair's portion included in that amount, the total levy amount for both the fair and the County Agent is \$390,000. Monies for this fund come from property taxes and fair revenues. No general fund money is used to support the fair. The meeting concluded at 10:28 a.m. An audio recording is on file in the Commissioners' Office.

FY2018 TENTATIVE BUDGET WORKSHOP MEETINGS – CORONER

The Board met today at 10:28 a.m. for a FY2018 Tentative Budget Workshop meeting with the Coroner. Present were: Commissioners Tom Dale and Pam White, Controller Zach Wagoner, Coroner Vickie Degeus-Morris, Clerk Chris Yamamoto and Deputy Clerk Jenen Ross. Ms. Degeus-Morris, Clerk Yamamoto and Controller Zach Wagoner reviewed the budget as follows: Ms. Degeus-Morris does not have a have a lot of changes to her budget. There has been a slight increase to gas and oil and she has a need to replace one vehicle. She has requested a salary increase to account for the compensation study and an increase to her salary. She also indicated that she believes the PA's Office is in discussion with Owyhee County for Canyon County to perform their autopsies. After some discussion the

line for misc. professional services will be increased to \$25,000. The meeting concluded at 10:43 a.m. An audio recording is on file in the Commissioners' Office.

FY2018 TENTATIVE BUDGET WORKSHOP MEETING – ASSESSOR

The Board met today at 10:48 a.m. for a FY2018 Tentative Budget Workshop meeting with the Assessor. Present were: Commissioners Tom Dale and Pam White, Controller Zach Wagoner, Assessor Brian Stender, Clerk Chris Yamamoto and Deputy Clerk Jenen Ross. Mr. Stender, Clerk Yamamoto and Controller Zach Wagoner reviewed the budget as follows:

DMV General Fund

- Salary adjustment: increase to account for the compensation study, there has also been an additional \$1500 added for front line staff.
- Overtime: increase based on average from 2016 and 2017
- Construction contracts: workstations need to be reworked to be more ergonomically friendly
- Office furniture: new chairs are needed for DMV employees
- Service contract: Nemo-Q queuing system

Reappraisal fund

- GoverMax: no monies have been collected YTD due to the program owner deciding they would no longer help collect fees. The IT department is working to get this back up and running
- Salary adjustment: increased to account for the compensation study, elected official pay increase and one position will be reclassified
- Professional consultants: outside counsel may be needed for an upcoming court case
- Mileage: appraisers will be out a lot more as they're at the beginning of the 5 year cycle and will be out in the field a lot more
- GIS supplies: the plotters are in need of some maintenance
- Computer equipment: the Assessors' office is the first office to have files scanned into the OnBase system but with that the appraisers will need mobile applications to replace paper files

The meeting concluded at 11:10 a.m. An audio recording is on file in the Commissioners' Office.

FISCAL YEAR 2018 BUDGET MEETING FOR THE TREASURER'S OFFICE

The Board met today at 1:30 p.m. for the Fiscal Year 2018 budget meeting for the Treasurer's Office. Present were: Commissioners Tom Dale and Pam White, Treasurer Tracie Lloyd, Clerk Chris Yamamoto, Controller Zach Wagoner, and Deputy Clerk Monica

Reeves. Treasurer Lloyd said her overall budget is less than last year. Highlights were as follows:

- The actual year-to-date overall interest through April was \$309,920, and of that amount \$81,295 went to current expense. Interest rates are the rise, the average rate of return on term investments for the next fiscal year is 1.5% and the current two-year treasury as of today is 1.34%. The average rate of return on fixed investments is 1.716% if they all go out to maturity.
- Currently there aren't any outstanding public administrator cases.
- Her budget includes the amount for the proposed 2018 salary compensation plan.
- For the last three years the actuals for the miscellaneous professional services have been below what she's proposed. She spoke of how with the rising interest rates it's important to look at our investment strategy and there could be costs incurred if she has an investment portfolio performed. She is currently doing an analysis on banking charges and said we need to look at how we're doing our investments and find out what's the most beneficial as far as banking fees and whether it's best to start paying for those again and invest the idle funds. Controller Wagoner said if the banking charges go up that would in essence be offset by increased interest revenue and hopefully it will be a net gain to us.
- She recently added three printers to her contract to replace the ones that stopped working in June.
- This is the first year the County has used an armored vehicle to move money from DMV to the Courthouse and it's worked very well for both DMV and the Treasurer's Office.

The meeting concluded at 1:46 p.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING AMENDMENT NO. 2 TO THE FOOD SERVICE AGREEMENT WITH CBM MANAGED SERVICES

The Board met today at 2:07 p.m. to consider signing amendment No. 2 to the Food Service Agreement with CBM Managed Services. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. David Eames, Chief Deputy Sheriff Marv Dashiell, and Deputy Clerk Monica Reeves. Mr. Eames said this should have been signed last fall, but everything has been working as if it had been signed. There has been a rate increase, but other than that it is the same contract. Chief Dashiell said this was adopted in August of 2016 for the FY2017 budget year. There was a 3.3% increase and they added the specialty tray rate, and it's likely we'll see another 3% increase for the FY2018 year. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to sign the amendment between Canyon County and CBM Managed Services. (See Agreement No. 17-060.) The meeting concluded at 2:11 p.m. An audio recording is on file in the Commissioners' Office.

ELEVENTH DAY OF THE JUNE TERM, A.D., 2017
CALDWELL, IDAHO JUNE 26, 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):

- Iderra Inc. in the amount of \$7969.50 for the Information Technology department
- HP Inc. in the amount of \$3121.74 for the Information Technology department
- HP Inc. in the amount of \$2981.52 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 Richard Nordberg and John Vietti.

COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:36 a.m. for an office staff meeting. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy Clerk Jenen Ross, Sr. Administrative Specialist Jamie Miller, and Deputy Clerk Monica Reeves. The Board reviewed this week's schedule with staff. The meeting concluded at 8:49 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING A CONSENT ORDER WITH THE IDAHO DEPARTMENT OF ENVIRONMENTAL QUALITY, AND CONSIDER SIGNING A RESOLUTION APPOINTING REESE VERNER TO THE CANYON COUNTY MOSQUITO ABATEMENT DISTRICT BOARD OF TRUSTEES

The Board met today at 9:00 a.m. to consider signing a consent order with the Idaho Department of Environmental Quality and to consider a resolution appointing Reese Verner to the Canyon County Mosquito Abatement District Board of Trustees. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Brad Goodsell, Solid Waste Director David Loper, and Deputy Clerk Monica Reeves. Commissioner White made a motion to appoint Reese Verner to the Canyon County Mosquito Abatement District Board of Trustees. 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. The motion carried unanimously. (See Resolution No. 17-136.) Also considered was a consent order with the Idaho Department of Environmental Quality. David Loper said the landfill is required to have a Title V air permit so they have been working with DEQ to get in compliance, and the consent order outlines some milestones we have to meet to get the permit. Once we obtain the permit we will have some ongoing fees and annual reporting requirements. Brad Goodsell has vetted the order thoroughly and they propose some changes. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to sign the consent order with the Idaho Department of Environmental Quality, a copy of which is on file with this day's minute entry. The original order will be mailed to Director Tippetts at DEQ for signature. The meeting concluded at 9:04 a.m. An audio recording is on file in the Commissioners' Office.

ELECTED OFFICIALS' MEETING

The Board met today at 9:30 a.m. for an elected officials' meeting which took place in the public meeting room of the administration building. Present were: Commissioners Tom Dale and Pam White, Coroner Vicki DeGeus-Morris, Clerk Chris Yamamoto, Treasurer Tracie Lloyd, and Deputy Clerk Monica Reeves. Prosecutor Bryan Taylor arrived at 9:40 a.m. and Assessor Brian Stender arrived at 9:51 a.m. Topics of discussion were as follows:

Budget Process:

Clerk Yamamoto has met with every office and department to review their budgets. He's had a series of meetings with the Prosecutor's Office but nothing has been nailed down yet because they're waiting for a decision from the City of Nampa regarding the Nampa prosecution services contract. Once the Prosecutor's budget meeting concludes on July 12th they will crunch the numbers and present the Clerk's suggested budget on July 13th and then once the Board has had a chance to review it there will be a discussion about what the vision needs to be for future plans. The elected officials would like to be included in the meeting to review the budget on July 21st. (The public budget hearing will be held on August 8, 2017.) Clerk Yamamoto said there are some requests for major purchases and increased personnel that will have to be hashed out.

Board of Equalization Process:

Today is the deadline for property owners to file their assessment appeals. Commissioner Dale asked if an educational document can be prepared that gives a simple/concise explanation of how the process works in terms of assessments, the County budget and taxes. Treasurer Lloyd has an informative video on her website that covers some of that but she doubts if it can be reduced to a one-page simple handout. Clerk Yamamoto said there are a lot of variables to consider; for instance, one year his assessed value increased by 6% but his taxes went up by 35%. He said his office is working on something that will lend itself to the point made by Commissioner Dale. Assessor Stender said the number of assessment protest forms that have been filed is comparable to last year's filings.

Nampa Prosecution Contract:

Prosecutor Taylor meets with the interview committee tomorrow and he should have a decision by July 5. He spoke about the transparent services his office provides and how they are saving the City of Nampa and the taxpayers thousands of dollars. Commissioner Dale

said the Prosecutor's Office does an incredible job in providing services to the City. Commissioner White said when the Prosecutor's Office originally obtained the contract it was a seamless transition and she hopes the City takes that into consideration this time.

Indigent/Involuntary Mental Holds Expenses:

Prosecutor Taylor asked if the County has approached IAC to see if the state will help the counties fund the involuntary mental holds. Commissioner Dale said the Board has a meeting with Representative Rick Youngblood to discuss the possibility of having a crisis center in Canyon County which would help offset some costs because rather than sending those on involuntary mental holds through the justice system they would instead be referred to a crisis center. Prosecutor Taylor said the crisis center proposal is only for an additional 15 beds, and, there will be added costs to staff/operate the center. He believes IAC needs to address the cost issue because it is crushing the County and although a crisis center will be helpful it won't alleviate the problem.

Donations to the Coroner's Office:

Coroner DeGeus-Morris said her office has the cremains (remains of those who've been cremated) of persons who have been unclaimed by family, and Hillcrest Memorial Gardens has offered to donate a crypt that will hold up to 400 cremains. Every Memorial Day there will be a ceremony for those whose cremains have been put inside the crypt. Recently the Coroner's Office was having a difficult time locating a facility that would allow the use of X-ray machine so the Idaho Equine Hospital stepped up and donated the use of its equipment for the three ladies who were murdered in Canyon County. Also, the Sheriff's Office donated a freezer for the storage of evidence. Coroner DeGeus-Morris is grateful for the generous donations. She also said Joe Decker is assisting with grant application for an X-ray machine.

