

JANUARY 2018 TERM
CALDWELL, IDAHO JANURARY 2, 2018

PRESENT: Commissioner Tom Dale, Chairman
Commissioner Pam White
Commissioner Steve Rule
Deputy Clerk Monica Reeves / Jenen Ross
Previously the thirteenth day of the December term, A.D., 2017

APPROVED CLAIMS ORDER NO. 1-10-18

The Board of Commissioners approved payment of County claims in the amount of \$82,107.34, \$128,066.08, \$208,610.40, \$17,182.57 and \$125,000.00 for accounts payable.

APPROVED CLAIMS ORDER NO. 1-2-18

The Board of Commissioners approved payment of County claims in the amount of \$550.00 for accounts payable.

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 Phil Gram, Adam Joseph "AJ" Mondor and Aimee Rollins.

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- International Academies of Emergency Dispatch in the amount of \$1245.00 for the Sheriff's Office
- Priority Dispatch in the amount of \$1460.00 for the Sheriff's Office
- Premier Wireless in the amount of \$11,145.00 for the Sheriff's Office

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

The Board met today at 8:54 a.m. for a biweekly meeting with the Human Resources Director to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, HR Director Sue Baumgart and Deputy Clerk Jenen Ross. Director Baumgart updated the Board on the following items: She is continuing to work with Jamie Chapman to create the leadership training. She will be

meeting with the wellness consultant for Blue Cross to discuss all the things Blue Cross offers in regards to wellness, some of which are free or minimal cost. Open enrollment went well being shorted to the 2 week timeframe. The meeting concluded at 8:57 a.m. An audio recording is on file in the Commissioners' Office.

LEGAL STAFF UPDATE AND CONSIDER AGENDA ITEMS

The Board met today at 9:00 a.m. for a legal staff update and to consider agenda items. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Director Tricia Nilsson, Building Official Dave Curl, Deputy P.A. Zach Wesley, Deputy P.A. Allen Shoff and Deputy Clerk Jenen Ross.

Consider signing amendment to Chapter 6, Article 1, Canyon County Building Code Ordinance and consider signing a summary of amendment to Chapter 6, Article 1, Canyon County Building Code Ordinance: Zach Wesley said this is part of the ordinance amendment process that happens every 3 - 4 years. This ordinance includes recommendations from the State; there are no major changes just the usual updates. Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to sign the summary of amendment to Chapter 6, Article 1, Canyon County Building Code Ordinance. Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to sign the amendment to Chapter 6, Article 1, Canyon County Building Code Ordinance (see ordinance no. 18-001).

Consider signing a resolution to issue a refund for a building permit to Brock Obendorf: Tricia Nilsson said Mr. Obendorf applied for a building permit, which is based on bid price for commercial structures. They later learned that the bid included equipment so the permit fee needed to be recalculated based only on the building value resulting in a refund. Upon the motion by Commissioner White and second by Commissioner Rule the Board voted unanimously to sign the resolution to issue a refund to Brock Obendorf (see resolution no. 18-001).

Consider signing Willamette Dental of Idaho, Inc. acceptance of group dental insurance contract: Zach Wesley said this is the annual amendment to the agreement with Willamette Dental. Each year they go thru and make revisions to the underlying plan which Mr. Wesley has reviewed. There are no major changes that impact the benefits provided under the plan. Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to sign the Willamette Dental of Idaho, Inc. acceptance of group dental insurance contract (see agreement no. 18-001).

There were no items for discussion at the legal staff update. The meeting concluded at 9:08 a.m. An audio recording is on file in the Commissioners' Office.

JANUARY 2018 TERM
CALDWELL, IDAHO JANUARY 3, 2018

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

Commissioner Steve Rule
Deputy Clerk Monica Reeves / Jenen Ross
Previously the fourteenth day of the December term, A.D., 2017

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

The Board approved a salary rate request and/or key & security access request form for Scott Hagen, Johannes Claus and Gary Deulen.

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Zoho Corp. in the amount of \$1099.00 for the Information Technology department
- On Base in the amount of \$8240.00 for the Information Technology department

JANUARY 2018 TERM
CALDWELL, IDAHO JANUARY 4, 2018

PRESENT: Commissioner Tom Dale, Chairman
Commissioner Pam White
Commissioner Steve Rule
Deputy Clerk Monica Reeves / Jenen Ross
Previously the fifteenth day of the December term, A.D., 2017

APPROVED CLAIMS ORDER NO. 1807

The Board of Commissioners approved payment of County claims in the amount of \$1,557,609.70 for a County payroll.

FILE IN MINUTES

The Board filed the Designation of Senior Deputy Clerk/Auditor for Zach Wagoner in today's minutes.

CONSIDER INDIGENT DECISIONS

The Board met today at 8:46 a.m. to consider indigent decisions. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Hearing Generalist Kellie George (left at 8:48 a.m.), Customer Service Specialist Robin Sneegas, Director of Indigent Services Yvonne Baker and Deputy Clerk Jenen Ross. Kellie George explained that case no. 2016-847

went to pre-litigation where they disagreed with the Board's decision and the case was remanded back to the county. Ms. George has spoken with the PA's Office who has recommended approval of this case. Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to issue an initial approval with a written decision to be issued within 30 days.

The following cases do not meet the criteria for county assistance: 2018-0188, 2018-0200, 2018-0203, 2018-0207, 2018-0228, 2018-0190, 2018-0233, 2018-0232, 2018-0206, 2018-0224, 2018-0230, 2018-0234, 2018-0185, 2018-0275, 2018-0210, 2018-0180, 2018-0204, 2018-0209, 2018-0208, 2018-0211, 2018-0184 and 2018-0231. Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to issue initial denials.

The following cases do meet the eligibility criteria for county assistance: 2018-92 and 2017-106. Upon the motion by Commissioner White and second by Commissioner Rule the Board voted unanimously to issue initial approvals.

Director Baker said she's had a request from the applicant on case no. 2010-686 to lift the lien and forgiveness of the medical debt. Herbert and Kenna are the applicants and Herbert is attempting to purchase a home; the county lien was discovered when a search was performed. Although Herbert and Kenna were married at the time of Kenna's illness, treatment and passing he states that he was not aware that the county paid her bills and a lien was recorded against him. At the time, Herbert and Kenna were separated and his understanding from the hospital was that Medicare would pay the bills although Kenna did not qualify for Medicare at the time of her passing. No payments have been made on the case and Kenna had very little in assets when she passed. This is a purchase-money mortgage and the county lien is secondary; the lien debt could remain and Herbert could make payments along with his mortgage, however, due to the size of the medical debt and his income he will likely not be able to meet certain loan criteria or the loan-to-value criteria. The county paid out \$11,000 with the catastrophic fund paying out \$51,542.11. Ms. Baker spoke to the lender and the title company who confirmed that because the county is secondary this debt could remain and he could continue to pay on it and the loan would still fund. Upon the motion of Commissioner White and second by Commissioner Rule the Board voted unanimously to deny forgiveness of the debt. The Board signed paperwork for release of lien so the loan could fund, once the loan has funded the lien will be placed back on. The meeting concluded at 8:58 a.m. An audio recording is on file in the Commissioners' Office.

LEGAL STAFF UPDATE AND CONSIDER SIGNING LEGAL NOTICE OF INFORMAL PUBLIC MEETING CANYON COUNTY SHERIFF'S OFFICE

The Board met today at 9:03 a.m. for a legal staff update and to consider signing a legal notice of an informal public meeting for the Canyon County Sheriff's Office. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Allen Shoff, Lt. Ben Keyes and Deputy Clerk Jenen Ross.

Consider signing legal notice of informal public meeting Canyon County Sheriff's Office:

Allen Shoff said the Sheriff's Office is looking to purchase a tow vehicle for the boat and this is for an informal meeting to let the public know that this is what the Sheriff's Office is pursuing and to take any kind of public inquiry about it. This is a notice to be published in the newspaper letting people know of the meeting. The meeting will take place in the office at Lake Lowell Park. Lt. Keyes stated that he has solicited a bid from Director Tolman at the fleet shop to replace the 2008 truck currently being driven and replace it with a new 2018 truck. The county match on the grant is \$9629 and they will be asking for \$28,884 in the grant. Upon the motion by Commissioner White and second by Commissioner Rule the Board voted unanimously to sign the legal notice of an informal public meeting with the Canyon County Sheriff's Office.

There were no items for discussion at the legal staff update. The meeting concluded at 9:06 a.m. An audio recording is on file in the Commissioners' Office.

PUBLIC HEARING – REZONE REQUEST BY JAMES AND ALYCE CARTER, CASE NO. RZ-PH2017-64

The Board met today at 10:00 a.m. to conduct a public hearing in the matter of a request by James and Alyce Carter, Case No. RZ-PH2017-64, regarding their request for a rezone from "RR" (Rural Residential) to "R1" (Single Family Residential) of property located at 5525 E. Orchard Avenue in Nampa. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Director Tricia Nilsson, DSD Planner Debbie Root, Assessor Brian Stender, Mike Dutton, Linda Dutton, and Deputy Clerk Monica Reeves. Debbie Root gave the oral staff report and said the Duttons are here on behalf of the family estate requesting a rezone from rural residential to single family residential on the 4.73 acre parcel for the purpose of dividing it into three properties versus being able to only divide it into two 2-acre pieces which would be currently available for rural residential. The property is designated residential on the comprehensive plan and is currently zoned residential. The highway district had no concerns regarding access. The property will have to be platted. Staff is recommending approval of the rezone from "RR" to "R-1" (single family residential). Commissioner White made a motion to close the public hearing. The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners White, Rule and Dale voting in favor. The motion carried unanimously. Commissioner White made a motion to approve Case No. RZ-PH2017-64 to rezone the 4.73 acres from rural residential to "R-1" (single family residential) and to approve the Findings of Fact, Conclusions of Law, and Order as well as the ordinance. The motion was seconded by Commissioner Rule. (See Ordinance No. 18-002.) The hearing concluded at 10:05 a.m. An audio recording is on file in the Commissioners' Office.

MEETING WITH MOSQUITO ABATEMENT DISTRICT TO DISCUSS YEAR END REPORT FOR 2017

The Board met today at 10:32 a.m. with the Canyon County Mosquito Abatement District Director to discuss the yearend report for 2017. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Director Ed Burnett, Julie Monroe, Norm Brown, and Deputy Clerk Monica Reeves. Director Burnett expressed his gratitude for the County's assistance last year and he spoke about the district's use of the map the County had posted on its website which identified the flooded areas which the district used to help determine where to apply the heavy duty mosquito larvicide which worked really well. There were only two cases of human infection and they're not sure if one was locally acquired. He said they went over budget on the larva control products by a large amount but they took funds from their foregone amount and put it in the contingency fund. They were over budget on everything but they had quite a bit of carryover from last year so they are in significantly good shape going into 2018. He spoke about the Culex species, which is the disease carrying mosquito, and how we had the potential of having a real epidemic. Commissioner Dale asked if there is any evidence of Zika mosquitos. Director Burnett said there is not, but they received grant money from the Centers for Disease Control for monitoring the Zika species; they collected more of the disease carrying Culex mosquitos than anything else. In September Malheur County, Oregon and Gem County tested some mosquitos which were positive for St. Louis encephalitis which is another disease that has never been found west of the Mississippi until now. The district does not have the capability of detecting that disease in its lab so those mosquitos have to be sent to the bureau of laboratories in Boise to get further analyzation. Julie Monroe, the district's ULV operation manager, explained what happens when a trap has high Culex numbers or is positive with the West Nile Virus. They can visually tell which species are in the traps and they predict what areas to treat. In recent years there have been fewer areas to treat for many reasons but more importantly because the bad mosquito doesn't travel too far so they don't need to spend the resources doing such large areas. She creates a map and then treats the area and by the end of the next day they'll find out if the traps were positive for West Nile Virus and in that case, depending on the area and the infection rate, she'll send trucks two nights in a row to combat it and nine out of 10 times when they trap again the numbers will be significantly lower. Commissioner Rule spoke about his experience with mosquitos on his property and how the problem is alleviated after the trucks have sprayed. Director Burnett is finishing the district's operation plan and he will send it to the Board next week for approval. The meeting concluded at 11:00 a.m. An audio recording is on file in the Commissioners' Office.

JANUARY 2018 TERM
CALDWELL, IDAHO JANUARY 5, 2018

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

Previously the sixteenth day of the December term, A.D., 2017

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

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

APPROVED CLAIMS ORDER NO. 1-10-18

The Board of Commissioners approved payment of County claims in the amount of \$167,173.35, \$141,889.78 and \$4952.80 for accounts payable.

LEGAL STAFF UPDATE AND CONSIDER SIGNING RENEWAL NO. 4 TO FIRST AMENDMENT TO LEASE AGREEMENT NO. 13-100 BETWEEN SNAKE RIVER PROPERTIES BOISE, LLC AND CANYON COUNTY

The Board met today at 9:03 a.m. for a legal staff update and to consider signing renewal no. 4 to first amendment to lease agreement no. 13-100 between Snake River Properties Boise, LLC and Canyon County. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Facilities Director Paul Navarro (left at 9:06 a.m.), Deputy P.A. Allen Shoff, Deputy P.A. Mike Porter and Deputy Clerk Jenen Ross.

Consider signing renewal no. 4 to first amendment to lease agreement no. 13-100 between Snake River Properties Boise, LLC and Canyon County: Allen Shoff and Director Navarro explained this is for the property at Industrial Way which is used for storage of human resource records, Clerk's records, jail kitchen equipment, surplus property, election equipment and ballots, etc. The only change to the agreement this year is that the payment will be made in one lump sum instead of monthly payments. Upon the motion by Commissioner White and second by Commissioner Rule the Board voted unanimously to sign renewal no. 4 to the first amendment of lease agreement no. 13-100 (see agreement no. 18-002).

EXECUTIVE SESSION – RECORDS EXEMPT FROM PUBLIC DISCLOSURE AND COMMUNICATE WITH LEGAL COUNSEL REGARDING PENDING/IMMINENTLY LIKELY LITIGATION

A request was made to go into Executive Session to discuss records exempt from public disclosure and communicate with legal counsel regarding pending/imminently likely litigation. The Executive Session was held as follows:

Commissioner Rule made a motion to go into Executive Session at 9:06 a.m. pursuant to Idaho Code, Section 74-206(1) (d) and (f). 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. Allen Shoff, Deputy P.A. Mike Porter and Deputy Clerk Jenen Ross. The Executive Session concluded at 9:19 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.

MEETING WITH DLR FOR CONTINUED DISCUSSION REGARDING JAIL NEEDS

The Board met today at 1:30 p.m. with representatives from DLR Group to continue discussion regarding the needs analysis that was delivered in November. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Bill Valdez and Lori Coppenrath from DLR, Chief Deputy Sheriff Marv Dashiell, Assessor Brian Stender, Treasurer Tracie Lloyd, Clerk Chris Yamamoto, Controller Zach Wagoner, Prosecutor Bryan Taylor, Facilities Director Paul Navarro, PIO Joe Decker, Kathy Alder, Paul Alldredge, Bob Carpenter, Ron Harriman, Sid Freeman, Chuck Staddick, Hubert Osborne, Bob Gaddis, Leslie VanBeek, Larry Olmstead, other interested citizens, and Deputy Clerk Monica Reeves. Sheriff Kieran Donahue arrived at 2:35 p.m.

Commissioner Dale said the purpose of the meeting is to review the basic assumptions of the analysis to explain the methodology that was used to arrive at the numbers that have been included. We are still in the beginning stages; the study was the first step and we have several steps to go before we're ready to build a jail. This is a long process to address a longstanding need.

Bill Valdez said DLR was contracted last year to perform a jail needs analysis based off of determining exactly what the projected growth and needs from a bed count would be as well as look at how that would turn into a developed program for square footage, and then try to determine how that program would fit on a selected site as well as doing that same type of analysis for the Sheriff's Office. That report was completed late last year. They have received additional questions and additional information so they prepared a short presentation that covers some of that key information that's within the last public presentation as well as in the final report, as well as some additional information based off some of the questions the community has asked. They are here as a resource so if additional questions are posed hopefully we can answer them, but if not they'll do the research and get the additional analysis done and provide it back through the County to make sure the community's questions with regard to the analysis or the process or what DLR did are answered. (A copy of the PowerPoint presentation is on file with this day's minute entry.)

Their focus is on safety, operations efficiency, and looking at the different components so not leaving a component out just for cost effectiveness; it's making it a highly functioning building and this was the driver behind all the decisions DLR made and how the process was put together in determining the County's needs. Several of the questions posed by the citizens group are about DLR's methodology and understanding of the projections which will be addressed by Lori Coppenrath, their national programming expert. Mr. Valdez and Ms. Coppenrath have been doing justice design work for the last 20 years and for the last 10 years they've worked side by side; they only focus on justice and corrections type of work. DLR is one of the largest design firms within the country with regard to justice and correctional projects so they were able to draw upon not only their own knowledge but the knowledge within their offices as well as their peers nationally to make sure they understand what the trends are nationally, as well as how they apply to us locally.

Lori Copenrath reviewed the population projections. They start with the County population and how that growth might occur into the future. Since 1996 there's been a 3% average increase with a peak increase of 5% in 2000. Idaho is the fastest growing state in the country and while that's not in the data they have to think about it moving forward. They also cross correlated their data with what COMPASS predicted the County growth population will be in the future so they used a conservative estimate of 2.9% increase as a basis for their stats as opposed to the 3.4% that has happened lately.

With regard to the jail count, Ms. Copenrath said as a comparison between Ada County and Canyon County you can see the growth is in line with that with the exception of losing a lot of beds between 2008 and 2010. The alignment of the two counties is pretty similar. Inmate population projections were based on the average ratio of bookings to population to incarceration rate, there's also a few factors that go along with that. They add a peaking and grossing factor to all jail designs to allow for a certain number of beds to be vacant in any functional jail. Once a jail is 80% full they consider that at capacity because you need those other beds for maintenance reasons and for other peaking and classification use. There's a 20% factor added on to their statistics that account for peaking and classification. There's also a very robust pretrial release program and that means when the jail is full you don't put those on pretrial in jail as long as they meet a certain criteria as a risk calculation. When DLR did the calculations the County felt that they would rather have those 250 people in jail than on the street but they don't have room for them in the jail so at that time when DLR did the snapshot there were 255 people that were released because they didn't have beds, but the Sheriff's Office would prefer they be locked up for community safety so DLR added that factor as well. It's interesting that between 2002-2007 the jail bed numbers were really high and when the predictions were done in 2006 we thought that by 2027 the County would need 1800 beds whereas we are predicting at this point you will need 800-1000 beds because we've normalized and that's why the projections were brought down compared to what they would have been had they used the 2001-2006 data. The projections are based on an average ratio and they selected a conservative number of 1000 beds by 2037 versus needing the 1000 beds by 2027 so if you add in that 255 population then you would be at 1055 in 2027. If you don't add that in then you'll be at the 1055 number by 2037. This does not account for any legislative changes, bail reform, etc., it's based on the stats they have.

Ron Harriman asked what source was used for the population and bed count. He said the historical population for Canyon County was 2% a year, and Nampa is using 2.1% a year for the expansion over the next period of years. With regard to bed count, he looked at DLR's previous projects and the bed count extends far beyond what is normal in Idaho and the fact of the matter is the incarceration rate for Idaho is 2.39 so they have questions about how big the jail has to be. He understands we need a jail but right now the stats he pulled said we are 70 beds short.

Ms. Copenrath said 477 beds is what they have and what they use. If you were to count the 20% peaking factor that would add another 100 beds so that's 577 and then if you add the people they'd rather have in custody than on the street that's another 255 so we're at 770 beds today that are needed to serve the need of the County.

Mr. Valdez said there was a comment that they are looking at some of the statistics within Idaho; they are looking at an incarceration rate per 1000 and one thing to look at is the two largest counties are Canyon and Ada Counties, both have instilled hard caps on inmate population for numerous years, but that might be skewing some of those incarceration rates

per 1000 since literally over 50% of all beds within the state of Idaho are located in those two counties so what happens between them does have a big effect on the state. There is another chart that looks at incarceration rates per 1000 comparing Ada County, Canyon County, the State of Idaho and national averages and in reality they are all fairly similar but with Canyon County being below the state and the national averages. There were several different questions posed about construction costs and methodology so he will go into a synopsis about that and look at some of the national trends and information with regard to construction costs of these type of large jail projects. The initial cost model is prepared by a cost consultant they work with within the region – John Bales (JMB) – it was a detailed cost analysis looking at the different systems, doing takeoffs and conceptual cost analysis and they came up to this term which ended up being a 17-page detailed report that has been incorporated into the final report. That was the methodology, actually looking at national trends for historical data with regard to the different systems that would be incorporated into the jail, looking at construction costs within the Treasure Valley, looking at national as well as local escalation costs, and incorporating that type of data into the analysis as well as doing square footage and different equipment takeoffs based off of what would be incorporated into the facility. This is the reader's digest to the report with regard to big picture of what the jail costs were developed off of: 1044 beds which is 298,000 gross square feet of facility. The construction cost is \$144M plus some change; project costs which is 37% on top of that and includes building permit and planning permit fees, any offsite development, traffic impacts, project management services, design services, furniture fixtures and equipment (FF&E); all those things build up from the construction cost which is what your contractor will build the project for to the final project cost which is all inclusive turnkey. The project cost is just under \$200M. A big part of this is when the project is anticipated to be built and this is the assumption they made from a constructability standpoint and all the construction costs: the start date would be in the 1st quarter of 2019, the completion date would around the 4th quarter of 2021, with occupancy and starting of operations around the 1st quarter of 2022. In order to do this what was anticipated was a delivery method of CM at risk (CM@R) which means the County would bring on a contractor during the design phase to assist with constructability reviews and do early work packages so what's anticipated here with that construction start of the 1st quarter of 2019 is that there would be site grading, utility work, foundation packages, early ordering of steel and precast concrete with not starting the physical construction of the building until later. This methodology allows for more accelerated construction which means we are taking advantage of time and putting it in the best benefit of the County and eliminating escalation as much as possible. This is a big picture of what we're going to do and this is one thing when you look at projects you need to understand are they talking about construction costs or project costs. DLR has been focusing on project costs because you need to know what are you paying all in, final turnkey. When you roll that back to what the construction value would be it is \$144 million. Also incorporated in that project cost is tax so that's another thing they wanted to make sure everything is normalized based off the region, based off the tax you'd have for construction materials.

Mr. Valdez said there were a lot of questions with regard to whether appropriate budgets have been applied to this project with regard to construction methodology and construction cost model methodology so they decided to do a more detailed analysis to look at what large construction projects of jails have been throughout the country over the last several years.

If a jail is built in Georgia, for example, there will be different costs than in the Treasure Valley. They regionalized and normalized everything back to here for all the data they're about to show. They used RS Means which is a nationally adopted cost modeling agency that provided an updated regional and cost index which says what is the difference in costs between Boise and Pocatello, and the difference between Atlanta, Georgia and San Diego, California; it analyzes different regions and areas. Boise is the closest to Caldwell so they're using it most likely because that's the subcontractor and general contractor market we would draw from. They brought all these facilities from other locations around the country and regionalized their costs to what it would cost to build that facility right here. Also, they have to consider when they were built so they had to escalate all their costs to bring them off of when Canyon County's project would be built, so as indicated earlier, they would start construction in the 1st quarter of 2019 so they escalated all the other projects up to the same point in time in 2019. They used Mortensen Construction Cost Index and he back checked it against RS Means as well as back checked it against Rider Levett Bucknall (RLB) which is an international cost consulting firm. They all issue similar cost indexes and so he wanted to make sure they were similar, which they were, but he used Mortensen's since it was much more readily available and had the most relevant data to be utilized. That only got us through the 4th quarter of 2017 so they still had to project those numbers up to the 1st quarter of 2019 so with that they applied the same escalation factors that are in the cost estimate that John Bales prepared so for 2018 and into 2019 they applied the same escalation factors that are in the County's project to all those other projects. They had to use multiple different escalation values from multiple sources but everything is getting applied in the exact same way. John Bales used about 4.5% escalation for 2018 and 2019 which is similar to what a lot of other national agencies are looking at, especially for the western United States which is somewhere between 4%-6% over the next couple of years with it continuing on the decrease so in this year more like 4.5%-6% and then by 2019, 2020 seeing that hopefully come down to 4.5%-4% is what is anticipated. These are in line with all the other national data that they've been able to find and utilize with regard to anticipated escalation in the future so that brings all these projects both to the location as well as to the point in time. Then they wanted to make sure they were comparing at apples to apples so they only looked at new jail projects; they did not look at additions because an addition may not have different components of the program of the building that would be needed and might be more costly, like a booking and intake center or a medical clinic, or food service and laundry areas, so they only looked at new jails that would have all the components of a functioning jail within them and within those cost values. They also only want to look at large jails so obviously a small jail that's 100-200 beds doesn't have nearly the amount of programs or food service or laundry or intake or booking that a large jail would have so they wanted to compare large jails, 500 beds and larger. They wanted them to be relevant, they didn't want to look at projects before the market crashed because that would skew the data, most likely proving that this is very cost effective because as you remember between 2003 and 2007 costs were escalating very rapidly and then they flattened out, decreased and started trending upwards again. They looked at projects that were more like in 2010 to now so based off all that data they came up with this chart which lists 17 projects taken from all around the country and projects that DLR and their competitor design firms have been doing. They reached out to all the contractors they know that do major projects and they did online searches for all projects that were open, or in design, or are recently completed or starting construction so

they could get real data off of and this is all they were able to find over that time period that were new, over 500 beds. It is a national trend, it's not just DLR's data. HOK Justice and DLR Group have been the largest design firms for justice projects in the country for the last 20 years so you're going to end up seeing a lot of the large jails designed by those two firms. (The chart he's referring to is included in the PowerPoint presentation on file.)

In their experience cost per square foot is not a great indicator, you should look at cost per bed because that normalizes whether its dorm beds, cell beds, additional program spaces, etc. It looks at what is the cost per inmate to be able to house them. We applied the cost per bed, which is taking the total cost and dividing by the number of beds provided gets you a cost per bed, so that was about \$135,000 per bed nationally. Canyon County is in the middle of the range at \$138,000 per bed for construction costs. The chart shows four or five projects that are considerably less than the others and there is some justification behind that: the SCORE (South Correctional Entity) jail in Washington state. It is the basis of design with regard to the County's project as part of the programing document and one thing it was able to take advantage of was timing. It was one of the first projects that was bid after the market crashed so it took great advantage of the construction market at that time. It's not a stripped down project, it has a great amount of program space, all the security electronics technology, it just took advantage of a perfect point in time. That can also be said of HOK's project at Douglas County. He has talked in great detail with the project designer and they were able to leverage the same thing. DLR wanted to show public facilities as well as privatized jail projects such as the CCA and the GEO-Conroe projects. CCA took advantage of a great time when it was bid and it was a great project from a cost per bed analysis. The GEO project in Texas has mostly dormitories (hardly any cells) where Canyon County's project is over 80% cells, less than 20% are dormitories so it allows more flexibility for inmate management and control and classification to be able to go with cells versus dorms. Dorms are more cost effective and cheaper to build but there is a justification behind that and you end up looking within the range, obviously some are much lower and then you get into a normalized situation for the majority of the projects. There are three or four that are very high in price. Franklin County in Ohio is just starting construction so it's probably one of the most relevant projects they could hit on, and another one is in San Mateo County and it has won numerous design awards and has been a focus of discussion at multiple correctional conferences around the country as well as internationally because of its design, its approach to normalize environment, and how it fits within the community. They paid a premium for it at \$196,000 per bed but it is a phenomenal facility but he wouldn't say that's the standard we should look at for the County's facility. The big picture it paints is right now, being early programming and planning and conceptual estimating, we are in the middle, right where we should be.

Chuck Staddick asked how long the San Mateo facility been in place. Mr. Valdez said they took occupancy and moved inmates in June of 2016. They received an architectural design award, and others were issued from design build institute based off of how the team (contractor, architect, design team, and owner) worked together and collaborated, as well as the presentations they've been doing at ACA, which is a large jail conference, in their approach to a normalized environment, heavy programs, addition of daylight, how the jail facilities can be civic, and amenities within the community. Mr. Valdez said they are still gathering some post-occupancy data; they had preliminary information they shared this last year but they are gathering data with regard to reduction of recidivism, inmate-on-inmate/inmate-on-staff violence, those outcome-based metrics and analysis. They have

indicated they feel it will show there is positive outcome but it's too soon since they've only had 12 months of data collection. We need to be able to see what this is like three years down the road. Mr. Staddick said there shouldn't be a lot of emphasis made until you have the results. Mr. Valdez agreed and said a lot of it's based off design, team, delivery method, and how the community views the facility but we'll see if the actual design solution and how they run it have beneficial outcomes in the coming years. He said there are a lot of projects that are being approached in the same way. On all of their projects DLR has a building optimization group that looks at how buildings are performing. Ms. Coppenrath said they do a staffing analysis and come up with what they think the operational costs will be so we can budget for it. The SCORE facility in Washington has been open for almost seven years and they don't have taxpayers paying for it directly - the cities that use it pay it through their bed rates so DLR had to do a lot of analysis on what the operational costs are. They just did a five-year retrospective on what their costs were versus what DLR predicted and they are running \$2M less than predicted so they are being run very efficiently and are very well staffed. She said DLR can do that analysis for us; it's not always going to hit spot on but they can do those predictions.

Paul Alldredge asked what the deputy/inmate ratio is in the other facilities versus what we have in the current jail. Chief Dashiell doesn't think you can get a true deputy/inmate ratio because of the design difference. The deputy assignment is based on the facility construction not the number of people that are assigned to it. Ms. Coppenrath said they are predicting that we'll be using about the same number of staff in the new facility for the 1044 beds as we are now with 477 beds. Mr. Valdez said they'd have to do an analysis of the other projects to see what their inmate to staff ratios are, but a big driver of that is whether it's direct or indirect, blended supervision, dormitories, cells, do they have special management units, do they outsource and contract certain staffing positions? All of that needs to be analyzed to try to normalize that, but a subtle change in design solution all of a sudden creates or reduces a staffing post so that's why we take great care in making sure our projects are as staff efficient as possible.