Employee Appreciation BBQ:

Commissioner White asked if the elected officials want to continue having the employee appreciate BBQs. Prosecutor Taylor said it hasn't been consistent but he has no problem with providing hamburgers and hotdogs once a year as long as all nine elected officials agree. Clerk Yamamoto said it was something that was originally paid for using rebate funds from Idaho Power. He has mixed emotions about it and said it can be "slippery" when using tax dollars to pay for employee lunches/BBQs. He has personally paid for gifts for his employees during Christmas, for example. He would prefer they be recognized through compensation. Commissioner Dale said appreciation can also be shown by giving days off around Christmas and New Years and he spoke about how employees have contacted him personally to express this appreciation.

There was consensus that as long as it is a joint effort by all nine elected officials an employee appreciation BBQ will be held either the first or second week in September with the event possibly catered by Dickey's. Staff from each elected office will be asked to help set up, serve, etc. And, this year we will make sure lunch is brought to the employees who work at offsite locations (landfill, DMV) and cannot attend the event.

August 21 Solar Eclipse:

There are some counties that are going to close down but we cannot close the courthouse due to court requirements. Washington County has applied for emergency status due to the massive crowds that will be travelling to the area for the solar eclipse. Clerk Yamamoto said

he will likely allow his employees time off so they can experience this unique event. Commissioner Dale agreed with that idea and said we should close down as much as possible and keep a skeleton crew so that employees can see this once-in-a-lifetime event. Clerk Yamamoto said perhaps we could designate certain time-off hours. Commissioners Dale and White said they both plan to be out of town to experience it as well. Prosecutor Taylor suggested that he and the Clerk and the Board meet with Judge Ford to discuss the eclipse issue.

The meeting concluded at approximately 10:30 a.m. An audio recording is on file in the Commissioners' Office.

TENTATIVE FY2018 BUDGET WORKSHOP MEETING – PUBLIC DEFENDER

The Board met today at 1:34 p.m. for a tentative FY2018 budget workshop meeting – Public Defender. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Clerk Chris Yamamoto, Controller Zach Wagoner, Chief Deputy Clerk Drew Maffei, Interim Public Defender Krista Howard, Office Administrator Deepak Budwani, Larry Sisson and Deputy Clerk Jenen Ross. Ms. Howard, Clerk Yamamoto and Controller Zach Wagoner reviewed the budget as follows:

Ms. Howard let the Board know that she received notice last week that they will be awarded the Public Defense Commission grant in the amount of \$431,102.32.

- Attorney's fees-repayment: \$200,000 based on FY2017 numbers. These are revenues based on \$350 public defense reimbursement on felony cases and \$150 on misdemeanor cases
- Part-time employees: They will have 2 limited license attorneys for 12 weeks to help ease some of the workload and 2 temporary legal clerks to help with the clean-up/scanning of old files in storage
- Salary adjustment: This is for the salary compensation study
- New positions: 11 new positions are being requested. Commissioner Rule does not support this as it sets off a chain reaction in the Prosecuting Attorney and Clerk's Office needing additional staff. Additionally, there is no space available for new attorneys.

Commissioner Rule has concerns that the budget is growing exponentially and at some point it just needs to stop. Commissioner Dale asked what kind of restrictions are on the PDC grant monies. Ms. Howard said that the money can be used for anything in regards to public defense. Last year the majority of the money was used to hire 3 attorneys and 1 support staff. Commissioner Dale's concern is that there is no guarantee for grant money in the future so whatever the county does now will have to be supported into the future. Mr. Budwani explained the increased budget stating that when the office opened in 2014 there was a report that public defenders were appointed on 2/3's of cases but once the office opened they realized that their office is actually appointed on about 90% of cases making the original estimate of costs based on those reports inaccurate. Last year the caseloads

jumped by about 50% to a little over 11,000 cases and based on a projection done Friday they are at the same level this year. Commissioner White asked if it's possible to contract out to attorneys without having to add additional staff to payroll. Ms. Howard said they looked at that in regards to conflict attorneys who have a specific role, they looked at contracting with attorneys on a straight contract based on \$70/hour, and working full-time for one year to pick up slack, by their calculations it would be a cost of \$145,600 per year. In the end it would cost the county more. It also comes with additional issues such as how they're monitored, we're assuming they'll work full time but the county can't dictate how many hours they work on a case. Potentially there are a lot of larger issues that could arise from trying to contract attorneys. Clerk Yamamoto said we are constitutionally required to provide public defense and between public defense and indigent there has been a \$5 million increase which is quite a tax burden for the county. Ms. Howard said the Public Defense Commission met last week and they are moving forward with the caseload/workload requirements, rules are being drafted right now to be presented this fall and to the legislature in 2018. They are going to put caseload caps in the rules. They did do their caseload/workload study but the data on that won't be completed until August so there is no idea what those numbers will look like or how they will be broken down. The request for the positions will help meet those standards and allow the county to be in compliance. The question is: what if we can't comply? Ms. Howard said that realistically if we just looked at the straight numbers they've seen 150 felony cases per felony attorney and there would have to be about 50-55 attorney's in the office to be compliant with the misdemeanor and felony levels. If you're not in compliance, the PDC views their role is to go back to the legislature to ask for that money to make up for the shortfall. Ms. Howard asked the PDC what happens if they don't give that money and that is the question there is not an answer to at this point. Commissioner Dale agrees with Commissioner Rule and Commissioner White and the county can just not afford to do this right now and would like to see what the legislature comes up with to fund this. The PDC will be taking public comment regarding the new requirements in August.

- Health insurance increase: Countywide increase per employee
- Doctors: There was some adjusting done to this line. This year \$80,000 was budgeted but they are requesting that the 'doctors' line be reduced to \$65,000 with the other \$15,000 being split between DUI evaluation and the domestic battery evaluations

Commissioner Rule said all of these numbers are based on the \$5.7 million dollar budget and he is not willing to approve anything above \$4.6 million due to the additional \$80K they will be receiving from the PDC grant. He doesn't feel it's worth it to continue going thru the budget based on the current numbers. He would like to see them go back and build a budget based on \$4.6 million and whatever grant monies are available. Clerk Yamamoto said \$50,000 of the increase is for the conflict counsel line increase and the remaining \$150-\$180K would mostly be in the salary adjustment line. Mr. Budwani said the only real change from last year is the new positions.

Ms. Howard realizes that the approval of 11 new positions is not likely but would really like the Board to think about funding some positions, she would really like to bring on a social work position; with a high indigent population that is one position that would really be able to help her clients.

The meeting concluded at 2:19 p.m. An audio recording is on file in the Commissioners' Office.

CONSIDER NAMPA FAMILY JUSTICE CENTER'S FUNDING REQUEST

The Board met today at 2:33 p.m. to consider a funding request from the Nampa Family Justice Center. Present were: Commissioners Tom Dale and Pam White, Clerk Chris Yamamoto, Controller Zach Wagoner, Criselda Delacruz from the Nampa Family Justice Center, and Deputy Clerk Monica Reeves. Commissioner Steve Rule arrived at 2:42 p.m. Criselda Delacruz said the focus of the center was domestic violence and sexual assault and as the program has grown they have expanded services. She spoke about the type of grants that have been applied for, the services they offer, and the partnerships with other agencies. The City of Nampa provides approximately \$200,000 in funding for administration, maintenance, and IT support. They receive grants from the federal government and other organizations. The center receives an annual donation award of \$10,000. The total budget is \$716,000. Ms. Delacruz is asking for support because their administration costs have increased. The funding request is \$25,000, which would provide the group therapy and elder service. Clerk Yamamoto asked for her thoughts on if the Board gave \$25,000 to the Advocates Against Family Violence (AAFV) and \$25,000 to the Nampa Family Justice Center. Ms. Delacruz said it would be wonderful for her, but AAFV would not like it and she doesn't want to sever that relationship with the organization. Clerk Yamamoto asked what the center can do to impact the County's mental hold situation. Ms. Delacruz said are having an impact. Their clients are fleeing domestic violence situations and they have mental health issues and the center is able to put them in contact with resources so that the situation isn't so drastic. Zach Wagoner said there are some stop grants that make their way to Canyon County which reimburse us for a part-time position. The Board said it will take the funding request under consideration. Ms. Delacruz left at 3:14 p.m. Commissioner Rule is not favor of funding the Nampa Family Justice Center. He said the AAFV organization gets in front of a mental health situation and truly addresses it rather than calling mental health as the family justice center does. Commissioner Dale said he has a lot of history with the family justice center and they provide services not just for the Nampa population but for entire County and then some. Commissioner White said the center provides AAFV with bed nights and a shared employee for rural care, yet AAFV is requesting a rural person. Ms. Delacruz has shared monies with AAFV and others through her shared grant funds and she serves the entire County. Commissioner Dale said the focus on the family justice center is not mental, it's for people who have been abused and it's an abuse prevention program as much as it is other things and that could be an indirect benefit. Prevention is saving us money in prosecution, jail space, etc. He is comfortable with funding it given that we are funding AAFV and he suggested funding could be split between both groups. Clerk Yamamoto said Ms. Delacruz said they worked together but if we give \$25,000 it would chop off services. Commissioner

White said that would damage AAFV's budget, and in the ways that they work together they are very important to each other. She believes in the family justice center and the efforts of Ms. Delacruz and if the Board says no to the funding request she will be able to find another way or cut client services. Commissioner Dale said the Board could suggest that Ms. Delacruz ask the City of Nampa for another \$25,000 and the County will look at it again next year. The meeting concluded at 3:26 p.m. An audio recording is on file in the Commissioners' Office.

TWELFTH DAY OF THE JUNE TERM, A.D., 2017
CALDWELL, IDAHO JUNE 27, 2017

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

APPROVED CLAIMS ORDER NO. 7-10-17

The Board of Commissioners approved payment of County claims in the amount of \$72,775.39 and \$85,939.29 for accounts payable.

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Netmotion Software, Inc. in the amount of \$4625.90 for the Sheriff's Office

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 Krista Howard.

APPROVED APRIL 2017 TERM COMMISSIONER PROCEEDINGS AND SYNOPSIS

The Minutes of the Fiscal Term of April 2017 were read and approved and found to be a proper record of the proceedings of the Board of Commissioners of Canyon County, Idaho. Also approved was the synopsis for publication. Minutes of the Board of Canyon County Commissioners' meetings are on file in the Commissioners' Office and may be viewed upon request.