Ron Harriman said DLR produced that \$56M contract and they wound up producing that for \$65,000 a bed according to DLR's site. He noticed their listing of the construction projects is not duplicated on their site, even nationally, so they might want to check that. Mr. Valdez said some of the information that gets put on websites are based off of construction estimates at the start, before bid, and has not necessarily been updated with actual final construction costs after bid or after project completion, but they are able to go in and mine it through project management software to pull this data out of final construction costs on their projects. Ms. Coppenrath said during that project the owner added a \$1.5M driveway to be able to access the site that they didn't think they were going to need. Mr. Harriman said he will talk to DLR after the meeting because he thinks there are items that are not in the other projects in comparison.

Mr. Valdez said we can talk about additional cost reduction opportunities. These are some things they brought in, and a lot of this and the methodology from a construction cost and systems was based off of what was provided in the SCORE jail just south of Seattle as well as the Skagit County jail which is in Mount Vernon, north of Seattle, which are two projects the County was familiar with and has toured. The following are things to look at for additional reductions:

- Epoxy paint – there was an upcharge, it's being anticipated to use prime coat, which is specialized painting material rather than using a standard epoxy paint so that can be eliminated.
- They were anticipating cameras in every cell, but that can be reduced to pull cameras out of the general population cells in the maximum segregation cells since there's only one person within them, and keeping cameras within all the holding cells within the special management unit and the mental health unit as a way to control costs.
- They looked at whether there are programs that can be removed and put off toward future expansions/needs which would be future growth is incorporated within the administration space so we can pull that square footage out and anticipate a small addition to the administration unit in the future as that need is met.
- Removing one of the program units and incorporating it into a future expansion.
- Removing the warehouse out of the project and incorporating that into future expansion.
- Pulling the work release program out from here and keep it located at the Dale Haile facility.
- Currently they are carrying a 13% design and construction contingency which they feel is very appropriate for this time within the project but that could be reduced to 10% at this point in time.

The cost reduction opportunities would have a net benefit of construction cost reduction of \$16M-\$20M, which then once you apply those soft costs and other factors with tax and everything else could be a project cost savings of \$22M-\$28M. By doing this it would put the County at or below a cost per square footage of Skagit County which was in the lower end of those range of projects and a cost per bed analysis but the other thing to consider is that delaying the project by a certain amount of time just based off of that escalation cost, which is 4.5%, which they feel is very appropriate, but based off the scale and the size of the project a one year delay based off of what was assumed with all the cost modeling is about a \$7M construction increase or a \$9M project cost increase for every year that would be delayed. That's one thing they looked at from construction methodology - how do we take advantage and make sure that escalation isn't hindering and hurting the project from a cost standpoint and a cost modeling which is a big reason why they chose to base everything off of a CM at risk delivery method so what does that mean within the plan if you end up eliminating some of those. If you eliminate the work release that's included in the floor plan we could add it in a future phase if you want to relocate it back out there. It would take about 10% square footage out of the administration area so you'd have to plan for future expansion at some point in time to be able to add those additional spaces back in. We can't take all the warehouse out because there's maintenance and some storage that's needed for operations but we might be able to take about half the warehouse space out and plan for future growth. The space for programs such as AA, NA, GED, religious programs, and skill development programs is located directly off each of the different housing units; we could

pull one of those out and include it in a future phase which would mean the inmates within the housing unit would have to go down to another housing area to access those programs so that's more operations and inmate movement but it could be considered as a cost reduction.

Hubert Osborne asked how many programs there are for average jail time of 16 days 20 days. Ms. Coppenath said the national average is 16-21 days and depending on how efficient the courts are running it can be a lot longer than that. There are some people who've been waiting for their trial for 2-4 years so we have programs that get people involved in AA and NA, but we also have long term programs such as GED and others who are there for 90 days or 120 days, or whatever it might be. We need to provide a continuum of programs for every length of stay and the jail staff are looking forward to be able to implement more programs than what they can do now because they just don't have the space. Besides a bail reform, programs are things that are going to reduce the size of your jail and DLR has taken that into consideration through this design.

Kathy Alder asked for the cost per pod. Mr. Valdez said they did an analysis of that in their previous presentation and he will find that information for her.

Clerk Yamamoto asked what the operational cost impact is in particular to staffing with retaining work release on campus. Ms. Coppenrath said staffing should be the same because you will use the existing beds upstairs at the jail, you'd have the same officers that would run work release out here as you would downtown so it should be about the same. It is staffed with two people pretty much fulltime so you would have those staff remain at the existing jail. As to whether there would be some overlapping with staff between the facilities, Chief Dashiell said the only thing you'd run into is food service.

Kathy Alder asked if transportation has been considered and whether there will be an increase in staff. Ms. Coppenrath said they have taken that into consideration with the staffing costs. There may be two to three staff difference but the analysis that's been done early in the project shows we're about the same.

Commissioner Dale appreciates the participation today and said this is exactly what we need to do and it has to be a collaborative community effort or it's not going to succeed. We have to understand the need, the cost involved and in some fashion or another we're going to have to pay for something at some time because the present situation cannot continue on indefinitely because it's a poor situation. He said our Prosecuting Attorney has said our present Dale Haile facility is the largest liability risk we have in the County. Prosecutor Taylor said we have spent millions of dollars defending numerous lawsuits.

Bob Carpenter said he thought today's meeting was to discuss a proposal for an expanded marketing program provided by these people to the citizens of the County. Commissioner Dale said that was a misconception, that's not what this meeting was centered on.

Sid Freeman asked if DLR has on data on the population and economic base of the geographical area that the listed jails serve and how it compares to what we have in Canyon County. He said it would be helpful to see whether we are being overburdened with expenses based on our population and economic base. Mr. Valdez said DLR does not have that data. Pretty much every one of those jails went through a similar process that we went through with Canyon County with doing needs analysis based off of growth, population projections, and needs, each one is unique with regard to the need based off of localized laws, community approach to the justice system, legislative actions within those states, etc. He's not sure how they would approach that. Mr. Freeman said it was stated that the SCORE jail is not going

back to the taxpayer because each city pays for it (which is being funded by the taxpayers.) Ms. Coppenrath said they didn't ask for a vote of the citizens to get that passed. They created a public development authority and then they let bonds and the taxpayers ultimately are paying for it but for lack of a better word they didn't have a say in it. They are paying it per their daily rate, which they would have paid for at any jail they used because they didn't have their own jails so for example, King County was charging them \$198 per bed day, plus a \$350 booking charge for every inmate that was going to King County and now they are paying it to their own jail that they have control over. She said SCORE is not as apples to apples in terms of what their demographics are because they are only a misdemeanor jail and not a felony jail so it would be a little skewed in terms of the data. Mr. Freeman asked how many of those were like kind to the type of the architectural structure we are looking at here. Mr. Valdez said the majority of them would be deemed a horizontal jail concept which is what ours is, pretty much a one-story horizontal facility. There are a couple that were verticals so they had more multiple floor plans but that's a smaller grouping of those that were a vertical jail component, but as far as how were they configured, how were the units set up, were they set up to be a blended supervision model like this one versus being a direct supervision model, he doesn't have that data. The question was brought up about how much one of the housing units would cost (so in referring to the PowerPoint he said) this is a cost comparison they brought in from a previous presentation as well as included in the report and what you'd be able to see is the proposed program on the far right, one over is to remove one housing unit and that would be one housing unit along with the program space associated with that. So the project cost difference is about the cost for one housing unit and its support program space is \$34M in project budget so that would be something around \$22M-\$24M of what the actual construction cost would be, but the project cost is \$34M.

Bob Carpenter asked what the plans are for going forward with this plan; are we going to promote it and consider this option? How does this go out to the community? Commissioner Dale said we are talking about that and Sam Laugheed has developed a step-by-step plan on how we'll move forward. Educationally we have some due diligence to do on the various funding options; there are 3-4 different methodologies that could be utilized and we're just in the beginning stages of how to analyze that. We have talked about getting proposals from other groups based on this analysis, based on what they've come up with here and put that out for a request for information/request for proposals from other people who do this kind of work.

Commissioner Rule said he's been going through this process for 11 years and the reality is the population base we have won't accept \$135 per \$100,000 of value added to their taxes. This proposal has zero chance of being bonded and we're in a dangerous dance because it's being staged and prepared for a judicial review/mandate that would make the taxpayers absorb this cost so for us to move forward with a plan to build a \$198M jail is setting the stage for a judicial mandate that would increase our taxes. He is really nervous about the process when three previous bond attempts for a \$50M-\$60M bond failed. He has zero faith this will fly so his advice is to get real about what Canyon County might approve. This plan (DLR's plan) is not his plan.

Commissioner White said she has no intent to do anything that's going to force a judicial mandate. She doesn't want to put the burden on taxpayers because they're already overburdened so she's doing her due diligence and looking for alternative funding sources where society as a whole can come together. She would like to consider a local option

revenue source for jail construction in the amount of one cent that would debt service a 20-year bond to be paid off in 10-11 years, and if we use a half cent local option sales tax we could probably retire it in 16-17 years. She said if you look back at the past three failed bonds, each one has a "Paul Harvey, that's the rest of the story" attached to it; amounts changed, there were concerns with the way the property was purchased, and there was discontent and mistrust associated with them. She has spoken with four Canyon County legislators who would support a local option sales tax and she asked for the public's support as well. These are societal problems and everybody should pay but it will take all of us in order for it to be successful. Commissioner White spoke of two incidents that occurred this past fall where, due to the unsafe design of the facility, a deputy could have been beaten to death by an inmate had it not been for another inmate who had a conscience and got on the radio and called for help. There was also an escape where an inmate turned up in a Caldwell home where the homeowner was there by herself. Both situations were dangerous and weigh heavily on her as a Commissioner and she wants to find a way to get the jail built and noted it will take not only the elected officials' support but the support of the public as well. Bob Carpenter asked how much money we have right now that can be put toward a jail project. According to Commissioner Dale we have approximately \$3M. Commissioner Rule said while the local option sales tax would work if Canyon County would approve it, COMPASS has been trying to get a local option sales tax approved for 11 years but they can't get past the state legislature. Commissioner Dale said he has no ulterior motive for anything other than a new jail – one jail, not multiple jails because that is neither effective nor efficient. One of the greatest challenges of elected officials is to look beyond the next election and act as a fiscal conservative to look down the road and allow for maintenance costs and growth and do it in the most cost effective manner available. He said he's not looking that this is a game of chess where we do X, Y, and Z and end up at a judge's desk and say tell us to do it. He hopes we can solve this problem without having to do that because that's never the best option, it would be the last resort. With regard to a local option sales tax, he thinks that is allowed and Sam Laugheed has been checking on it. We have to put all options on the table to get this done because the option of doing nothing is the most costly option. He said DLR did a comparative cost of various opportunities and one of them was the cost of status quo which is where you acknowledge there are 250 prisoners out there right now that ought to be in jail out of the 650 that are on pretrial release and if you acknowledge that population will grow there is an increased need for incarceration space as you go on. Right now we can't find more beds than we are already utilizing within the state of Idaho so that means you have to start going out of state and that's even more cost so the cost of doing nothing is the most expensive over the 20-year run, it's like \$800M if he remembers correctly. The cost of incrementally doing maybe just a little bit now and the cost of an addition to the jail was considered and those costs are more than the cost of doing it once and doing it right so our corporate responsibility is to figure out what is the right way to do it. We don't have that answer today. We have a really good analysis that is based on scientific data and methodology that is accepted throughout the nation, it's verifiable so we need to take this as a tool and work together to design what works for Canyon County. We will figure it out but it's not going to be free and that's what we need everybody's help to do. He thinks Commissioner White's optimistic look on the local option tax is a great idea and he likes it better than a property tax.

Chuck Staddick asked how the half cent potential revenue was derived. Zach Wagoner said it based on last year's sales tax revenues. Mr. Staddick asked if the Board has looked at any federal grants that could help with building a jail. Commissioner Rule said those that were applicable or available at that time would be out of focus now so we'd have to start all over again, and until you get a project ready and approved to build you can't get a grant. Commissioner Dale said it's his understanding that those kind of grants are really limited and with the present attitude in Washington, DC, he doesn't think we're going to see those kind of grants coming out.

Clerk Yamamoto asked for a comparison of a horizontal jail to a multi-floor structure. Mr. Valdez said they have a two projects in their presentation that are at the same point in time: one is the Clark County, Washington jail and your Canyon County jail. Jail populations are almost the same, one is a downtown urban environment vertical jail concept and the other is a horizontal jail concept. That's usually the difference you end up paying. Not to mention there are some operational inefficiencies within a vertical jail for inmate movement because you have to have access to the elevator which means additional staffing and additional issues associated with that not to mention smoke evacuations are a little more expensive with a vertical jail so there are aspects with that. With Clark County that's the land that's available so that was their solution to be able to approach it and that's why you end up seeing a lot of these large jails going either totally horizontal or totally vertical like the LA Men's Central Jail which is 11 stories and \$1.8B (billion dollars) to be able to build that.

Hubert Osborne asked if the County can legally charge an impact fee for jail use. Commissioner Dale said County and municipality impact fees are the same, you can charge the same range of fees and I believe in the City of Nampa they have a public safety impact fee that helped fund a couple of fire engines. He thinks there is an allowance for an impact fee for public safety but doesn't know how it applies in this. Prosecutor Taylor said they are in the process of researching that.

Larry Olmstead said in Nampa it's for police, fire, parks, intersections and bridges, but they aren't charging this year because the police had a balance to carry over from previous years but they are still in there. Commissioner Dale said the impact fee for public safety can only be used for construction of new facilities, not on salaries, it can only be used for hard construction. He went through the process when he was the mayor and they established impact fees, but there's a yearlong process to do an analysis to justify the appropriate impact fees for the appropriate things, for example, when you talk about park impact fees the big commercial and industrial builders don't get the assessed impact fee because they don't impact that. Another thing is impact fees only affect you from the point they're instituted moving forward and so if you're looking at impact fees as a possible funding source to build a jail that's a long ways down the road before you'd have enough funds to do anything. It could help maybe for the future expansion if you need to do that, but there again you'd have to do an impact study to find the impact of industrial growth, for example, which is the largest share of our tax base, but it may not even be subject to a public safety impact fee. That's something that would take a long time to study, but it is a possibility.

Ron Harriman said Commissioner White has an excellent idea. He said they have formed a committee and they are fully familiar with jail construction throughout the northwest and the United States. He's an ex-contractor and he's built jails and estimated jails and he knows what jails cost and that's one of the things he wants to talk to DLR about after this meeting to make sure they (DLR) have the right information to be competitive in this attempt to

correct what we have wrong. We know we need a jail and we will have a jail but we will have the right jail at the right cost at the right place or we won't have a jail, we'll have a lawsuit. Commissioner Dale anticipates having more of these meetings and he encouraged the public to stay involved with accurate information so we can be on the same page and keep our eyes on the goal of public safety in Canyon. The meeting concluded at 3:07 p.m. An audio recording is on file in the Commissioners' Office.

JANUARY 2018 TERM
CALDWELL, IDAHO JANUARY 8, 2018

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):

- edu Business Solutions in the amount of \$1870.20 for the Information Technology department
- ITCC (Idaho Tower) in the amount of \$5026.00 for the Information Technology department

COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:39 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. Mr. Decker reported on the following communication items: he will work with Commissioner White on some KBOI talking points; he will attend the upcoming local emergency planning committee meeting on Wednesday, Channel 2 has a drone for news purposes and they are giving a demonstration on Thursday to show who their pilots are, when they're going to use it, and how they're going to use it so he will probably attend the demo; the Sheriff's Office is having a semi-annual award ceremony on Friday; he has information on the courthouse closure for next Monday for Idaho Human Rights/Martin Luther King, Jr., Day; the Historic Preservation Commission will hold a meeting on Thursday; the landfill free day is coming up on April 28 so he will work on the notification for that; the Elections Office would like to do poll worker training videos; and there may be an update from the Sheriff's Office on a shooting incident in Wilder. Commissioner Dale thought Friday's meeting with DLR and the concerned citizens went really well. Commissioner Rule said the fact that the citizens group bought off on the half cent local option sales tax proposal is a good sign. He said Jeff Bradley with HOK has

requested to meet with the Board (HOK built a 1,100 bed jail for \$140M). Commissioner Dale said we need to talk to legal counsel because Sam Laugheed talked about going forward with a request for information and make an official request for them to provide information on what they can do. There are three or four groups that could do it, Core Civic being another one and they have indicated they've built three 4,000 bed facilities in the past 18 months for much cheaper than what DLR quoted so we need to get that request for their information ready. He will talk to legal counsel about that today. The meeting concluded at 8:49 a.m. An audio recording is on file in the Commissioners' Office.

SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for Salinas Foods, LLC dba Yita's Family Restaurant King Legend Hall (See Resolution no. 18-002).

LEGAL STAFF UPDATE

The Board met today at 9:06 a.m. for a legal staff update. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Mike Porter and Deputy Clerk Jenen Ross. Commissioner Dale asked about the state statute regarding local option sales tax authority, he knows it's an option for resort cities and believes it is an option for construction of jails. The Board also asked what the guidelines would be for having a jail company come in on January 18th to present about what they have to offer for jail construction. Commissioner White asked about allowing DSD to process refunds up to a certain amount without having to come before the Board. Mr. Porter said he or Mr. Laugheed would look into each item the Board asked about. The meeting concluded at 9:14 a.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 9:33 a.m. for a monthly meeting with the Director of Development Services to discuss general issues, set policy and give direction and to consider agenda items. 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: at a quarter of the way thru the fiscal year they are at 41% of revenues. She has been invited to be part of a panel at the Ag forum in Nampa. She has been working with Zach Wesley and Chief Dashiell to review and update the job description for the code enforcement position. Chief Dashiell will participate in the recruitment and interviewing as they have in the past, additionally, they may look at a limited deputization for that person to be able to issue citations. Ms. Nilsson hopes to have that completed and posted by the end of the week to be posted for the next few weeks. There are a couple of code enforcement issues she will be bringing to the Board thru a legal staff. There is a question about P&Z commission stipends and mileage. The Board agreed to \$25 for a work session, \$75 for hearings and then

mileage for hearings, work sessions and approved trainings. Ms. Nilsson will work with Zach Wesley to get a new resolution created for the Board's consideration.

Consider signing a resolution to issue a refund for a zoning compliance fee to Ryan Huyck: Upon the motion by Commissioner White and second by Commissioner Rule the Board voted unanimously to sign the resolution issuing a refund to Ryan Huyck (see resolution no. 18-004)

Consider signing a resolution to issue a refund for a plan review deposit to Duane Crawford: Upon the motion by Commissioner White and second by Commissioner Rule the Board voted unanimously to sign the resolution issuing a refund to Duane Crawford (see resolution no. 18-003)

The meeting concluded at 9:45 a.m. An audio recording is on file in the Commissioners' Office.

JANUARY 2018 TERM
CALDWELL, IDAHO JANUARY 9, 2018

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):

- Tyco SimplexGrinnell in the amount of \$22,637.00 for the Facilities department
- Northwest Service Technologies in the amount of \$29,700.00 for the Facilities department
- Northwest Service Technologies in the amount of \$31,800.00 for the Facilities department
- Northwest Service Technologies in the amount of \$28,300.00 for the Facilities department

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

The Board met today at 8:32 a.m. for a biweekly meeting with the Directors of Facilities and Information Technology to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Facilities Director Paul Navarro,

IT Director Greg Rast, Assistant IT Director Eric Jensen, IT Operations Manager Don Dutton and Deputy Clerk Jenen Ross. Director Navarro updated the Board on the following items: He has several purchase orders for the Board's consideration – there are three to bring DDC controls to the juvenile detention center which includes the juvenile detention center, juvenile probation and misdemeanor probation. The new controls will allow for more control of those areas in that the heating and cooling will not have to run 24/7 but instead can be set to certain temperatures for certain days and times of the day. He expects to see about a 10% reduction on the power bill. Another project he's been working with IT on is a fire suppression system for the data center. A lot of research has been done and they've found a non-flammable oil suppression system that uses a soy bean modified oil. There is a large transformer that Idaho Power moved about a year ago at no cost with the understanding that costs would be recouped thru usage. However, without that transformer being used and Idaho Power not able to recoup the costs the county will now be charged a \$600 monthly franchise fee. It would be approximately \$17,000 to remove the transformer which was not budgeted for this year so Director Navarro may revisit the issue for next year's budget. Additional projects the Facilities department are working on include getting the fairgrounds ready for the Ag show and a couple small remodel projects for the Indigent Services office and IT.

Director Rast updated the Board on the following items: Recently the county's internet and phone provider was purchased by Century Link. This change could affect telephone, internet, and email. There are still a lot of questions as to how or when this will happen but he will keep the Board informed once he learns more. They have several projects that will be going live shortly including the landfill cutover to port over their phone numbers onto the county system, the CCNU microwave project and the fair and family court services websites. He has five project closures he will be reviewing with the Board at the end of the month. Mr. Rast provided a handout to the Board giving a breakdown of project hours and how some projects may need to be put on hold due to not having enough of the appropriate staff to work on the projects (a copy of the handout is on file with this day's minute entry). The meeting concluded at 8:54 a.m. An audio recording is on file in the Commissioners' Office.

MEETING TO DISCUSS MASTER PLAN FOR THE CANYON COUNTY FAIRGROUNDS

The Board met today at 9:38 a.m. to discuss the master plan for the Canyon County fairgrounds. Present were: Commissioners Tom Dale and Pam White, Deputy P.A. Zach Wesley, Fair Director Diana Sinner, Facilities Director Paul Navarro, Mayor Garret Nancolas, Caldwell Public Works Director Brent Orton, Reagan Rossi from the College of Idaho, CNR Board Members Frank Wyant, Curt Ruehl, Jim Bower, and Craig Stradley, Areena Arora from the Idaho Press-Tribune, and Deputy Clerk Monica Reeves. Paul Navarro spoke about the work the County's maintenance staff has done at the fairgrounds, such as: removal of the damaged metal siding, used 900 gallons of white paint, installed three 20-foot diameter fans, brought a new 40-volt three phase service into the building, redid the landscaping in front of the building, installed a new staircase on the outside of the building, eliminated dated materials, installed large fans to help move air horizontally where the rabbits and chickens were housed, and remodeled the concession stand and the restrooms. Mayor Nancolas said there have been a lot of improvements to the O'Connor building and he estimates the city

has spent between \$600,000 and \$700,000. Improvements include: new restrooms, painting projects, stripping of the old insulation from the inside of the building, and installation of a new roof and fans. Brent Orton said this year's plans include redoing the lower roof, fixing broken concrete and a new reader board sign.

Commissioner Dale said we have talked about what assets the County has that could be utilized here, such as the 80 acres on Highway 20-26 and if that property is sold the proceeds should be dedicated to the fair and to this area. We have also talked about tiling the Wilson Drain which would make that entire area usable for some purpose. Diana Sinner said in the 2002 fair master plan they were going to leave the creek open and beautify it and have a building near Georgia Avenue; they envisioned putting the concerts back on the grass (near the Taco Time location). There could be an access road for the artists' busses and backstage logistics that have to happen, but eventually if they have a building to house the open class exhibits and commercial vendors it would free up the O'Connor building for 4H and FFA use, and the livestock would be in the Charolais barn. The other side would open up for more entertainment and they'd probably leave the carnival on the grass with the plan to add parking on Georgia Avenue with a main entrance in that area too. Mayor Nancolas said that was part of the original master plan and that's why the city pushed Georgia Avenue through to the boulevard so there could be access, but the Wolfe Field is untouchable because the city has invested several million dollars in it, however, the softball field area, which was at one time considered for use as a track by the College of Idaho, could be turned into parking. The city can remove the ballfields and rebuild them someplace else. He said the property by Taco Time needs to be left open because the rodeo needs it for parking, the college needs it for practice fields, and the fair needs it for the carnival so it should be left as grass. If the County wants to tile the drain they could extend it out so there would be more space; it would be a joint partnership and both agencies would share the costs. He spoke about the rodeo board's plan to move the plans to another area, and how the city has made improvements on 21st Avenue and there is now a new crossing which makes it safer for people to park and walk in the area. Mr. Navarro asked if parking will be allowed on the baseball diamonds like they do at the Western Idaho State Fair. Mayor Nancolas said yes, parking is allowed there. Commissioner White asked if the pens which the rodeo plans to move behind the football field will be permanent. Jim Bower said they are trying to design it so that part is permanent and part is accessible for the fair's needs. Commissioner Dale asked what's going to happen to the ground behind the rodeo stadium. Mr. Bower said it will change slightly; next to Stock Trail Road they're going to add some pens on the east side but it will only come out to the gate and you will be able to break apart the panels and stack them to allow for parking for the fair.

Commissioner Dale said there are plans for a new fair building similar in size to what we have and it's estimated to cost \$500,000. Mr. Navarro said he was told the County's share of tiling the drain would be between \$250,000 and \$300,000. Mr. Orton said whatever the plan turns out to be the city is ready to design it - whether it's tiled in place or tiled up and around. Ms. Sinner said the original master plan left the creek open with some bridges going across it. Commissioner White likes the idea, but Mr. Navarro said it will be hard to maintain the drain if it's left open. Commissioner Dale said it would be more cost effective to tile it and plant grass over it. Mr. Orton said the drain is a Bureau of Reclamation facility that will

eventually transfer to the city. They will need a consent to use agreement and once it transfers they'll need a permit from the Army Corp of Engineers as well as a certification from the Department of Environmental Quality with regard to public comment. If the permitting can be accomplished this summer the city will plan to start the project in the fall after the irrigation season.

Commissioner Dale asked if the College of Idaho is still interested in putting some visitor locker space behind the football field. Reagan Rossi said they are and they are fundraising for the tent structure now. They will use Conex shipping containers and they plan to turf the interior of the facility, but they decided against a restroom and shower facility due to the additional expense. Commissioner White said if we're going to have a concert venue next to the facility perhaps we should consider adding restrooms. Ms. Sinner said it wouldn't be a public restroom, it would be for artists. Mayor Nancolas likes Commissioner White's idea about having permanent restrooms because they will be needed for the long term. Ms. Rossi spoke of the possibility of removing a row of Conex containers to allow space for restrooms and locker/shower facilities. Mr. Orton will do a layout and ask for feedback.

Curt Ruehl spoke about how the internet service is slow and sporadic on site and they've had problems checking/scanning rodeo tickets. Mayor Nancolas will check on that because he was told upgrades had been made and internet service is now available to the property. He would like to look to the long-term and bring in fiber, but that will involve looking at the costs and having all four entities figure out the best way to do it and then determine how to pay for it. Mr. Orton said we are connected to each other and if we can connect to a city ring we could get fiber to the site; he will add this item to his to-do list.

Mr. Ruehl asked if the proposed parking area by Wolfe Field will have grass and sprinklers. Mayor Nancolas said it will be a combination of both; they need to leave some areas in grass but some areas will be paved. The city is working with Union Pacific Railroad to negotiate the use of the right-of-way even closer to the tracks and they hope to build paved parking along the tracks and leave the rest of it in grass. Mr. Navarro asked if there is a timeline on the parking lot pavement improvement project for 21st Avenue and for the project on the other side of the tracks. Mr. Orton said it's been budgeted for this year, but Union Pacific has been vacillating about the type of fence and what offset they want from the tracks.

Mayor Nancolas said we aren't going to pave it if the stalls eliminate that from being used by the rodeo for their pens so as soon as we get an agreement on the configuration of the pens they will begin paving. Commissioner Dale said there was talk about an underpass/pedestrian walkway under the railroad tracks, but is that a moot point now that the pens are going to be moved. The Mayor said it's not off the table, but the negotiations are not easy. Mr. Orton said it will be cheaper if we move the pens and if we're only accommodating pedestrians rather than livestock. The estimates were around \$2.5 million. With regard to tiling Wilson Drain, Mayor Nancolas said city staff will prepare estimates to 1) tile it in place and 2) tile it based upon the curvature of Georgia Avenue and Stock Trail Road. Once they know the size of the building the County wants they will do a layout on that end of the property and prepare a drawing of an amphitheater on the other end and then give a timeframe on the parking across the way with the RV parking. The Mayor suggested the group meet again in another week to talk about removing one of the ballfields and making the space available for whatever the County's needs are. Mr. Ruehl said there is pile of dirt near Gabiola Field and it's wasting a lot of space, however, the Board and Mr. Navarro

do not want the dirt moved because the County could use it as part of the tiling project. Ms. Rossi will try to get permission for the County to use the dirt. Commissioner Dale said there were concerns about the loss of the VIP fairground area. Ms. Sinner said they can still have a VIP area on the grass; she likes the concerts in the rodeo arena but some of the opportunities they had when it was held at the stadium have been lost and they're still getting asked about things such as company picnics. Commissioner Dale said there were discussions about trying to incorporate some youth athletic activities during the fair or a college recruitment event in conjunction with the fair. Ms. Rossi said the timing is off with the fair being held the last week in July because the college kids don't start arriving until the following week, but at some point we should sit down with the coaches and collaborate. Commissioner Dale would like to meet again in two weeks. The meeting concluded at 10:47 a.m. An audio recording is on file in the Commissioners' Office.

JANUARY 2018 TERM
CALDWELL, IDAHO JANUARY 10, 2018

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

APPROVED CLAIMS ORDER NO. 1-25-18

The Board of Commissioners approved payment of County claims in the amount of \$253,942.40 for accounts payable.

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 Andres Figueroa.

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Curtis Blue Line in the amount of \$24,950.00 for the Sheriff's Office

LEGAL STAFF UPDATE

The Board met today at 10:11 a.m. for a legal staff update. Present were: Commissioners Pam White and Steve Rule, Deputy P.A. Mike Porter and Deputy Clerk Jenen Ross. Mike Porter said every year Eide Bailly asks for a letter from the Clerk assessing the county's litigation

liability. In order for the letter to be released they need the Board's approval. Commissioners White and Rule both agree that the letter looks good and are okay with it being released. Chief Deputy P.A. Sam Laugheed will sign the letter and get it sent to Eide Bailly (a copy of this letter is on file with this day's minute entry).

EXECUTIVE SESSION – REGARDING ACQUISITION OF AN INTEREST IN REAL PROPERTY AND COMMUNICATE WITH RISK MANAGER REGARDING PENDING/IMMINENTLY LIKELY CLAIMS

A request was made to go into Executive Session to discuss acquisition of an interest in real property and communicate with risk manager regarding pending/imminently likely claims. The Executive Session was held as follows:

Commissioner Rule made a motion to go into Executive Session at 10:15 a.m. pursuant to Idaho Code, Section 74-206(1) (c) and (i). 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. Mike Porter and Deputy Clerk Jenen Ross. The Executive Session concluded at 10:36 a.m. with no decision being called for in open session.