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 and Pam White, Commissioner Steve Rule arrived at 8:40 a.m., Facilities Director Paul Navarro, IT Director Greg Rast and Deputy Clerk Jenen Ross.

Director Navarro updated the Board on the following items:

- Fairgrounds: There are 30 days left to prepare for the fair. They've finished setting up the swine pens, arena prep is happening, show rings are being built and the Charolais barn repairs will begin this week.
- Anderson Corner: The abatement and lead test has been received back. There were potential asbestos hazards identified in the flooring, drywall and roofing. However, there was not enough lead based paint identified to need to do an abatement on that. The floor, tile and roofing will have to be abated before the building can be torn down. Mr. Navarro is working to get abatement estimates. There is some petroleum in the ground that DEQ will assist with cleaning up but they will probably not assist in the clean-up of the asbestos.
- Houston-Bugatsch: They have been working with the county in regards to the Canyon Springs High School. They are waiting for one more engineer and he will have a plan with a cost analysis to present to the Board soon. Mr. Navarro will work with legal to determine the best way to present the numbers to the Board.

Commissioner Dale asked Paul to help Coroner with smell in the lab/morgue/crime lab.

Director Rast updated the Board on the following items:

- Fairgrounds: The FCC has delayed the completion of the microwave connectivity project; the cutoff is July 24th. Mr. Rast doesn't anticipate any issues but may move the deadline date up so there will be a more reliable connection before animals start arriving and the fair begins.
- Boise Office Equipment (BOE) contract: The RFQ was awarded in 2015 but and the signing of the contract is to just finalize that.
- Parks booking: This program went live on June 19th; schools can now book online and will be provided with digital confirmation and notifications. This should cut down on telephone traffic to the Parks department. With this program now up and running the Fleet department has requested an online booking system for the motor pool vehicles.
- Fairgrounds website: They are planning to start the revamp of that website in August once the fair is over. It will be pulled from the current hosing company and be done in-house.
- TCA / Family Court Services website: The TCA has asked the IT department to take over the Family Court Services website. Right now there is a 3rd party hosting company but they will no long be doing that. Mr. Rast will collect more details before he comes back to the Board. Commissioner Dale would prefer the courts continue to hold on to this vs. the county taking it on with a chargeback. Commissioner Rule is not in favor of the IT department taking this on. Commissioner White said she will reserve opinion until she has more information.

- Windows 10: The updates are scheduled to be completed by September.
- Odyssey: The reader board dockets will need to be revised with Odyssey and iCourts coming on.
- Aumentum: This is the program that is used by the Treasurer and Assessor. So far it is going well in the test environment.
- CAPS program: This is the replacement of Acela; the City of Caldwell is not ready for the handoff and are still looking for options. The deadline is 2/1/18.
- Electronic PO project: Mr. Rast let the Board know that they will each have electronic devices in front of them for the review and approval to start moving away from paper. He anticipated this will probably start in September in conjunction with On Base going live.

The meeting concluded at 8:55 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING IDAHO DEPARTMENT OF PARKS AND RECREATION GRANT AGREEMENT FORM FOR NEW PATROL BOAT PURCHASE PROJECT

The Board met today at 9:06 a.m. to consider signing the Idaho Department of Parks and Recreation Grant Agreement Form for the purchase of a new patrol boat for the Sheriff's Office. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Lt. Ben Keyes, Deputy P.A. David Eames, Controller Zach Wagoner, and Deputy Clerk Monica Reeves. Lt. Keyes said the County was awarded a waterways improvement fund grant and this agreement allows the state to give us \$62,750 to buy a new patrol boat. In addition we will use two of their existing boats as trade-ins which will net \$30,000. David Eames said there was a matching requirement as part of the grant of 32% and the trade-ins will cover that. It is a standard agreement and the state will disperse the funds through reimbursement. The next step is to ask for bids from three different vendors who custom make the boats. Lt. Keyes has already obtained one bid to get an idea if we are in the right price range and he's hoping the bidders will be really close to the amount. He wants the boat by the end of December. Zach Wagoner said this needs to be included in the FY2018 budget if we're going to receive the boat in December of 2017. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to sign the Idaho Department of Parks and Recreation Grant Agreement for the purchase of a new patrol boat. (See Agreement No. 17-059.) The meeting concluded at 9:12 a.m. An audio recording is on file in the Commissioners' Office.

BOARD OF EQUALIZATION – TAX ASSESSMENT PROTEST HEARING FOR BLU (TRANS FUELS)

The Board of County Commissioners, sitting as a Board of Equalization, met today at 9:34 a.m. to conduct a property tax assessment protest hearing for BLU (Trans Fuels), Account No. 64941068 0. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Assessor Brian Stender, Chief Deputy Assessor Joe Cox, Appraiser Dawn Houghton, Sr. Admin. Specialist Jennifer Loutzenhiser, Customer Service Specialist Sam Baughman, Drew

Bake, and Deputy Clerk Monica Reeves. Drew Bake offered testimony in support of his protest application. Dawn Houghton offered testimony on behalf of the Assessor's Office. Following testimony, Commissioner White made a motion to accept the Assessor's offer of \$249,554. The motion was seconded by Commissioner Rule and carried unanimously. The hearing concluded at 9:55 a.m. An audio recording is on file in the Commissioners' Office.

MEET WITH TOM KASPER FROM THE MELBA GOPHER DISTRICT

The Board met today at 1:31 p.m. with Tom Kasper from the Melba Gopher District. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Controller Zach Wagoner, Tom Kasper from the Melba Gopher District, and Deputy Clerk Monica Reeves. Tom Kasper said the money is generated from taxes and it creates an incentive for people to trap gophers because they get a bounty for. The district receives the budgeted amount from the County and they receive \$1 per tail from the Boise Project Board of Control (BPBC). The amount the gopher district pays is the number of tails collected divided by the amount of money that is available, and in last year's case the bounty the County paid was \$2.53 per tail, and with the BPBC amount of \$1, that equates to \$3.53 per tail. When asked how it's verified that the tails are from within the gopher district, Mr. Kasper said he and Norm Alder know the people who bring them in and most are from a specific area. Some tails are outside the district but they are part of the BPBC district and those tails are separated out. Zach Wagoner said it's a special taxing district with boundaries and not all County taxpayers contribute. It does not include property within the Melba city limits. Last year there was \$75 million of taxable value within the district and \$11,000 of property tax was levied for gophers. The Board of Commissioners is the governing board for the Melba Gopher District and every year it adopts a budget for the district. Last year the budget was \$12,000 and Mr. Wagoner recommends we adopt that same amount going forward in our budget process. No Board action was required or taken. The meeting concluded at 1:40 p.m. An audio recording is on file in the Commissioners' Office.

BOARD OF EQUALIZATION - TAX ASSESSMENT PROTEST HEARING FOR STEVEN ADAMSON

The Board of County Commissioners, sitting as a Board of Equalization, met today at 2:03 p.m. to conduct a property tax assessment protest hearing for Steven Adamson, Account No. 29091204 0. Present were: Commissioners Tom Dale, Pam White, and Steve Rule, Assessor Brian Stender, Appraisal Supervisor Barbara Wade, Sr. Admin. Specialist Jennifer Loutzenhiser, Steven Adamson, Joseph Stone, Assessor's employees, and Deputy Clerk Monica Reeves. Steven Adamson and Joseph Stone offered testimony in support of the protest application. Barbara Wade and Brian Stender offered testimony on behalf of the Assessor's Office. Following testimony, Commissioner Rule made a motion to uphold the assessed value. The motion was seconded by Commissioner White and carried unanimously. The hearing concluded at 2:27 p.m. An audio recording is on file in the Commissioners' Office.

THIRTEENTH DAY OF THE JUNE TERM, A.D., 2017
CALDWELL, IDAHO JUNE 28, 2017

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

APPROVED CLAIMS ORDER NO. 6-29-17

The Board of Commissioners approved payment of County claims in the amount of \$3894.00 for accounts payable.

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Intermountain Wood Products in the amount of \$20,825.71 for the Court Facilities
- Advanced Hardware Supply Inc. in the amount of \$3954.60 for the Court Facilities
- Franklin Building Supply in the amount of \$5199.20 for the Court Facilities

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for O'Michael's Pub & Grill to be used 7/19/17 for a Corvette Club meeting.

CONSIDER INDIGENT DECISIONS

The Board met today at 8:47 a.m. to consider indigent decisions. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Indigent Services Director Yvonne Baker, Customer Service Specialist Robin Sneegas and Deputy Clerk Jenen Ross. Ms. Sneegas stated that per the Clerk's statement of findings the following case do not meet the eligibility requirements for county assistance: 2017-1111, 2017-1217, 2017-1108, 2017-1109, 2017-1206 and 2017-1205. Commissioner White made a motion to deny the cases as read into the record with Commissioner Rule seconding the motion and the Board voting unanimously to deny the cases. The meeting concluded at 8:49 a.m. An audio recording is on file in the Commissioners' Office.

LEGAL STAFF UPDATE

The Board met today at 9:02 a.m. for a legal staff update. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Civil Deputy P.A. Sam Laugheed, and Deputy Clerk Monica Reeves. Commissioner Dale reported he received a note that Ada County has decided to withdraw their membership from the Idaho Association of Counties (IAC) mostly based on the ongoing conflicts between Ada County and some of the cities as far as magistrate courts and that sort of thing, as well as dissatisfaction with the way the executive leadership in IAC has been managed over the last couple of years. He said Donna Peterson from Payette County contacted him about the issue; there has been concern that the IAC board communicates to an association what the desires are for legislative matters and training but we have the IAC executive director telling us what we want to do on the legislative matters and that is backwards. The IAC board is set to take some drastic action and it will be interesting to see how it turns out. Sam Laugheed said at some point the Board might be called upon to issue some sort of policy statement or express support or nonsupport in some fashion and at that point we will have to put it on the agenda because it could lead to some sort of policy decisions coming from the Board. Commissioner Dale recommended we give it some time and see what the IAC board decides to do. Mr. Laugheed advised that Brad Goodsell has been assigned to work on a lawsuit that was recently filed regarding a lien associated with medical indigency costs. He asked for some informal direction regarding an email from Controller Wagoner regarding work that was done by local community members with the riverbank flooding on Howe Road. Thueson Construction and Noe Construction did some work and Thueson submitted an invoice in April for \$45,000 and it was paid. Recently Noe Construction submitted three invoices that total \$3,894 and the Controller has offered to prepare a claim for payment. It was indicated that when the budget was reopened in May \$75,000 was put into an emergency management fund and so there is sufficient funds to pay the invoice. The Board has no objections to the Controller preparing a claim for payment. The state has set aside \$50 million to reimburse local government entities for things related to road and bridge damage due to the extreme weather and the County will apply for the 90% reimbursement for the invoices that were submitted. The meeting concluded at 9:09 a.m. An audio recording is on file in the Commissioners' Office.