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

JANUARY 2018 TERM
CALDWELL, IDAHO JANUARY 11, 2018

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

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- BOE in the amount of \$7218.00 for the Information Technology department
- BOE in the amount of \$7910.00 for the Information Technology department
- Dell Inc. in the amount of \$14,174.40 for the Sheriff's Office
- Watson Consoles in the amount of \$44,453.00 for the Sheriff's Office
- Apple Inc. in the amount of \$29,820.00 for the Sheriff's Office
- First Responders in the amount of \$8750.00 for the Sheriff's Office

APPROVED CLAIMS ORDER NO. 1-11-18

The Board of Commissioners approved payment of County claims in the amount of \$14,953.49 for accounts payable.

INDIGENT DECISIONS

The Board met today at 8:46 a.m. to consider indigent decisions. Present were: Commissioners Tom Dale and Steve Rule, Director of Indigent Services Yvonne Baker, Customer Service Specialist Robin Sneegas and Deputy Clerk Jenen Ross. The following cases do not meet the eligibility criteria for county assistance: 2018-0252, 2018-0241, 2018-0253, 2018-0320, 2018-0243, 2018-0256, 2018-0254, 2018-0319, 2018-0245, 2018-0257, 2018-0255, 2018-0244, 2018-0251, 2018-0321 and 2018-0240. Upon the motion by Commissioner Rule and second by Commissioner Dale the Board voted unanimously to issue initial denials on the cases as read into the record with written decisions to be issued within 30 days. The meeting concluded at 8:48 a.m. An audio recording is on file in the Commissioners' Office.

INDIGENT MATTERS

The Board met today at 8:49 a.m. to consider indigent matters. Present were: Commissioners Tom Dale and Steve Rule, Director of Indigent Services Yvonne Baker, Deputy P.A. Allen Shoff, Deputy P.A. Zach Wesley and Deputy Clerk Jenen Ross. The following cases meet the criteria for county assistance: 2017-1333, 2017-996 and 2017-1585 upon the motion by Commissioner Rule and second by Commissioner Dale the Board voted unanimously to approve the cases as read into the record with written decisions to be issued within 30 days. The meeting concluded at 8:50 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-1230

The Board met today at 9:01 a.m. to conduct a medical indigency hearing for Case No. 2017-1230. Present were: Commissioners Tom Dale and Steve Rule, Hearing Generalist Kellie George, Director of Indigent Services Yvonne Baker, Deputy P.A. Zach Wesley, Deputy P.A. Allen Shoff, Attorney Mark Peterson for St. Luke's, Kassi Glasgow for St. Luke's, Representative from St. Luke's, the applicant participated via telephone and Deputy Clerk Jenen Ross. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to continue the case to March 8, 2018. The hearing concluded at 9:29 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NOS. 2017-1713 AND 2018-69

The Board met today at 9:32 a.m. to conduct a medical indigency hearing for Case Nos. 2017-1713 and 2018-69. Present were: Commissioners Tom Dale and Steve Rule, Hearing Generalist Kellie George, Director of Indigent Services Yvonne Baker, Deputy P.A. Zach Wesley, Deputy P.A. Allen Shoff, Attorney Mark Peterson for West Valley Medical Center,

Karen Thurber for West Valley Medical Center, The applicant and Deputy Clerk Jenen Ross. Upon the motion of Commissioner Rule and the second by Commissioner Dale the Board voted unanimously to approve case no. 2017-1713 with a written decision to be issued within 30 days. Upon the motion by Commissioner Rule and second by Commissioner Dale the Board voted unanimously to deny case no. 2018-69 with a written decision to be issued within 30 days. The hearing concluded at 9:56 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-1609

The Board met today at 10:01 a.m. to conduct a medical indigency hearing for Case No. 2017-1609. Present were: Commissioners Tom Dale and Steve Rule, Hearing Generalist Kellie George, Director of Indigent Services Yvonne Baker, Deputy P.A. Zach Wesley, Deputy P.A. Allen Shoff, The applicant, Kassi Glasgow for St. Luke's, Ashley Hess for St. Luke's, Attorney Mark Peterson for St. Luke's and Deputy Clerk Jenen Ross. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to continue the case to March 8, 2018. The hearing concluded at 10:05 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-1226

The Board met today at 10:11 a.m. to conduct a medical indigency hearing for Case No. 2017-1226. Present were: Commissioners Tom Dale and Steve Rule, Hearing Generalist Kellie George, Director of Indigent Services Yvonne Baker, Deputy P.A. Zach Wesley, Deputy P.A. Allen Shoff, The applicant, Kassi Glasgow for St. Luke's, Attorney Mark Peterson for St. Luke's and Deputy Clerk Jenen Ross. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to deny the case with a written decision to be issued within 30 days. The hearing concluded at 10:20 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-1564

The Board met today at 10:24 a.m. to conduct a medical indigency hearing for Case No. 2017-1564. Present were: Commissioners Tom Dale and Steve Rule, Hearing Generalist Kellie George, Director of Indigent Services Yvonne Baker, Deputy P.A. Zach Wesley, Deputy P.A. Allen Shoff, Attorney Mark Peterson for St. Luke's, Michelle Davis for St. Luke's and Deputy Clerk Jenen Ross. The applicant did not appear. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to continue the case to March 8, 2018. The hearing concluded at 10:26 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER INDIGENT MATTERS

The Board met today at 10:28 a.m. to consider indigent matters. Present were: Commissioners Tom Dale and Steve Rule, Director of Indigent Services Yvonne Baker, Hearing Generalist Kellie George, Deputy P.A. Allen Shoff, Deputy P.A. Zach Wesley and Deputy Clerk Jenen Ross. Director Baker explained this is for case no. 2017-106 that was approved on January 4, 2018. The order for reimbursement was not attached at that time and therefore she is entering that today. No decision was necessary, it is for informational purposes only. The meeting concluded at 10:29 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-1263

The Board met today at 10:29 a.m. to conduct a medical indigency hearing for Case No. 2017-1263. Present were: Commissioners Tom Dale and Steve Rule, Hearing Generalist Kellie George, Director of Indigent Services Yvonne Baker, Deputy P.A. Zach Wesley, Deputy P.A. Allen Shoff, Attorney Mark Peterson for St. Luke's, Kassi Glasgow for St. Luke's and Deputy Clerk Jenen Ross. The applicant did not appear. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to continue the case to March 8, 2018. The hearing concluded at 10:43 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER INDIGENT MATTERS

The Board met today at 10:45 a.m. to consider indigent matters. Present were: Commissioners Tom Dale and Steve Rule, Hearing Generalist Kellie George, Director of Indigent Services Yvonne Baker, Deputy P.A. Allen Shoff, Deputy P.A. Zach Wesley and Deputy Clerk Jenen Ross. Upon the motion by Commissioner Rule and second by Commissioner Dale the Board voted unanimously to issue denials on the following cases with written decisions to be issued within 30 days. 2017-1450, 2017-1602, 2017-1613, 2017-1652, 2017-1383, 2017-1647, 2017-1623, 2017-1669, 2017-1693, 2017-1628, 2017-1227 and 2017-1483. The meeting concluded at 10:47 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-1561

The Board met today at 10:47 a.m. to conduct a medical indigency hearing for Case No. 2017-1561. Present were: Commissioners Tom Dale and Steve Rule, Hearing Generalist Kellie George, Director of Indigent Services Yvonne Baker, Deputy P.A. Zach Wesley, Deputy P.A. Allen Shoff, Attorney Mark Peterson for St. Luke's, Michelle Davis for St. Luke's and Deputy Clerk Jenen Ross. The applicant did not appear. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to continue the case to March 8, 2018. The hearing concluded at 10:58 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER INDIGENT MATTERS

The Board met today at 11:00 a.m. to consider indigent matters. Present were: Commissioners Tom Dale and Steve Rule, Director of Indigent Services Yvonne Baker, Hearing Generalist Kellie George, Deputy P.A. Zach Wesley, Deputy P.A. Allen Shoff and Deputy Clerk Jenen Ross. Upon the motion by Commissioner Rule and second by Commissioner Dale the Board voted unanimously to issue denials with written decisions to be issued within 30 days on the following cases: 2017-1389, 2017-1556 and 2017-1603. The meeting concluded at 11:01 a.m. An audio recording is on file in the Commissioners' Office.

RESCHEDULE PUBLIC HEARING IN THE MATTER OF THE APPEAL REGARDING A REQUEST BY COPE SAND AND GRAVEL FOR A MINERAL EXTRACTION EXPANSION, CASE NO. PH2017-52

The Board met today at 1:34 p.m. to go on the record to reschedule the public hearing regarding an appeal filed in the matter of a request by Cope Sand and Gravel for a mineral extraction expansion. Present were: Commissioners Tom Dale and Steve Rule, DSD Director Tricia Nilsson, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to reschedule the hearing to January 23, 2018 at 1:30 p.m. The proceeding concluded at 1:35 p.m. An audio recording is on file in the Commissioners' Office.

JANUARY 2018 TERM CALDWELL, IDAHO JANUARY 12, 2018

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

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

The Board met today at 8:01 a.m. for a monthly meeting with the Administrative District Judge and Trial Court Administrator to discuss general issues. Present were: Commissioners Tom Dale and Steve Rule, Judge Bradley Ford, TCA Doug Tyler and Deputy Clerk Jenen Ross. Judge Ford let the Board know that this will be his last meeting as ADJ and thanked them for the working relationship and support of the courts. He expressed great appreciation for the work Director Navarro and his staff have provided in the remodel of the courtrooms. Judge Wiebe will be taking over as ADJ on February 1st. He is unsure as to whether she may or may

not want to continue with monthly meetings as her chambers are in Payette County. The meeting concluded at 8:10 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING TREASURER'S TAX CHARGE ADJUSTMENTS BY PIN

The Board signed the Treasurer's Tax Charge Adjustments by PIN for December 2017.

FILE IN MINUTES

The Board filed the Annual Mosquito Management Plan by Canyon County Mosquito Abatement District in today's minutes.

LEGAL STAFF UPDATE AND CONSIDER AGENDA ITEMS

The Board met today at 9:01 a.m. for a legal staff update and to consider agenda items. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. Allen Shoff, Deputy P.A. Zach Wesley, Deputy P.A. Mike Porter, Lt. Dave Schorzman (left at 9:05 a.m.), Director of Misdemeanor Probation Jeff Breach (left at 9:03 a.m.), Elections Supervisor Cassie Whitney (left at 9:08 a.m.) and Deputy Clerk Jenen Ross. The agenda items were considered as follows:

Consider signing resolution classifying records of Canyon County Misdemeanor Probation and authorizing destruction of closed offender supervision files: Jeff Breach said closed offender files need to be maintained for 2 years and after that time period they can be destroyed. Upon the motion by Commissioner Rule and second by Commissioner Dale the Board voted unanimously to sign the resolution classifying records of Canyon County Misdemeanor Probation and authorizing destruction of closed offender supervision files (see resolution no. 18-005).

Consider signing Emergency Management Performance Grant Adjustment: Lt. Dave Schorzman said this is an addition to the Emergency Management Performance Grant. This adjustment is due to leftover monies at the close of the grant. Upon the motion by Commissioner Rule and second by Commissioner Dale the Board voted unanimously to sign the Emergency Management Performance Grant Adjustment (a copy of the document is on file with this day's minute entry).

Consider signing independent contractor agreement with Meeting the Challenge: Mike Porter said this is the culmination of several months working with the Department of Justice to make sure county polling places are as ADA compliant as possible. The cost of this service is \$45,600. The Clerk's Office has reviewed the agreement and is satisfied with it. Upon the motion by Commissioner Rule and second by Commissioner Dale the Board voted unanimously to sign the independent contractor agreement with Meeting the Challenge (see agreement no. 18-003).

EXECUTIVE SESSION – REGARDING ACQUISITION OF AN INTEREST IN REAL PROPERTY, RECORDS THAT ARE EXEMPT FROM PUBLIC DISCLOSURE AND TO

COMMUNICATE WITH RISK MANAGER REGARDING PENDING/IMMINENTLY LIKELY CLAIMS

A request was made to go into Executive Session to discuss acquisition of an interest in real property, records that are exempt from public disclosure and to communicate with risk manager regarding pending/imminently likely claims. The Executive Session was held as follows:

Commissioner Rule made a motion to go into Executive Session at 9:09 a.m. pursuant to Idaho Code, Section 74-206(1) (c), (d) and (i). The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners Rule and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. Mike Porter, Deputy P.A. Zach Wesley, Deputy P.A. Allen Shoff and Deputy Clerk Jenen Ross. The Executive Session concluded at 9:23 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.

APPROVED NOVEMBER 2017 TERM COMMISSIONER PROCEEDINGS AND SYNOPSIS

The Minutes of the Fiscal Term of November 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.

JANUARY 2018 TERM

CALDWELL, IDAHO JANUARY 16, 2018

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

COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:32 a.m. for an office staff meeting. Present were: Commissioners Tom Dale and Steve Rule, Assessor Brian Stender, 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 issues: he will put the HPC survey online, Director Loper reached out about getting information on the spring cleanup day which is April 28, and the household hazardous waste disposal event on June 9, the veterans' court graduation is on January 29 so

he will send notice to media. The meeting concluded at 8:41 a.m. An audio recording is on file in the Commissioners' Office.

FILE IN MINUTES

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

LEGAL STAFF UPDATE AND CONSIDER AGENDA ITEMS

The Board met today at 9:00 a.m. for a legal staff update and to consider agenda items. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. Allen Shoff, Deputy P.A. Mike Porter, Clerk Chris Yamamoto (left at 9:04 a.m.), Elections Supervisor Cassie Whitney (left at 9:04 a.m.), Clerk's Executive Assistant Taryn Peterson (left at 9:03 a.m.) and Deputy Clerk Jenen Ross. The agenda items were considered as follows:

Consider signing independent contractor agreements for court interpreters Val Kvitko-Simon and Maria Mabbutt: Allen Shoff said Ms. Kvitko-Simon is a Russian interpreter who is on the state roster of master certified interpreters and Ms. Mabbutt is a Spanish speaking interpreter who is on the conditionally approved list and will be used as a back-up. Upon the motion by Commissioner Rule and second by Commissioner Dale the Board voted unanimously to sign the independent contractor agreements for court interpreters with Val Kvitko-Simon (see agreement no. 18-004) and Maria Mabbutt (see agreement no. 18-005).

Consider signing a resolution approving maps for 2018 Canyon County voting precincts: Cassie Whitney said this is the annual resolution to have precinct boundaries approved, no boundaries have changed in several years. Clerk Chris Yamamoto said the only reason to change precinct boundaries is if you have a precinct that has gained or lost voters. Redistricting will happen after the 2020 census. Upon the motion by Commissioner Rule and second by Commissioner Dale the Board voted unanimously to sign the resolution approving maps for 2018 Canyon County voting (see resolution no. 18-006A).

Consider signing Canyon County jail renewal application for medical professional liability insurance: Mike Porter said The Hartwell Group and their sub insurance providers, in this case RSUI Group Inc., have the county re-insert forms; this one included a questionnaire about liabilities and costs from last year. Chief Dashiell, Lt. Kiehl and Josie Murray from his medical staff review and complete the form. Mr. Porter believes it is ready to go based on this representation. Upon the motion by Commissioner Rule and second by Commissioner Dale the Board voted unanimously to sign the Canyon County jail renewal application for medical professional liability insurance.

There were no items for discussion at the legal staff update. The meeting concluded at 9:06 a.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 10:02 a.m. for a monthly meeting with the Juvenile Detention Director to discuss general issues, set policy, and give direction. Present were: Commissioners Tom Dale and Steve Rule, Juvenile Detention Director Steve Jett, Deputy Administrator Sean Brown, Training Officer Shawn Anderson, Candy Martilla, Detention Officer Matthew Isaak and Deputy Clerk Monica Reeves. Director Jett updated the Board on the following items: Matthew Isaak recently received his certification as a basic Juvenile Detention Officer. Candy Martilla has retired but she had been the driving force behind the horse program for the last 10 years. Director Jett would like to find a way to continue the program and Ms. Martilla is very open to working something out. The Board suggested Mr. Jett work with the civil attorneys for liability reasons. According to PREA regulations they've been slightly out of compliance with staff to student ratios and he will probably look to add two positions to the FY2019 budget. He met with Director Navarro, there will be some money coming out of the Juvenile Probation budget for some computer security upgrades. The items discussed were general in nature and did not require Board action. The meeting concluded at 10:11 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

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

The Board met today at 10:14 a.m. for a monthly meeting with the Directors of Juvenile Probation and Misdemeanor Probation to discuss general issues, set policy, and give direction. Present were: Commissioners Tom Dale and Steve Rule, Chief Probation Officer Elda Catalano, Training Coordinator Amaia Vicandi-Bow, Intake Supervisor Leticia Vance, Division Supervisor Jose Orozco, Division Supervisor Linda Hall, Lead Admin. Specialist Rachel Jacques, Director of Misdemeanor Probation Jeff Breach, and Deputy Clerk Monica Reeves. Ms. Catalano brought several staff members with her to introduce them to the Board. She explained how they are always looking for new and better ways to serve a tougher population that continues to come in. Ms. Catalano feels they are doing a much better job today than even ten years ago in evaluating kids and assessing them for where the focus should be instead of treating everyone the same. Ross Garvin was given an award by the Caldwell Police Department for the work that he's done in removing graffiti throughout the year. The Odyssey system has one aspect that has not yet been sorted out with the Supreme Court and that is how juveniles pay restitution which has made it difficult for them to track who has paid restitution and who hasn't. There have been no reports from the Supreme Court on how they're doing in that area but it is something she is continuing to work with the Clerk's Office on. Commissioner Dale said he's spoken with the IAC about the issue but is unsure of what the resolution is going to be. Mr. Breach said that last year the Supreme Court attempted to change the priority of payments but the legislature wouldn't do it. The Prosecuting Attorney's Association was pretty adamantly opposed to it. From what he understands Ada County is doing their own thing to try and push something thru but it's pretty unlikely. He believes the Prosecuting Attorney Association is fearful that it will start

to bump other things and then you'll see less victim restitution. They were pretty opposed to it last year and that was the thing that killed it once the Supreme Court tried to push it thru the legislature and the legislature wouldn't do it. He doesn't know what the status is for this year. He feels that maybe it's an unintended consequence as the Supreme Court tries to bring uniformity across the state. Commissioner Rule said not to expect anything from the Supreme Court or legislature. If the legislature did anything it would be at least two years and then another year for implementation which would be the best case scenario. Commissioner Rule feels it would be best for the county to just figure out what to do from here and move that direction. Director Breach explained the system is set up to pay off the oldest case first so if you set up several cases some of those older cases get paid first and it will be a while before the county sees any cost of supervision dollars for that offender because it's all under priority of payments and going to the older cases. He thinks if IAC doesn't have some kind of legislation before the legislature already it's not going to happen. Commissioner Dale's impression from the IAC is that they're working on it. Mr. Breach said overall the Odyssey transition is going pretty well. He believes the biggest issue right now is how to receive cost of supervision revenue on courtesy cases that they get from other counties or other states. The Supreme Court doesn't have a way to do that yet although he's worked with the Controller and the Clerk to find a couple work-arounds. He anticipates by the end of September he'll only need to keep a couple of CMS licenses just to be able to answer records requests otherwise everything else will be in Odyssey. The company that was providing the drug testing has gone out of business; they've had two other companies approach them so they have collected the information from those companies and will let the vendors choose which provider they'd like to go to. On Thursday he will meet with KIT Manufacturing to discuss ways for their employees who are on probation to stay on track. His department is down one position right now but he plans to keep it open until April in hopes of attracting the best possible candidate pool. The items discussed were general in nature and did not require Board action. The meeting concluded at 10:33 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

PUBLIC HEARING - CONSIDER A REQUEST BY EJ LEWIS TRUST FOR A COMPREHENSIVE PLAN MAP AMENDMENT AND REZONE REQUEST FINDINGS OF FACT CONCLUSIONS OF LAW AND ORDER, RESOLUTION AND THE ORDINANCE FOR MAP AMENDMENT; CASE NO. PH2017-59 & 60

The Board met today at 11:02 a.m. for a public hearing to consider a request by EJ Lewis Trust for a comprehensive plan map amendment and rezone request and to consider signing the findings of fact conclusions of law and order, resolution and the ordinance for map amendment; Case nos. PH2017-59 & 60. Present were: Commissioners Tom Dale and Steve Rule, DSD Planner Jennifer Almeida, Interested citizens and Deputy Clerk Monica Reeves. Jennifer Almeida said there is a new hearing date of January 25th at 1:30 p.m. Upon the motion by Commissioner Rule and second by commissioner Dale the Board voted unanimously to continue the hearing to January 25th at 1:30 p.m. The meeting concluded at 11:03 a.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 3:02 p.m. for a monthly meeting with the Solid Waste Director to discuss general issues, set policy and give direction and to consider agenda items. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. Brad Goodsell (left at 3:12 p.m.), Landfill Director David Loper and Deputy Clerk Jenen Ross. The agenda items were considered as follows:

Consider signing Tetra Tech Change Order No. 13: Director Loper said this change order is to continue with 3rd party ground water monitoring. The first round of sampling has been done so now quarterly sampling needs to be done for a couple years, eventually they will be down to bi-annually testing. This change order is for 3 more quarters. Upon the motion by Commissioner Rule and second by Commissioner Dale the Board voted unanimously to sign the Tetra Tech change order no. 13(a copy of this change order is on file with this day's minute entry).

Consider signing Tire Reclamation Agreement: Director Loper explained this is an agreement with a 3rd party vendor to take the tires that are collected at the Landfill. Currently another company based out of Oregon is being used but this agreement is with a local company called Second Life Recycling, LLC. Brad Goodsell said this agreement has been reviewed and revised by legal with several provisions being added. Under this agreement the landfill will pay \$125 per ton with credit for tires that could be resold/reused. Upon the motion by Commissioner Rule and second by Commissioner Dale the Board voted unanimously to sign the tire reclamation agreement with Second Life Recycling, LLC (see agreement no. 18-006).

Director Loper continued with his monthly meeting updating the Board on the following items: Waste amounts are up 18.97% for December. The Title V permit has been thru the 30 day comment period with only one comment being received but it doesn't affect the permit. It will now go on to the EPA for the 45 day comment period, however, DEQ doesn't expect there to be any issues. Director Loper believes he should have the report in hand in the next 6 weeks. The first round of groundwater sampling has been done and went well. With the exception of the PB12 well, everything that was detected is naturally occurring. He is continuing to work on the office addition and should have something from the architect by the end of the month. Free day at the landfill will take place on April 28, 2018 and the household hazardous waste event to be held at the Idaho Center again this year will be on June 9, 2018. Director Loper will be bringing resolutions to the Board for consideration in the next month or so. For the household hazardous waste event they will be working with Stericycle again and having discussions on how to tweak the process to make it run even better than last year. Over the past few months they've had several power outages and he would like to move forward with a back-up generator. Idaho Power is continuing to investigate why the outages are happening but in the meantime some of the outages are affecting business and they really need the backup. He's spoken with the controller to see if it would be a feasible project for this year or better to wait until FY2019. One thought he had was to do this project instead of purchasing the vehicles he had budgeted for this year. The

cost of the generator that would be needed is approximately \$30,000 plus the cost of set-up. The Board thinks it is a good long-term solution and is okay with moving ahead. Director Loper met with IT staff today regarding the connectivity project in getting the landfill onto the county system. They hope to have the project completed sometime in February. Recently they've had some reorganization of positions and need to add an additional screener position; 2 people need to be on duty at all times and they only have 3 people in this position right now. The Board is okay with allowing Mr. Loper the freedom to add an additional person prior to the new fiscal year. The meeting concluded at 3:38 p.m. An audio recording is on file in the Commissioners' Office.

JANUARY 2018 TERM
CALDWELL, IDAHO JANUARY 17, 2018

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

APPROVED CLAIMS ORDER NO. 1808

The Board of Commissioners approved payment of County claims in the amount of \$1,677,277.44 for a County payroll.

APPROVED CLAIMS ORDER NO. 1-25-18

The Board of Commissioners approved payment of County claims in the amount of \$2299.00, \$33,291.46 and \$139,252.68 for accounts payable.

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Raising Our Bar to be used 1/20/18 for an open house.

EXECUTIVE SESSION –RECORDS EXEMPT FROM PUBLIC DISCLOSURE

Note for the record: As properly noticed the Board met today at 9:03 a.m. for a legal staff update. A request was made to go into Executive Session to discuss records exempt from public disclosure. The Executive Session was held as follows:

Commissioner Rule made a motion to go into Executive Session at 9:04 a.m. pursuant to Idaho Code, Section 74-206(1) (d). The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners Dale and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. Zach Wesley, Deputy P.A. Brad Goodsell and Deputy Clerk Jenen Ross. The Executive Session concluded at 9:26 a.m. with no decision being called for in open session.

PUBLIC HEARING – REQUEST BY KEITH AND AMANDA DRAPER FOR A REZONE, CASE NO. PH2017-58

The Board met today at 11:00 a.m. to conduct a public hearing in the matter of a request by Keith and Amanda Draper to rezone 2.75 acres from an “R-R” (Rural Residential) Zone to an “R-1” (Single Family Residential) Zone. The property is located at 5855 Joe Lane in Nampa. Present were: Commissioners Tom Dale and Steve Rule, DSD Director Tricia Nilsson, DSD Planner Jennifer Almeida, Amanda Draper, an interested neighbor, and Deputy Clerk Monica Reeves. Jennifer Almeida gave the oral staff report; the subject property is located within the Nampa City Impact Area, the future land use is residential. Approval of the rezone would not create an incompatible use nor would it change the essential character of the area. There are currently 36 platted subdivisions within one mile of the property for a total of 789 lots which have an average lot size of 1.33 acres. The applicant is requesting the rezone to allow for the property to be divided into two lots and if approved platting would be required for the development. Neither the Nampa Highway District nor the City of Nampa Engineering Department expressed concern with the proposed rezone. Staff has found the rezone meets the standards of evaluation found in the Canyon County Zoning Ordinance, and it does comply with the 2020 Canyon County Comprehensive Plan. The P&Z Commission recommended approval of the rezone on November 2, 2017, and staff is also recommending approval of the rezone. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to close public testimony. Commissioner Rule made a motion to approve the rezone request as well as the Findings of Fact, Conclusions of Law and Order, and to approve the ordinance directing a change to the official zoning map. The motion was seconded by Commissioner Dale and carried unanimously. (See Ordinance No. 18-003.) The hearing concluded at 11:05 a.m. An audio recording is on file in the Commissioners’ Office.

JANUARY 2018 TERM
CALDWELL, IDAHO JANUARY 18, 2018

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

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- ConvergeOne in the amount of \$29,564.14 for the Information Technology department
- Tracks N Teeth, Inc. in the amount of \$9902.74 for the Solid Waste department
- Coastline Equipment in the amount of \$3635.28 for the Solid Waste department
- Coastline Equipment in the amount of \$1898.96 for the Solid Waste department

APPROVED CLAIMS ORDER NO. 1-25-18

The Board of Commissioners approved payment of County claims in the amount of \$49,056.79, \$193,789.20 and \$153,400.59 for accounts payable.

CONSIDER SIGNING A RESOLUTION GRANTING DARIGOLD, INC. A PROPERTY TAX EXEMPTION PURSUANT TO IDAHO CODE § 63-602NN

The Board met today at 9:00 a.m. to consider signing a resolution granting Darigold, Inc. a property tax exemption pursuant to Idaho Code § 63-602NN. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. Brad Goodsell, Assessor Brian Stender, Dave Jones from the Canyon Highway District, Mr. McKnight and Ms. Burke from Darigold and Deputy Clerk Jenen Ross. Brad Goodsell explained that Darigold submitted an application for exemption which was preceded by meetings which initiated negotiations. The County has determined that the statutory requirements have been met, specifically that there is a written plan outlining the proposed project and project site, that the projected investment is a land investment and contributes directly to an increase in base value. The project site is in an eligible location, the plan identifies a project period, the plant or building facility is for non-retail purposes that are either commercial or industrial, the investment does meet the applicable dollar thresholds identified in the County Ordinance, in this case the threshold is 50%. The question the Board needs to determine is whether the taxpayer has demonstrated significant economic benefits that will accrue to the county by granting this exemption and then make a determination of what portion of the market value should be exempted, which should be 50% under the ordinance, and then how long the exemption should be granted for, which is five (5) years under the proposed resolution. Darigold has provided the county with a letter stating that they agree to all the terms and conditions of the proposed resolution. Notice was sent to the taxing districts as provided in the statute. Commissioner Dale asked Mr. Jones from the Canyon Highway District if he'd like to address the Board, he declined. There were no other taxing districts in attendance. Commissioner Rule asked about the new job creation to which Mr. McKnight said initially about 9 positions will be created but they hope to create about 20 in the future. Brad Goodsell said the exemption is not to exceed \$3.9 million. Upon the motion by Commissioner Rule and second by Commissioner Dale the Board voted unanimously to sign the resolution granting Darigold, Inc. a property tax exemption

pursuant to Idaho code § 63-602NN (see resolution no. 18-006). The meeting concluded at 9:15 a.m. An audio recording is on file in the Commissioners' Office.

SUB-ROLL BOARD OF EQUALIZATION HEARING FOR DANIEL AND LISA GRAF

The Board of County Commissioners, sitting as a Board of Equalization, met today at 9:32 a.m. to conduct a sub-roll board of equalization hearing for Daniel and Lisa Graf, Account No. 37581191 0. Present were: Commissioners Tom Dale and Steve Rule, Assessor Brian Stender, Appraisal Supervisor Greg Himes, Sr. Administrative Specialist Jennifer Loutzenhiser, Appraiser Barbara Wade, and Appraiser Rod Wickstrom from the Assessor's Office, Daniel and Lisa Graf, David Peterson, other interested persons, and Deputy Clerk Monica Reeves. Daniel and Lisa Graf believe their assessed value of \$273,000 is unfair compared to their neighbors' property assessments. The assessed value is \$36,000 over the purchase price but their neighbors' homes, which sold for much more than the Graf's, have lower assessments. Rod Wickstrom and Barbara Wade offered testimony on behalf of the Assessor's Office. The original assessed value was \$273,000, but after talking to the Graf's they adjusted it to \$268,101; the Graf's are requesting a value of \$236,962. The Assessor's Office is recommending an assessed value of \$263,000. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to close testimony. Commissioner Rule made a motion to adjust the assessed value to \$247,000. The motion was seconded by Commissioner Dale and carried unanimously. The hearing concluded at 9:57 a.m. An audio recording is on file in the Commissioners' Office.