BOARD OF EQUALIZATION – CASUALTY LOSS TAX EXEMPTION HEARINGS FOR DONNA HEALY; JAMES BURROW; AND RANDON HUNTER AND HOLLIE LEAVITT

The Board of County Commissioners, sitting as a Board of Equalization, met today at 9:30 a.m. to conduct casualty loss exemption hearings for Donna Healy, Account No. 01209000 0; James Burrow, Account No. 73703000 0; and Randon Hunter and Hollie Leavitt, Account No. 30877010 0. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Deputy Assessor Joe Cox, Sr. Admin. Specialist Jennifer Loutzenhiser, Appraisal Supervisor Mike Cowan, Appraiser Darryl Spieser, Hollie Leavitt, and Deputy Clerk Monica Reeves. Joe Cox offered testimony in support of the casualty loss exemption applications for Donna Healy; James Burrow; and Randon Hunter and Hollie Leavitt. Following testimony, Commissioner Rule made a motion to agree with the Assessor's opinion that the Healy property qualifies for the casualty loss exemption with a value of zero. The motion was seconded by Commissioner White and carried unanimously. Commissioner Rule made a

motion to place a zero value on the Burrow property. The motion was seconded by Commissioner White and carried unanimously. Hollie Leavitt offered testimony in support of her application. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to grant a 50% value on the garage and a value of zero on the pole building. The hearing for all three requests concluded at 9:41 a.m. An audio recording is on file in the Commissioners' Office.

BOARD OF EQUALIZATION – TAX ASSESSMENT PROTEST HEARING FOR VM PROPERTIES

The Board of County Commissioners, sitting as a Board of Equalization, met today at 9:43 a.m. to conduct a property tax assessment protest hearing for VM Properties, Account No. 03625000 0. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Assessor Brian Stender, Appraisal Supervisor Mike Cowan, Appraiser Darryl Spieser, Sr. Admin. Specialist Jennifer Loutzenhiser, Zach Woolsey, and Deputy Clerk Monica Reeves. Zach Woolsey, the property manager, offered testimony in support of the protest application for VM Properties. Darryl Spieser and Mike Cowan offered testimony on behalf of the Assessor's Office. Following testimony, Commissioner Rule made a motion to uphold the assessed value. The motion was seconded by Commissioner White and carried unanimously. The hearing concluded at 10:03 a.m. An audio recording is on file in the Commissioners' Office.

BOARD OF EQUALIZATION – TAX ASSESSMENT PROTEST HEARING FOR SENECA FOODS CORPORATION

The Board of County Commissioners, sitting as a Board of Equalization, met today at 10:04 a.m. to conduct a property tax assessment protest hearing for Seneca Foods Corporation, Account Nos. 32367010 0, 32367000 0, 32373000 0, and 32381000 0. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Assessor Brian Stender, Appraisal Supervisor Mike Cowan, Appraiser Darryl Spieser, Sr. Admin. Specialist Jennifer Loutzenhiser, Dillon Hansen, and Deputy Clerk Monica Reeves. Dillon Hansen offered testimony in support of the protest applications for Seneca Foods Corporation. Mike Cowan offered testimony on behalf of the Assessor's Office. Following testimony, Commissioner Rule made a motion to uphold the assessed value for Seneca Foods Corporation. The motion was seconded by Commissioner White and carried unanimously. The hearing concluded at 10:20 a.m. An audio recording is on file in the Commissioners' Office.

BOARD OF EQUALIZATION – TAX ASSESSMENT PROTEST HEARING FOR LEO TAYLOR

The Board of County Commissioners, sitting as a Board of Equalization, met today at 1:34 p.m. to conduct a property tax assessment protest hearing for Leo Taylor, Account No. 35052000 0. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Assessor Brian Stender, Appraisal Supervisor Mike Cowan, Appraiser Darryl Spieser, Sr. Admin.

Specialist Jennifer Loutzenhiser, Brooke Taylor, Leo Taylor and Deputy Clerk Jenen Ross. Ms. Taylor offered testimony in support of the protest application for Leo Taylor. Mike Cowan offered testimony on behalf of the Assessor's Office. Following testimony, Commissioner Rule made a motion to adjust the value to \$312,000. The motion was seconded by Commissioner White and carried unanimously. The hearing concluded at 2:03 p.m. An audio recording is on file in the Commissioners' Office.

BOARD OF EQUALIZATION – TAX ASSESSMENT PROTEST HEARING FOR LIFEWAYS INC.

The Board of County Commissioners, sitting as a Board of Equalization, met today at 2:05p.m. to conduct a property tax assessment protest hearing for Lifeways Inc., Account No. 11905200 0. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Assessor Brian Stender, Appraisal Supervisor Mike Cowan, Appraiser Darryl Spieser, Sr. Admin. Specialist Jennifer Loutzenhiser, Barry Borger and Deputy Clerk Jenen Ross. Mr. Borger offered testimony in support of the protest application for Lifeways Inc. stating that his organization missed the deadline in returning the exemption application and requested an exception for 2017 and for the application to be accepted retroactively. The Board stated that there is nothing that can be done for 2017 as the deadline is the deadline but suggested he submit the paperwork now for 2018. No action was taken on the case. The hearing concluded at 2:09 p.m. An audio recording is on file in the Commissioners' Office.

BOARD OF EQUALIZATION – TAX ASSESSMENT PROTEST HEARING FOR BIBLE PENTECOSTAL CHURCH

The Board of County Commissioners, sitting as a Board of Equalization, met today at 2:10 p.m. to conduct a property tax assessment protest hearing for Bible Pentecostal Church Inc., Account No. 13439000 0. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Assessor Brian Stender, Appraisal Supervisor Mike Cowan, Appraiser Darryl Spieser, Sr. Admin. Specialist Jennifer Loutzenhiser, Pastor Rick Bray and Deputy Clerk Jenen Ross. Mr. Bray offered testimony in support of the protest application for Bible Pentecostal Church. Brian Stender and Mike Cowan offered testimony on behalf of the Assessor's Office. Following testimony, Commissioner White made a motion to grant the exemption. The motion was seconded by Commissioner Rule and carried unanimously. The hearing concluded at 2:25 p.m. An audio recording is on file in the Commissioners' Office.

BOARD OF EQUALIZATION – TAX ASSESSMENT PROTEST HEARING FOR SALT AND LIGHT RADIO INC.

The Board of County Commissioners, sitting as a Board of Equalization, met today at 2:26 p.m. to conduct a property tax assessment protest hearing for Salt and Light Radio Inc., Account No. 35258000 0 and 35252000 0. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Assessor Brian Stender, Appraisal Supervisor Mike Cowan, Appraiser

Darryl Spieser, Sr. Admin. Specialist Jennifer Loutzenhiser, Bill Teske and Deputy Clerk Jenen Ross. Mr. Teske offered testimony in support of the protest application for Salt and Light Radio Inc. Brian Stender and Mike Cowan offered testimony on behalf of the Assessor's Office. Following testimony, Commissioner Rule made a motion to grant the tax exemption. The motion was seconded by Commissioner White and carried unanimously. The hearing concluded at 2:43 p.m. An audio recording is on file in the Commissioners' Office.

FOURTEENTH DAY OF THE JUNE TERM, A.D., 2017
CALDWELL, IDAHO JUNE 29, 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):

- Dell Inc. in the amount of \$3745.99 for the Sheriff's Office

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 Lea Durfee.

INDIGENT MATTERS

The Board met today at 8:53 a.m. to consider indigent matters. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Zach Wesley, Indigent Services Director Yvonne Baker, Indigent 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 a final determination of denial for Case Nos. 2017-727 and 2017-612. Upon the motion of Commissioner White and second by Commissioner Rule the Board voted unanimously to issue a continuance for Case No. 2017-725. Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously approve Case Nos. 2014-345 and 2017-292 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 denial for Case No. 2016-1580 with a written decision to be issued within 30 days. Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to forgive the lien on Case No. 2011-386. The meeting concluded at 9:02 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-700

The Board met today at 9:06 a.m. to conduct a medical indigency hearing for Case No. 2017-700. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Zach Wesley, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Kassi Daugherty with St. Luke's, Attorney Mark Peterson, the applicant, via conference call, and Deputy Clerk Jenen Ross. Deputy P.A. David Eames arrived at 9:16 a.m. and Deputy P.A. Zach Wesley left at 9:20 a.m. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to issue a final approval with a written decision to be issued within 30 days. The hearing concluded at 9:37 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-755

The Board met today at 9:40 a.m. to conduct a medical indigency hearing for Case No. 2017-755. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Tim Ryan with St. Alphonsus, the applicant and Deputy Clerk Jenen Ross. 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 9:45 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-728

The Board met today at 9:48 a.m. to conduct a medical indigency hearing for Case No. 2017-728. 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 Deputy Clerk Jenen Ross. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to issue a denial with a written decision to be issued within 30 days. The hearing concluded at 9:51 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2016-291

The Board met today at 9:58 a.m. to conduct a medical indigency hearing for Case No. 2016-291. 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, the applicant's husband, Steve DeVille from St. Alphonsus, Attorney Bryan Nickels 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

August 24, 2017. The hearing concluded at 10:08 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-646

The Board met today at 10:09 a.m. to conduct a medical indigency hearing for Case No. 2017-646 Present were: Commissioners Tom Dale and Pam White, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Steve DeVille from St. Alphonsus and Deputy Clerk Jenen Ross. The applicant did not appear. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to issue a final approval with a written decision to be issued within 30 days. The hearing concluded at 10:10 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-704

The Board met today at 10:13 a.m. to conduct a medical indigency hearing for Case No. 2017-704. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, the applicant, Steve DeVille from St. Alphonsus and Deputy Clerk Jenen Ross. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to continue the case to July 27, 2017. The hearing concluded at 10:18 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-789

The Board met today at 10:22 a.m. to conduct a medical indigency hearing for Case No. 2017-789. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, the applicant, the applicant's sister, Kassi Daugherty with St. Luke's, Attorney Mark Peterson and Deputy Clerk Jenen Ross. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to issue a continuance to October 5, 2017. The hearing concluded at 10:27 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-593

The Board met today at 10:29 a.m. to conduct a medical indigency hearing for Case No. 2017-593. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Attorney Mark Peterson and Deputy Clerk Jenen Ross. The applicant did not appear. Upon the motion of Commissioner White 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 10:30 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-514

The Board met today at 10:31 a.m. to conduct a medical indigency hearing for Case No. 2017-514. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Attorney Mark Peterson, Kassi Daugherty and Michelle Davis with St. Luke's and Deputy Clerk Jenen Ross. The applicant did not appear. Upon the motion of Commissioner White 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 10:41 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2016-486

The Board met today at 10:44 a.m. to conduct a medical indigency hearing for Case No. 2016-486. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Attorney Bryan Nickels, Steven DeVille with St. Alphonsus and Deputy Clerk Jenen Ross. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to take the case under advisement with a decision to be rendered within 30 days. The hearing concluded at 11:02 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 11:04 a.m. to conduct a medical indigency hearing for Case No. 2017-619. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George, Attorney Bryan Nickels, Steven DeVille with St. Alphonsus and Deputy Clerk Jenen Ross. The applicant did not appear. Upon the motion of Commissioner White and the second by Commissioner Dale, the Board voted unanimously to continue the case to July 27, 2017. The hearing concluded at 11:09 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY MATTERS

The Board met today at 11:10 a.m. to consider medical indigency matters. Present were: Commissioner Tom Dale and Pam White, Deputy P.A. David Eames, Indigent Services Director Yvonne Baker, Hearing Generalist Kellie George and Deputy Clerk Jenen Ross. Upon the motion by Commissioner White and second by Commissioner Dale the Board

voted unanimously is issue final denials for Case Nos. 2016-1320 and 2017-687 with written decisions to be issued within the next 30 days. The meeting concluded at 11:11 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING FY2017 CANYON COUNTY OFFICE DEVICES SUPPORT AND MAINTENANCE AGREEMENT

The Board met today at 1:30 p.m. to consider signing the FY2017 Canyon County Office Devices Support and Maintenance Agreement with Boise Office Equipment (BOE). Present were: Commissioners Steve Rule and Pam White, Deputy P.A. Allen Shoff, IT Director Greg Rast, IT Business Manager Caitlin Pendell, and Deputy Clerk Monica Reeves. Allen Shoff said this started in 2015 as a Request for Proposals when we were looking for a single vendor to provide the printer services throughout the County for colored printers, black and white printers and other office devices. The RFP was done, Boise Office Equipment (BOE) was chosen, and discussions began about preparing the contract but then it stopped. They were providing these services but a formal contract was never memorialized. Staff recently discovered this and spoke to BOE and they memorialized the agreement they had already been operating under and this is that document. Director Rast said it went off the radar during the transition when the previous IT Director was leaving the office. The maintenance agreement being considered today will finalize the process. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to sign the office devices support and maintenance agreement. (See Agreement No. 17-061.) The meeting concluded at 1:32 p.m. An audio recording is on file in the Commissioners' Office.

BOARD OF EQUALIZATION – TAX ASSESSMENT PROTEST HEARING FOR MCEVOY FAMILY TRUST

The Board of County Commissioners, sitting as a Board of Equalization, met today at 1:33 p.m. to conduct a property tax assessment protest hearing for McEvoy Family Trust, Account No. 34781000 0. Present were: Commissioners Pam White and Steve Rule, Assessor Brian Stender, Appraiser Roger Craig, Sr. Admin. Specialist Jennifer Loutzenhiser, John McEvoy, and Deputy Clerk Monica Reeves. John McEvoy offered testimony in support of his protest application to maintain his agricultural exemption. Roger Craig and Brian Stender offered testimony on behalf of the Assessor's Office. Following testimony, Commissioner White made a motion to uphold the assessed value. The motion was seconded by Commissioner Rule and carried unanimously. The hearing concluded at 2:02 p.m. An audio recording is on file in the Commissioners' Office.

BOARD OF EQUALIZATION – HOMEOWNER'S EXEMPTION PROTEST HEARING FOR RAINA HERNANDEZ

The Board of County Commissioners, sitting as a Board of Equalization, met today at 2:02

p.m. to conduct a homeowner's exemption protest hearing for Raina Hernandez, Account No. 17460513 0. Present were: Commissioners Pam White and Steve Rule, Assessor Brian Stender, Assessor's Office Manager Karen Deluna, Sr. Admin. Specialist Jennifer Loutzenhiser, Raina Hernandez, and Deputy Clerk Monica Reeves. Raina Hernandez offered testimony in support of her protest for a homeowner's exemption. Karen Deluna offered testimony on behalf of the Assessor's Office and stated the homeowner's exemption for 2017 was denied because you can only have one exemption and Ms. Hernandez has one in California and that precedes the one in Idaho. They tried to contact her several times to let her know there was an issue with the exemption but they were unable to reach her. Following testimony, Commissioner White made a motion to uphold the assessed value. The motion was seconded by Commissioner Rule and carried unanimously. The hearing concluded at 2:12 p.m. An audio recording is on file in the Commissioners' Office.

BOARD OF EQUALIZATION – TAX ASSESSMENT PROTEST HEARING FOR DAVID BUTKUS

The Board of County Commissioners, sitting as a Board of Equalization, met today at 2:13 p.m. to conduct a property tax assessment protest hearing for David Butkus, Account No. 29413202 0. Present were: Commissioners Pam White and Steve Rule, Assessor Brian Stender, Appraiser Roger Craig, Appraiser Chris Jacky, Sr. Admin. Specialist Jennifer Loutzenhiser, David Butkus, and Deputy Clerk Monica Reeves. David Butkus offered testimony in support of his protest application. Chris Jacky, Roger Craig and Brian Stender offered testimony on behalf of the Assessor's Office. Following testimony, Commissioner White made a motion to adjust the value to \$391,000. The motion was seconded by Commissioner Rule and carried unanimously. The hearing concluded at 2:36 p.m. An audio recording is on file in the Commissioners' Office.

BOARD OF EQUALIZATION – TAX ASSESSMENT PROTEST HEARING FOR LAWRENCE AND MARGIE CLEVERDON

The Board of County Commissioners, sitting as a Board of Equalization, met today at 2:36 p.m. to conduct a property tax assessment protest hearing for Lawrence and Margie Cleverdon, Account No. 34410000 0. Present were: Commissioners Pam White and Steve Rule, Assessor Brian Stender, Appraiser Roger Craig, Appraiser Gerri Tallabas, Sr. Admin. Specialist Jennifer Loutzenhiser, Lawrence Cleverdon, Margie Cleverdon, and Deputy Clerk Monica Reeves. Margie Cleverdon offered testimony in support of her protest application. Gerri Tallabas and Roger Craig offered testimony on behalf of the Assessor's Office. Following testimony, Commissioner White made a motion to adjust the value to \$362,420. The motion was seconded by Commissioner Rule and carried unanimously. The hearing concluded at 2:58 p.m. An audio recording is on file in the Commissioners' Office.

BOARD OF EQUALIZATION – HOMEOWNER'S EXEMPTION PROTEST HEARING FOR RONALD YACAVACE

The Board of County Commissioners, sitting as a Board of Equalization, met today at 2:59 p.m. to conduct a homeowner's exemption protest hearing for Ronald Yacavace, Account No. 35607012 0. Present were: Commissioners Pam White and Steve Rule, Assessor Brian Stender, Assessor's Office Manager Karen DeLuna, Sr. Admin. Specialist Jennifer Loutzenhiser, Ronald Yacavace, and Deputy Clerk Monica Reeves. Ronald Yacavace offered testimony in support of his application. He lost his homeowner's exemption because he moved out of the house for a period of time and he is hoping to have it reinstated. Karen DeLuna offered testimony on behalf of the Assessor's Office. They received information stating the property was a rental and he was not living there. He does live there now and he has signed up to receive the exemption for next year. Following testimony, Commissioner White made a motion to uphold the Assessor's value. The motion was seconded by Commissioner Rule and carried unanimously. The hearing concluded at 3:05 p.m. An audio recording is on file in the Commissioners' Office.

**FIFTEENTH DAY OF THE JUNE TERM, A.D., 2017
CALDWELL, IDAHO JUNE 30, 2017**

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

APPROVED CLAIMS ORDER NO. 7-10-17

The Board of Commissioners approved payment of County claims in the amount of \$4460.52, \$144,560.00 and \$30,323.73 for accounts payable.

APPROVED CLAIMS ORDER NO. 7-17-17

The Board of Commissioners approved payment of County claims in the amount of \$51,395.00 for accounts payable.

LEGAL STAFF UPDATE AND CONSIDER SIGNING IDAHO DEPARTMENT OF JUVENILE CORRECTIONS, IDAHO DEPARTMENT OF HEALTH AND WELFARE, AND SOUTHWEST IDAHO JUVENILE DETENTION CENTER MEMORANDUM OF AGREEMENT TO SUPPORT CLINICAL SERVICES IN JUVENILE DETENTION FACILITIES

The Board met today at 9:09 a.m. for a legal staff update and to consider signing the Idaho Department of Juvenile Corrections, Idaho Department of Health and Welfare, and Southwest Idaho Juvenile Detention Center Memorandum of Agreement to support clinical services in juvenile detention facilities. Present were: Commissioners Pam White and Steve Rule, Deputy P.A. Zach Wesley, Juvenile Detention Director Steve Jett, and Deputy Clerk Monica Reeves. Steve Jett said for the past 10 years the department of juvenile corrections has furnished money for a clinician to be stationed in every juvenile detention center across the

state and this is an agreement to support that. When the clinician submits an invoice he sends it to the department of juvenile corrections and they pay them directly. It's a tremendous benefit, and it is the same agreement that has been signed in previous years. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to sign the Memorandum of Agreement to Support Clinical Services in Juvenile Detention Facilities (See Agreement No. 17-062.) With the closing of the Valley County facility there may be a little more money. At 9:13 a.m. as part of the legal staff update the Board went into Executive Session as follows:

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

Commissioner Rule made a motion to go into Executive Session at 9:13 a.m. pursuant to Idaho Code, Section 74-206(1) (d), (f) and (i) to discuss records exempt from public disclosure and attorney-client communication, communicate with legal counsel regarding pending/imminently likely litigation, 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 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, Deputy P.A. Zach Wesley, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:30 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.