SUB-ROLL BOARD OF EQUALIZATION HEARING FOR DAVID PETERSON

The Board of County Commissioners, sitting as a Board of Equalization, met today at 10:00 a.m. to conduct a Sub-Roll Board of Equalization hearing for David Peterson, Account No. 16268501 0. Present were: Commissioners Tom Dale and Steve Rule, Assessor Brian Stender, Appraisal Supervisor Greg Himes, Sr. Administrative Supervisor Jennifer Loutzenhiser, Appraiser Barbara Wade, Appraiser Brett Hartley, David Peterson, other interested persons, and Deputy Clerk Monica Reeves. David Peterson said he is not disputing the time of the property improvement being on the assessment compared to the time the house was destroyed. There were 15 months between the date of destruction and the date the Petersons moved back in and he was told he would be assessed for a 10 month period of the removal of the property improvement, not 15 months. He explained that on July 4, 2016 his home was destroyed by his neighbor's fireworks, and on July 7 he met with the Assessor's Office and was told there is no change for the taxable year but it would cycle into a cessation in the next go around. On July 11 he received confirmation that the homeowner's exemption had been removed and what he should do upon moving back in to reinstate it. He wanted to be sure that the removal and the property valuation removal were at least the same timeframe in terms of date and duration and he was assured that was the case. Their house was completed on September 25 of 2017 and they moved back in on October 4, 2017 and the Assessor's Office reinstated the homeowner's exemption. Then he received the assessment for 2017 and it reflected what he thought it should. The improvement value for the home

was not there and that would have been for 2017, a 12-month period of removal of the assessment for the property improvement, and would be within three months of the homeowner's exemption removal and he presumed in the following year there'd be a three month catchup so that in 2018 the assessment would have a 9 month value, not 12. He received a supplemental notice that made no sense so he spoke to Brett Hartley about the 2016 assessment, irrespective of the fact that the house was destroyed in the middle of the year it had to remain. Mr. Peterson said he is here to plead to the Board that what he was told in July of 2016 would come to pass, that the time that the property improvement value was off of the tax assessment would be equivalent to the time he was not in the house and to also include the time the homeowner's exemption occurred.

Brian Stender said since July the Assessor's Office has had a lot of casualty situations and they've become aware of a new code section. Normally with a casualty loss the Assessor works with values so in the case of snow collapsed buildings last year people would apply for a casualty loss exemption before the fourth Monday in June and the applications were brought before the Board. However, this is a different situation. The fire happened after the fourth Monday in June so he no longer had control of the assessment roll and they were not aware of the code that allows the Board to cancel taxes after the fourth Monday in June. He has calculated a new amount the Board can cancel for 2016. The Treasurer has no objection to it. Assessor Stender doesn't think it can be addressed today since this is a 2017 board of equalization hearing so we will have to conduct a casualty loss hearing to accomplish that. Mr. Peterson can decide if he wants to continue this appeal. There were 180 days that his house was gone and essentially he should have only been billed \$2,841 in taxes so we could potentially, in a different hearing, adjust his taxes for 2016 and he would only be owing for 2017 what they've assessed it for. The Petersons would get a credit toward what is owed in 2017. Mr. Peterson said he paid all of the 2017 taxes, including a penalty on the last half of the last year. He will complete a casualty loss exemption form and then the Board will schedule a date to consider it. The Board went off the record at 10:15 a.m. and then went back on the record approximately one minute later. Commissioner Rule made a motion to uphold the value for 2017 until the hardship hearing can be held to establish what taxes Mr. Peterson is responsible for. He will not be held accountable for the months where he was not able to live in the home due to the fire in 2016. The motion was seconded by Commissioner Dale and carried unanimously. Following the discussion, Assessor Stender presented the Board with adjustments to the 2017 Certified Supplement Roll #1. Commissioner Rule made a motion to set the adjusted value for Parcel No. 32839233 0 for Barry Borger at \$78,375, and to set the adjusted value for Parcel No. 30872163 0 for Deven Limb at \$78,583. The motion was seconded by Commissioner Dale and carried unanimously. The Assessor also had some applications to exempt certain values as well as applications for homeowner's exemptions being applied but those matters will be scheduled at a later date. The hearing concluded at 10:21 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER INDIGENT DECISIONS

The Board met today at 11:01 a.m. to consider indigent decisions. Present were: Commissioners Tom Dale and Steve Rule, Customer Service Specialist Robin Sneegas (left at

11:03 a.m.), Director of Indigent Services Yvonne Baker, Case Manager Jennifer Odom-Mann, Case Manager Angela Papa and Deputy Clerk Jenen Ross. The following cases do not meet the eligibility criteria for county assistance: 2018-0268, 2018-0266, 2018-0258, 2018-0265, 2018-0330, 2018-0263, 2018-0262, 2018-0260, 2018-0150, 2018-0259, 2018-0264 and 2018-0277 upon the motion by Commissioner Rule and second by Commissioner Dale the Board voted unanimously to issue initial denials with written decisions to be issued within 30 days. Director Baker brought reimbursement accounts to the Board's attention, recently there was a meeting and agreement signed with CBI collection services and part of that was to bring delinquent accounts before the Board prior to them being submitted to CBI. The first group of 50 that they'd like to send over are cases that they've had no response on. All of the accounts are at least 90 days past due and within 5 years old. A letter has been send on each case letting them know to make contact with the county within 30 days or their account will be turned over to collections, there was no response from any of the applicants on the list. All fees for the collection is added on to the amount owed to the county. Brad Goodsell said that CBI does have obligations under the contract to provide reports back to the county and once Director Baker has those she will report back to the Board with that information. Both Commissioner Dale and Commissioner Rule are in favor of moving forward with the collection process. The meeting concluded at 11:12 a.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 1:37 p.m. for a monthly meeting with the Public Defender to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale and Steve Rule, Public Defender Aaron Bazzoli and Deputy Clerk Jenen Ross. Mr. Bazzoli updated the Board on the following items: He and several people from his office recently attended the State Public Defense presentation. A review of his budget was provided to the Board, he is at 33-35% of budget and feels he is on track for the year. He also provided a review of active caseloads along with conflict attorney caseloads. They are in the process of hiring an Office Manager, he has been working with HR to revise the job description; the job was posted last week and will be posted for the next couple of weeks. There are two investigators who will be heading to Colorado in March for a training and Mr. Bazzoli would like to attend the death penalty conference in Monterrey, CA in February as it would put him in a position to be able to sit 1st chair death penalty qualified; his office currently has four people who are qualified to sit 2nd chair but no one who is 1st chair qualified. He would like to attend this first conference and then have Scott James attend the next conference to become 1st chair qualified. The Board is okay with Mr. Bazzoli attending the conference. He has been working with the Facilities department to get an estimate of the cost to make some minor changes to create a couple attorney-client meeting rooms. The meeting concluded at 2:08 p.m. An audio recording is on file in the Commissioners' Office.

PUBLIC HEARING TO CONSIDER A REQUEST BY BAKER LAND MANAGEMENT, LLC FOR A CONDITIONAL REZONE WITH A DEVELOPMENT AGREEMENT; CASE NO. CR-PH2017-41

The Board met today at 2:08 p.m. to continue the public hearing to consider a request by Baker Land Management, LLC for a conditional rezone with a development agreement; Case No. CR-PH2017-41. Present were: Commissioners Tom Dale and Steve Rule and Deputy Clerk Jenen Ross. Upon the motion by Commissioner Rule and second by Commissioner Dale the Board voted unanimously to continue the public hearing to March 14, 2018 at 1:30 p.m. The meeting concluded at 2:09 p.m. An audio recording is on file in the Commissioners' Office.

JANUARY 2018 TERM
CALDWELL, IDAHO JANUARY 19, 2018

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

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- ESRI, Inc. in the amount of \$9770.00 for the Information Technology department
- ESRI, Inc. in the amount of \$34,560.00 for the Information Technology department
- SPS in the amount of \$7097.28 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 Joseph Dorn.

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for O'Michael's Pub & Grill to be used 1/27/18 for a corporate training.

LEGAL STAFF UPDATE

The Board met today at 9:06 a.m. for a legal staff update. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. Brad Goodsell and Deputy Clerk Jenen Ross. Brad Goodsell presented a response letter to Wyatt Johnson regarding BrunoBuilt, Inc. and a complaint that was received about taxes on a house he owns in Canyon County. The letter states that he

should have appealed his assessment and because he didn't appeal the assessment the Board is now without jurisdiction to do anything. The Board is okay with the letter and signed it to be sent to Mr. Johnson (a copy of this letter is on file with this day's minute entry). The meeting concluded at 9:08 a.m. An audio recording is on file in the Commissioners' Office.

MEETING WITH ROBERT "JORDAN" TURNER TO DISCUSS APPLICATION FOR HARDSHIP CANCELLATION OF PROPERTY TAXES

The Board met today at 10:09 a.m. with Robert "Jordan" Turner to discuss his application for a hardship cancellation of property taxes. Present were: Commissioners Tom Dale and Steve Rule, Jordan and Elspeth Turner, Treasurer Tracie Lloyd, Assessor Brian Stender, Chief Deputy Assessor Joe Cox, Greg Himes from the Assessor's Office, Deputy P.A. Brad Goodsell, Nicole Foy from the Idaho Press-Tribune, and Deputy Clerk Monica Reeves. Mr. Turner said they purchased the property in July of 2016 and on January 29, 2017 the house caught on fire and was destroyed. The Turners have received an insurance settlement and are rebuilding on the same location. They are petitioning for a reassessment of their 2017 tax valuation. Joe Cox said Idaho Code requires them to assess what is owned on January 1 for the full year so if a home were to burn you still have to pay taxes for the full year, however, the legislature has allowed for a casualty loss exemption. The Assessor's Office sends out the assessment notice in May and property owners have until the fourth Monday in June to apply and the Board has until the second Monday in July to grant the exemption, but unfortunately, Mr. Turner missed out on the exemption for 2017 because the fire occurred in January. He said it's on the "goodness of the Commissioners' hearts" if they want to grant the cancellation. Commissioner Rule believes this is truly a hardship case. Treasurer Lloyd said the total land value was \$69,500, the improvement value was \$77,700 and with a homeowner's exemption of \$68,850 it equates to a net taxable value of \$78,350. The taxes are \$996.74. She asked if the Board is going to grant a hardship for the full tax year or for the number of days of prorated value for the number of days the house was demolished, and, is it going to be on the land value and structure value, or just the structure value? Mr. Turner said he has been staying on the property because there have been a lot of thefts after the fire occurred. The Board believes that because he was staying on the land he should be taxed for it but they will allow the taxes to be waived on the structure for the days it was lost. Commissioner Rule made a motion to cancel the taxes in the amount of \$448.44. The motion was seconded by Commissioner Dale and carried unanimously. Commissioner Rule said the penalties were forgiven; Mr. Turner is only being taxed on the land value for the days he lived there. Mr. Cox said some of the insurance companies have an allocation to pay the property tax when a home is destroyed by fire. Mr. Turner will check on that with his insurance company. The meeting concluded at 10:22 a.m. An audio recording is on file in the Commissioners' Office.

MEETING WITH MICHELLE JEPPE TO DISCUSS APPLICATION FOR HARDSHIP CANCELLATION OF PROPERTY TAXES

The Board met today at 10:30 a.m. for a meeting with Michelle Jeppe to discuss her application for a hardship cancelation of property taxes. Present were: Commissioners Tom

Dale and Steve Rule, Michelle Jeppe, Deputy P.A. Brad Goodsell, Treasurer Tracie Lloyd, Assessor Brian Stender, Chief Deputy Assessor Joe Cox, Greg Himes from the Assessor's Office, Nicole Foy from the Idaho Press-Tribune, and Deputy Clerk Monica Reeves. Ms. Jeppe lives in the Burnie Subdivision located at Midway Road and Bonnie Lane where the road collapsed and broke the culvert and 21 homes were flooded. She lives on the corner and her home was one of the hardest hit with 15 inches of contaminated standing water in her house making it unlivable. It has taken four months to get it back to a livable condition given the amount of damage that occurred. Ms. Jeppe said the highway district sent appraisers to the subdivision and they gave the residents to money to "get them buttoned up for the winter." Greg Himes said since the flood occurred after the fourth Monday in June Ms. Jeppe didn't have the opportunity to apply for the exemption, but she can take advantage of the casualty loss exemption. He said they have worked up a casualty loss statement that shows the assessed values which are prorated exactly to the days she was out of the house. The percentage is prorated just on the improvement value. Treasurer Lloyd said the land value is \$36,500 and the dwelling and improvement value is \$108,800 for a total assessed value of \$145,300. There was no homeowner's exemption because it was not owner occupied for 2017 so the prorated value, if the hardship is granted, would be \$108,000, for a total tax reduction of \$498.22. Commissioner Rule made a motion to cancel taxes in the amount of \$498.22 the motion was seconded by Commissioner Dale and carried unanimously. Treasurer Lloyd will make the adjustment and Ms. Jeppe will receive a corrected property tax statement.

There was discussion about the need to update County forms/applications to address casualty loss exemptions because currently we are using the hardship application and handwriting *casualty loss* at the top of the form for those cases. It was also suggested that language be added to the casualty loss application that asks the applicant if they have been reimbursed by their insurance company for property taxes. The meeting concluded at 10:40 a.m. An audio recording is on file in the Commissioners' Office.

DETENTION CENTER INSPECTION CONDUCTED

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

JANUARY 2018 TERM
CALDWELL, IDAHO JANUARY 22, 2018

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

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Corwin in the amount of \$26,989.00 for the Fleet department

COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:32 a.m. for an office staff meeting. Present were: Commissioners Tom Dale 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. Mr. Decker reported on the following communications issues: he will work on updating Canyon County promotion materials that can be distributed at the upcoming trade show in Portland; he will put some information on the website regarding the Canyon County Industrial Development Corporation Board; reach out to Diana Sinner about seeking application for additional fair board members; include an article on the website regarding employee Ross Garvin being named the Caldwell Police Department Citizen of the Year; a recent article in Idaho Press-Tribune attributed some of the bad stuff that's going on at the Department of Juvenile Corrections to the Southwest Idaho Juvenile Detention Center so he will contact the reporter to make sure they got it corrected. The meeting concluded at 8:44 a.m. An audio recording is on file in the Commissioners' Office.

LEGAL STAFF UPDATE AND CONSIDER AGENDA ITEMS

The Board met today at 9:03 a.m. for a legal staff update and to consider agenda items. Present were: Commissioners Tom Dale and Steve Rule, Clerk's Executive Assistant Taryn Peterson (left at 9:06 a.m.), Deputy P.A. Allen Shoff, Deputy P.A. Brad Goodsell and Deputy Clerk Jenen Ross. The agenda items were considered as follows:

Consider signing independent contractor agreement for court interpreter Ehtaw Dwee: Ms. Peterson said Mr. Dwee is only one of two language skilled certified in the language of Karen. There is a court case coming up that will require this particular language where Mr. Dwee will appear telephonically. Allen Shoff said this is the same agreement that has been used for other interpreters with the exception of the mileage due to the supply/demand situation. Upon the motion by Commissioner Rule and second by Commissioner Dale the Board voted unanimously to sign the independent contractor agreement for court interpreter Ehtaw Dwee (see agreement no. 18-008).