BOARD OF EQUALIZATION – DISMISS TAX ASSESSMENT PROTEST FOR ART MORTGAGE BORROWER PROPCO 2006-2 LP

The Board went on the record today at 9:38 a.m. regarding the tax assessment protest for Art Mortgage Borrower Propco 2006-2 LP, Account No. 12830000 0. Present were: Commissioners Pam White and Steve Rule, Appraisal Supervisor Mike Cowan, Appraiser Darryl Spieser, Assessor Brian Stender, Chief Deputy Assessor Joe Cox, Sr. Admin. Specialist Jennifer Loutzenhiser, and Deputy Clerk Monica Reeves. The applicant did not appear for today's hearing. Mike Cowan said he requested information but the applicant failed to provide anything and their application didn't come with any information to support their claim of value. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to dismiss the protest for Art Mortgage Borrower Propco 2006-2 LP, Account No. 12830000 0. The proceeding concluded at 9:40 a.m. An audio recording is on file in the Commissioners' Office.

BOARD OF EQUALIZATION – CONDUCT TAX ASSESSMENT PROTEST HEARING FOR KOHL'S ILLINOIS, INC.

The Board of County Commissioners, sitting as a Board of Equalization, met today at 9:40 a.m. to conduct a property tax assessment protest hearing for Kohl's Illinois, Inc., Account No. 30994105 0. Present were: Commissioners Pam White and Steve Rule, Appraisal Supervisor Mike Cowan, Appraiser Darryl Spieser, Assessor Brian Stender, Chief Deputy Assessor Joe Cox, Sr. Admin. Specialist Jennifer Loutzenhiser, and Deputy Clerk Monica Reeves. The applicant did not appear for the hearing. Mike Cowan offered testimony on behalf of the Assessor's Office. The applicant sent a packet with some information they want the Board to consider and Mr. Cowan spoke to them about possibly dismissing the case but they didn't do it so that means they may want to take this to the next level. After he reviewed the information it indicated he is probably low on the value. He said the applicant's original argument is anytime a store goes above \$90 a square foot they are told to protest it and we barely hit that mark so it triggered their tax department to review it. The requested value was \$75 per square foot but Mr. Cowan feels the rental rate is light. Since the property hasn't been looked at for four or five years and because we are taking it to the next level he feels a fair market value should be \$8.5 million. Following testimony, Commissioner White made a motion to accept the Assessor's fair market adjusted value of \$8.5 million. The motion was seconded by Commissioner Rule and carried unanimously. The hearing concluded at 9:47 a.m. An audio recording is on file in the Commissioners' Office.

BOARD OF EQUALIZATION – TAX ASSESSMENT PROTEST HEARING FOR HERON AID PROPCO, LLC, AND ALEXANDER AID PROPCO, LLC.

The Board of County Commissioners, sitting as a Board of Equalization, met today at 9:48 a.m. to conduct a property tax assessment protest hearing for Heron Aid Propco, Account No. 09685010 0 and Alexander Aid Propco, Account No. 35757011 0. Present were: Commissioners Pam White and Steve Rule, Appraisal Supervisor Mike Cowan, Appraiser Darryl Spieser, Assessor Brian Stender, Sr. Admin. Specialist Jennifer Loutzenhiser, and Deputy Clerk Monica Reeves. The applicant did not appear for the hearing. Darryl Spieser offered testimony on behalf of the Assessor's Office. Following testimony, Commissioner White made a motion to uphold the assessed value on both accounts. The motion was seconded by Commissioner Rule and carried unanimously. The hearing concluded at 9:54 a.m. An audio recording is on file in the Commissioners' Office.

SIXTEENTH DAY OF THE JUNE TERM, A.D., 2017
CALDWELL, IDAHO JULY 3, 2017

No meetings held this day.

SEVENTEENTH DAY OF THE JUNE TERM, A.D., 2017
CALDWELL, IDAHO JULY 5, 2017

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

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Miller Creek Associates in the amount of \$6415.00 for the Solid Waste department
- Robertson Supply in the amount of \$2418.00 for the Solid Waste department

APPROVED CLAIMS ORDER NO. 7-10-17

The Board of Commissioners approved payment of County claims in the amount of \$47,794.07, \$66,785.66, \$57,412.09 and \$25,362.21 for accounts payable.

APPROVED CLAIMS ORDER NO. 1720

The Board of Commissioners approved payment of County claims in the amount of \$1,531,903.70 for a County payroll.

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 Rebecca Coulter, Katherine Pegan and Michael Dill

BOARD OF EQUALIZATION – TAX ASSESSMENT PROTEST HEARING FOR CTI-SSI FOOD SERVICES, LLC

The Board of County Commissioners, sitting as a Board of Equalization, met today at 1:30 p.m. to conduct a property tax assessment protest hearing for CTI-SSI Food Services, LLC, Account No. 36764010 0. Present were: Commissioners Steve Rule and Pam White, Assessor Brian Stender, Chief Deputy Assessor Joe Cox, Appraisal Supervisor Mike Cowan, Terri Pickens Manweiler, and Deputy Clerk Monica Reeves. Attorney Terri Pickens Manweiler offered testimony on behalf of the applicant. She said they appealed the 2016 decision to the board of tax appeals and they were successful in that appeal and it's now before the district court under a judicial review petition by the County. They have reached a resolution as to the 2017 tax year and if Mr. Cowan will state that for the record she is happy to confirm the terms of the agreement for the 2017 tax year. Mike Cowan offered testimony on behalf of the Assessor's Office. He read the following statement into the record: The Canyon County Assessor and attorney for the appellant, CTI-SSI Food Services, LLC, wish to enter a verbal stipulation on the record at this hearing. The stipulation being that we request the Board to reduce the 2017 assessed value to \$10,250,000, which is basically the 2016 board of tax appeals decision plus the 2016 plant expansion with the understanding

that the pending 2016 judicial review decision would apply to both 2016 and 2017 plus any new 2017 construction costs for the tax years. Therefore the 2017 assessment and taxes owed will ultimately be decided through the pending judicial review and may increase, decrease, or remain the same depending on the outcome of the judicial review. The intent is to save time and costs by only trying this case once rather than going through consecutive court hearings. Following testimony, Commissioner White made a motion to adjust the value to \$10,250,000 or whatever district court sets the value at. The motion was seconded by Commissioner Rule and carried unanimously. The hearing concluded at 1:35 p.m. An audio recording is on file in the Commissioners' Office.

BOARD OF EQUALIZATION – TAX ASSESSMENT PROTEST HEARING FOR ADMIRAL BEVERAGE CORPORATION-NAMPA

The Board of County Commissioners, sitting as a Board of Equalization, met today at 1:35 p.m. to conduct a property tax assessment protest hearing for Admiral Beverage Corporation – Nampa, Account No. 62222166 0. Present were: Commissioners Steve Rule and Pam White, Assessor Brian Stender, Chief Deputy Assessor Joe Cox, Appraisal Supervisor Mike Cowan, and Deputy Clerk Monica Reeves. The applicant did not appear. Joe Cox offered testimony on behalf of the Assessor's Office. Admiral Beverage has chosen to have a new appraisal but they couldn't do it in time for today's hearing but once they get the information they want to talk to the Assessor's Office and hopefully resolve the issue before it goes to the board of tax appeals. Mr. Cox asked the Board to uphold the County's value and give them an opportunity to appeal if it cannot be resolved. Upon the motion of Commissioner White and the second by Commissioner Rule, the Board voted unanimously to uphold the Assessor's value with the knowledge that if they want to they can appeal it. The hearing concluded at 1:37 p.m. An audio recording is on file in the Commissioners' Office.

EIGHTEENTH DAY OF THE JUNE TERM, A.D., 2017
CALDWELL, IDAHO JULY 6, 2017

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

APPROVED CLAIMS ORDER NO. 07-10-17

The Board of Commissioners approved payment of County claims in the amount of \$7103.34 for accounts payable.

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Northwest Service Technologies in the amount of \$3863.00 for the Facilities department

LEGAL STAFF UPDATE AND CONSIDER AGENDA ITEMS

The Board met today at 8:34 a.m. for a legal staff update and to consider agenda items. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Deputy Clerk Drew Maffei, Clerk's Executive Administrator Taryn Peterson, Deputy P.A. Allen Shoff, Deputy P.A. Zach Wesley, Deputy P.A. Brad Goodsell and Deputy Clerk Jenen Ross. Agenda items were considered as follows:

Consider signing Capitol Distributing and Idaho Department of Commerce support letter: Brad Goodsell said that a letter was recently received from Steve Fultz asking the Board to send a letter of support to the Idaho Department of Commerce regarding this potential investment in new business in Canyon County. He has prepared a letter for the Board to consider signing, Mr. Fultz has reviewed the letter and indicates it meets the requirement of what they need. Commissioner White made a motion to sign the letter. Commissioner Rule seconded the motion with Board voting unanimously to sign the support letter (a copy of this letter is on file with this day's minutes).

Consider signing independent contractor agreements for court interpreter with Delia Gonzalez and Heather Hagen: Allen Shoff explained that these two agreements are to contract with Delia Gonzalez and Heather Hagen for interpretative services. Commissioner White made a motion to sign the independent contractor agreements for court interpreter with Delia Gonzalez and Heather Hagen. The motion was seconded by Commissioner Rule with the Board voting unanimously to sign the agreements (see agreement nos. 17-063 and 17-064).

EXECUTIVE SESSION – 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 8:34 a.m. for a legal staff update. A request was made to go into Executive Session to discuss acquisition of an interest in real property and records that are exempt from public disclosure. The Executive Session was held as follows:

Commissioner White made a motion to go into Executive Session at 8:42 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, Deputy P.A. Zach Wesley, Deputy P.A. Brad Goodsell and Deputy Clerk Jenen Ross. The Executive Session concluded at 9:06 a.m.

At the conclusion of the executive session there was a brief discussion regarding a letter to the Idaho Real Estate Services Program Manager, it is an objection to the sale of state land in

Canyon County. Commissioner White made a motion to sign the letter. The motion was seconded by Commissioner Rule with the Board voting unanimously to sign the letter (a copy of this letter is on file with this day's minutes). The meeting concluded at 9:07 a.m. An audio recording is on file in the Commissioners' Office.

BOARD OF EQUALIZATION – TAX ASSESSMENT PROTEST HEARING FOR JAMES AND FILICIA MACDONALD

The Board of County Commissioners, sitting as a Board of Equalization, met today at 9:10 a.m. to conduct a property tax assessment protest hearing for James and Filicia MacDonald, Account No. 29275127 0. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Assessor Brian Stender, Appraisal Supervisor Barbara Wade, Appraiser Brett Hartley, James and Filicia MacDonald, and Deputy Clerk Monica Reeves. James MacDonald offered testimony on behalf of his protest application. Brett Hartley offered testimony on behalf of the Assessor's Office. Following testimony, Commissioner Rule made a motion to uphold the assessed value. The motion was seconded by Commissioner White and carried unanimously. The hearing concluded at 9:30 a.m. An audio recording is on file in the Commissioners' Office.

BOARD OF EQUALIZATION – TAX ASSESSMENT PROTEST HEARING FOR PAUL HASKEW

The Board of County Commissioners, sitting as a Board of Equalization, met today at 9:31 a.m. to conduct a property tax assessment protest hearing for Paul Haskew, Account No. 32068234 0. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Assessor Brian Stender, Appraisal Supervisor Barbara Wade, Appraiser Brett Hartley, Paul Haskew, and Deputy Clerk Monica Reeves. Paul Haskew offered testimony on behalf of his protest application. Brett Hartley offered testimony on behalf of the Assessor's Office. Following testimony, Commissioner Rule made a motion to adjust the assessed value to \$481,000 based on the third-party appraisal. The motion was seconded by Commissioner Dale. Commissioner White was opposed to the motion because she supports the value of \$495,000 which was offered by the Assessor. The motion carried by a two-to-one split vote with Commissioner White casting the only dissenting vote. The hearing concluded at 9:47 a.m. An audio recording is on file in the Commissioners' Office.

BOARD OF EQUALIZATION – TAX ASSESSMENT PROTEST HEARING FOR DANIEL CUSHING

The Board of County Commissioners, sitting as a Board of Equalization, met today at 9:48 a.m. to conduct a property tax assessment protest hearing for Daniel Cushing, Account No. 32419269 0. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Assessor Brian Stender, Appraisal Supervisor Barbara Wade, Appraiser Kathy Kinney, Dan Cushing, Cindy Cushing, and Deputy Clerk Monica Reeves. Dan Cushing and Cindy Cushing offered testimony on behalf of their protest application. Kathy Kinney and Brian Stender offered testimony on behalf of the Assessor's Office. Following testimony, Commissioner White

made a motion to accept the adjusted value of \$354,000. The motion was seconded by Commissioner Rule and carried unanimously. The hearing concluded at 10:06 a.m. An audio recording is on file in the Commissioners' Office.

BOARD OF EQUALIZATION – TAX ASSESSMENT PROTEST HEARING FOR BAILEY FISHER FAMILY TRUST

The Board of County Commissioners, sitting as a Board of Equalization, met today at 10:07 a.m. to conduct a property tax assessment protest hearing for Bailey Fisher Family Trust, Account No. 29289205 0. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Assessor Brian Stender, Appraisal Supervisor Barbara Wade, Appraiser Brett Hartley, William David Bailey, and Deputy Clerk Monica Reeves. Brett Hartley offered an adjusted value of \$185,700. Mr. Bailey said that is acceptable to him. Following testimony, Commissioner Rule made a motion to uphold the adjusted value of \$185,700. The motion was seconded by Commissioner White and carried unanimously. The hearing concluded at 10:08 a.m. An audio recording is on file in the Commissioners' Office.

NINETEENTH DAY OF THE JUNE TERM, A.D., 2017
CALDWELL, IDAHO JULY 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 Beck Patrick Dengler.

MEETING TO DISCUSS THE PROCESS FOR REVIEWING THE FY2018 HISTORIC PRESERVATION FUNDING APPLICATIONS, CONSIDER SIGNING HOST SITE AGREEMENT FOR CELEBRATION PARK BETWEEN CANYON COUNTY AND LORI BERRY AND LEGAL STAFF UPDATE

The Board met today at 8:32 a.m. to discuss the process for reviewing the FY2018 Historic Preservation Funding applications, consider signing host site agreement for Celebration Park between Canyon County and Lori Berry and legal staff update. Present were: Clerk Chris Yamamoto, Controller Zach Wagoner, Deputy P.A. Zach Wesley, Parks Director Nicki Schwend, Assistant Parks Director Kathy Kershner and Deputy Clerk Jenen Ross.

Meeting to discuss the process for reviewing the FY2018 Historic Preservation funding applications:

Zach Wesley gave a brief overview of the process in reviewing Historic Preservation funding applications. The project, historic society or museum has to have a historic purpose and operate within the county and must also be an Idaho non-profit. The process is to have the applicants fill out an application each year with a specific project in mind. The applications are then reviewed by the Canyon County Historic Preservation Commission which will in turn make a recommendation to the Board for funding. The Historic Preservation Commission is made up of county employees along with community members, history and archeology professors from BSU and CWI, other local attorneys and architects. Once the Board adopts, changes or declines the recommendations the organization is asked to sign a funding agreement. The applicants that receive funding are required to report to the county regarding the status of their project when it's complete and what the results are. Projects need to be completed within the fiscal year in which the funds were allotted or they need to request an extension. Funds may only be used for which they were applied. Meetings for the Historic Preservation Commission take place the second Tuesday of each month unless otherwise noted, the grant writing workshop happens each May, and every June the Historic Preservation Commission meets to review and discuss the applications. Zach Wagoner said he has not yet seen the recommendations for FY2018 and asked for a copy of those. Ms. Schwend provided a spreadsheet with the recommendations; at this time the total recommended amount is \$85,996.51. There are some applications that were received after the deadline; the Board said that as long as funding is available they are okay to consider the late applications for funding.

Consider signing host site agreement for Celebration Park between Canyon County and Lori Berry:

Director Schwend explained Ms. Berry will stay onsite in exchange for electricity and act as a camp host in the evenings. This agreement clearly defines the boundaries of her daytime job of being a park technician and her evening job of being a camp host. Commissioner White made a motion to sign the host site agreement for Celebration Park between Canyon County and Lori Berry. The motion was seconded by Commissioner Rule with the Board voting unanimously to sign the agreement (see agreement no. 17-065).

Legal staff update:

A request was made to go into Executive Session to discuss a personnel matter and records exempt from public disclosure. The Executive Session was held as follows:

EXECUTIVE SESSION – PERSONNEL MATTER AND RECORDS EXEMPT FROM PUBLIC DISCLOSURE

Commissioner Rule made a motion to go into Executive Session at 8:51 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, 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. Zach Wesley, Deputy P.A. Brad Goodsell, Deputy P.A. Mike Porter, HR Director Sue Baumgart and Deputy Clerk

Jenen Ross. Mr. Goodsell left at 8:52 a.m. and Ms. Baumgart and Mr. Porter left at 8:55 a.m. The Executive Session concluded at 9:00 a.m. with no decision being called for in open session.

The meeting concluded at 9:00 a.m. An audio recording is on file in the Commissioners' Office.

BOARD OF EQUALIZATION – TAX ASSESSMENT PROTEST HEARING FOR TERRY HENRICKSON

The Board of County Commissioners, sitting as a Board of Equalization, met today at 9:06 a.m. to conduct a property tax assessment protest hearing for Terry Henrickson, Account Nos. 23027000 0, 23028000 0, 28863000 0, 23029010 0, 23025000 0, 23026000 0, 28873000 0, 28871010 0, 28870011 0 and 28871012 0. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Assessor Brian Stender, Chief Deputy Assessor Joe Cox, Sr. Admin. Specialist Jennifer Loutzenhiser, Appraiser Chris Jacky, Terry Henrickson and Deputy Clerk Jenen Ross. Mr. Henrickson offered testimony in support of the protest application. Chris Jacky offered testimony on behalf of the Assessor's Office. Following testimony, Commissioner Rule made a motion to grant a 20% reduction on each parcel. The motion was seconded by Commissioner White and carried unanimously. The hearing concluded at 9:25 a.m. An audio recording is on file in the Commissioners' Office.

BOARD OF EQUALIZATION – TAX ASSESSMENT PROTEST HEARING FOR TIMOTHY S. FARRELL

The Board of County Commissioners, sitting as a Board of Equalization, met today at 9:25 a.m. to conduct a property tax assessment protest hearing for Timothy S. Farrell, Account No. 25675505 0. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Assessor Brian Stender, Appraiser Chris Jacky, Sr. Admin. Specialist Jennifer Loutzenhiser, Timothy Farrell, Chief Deputy Assessor Joe Cox and Deputy Clerk Jenen Ross. Mr. Farrell offered testimony in support of the protest application. Chris Jacky and Joe Cox offered testimony on behalf of the Assessor's Office. Following testimony, Commissioner Rule made a motion to uphold the assessed value. The motion was seconded by Commissioner White and carried unanimously. The hearing concluded at 9:40 a.m. An audio recording is on file in the Commissioners' Office.

BOARD OF EQUALIZATION – TAX ASSESSMENT PROTEST HEARING FOR LARRY LEIGHTON BENJAMIN SR.

The Board of County Commissioners, sitting as a Board of Equalization, met today at 9:41 a.m. to conduct a property tax assessment protest hearing for Larry Leighton Benjamin Sr., Account No. 12677000 0. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Deputy Assessor Joe Cox, Sr. Admin. Specialist Jennifer Loutzenhiser, Larry Leighton Benjamin Sr. and Deputy Clerk Jenen Ross. Mr. Benjamin offered testimony in

support of the protest application. Joe Cox offered testimony on behalf of the Assessor's Office. Following testimony, Commissioner White made a motion to reduce the appraised value by \$22,425. The motion was seconded by Commissioner Rule and carried unanimously. The hearing concluded at 9:49 a.m. An audio recording is on file in the Commissioners' Office.

BOARD OF EQUALIZATION – TAX ASSESSMENT PROTEST HEARING FOR PARMA FURNITURE COMPANY, INC.

The Board of County Commissioners, sitting as a Board of Equalization, met today at 9:50 a.m. to conduct a property tax assessment protest hearing for Parma Furniture Company, Inc., Account No. 19355000 0. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Deputy Assessor Joe Cox, Appraisal Supervisor Mike Cowan, Sr. Admin. Specialist Jennifer Loutzenhiser, Shelby Hillyard on behalf of Parma Furniture Company, Inc. and Deputy Clerk Jenen Ross. Ms. Hillyard offered testimony in support of the protest application for Parma Furniture Company, Inc. Joe Cox offered testimony on behalf of the Assessor's Office. Following testimony, Commissioner Rule made a motion to reduce the appraised value by \$15,576. The motion was seconded by Commissioner White and carried unanimously. The hearing concluded at 9:55 a.m. An audio recording is on file in the Commissioners' Office.

BOARD OF EQUALIZATION – TAX ASSESSMENT PROTEST HEARING FOR CLIFF PEARSON

The Board of County Commissioners, sitting as a Board of Equalization, met today at 9:55 a.m. to conduct a property tax assessment protest hearing for Cliff Pearson, Account No. 18547000 0. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Deputy Assessor Joe Cox, Sr. Admin. Specialist Jennifer Loutzenhiser and Deputy Clerk Jenen Ross. Mr. Pearson was not in attendance. Joe Cox offered testimony on behalf of Mr. Pearson and the Assessor's Office. Following testimony, Commissioner White made a motion to reduce the appraised value by \$67,200. The motion was seconded by Commissioner Rule and carried unanimously. The hearing concluded at 9:57 a.m. An audio recording is on file in the Commissioners' Office.

BOARD OF EQUALIZATION – TAX ASSESSMENT PROTEST HEARING FOR WONG PACKAGING

The Board of County Commissioners, sitting as a Board of Equalization, met today at 9:57 a.m. to conduct a property tax assessment protest hearing for Wong Packaging, Account No. 38794000 0. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Deputy Assessor Joe Cox, Sr. Admin. Specialist Jennifer Loutzenhiser and Deputy Clerk Jenen Ross. No representatives for Wong Packaging were in attendance. Joe Cox offered testimony on behalf of Wong Packaging and the Assessor's Office. Following testimony, Commissioner Rule made a motion to reduce the appraised value by \$454,000. The motion

was seconded by Commissioner White and carried unanimously. The hearing concluded at 9:59 a.m. An audio recording is on file in the Commissioners' Office.

BOARD OF EQUALIZATION – TAX ASSESSMENT PROTEST HEARING FOR PLEXUS NAMPA LLC

The Board of County Commissioners, sitting as a Board of Equalization, met today at 10:06 a.m. to conduct a property tax assessment protest hearing for Plexus Nampa LLC, Account No. 31016000 0. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Appraisal Supervisor Mike Cowan, Chief Deputy Assessor Joe Cox, Sr. Admin. Specialist Jennifer Loutzenhiser, Caroline Miner with Altus Group on behalf of Plexus Nampa LLC and Deputy Clerk Jenen Ross. Ms. Miner offered testimony in support of the protest application for Plexus Nampa LLC. Mike Cowan offered testimony on behalf of the Assessor's Office. Following testimony, Commissioner Rule made a motion to uphold the assessed value. The motion was seconded by Commissioner White and carried unanimously. The hearing concluded at 10:24 a.m. An audio recording is on file in the Commissioners' Office.

BOARD OF EQUALIZATION – TAX ASSESSMENT PROTEST HEARING FOR SORRENTO LACTALIS INC.

The Board of County Commissioners, sitting as a Board of Equalization, met today at 10:25 a.m. to conduct a property tax assessment protest hearing for Sorrento Lactalis Inc., Account No. 30424000 0. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Appraisal Supervisor Mike Cowan, Chief Deputy Assessor Joe Cox, Sr. Admin. Specialist Jennifer Loutzenhiser, Caroline Miner with Altus Group on behalf of Sorrento Lactalis Inc. and Deputy Clerk Jenen Ross. Ms. Miner offered testimony in support of the protest application for Sorrento Lactalis Inc. Mike Cowan offered testimony on behalf of the Assessor's Office. Following testimony, Commissioner White made a motion to uphold the assessed value. The motion was seconded by Commissioner Rule and carried unanimously. The hearing concluded at 10:34 a.m. An audio recording is on file in the Commissioners' Office.

BOARD OF EQUALIZATION – ASSESSOR ADJUSTMENTS TO 2017 CERTIFIED VALUES - #1

The Board met today at 10:34 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 Rule and the second by Commissioner White, the Board voted unanimously to accept the Assessor Adjustments to 2017 Certified Values - #1 (recorded as instrument

no. 2017-027919). The meeting concluded at 10:37 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING SOLICITATION OF INTEREST FOR THE HISTORIC PRESERVATION PLAN CONSULTANT

The Board met today at 1:34 p.m. to consider signing solicitation of interest for the Historic Preservation Plan Consultant. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. Zach Wesley and Deputy Clerk Jenen Ross. Zach Wesley explained this solicitation of interest is on behalf of the Parks department. The parks department recently received a grant to update the County's Historic Preservation Plan. The solicitation is asking for proposals for a plan update and it will be sent to the seven certified planners that are on the state registry. There is almost \$9000 available thru the grant so no formal RFP or RFQ process is required due to the limited spending on the project. Commissioner White made a motion to sign the solicitation of interest for the Historic Preservation Plan Consultant. The motion was seconded by Commissioner Dale and carried unanimously. The meeting concluded at 1:36 p.m. An audio recording is on file in the Commissioners' Office.

BOARD OF EQUALIZATION – TAX ASSESSMENT PROTEST HEARING FOR SCOTT LATTIMER

The Board of County Commissioners, sitting as a Board of Equalization, met today at 1:40 p.m. to conduct a property tax assessment protest hearing for Scott Lattimer., Account Nos. 15038244 0 and 15038243 0. Present were: Commissioners Tom Dale and Pam White, Appraiser Darryl Speiser, Chief Deputy Assessor Joe Cox, Sr. Admin. Specialist Jennifer Loutzenhiser, Scott Lattimer and Deputy Clerk Jenen Ross. Joe Cox read Mr. Lattimer's protest testimony into the record at Mr. Lattimer's request. Darryl Speiser and Joe Cox offered testimony on behalf of the Assessor's Office. Following testimony, Commissioner White made a motion to reduce the assessed value by \$13,000 with the new total assessed value at \$176,430 on parcel no. 15038243 0 and to uphold the assessed value on parcel no. 15038244 0. The motion was seconded by Commissioner Dale and carried unanimously. The hearing concluded at 2:19 p.m. An audio recording is on file in the Commissioners' Office.

BOARD OF EQUALIZATION – TAX ASSESSMENT PROTEST HEARING FOR RSA AVANTI LOGAN LLC

The Board of County Commissioners, sitting as a Board of Equalization, met today at 2:20 p.m. to conduct a property tax assessment protest hearing for RSA Avanti Logan LLC., Account No. 01452000 0. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Appraiser Darryl Speiser, Appraisal Supervisor Mike Cowan, Sr. Admin. Specialist Jennifer Loutzenhiser, Lowell Vaughn on behalf of RSA Avanti Logan LLC and Deputy Clerk Jenen Ross. Mr. Vaughn offered testimony in support of the protest application for RSA

Avanti Logan LLC. Darryl Speiser and Mike Cowan offered testimony on behalf of the Assessor's Office. Following testimony, Commissioner White made a motion to uphold the assessed value. The motion was seconded by Commissioner Rule and carried unanimously. The hearing concluded at 2:37 p.m. An audio recording is on file in the Commissioners' Office.

BOARD OF EQUALIZATION – TAX ASSESSMENT PROTEST HEARING FOR CANYON HILL CHURCH OF THE NAZARENE

The Board of County Commissioners, sitting as a Board of Equalization, met today at 2:38 p.m. to conduct a property tax assessment protest hearing for Canyon Hill Church of the Nazarene, Account No. 04222000 0. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Deputy Assessor Joe Cox, Sr. Admin. Specialist Jennifer Loutzenhiser, Brad Jackson on behalf of Canyon Hill Church of the Nazarene and Deputy Clerk Jenen Ross. Mr. Jackson offered testimony in support of the protest application for Canyon Hill Church of the Nazarene. Jennifer Loutzenhiser and Joe Cox offered testimony on behalf of the Assessor's Office. Following testimony, Commissioner White made a motion not to grant the exemption. The motion was seconded by Commissioner Rule and carried unanimously. The hearing concluded at 2:53 p.m. An audio recording is on file in the Commissioners' Office.

BOARD OF EQUALIZATION – TAX ASSESSMENT PROTEST HEARING FOR COLUMBIA GARDENS

The Board of County Commissioners, sitting as a Board of Equalization, met today at 3:01 p.m. to conduct a property tax assessment protest hearing for Columbia Gardens, Account No. 02147000 0. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Deputy Assessor Joe Cox, Appraisal Supervisor Mike Cowan, Sr. Admin. Specialist Jennifer Loutzenhiser, Geoff McConnell and Corey Checketts on behalf of Columbia Gardens and Deputy Clerk Jenen Ross. Mr. McConnell and Mr. Checketts offered testimony in support of the protest application for Columbia Gardens. Joe Cox, Jennifer Loutzenhiser and Mike Cowan offered testimony on behalf of the Assessor's Office. Following testimony, Commissioner Rule made a motion to uphold the assessed value. The motion was seconded by Commissioner White and carried unanimously. The hearing concluded at 3:44 p.m. An audio recording is on file in the Commissioners' Office.

BOARD OF EQUALIZATION – TAX ASSESSMENT PROTEST HEARING FOR CJM LLLP

The Board of County Commissioners, sitting as a Board of Equalization, met today at 3:44 p.m. to conduct a property tax assessment protest hearing for CJM LLLP, Account No. 18013000 0. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Appraiser Darryl Speiser, Sr. Admin. Specialist Jennifer Loutzenhiser and Deputy Clerk Jenen Ross. No representatives for CJM LLLP were in attendance. Darryl Speiser offered

testimony on behalf of the Assessor's Office. Following testimony, Commissioner Rule made a motion to adjust the assessed value to \$4.6 million. The motion was seconded by Commissioner White and carried unanimously. The hearing concluded at 3:46 p.m. An audio recording is on file in the Commissioners' Office.

BOARD OF EQUALIZATION – TAX ASSESSMENT PROTEST HEARING FOR SELKIRK LLC

The Board of County Commissioners, sitting as a Board of Equalization, met today at 3:46 p.m. to conduct a property tax assessment protest hearing for Selkirk LLC, Account No. 62222130 0. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Sr. Admin. Specialist Jennifer Loutzenhiser and Deputy Clerk Jenen Ross. No representatives for Selkirk LLC were in attendance. Jennifer Loutzenhiser offered testimony on behalf of the Assessor's Office stating that they received a letter from this organization asking for the assessed value to be upheld. Following testimony, Commissioner White made a motion to uphold the assessed value. The motion was seconded by Commissioner Rule and carried unanimously. The hearing concluded at 3:48 p.m. An audio recording is on file in the Commissioners' Office.

BOARD OF EQUALIZATION – ASSESSOR ADJUSTMENTS TO 2017 CERTIFIED VALUES - #2

The Board met today at 3:48 p.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 Rule and the second by Commissioner White, the Board voted unanimously to accept the Assessor Adjustments to 2017 Certified Values - #2 (recorded as instrument no. 2017-028074). The meeting concluded at 3:49 p.m. An audio recording is on file in the Commissioners' Office.

THE MINUTES OF THE FISCAL TERM OF JUNE 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. DATED THIS 7TH DAY OF SEPTEMBER, 2017 BY COMMISSIONERS STEVEN J. RULE, PAM WHITE AND TOM DALE; ATTEST: CHRIS YAMAMOTO, CLERK, J.ROSS, DEPUTY CLERK