Consider signing memorandum of understanding with Nampa Highway District No. 1 for Celebration Park directional signs: The agreement says that the county will create the placards that show the public where Celebration Park is located and the highway district will provide the sign posts and fasteners and then will place the signs on the roads. The highway district will also be the ones inspecting the signs to make sure they remain in good condition. Upon the motion by Commissioner Rule and second by Commissioner Dale the Board voted unanimously to sign the MOU with Nampa Highway District No. 1 for Celebration Park directional signs (see agreement no. 18-009).

Consider signing resolution authorizing the quitclaim of parcel 19944000 0 to Emilia Llamas and quitclaim deed: Brad Goodsell said this is a property located in Wilder that the

county acquired by tax deed in 2012; it was put up for auction but did not sell. The total amount due with taxes and penalties is just under \$7000, however, Ms. Llamas has offered \$5000 to purchase the property. The Board was made aware of this offer some time ago and indicated they would accept the offer. Upon the motion by Commissioner Rule and second by Commissioner Dale the Board voted unanimously to sign the resolution authorizing the quitclaim of parcel 19944000 0 to Emilia Llamas and quitclaim deed (see resolution no. 18-008).

There were no items for discussion at the legal staff update. The meeting concluded at 9:10 a.m. An audio recording is on file in the Commissioners' Office.

SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for Ridgewood Enterprises, Inc. dba Legacy Feed & Fuel (see resolution no. 18-007)

MEETING WITH CALDWELL FREE METHODIST CHURCH TO DISCUSS APPLICATION FOR CANCELLATION OF PROPERTY TAXES

The Board met today at 11:21 a.m. with the Caldwell Free Methodist Church to discuss their application for cancellation of property taxes. Present were: Commissioners Tom Dale and Steve Rule, Pastor Jim Porter, Treasurer Tracie Lloyd, Assessor Brian Stender, Chief Deputy Assessor Joe Cox, Jennifer Loutzenhiser from the Assessor's Office, Deputy P.A. Brad Goodsell, and Deputy Clerk Monica Reeves. Ms. Loutzenhiser said in 2011 the Board granted an exemption on the vacant portion of the property because it was being used as a community pumpkin patch. The Assessor's Office had used the church's property as an example to other exempt organizations on how to utilize their vacant land in order to retain their exemption. In 2015 one of those organizations informed the Assessor that there weren't any pumpkins on the land, so the Assessor visited the property and found it was in weeds. A letter requesting information was sent in August of 2015, but there was no response so an assessment notice was mailed in December of 2015, still no response. When the tax bill came out for the 2015 sub-roll that's when the church contacted the Board and started the process for a hardship. Pastor Porter said the church used the land for growing pumpkins and in 2014 the well started to fail and it impacted their water supply, including the water for their building. Later that spring he went on sabbatical and the church board decided it was unwise to plant pumpkins that year and it became an eyesore. When they received a tax bill they asked for a hearing with the Board and Commissioners Dale and Hanson advised them to begin immediate repairs to the field to get it ready for productive use, and to make consistent payments toward the back tax bill, and then once those two things were accomplished they could come back and apply for the hardship on the remaining balance. Treasurer Lloyd said currently \$9,943.60 is owed in outstanding taxes, penalty and interest for the 2015 and 2016 taxes. The last payment was received on September 21, 2016 in the amount of \$500. Pastor Porter said the land is now being used for two soccer fields; there is a small building where they store water, the parking area has been improved, and there are materials for a fire pit. It's not just for church use, it's intended for the community. Joe Cox asked how the issue with the irrigation water had been resolved. Pastor Porter said

they were able to take the water from a different location at Montana Avenue and Spruce Street and a pressurized system was installed. Commissioner Dale said the church spent quite a bit of money on the project to get it usable for the community and they're not gaining any profit so it's his opinion the taxes should be forgiven. Commissioner Rule expressed concern that a previous Board made commitments to forgive the taxes. Commissioner Dale said no commitments were made; they said once improvements were made and the exemption was back in place they could come back and talk about the remaining tax balance. Commissioner Rule said the church found the funds to make the improvements and so in fairness to the other churches he will forgive the penalties and interest but not the taxes. He then made a motion to forgive the penalty and interest on the 2015 and 2016 taxes. Commissioner Dale seconded the motion for discussion and if the church will still have the opportunity to ask for cancellation of the remaining balance at another time, or, does this action tie the Board's hands to further consider it. Mr. Goodsell doesn't believe this action will preclude the Board from considering another request. Commissioners Rule and Dale voted in favor of the motion which carried unanimously. Commissioner Dale said Pastor Porter should discuss this with the church board and decide where they want to go from here. The meeting concluded at 11:37 a.m. An audio recording is on file in the Commissioners' Office.

MEET WITH TINA WILSON FROM WESTERN ALLIANCE FOR ECONOMIC DEVELOPMENT REGARDING TRADE SHOW INFORMATION

The Board met today at 1:33 p.m. for a meeting with Tina Wilson from Western Alliance for Economic Development regarding trade show information. Present were: Commissioners Tom Dale and Steve Rule, Tina Wilson with Western Alliance for Economic Development and Deputy Clerk Jenen Ross. Ms. Wilson reviewed the WAED annual report. Last year the grant awards added up to \$79,606 which put the total amount of grant awards received over \$1M. She currently has a Community Development Block grant in process for a new fair building in Owyhee County and an Economic Development grant for her "Project Dry" for connection to a sewer line. Both of those grants are due in March. There are also 4 value added producer grants in process for small business in Canyon County which are due at the end of the month. This year she was able to provide business services to 22 business, either business retention/expansion or business attraction which is up from 2016. She has been working with Development Services on some of their special projects such as ag-land preservation and special permitting. Looking ahead this year she will be attending the Sportsman show in Portland, OR next month and looking at a food and beverage show in Yakima, WA in June. One item she brought to the Board's attention is the revenue stream from Owyhee County. They have indicated that they will continue to support the Western Alliance at the \$7000 level but would not ever go beyond that. There is some concern about Owyhee County continuing to be the fiscal agent but Commissioner Dale and Commissioner Rule said that Canyon County could probably help with that situation if Owyhee County were to decide not to continue with that portion. The meeting concluded at 1:54 p.m. An audio recording is on file in the Commissioners' Office.

2017 BOARD OF EQUALIZATION SUB ROLL/CERTIFIED SUPPLEMENTAL ROLL

The Board met today at 3:10 p.m. to consider the 2017 Board of Equalization Sub Roll/Certified Supplemental Roll. Present were: Commissioners Tom Dale and Steve Rule, Assessor Brian Stender, Chief Deputy Assessor Joe Cox, Appraisal Supervisor Greg Himes, Administrative Analyst Jennifer Loutzenhiser, and Deputy Clerk Monica Reeves. Ms. Loutzenhiser presented the following exemption applications for new construction:

Nampa Assembly of God of the City of Nampa (formerly known as The Promise, now known as The Awakening) - The application is for a church they built at the old Broadmore Golf Course. The exemption is pursuant to Idaho Code, Section 63-602B for Parcel No. 13034011 0. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to approve the exemption.

Mission Aviation Fellowship - This application is for a new duplex located on their campus. The exemption is pursuant to Idaho Code, Section 63-602C for Parcel No. 22891000 0. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to approve the exemption.

Saint Alphonsus Medical Center, Nampa - The applications are for the new construction portion of the campuses and they are fully occupied by the hospitals. They do have some tenant space but that's not part of the new construction. The exemption is pursuant to Idaho Code, Section 63-602D for Parcel Nos. 31112010 0, 31099000 0, 31099010 0, 31100000 0, 31098000 0, and 31084000 0.

St. Luke's Regional Medical Center, and St. Luke's Caldwell Pediatrics - The exemption is pursuant to Idaho Code, Section 63-602D for Parcel Nos. 30995011F 0 and 64941410 0. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to approve the exemptions for Saint Alphonsus and for St. Luke's.

Joe Cox said whenever the hospitals rent out space to a different doctor or organization it becomes a taxable event and the new construction on the exemptions is solely occupied by the hospital that owns it. Greg Himes said the Assessor's Office is recommending homeowner's exemptions be added to the supplemental roll as follows: Brent W. Proper, Parcel No., 20643000 0; Eddie L. Webb, Parcel No. 32043206 0; Patricia Carmel Shepherd, Parcel No. 32457154 0; Julie Salvador, Parcel No. 32839244 0; Steven Crouse, Parcel No. 32083324 0; and William Wolbach, Parcel No. 37458125 0. Upon the motion by Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to grant the exemptions that were read into the record. The meeting concluded at 3:16 p.m. An audio recording is on file in the Commissioners' Office.

JANUARY 2018 TERM
CALDWELL, IDAHO JANUARY 23, 2018

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

APPROVED CLAIMS ORDER NO. 2-9-18

The Board of Commissioners approved payment of County claims in the amount of \$90,739.13 for accounts payable.

LEGAL STAFF UPDATE AND CONSIDER AGENDA ITEMS

The Board met today at 9:45 a.m. for a legal staff update and to consider agenda items. Present were: Commissioners Tom Dale and Steve Rule, Director of DSD Tricia Nilsson (left at 9:52 a.m.), Deputy P.A. Zach Wesley, Deputy P.A. Brad Goodsell and Deputy Clerk Jenen Ross. The agenda items were considered as follows:

Consider signing legal notice for public hearing on resolutions to increase Development Services Department's Planning and Zoning fee schedule and building permit fee schedule: Zach Wesley said this is to give notice of a public hearing on February 14th regarding proposed fee schedule increases for Planning and Zoning and Building permits. Tricia Nilsson said they are not really increases but more amendments to the fee schedule to address new types of applications and clarifying the type of work and the fee. Upon the motion by Commissioner Rule and second by Commissioner Dale the Board voted unanimously to sign the legal notice for public hearing on resolutions to increase Development Services Department's Planning and Zoning fee schedule and building permit fee schedule.

Consider signing legal notice for public hearing on resolution to increase Fair building facility fees: Zach Wesley said in reviewing the fair facility agreements some of the fees that were built in were not reflective of how much it was actually costing the county. This is a public hearing to consider making those changes. Upon the motion by Commissioner Rule and second by Commissioner Dale the Board voted unanimously to sign the legal notice for public hearing on the resolution to increase Fair building facility fees.

Mr. Wesley said he has a letter prepared for the Board regarding a code enforcement case, to be referred to the Prosecutor. Ms. Nilsson said she has discussed this case with the Board in previous meetings but this is now the official memo referring it to the Prosecutor. At this point DSD has exhausted all its abilities to gain compliance and they are requesting for the Board to refer it to the Prosecutor. The Board signed the letter which will be forwarded to the Prosecuting Attorney's Office (a copy of this letter is on file with this day's minute entry). Brad Goodsell presented a letter to be sent to Canyon Highway District No. 4 regarding a letter they sent expressing their concerns about property tax exemptions as incentives for business investment in Canyon County. The Board signed the letter which will be forwarded to the Canyon Highway District No. 4 (a copy of the letter is on file with this day's minute's entry).

EXECUTIVE SESSION –RECORDS EXEMPT FROM PUBLIC DISCLOSURE AND ATTORNEY-CLIENT COMMUNICATION

A request was made to go into Executive Session to discuss records exempt from public disclosure and attorney-client communication. The Executive Session was held as follows:

Commissioner Rule made a motion to go into Executive Session at 9:54 a.m. pursuant to Idaho Code, Section 74-206(1) (d). The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners Rule and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. Zach Wesley, Deputy P.A. Brad Goodsell and Deputy Clerk Jenen Ross. The Executive Session concluded at 10:02 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.

MEETING WITH STEVEN D. FICKES TO DISCUSS APPLICATION FOR HARDSHIP CANCELLATION OF PROPERTY TAXES

The Board met today at 10:00 a.m. for a meeting with Steven D. Fickes to discuss the application for hardship cancellation of property taxes. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. Brad Goodsell, Office Manager Jennifer Mercado, Sr. Deputy Treasurer Tanya May, Steven Fickes, Nicole Foy from the Idaho Press-Tribune and Deputy Clerk Jenen Ross. Mr. Fickes explained he was part of the Burnie Subdivision flooding making his house unlivable for several months and is requesting tax relief for the time he was unable to live in his home. Brad Goodsell said that the Assessor's Office has determined that the number of days the house was unoccupied was 105 days, so with those days taken out and the taxes prorated, the amount of the taxes to be cancelled is \$303.21. The Treasurer's Office said the forgiven amount will be taken from the second half of the taxes due. Upon the motion by Commissioner Rule and second by Commissioner Dale the Board voted unanimously to forgive \$303.21 of property taxes for Mr. Fickes. The meeting concluded at 10:08 a.m. An audio recording is on file in the Commissioners' Office.

RESCHEDULE PUBLIC HEARING - APPEAL REGARDING COPE SAND AND GRAVEL'S REQUEST FOR A MINERAL EXTRACTION EXPANSION, CASE NO. PH2017-52

The Board met today at 1:30 p.m. to go on the record to reschedule the public hearing in the matter of an appeal of Cope Sand and Gravel's request for a mineral extraction expansion, Case No. PH2017-52. Present were: Commissioners Tom Dale and Steve Rule, DSD Director Tricia Nilsson, DSD Planner Dan Lister, Deputy P.A. Zach Wesley, Todd Lakey, interested citizens, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to reschedule the hearing to February 12, 2018 at 9:00 a.m. The meeting concluded at 1:32 p.m. An audio recording is on file in the Commissioners' Office.

JANUARY 2018 TERM

CALDWELL, IDAHO JANUARY 24, 2018

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

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Chem-Aqua in the amount of \$2301.12 for the Facilities department
- Dell Inc. in the amount of \$1414.30 for the Sheriff's Office

LEGAL STAFF UPDATE AND CONSIDER AGENDA ITEMS

The Board met today at 9:20 a.m. for a legal staff update and to consider agenda items. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. Allen Shoff, Deputy P.A. Zach Wesley (left at 9:24 a.m.), Director of Juvenile Detention Steve Jett (left at 9:24 a.m.), Facilities Director Paul Navarro, Assistant IT Director Eric Jensen, IT Director Greg Rast, Elections Specialist Lisa Power (left at 9:22 a.m.) and Deputy Clerk Jenen Ross. The agenda items were considered as follows:

Consider signing March 2018 polling place designation: Lisa Power said there really are no changes to the polling places with the exception of 53 and 58, they used to be located at Kendall Ford but they have been moved to the Hampton Inn right across the street. Upon the motion by Commissioner Rule and second by Commissioner Dale the Board voted unanimously to sign the March 2018 polling place designation (a copy of the voting place designation is on file with this day's minute entry).

Consider signing Southwest Idaho Juvenile Detention Center neglected or delinquent agreement with Caldwell School District: Steve Jett said this is an annual agreement with the Caldwell School District that they will provide the educational services. There have been a couple changes but they are satisfactory. Zach Wesley said it is a standard agreement that has been signed in the past. Our portion is to allow them access and provide the facility for the educational component. Upon the motion by Commissioner Rule and second by Commissioner Dale the Board voted unanimously to sign the Southwest Idaho Juvenile Detention Center neglected or delinquent agreement with Caldwell School District (see agreement no. 18-010).

Consider signing building entrance agreement with Syringa Networks, LLC: Allen Shoff explained that Syringa is connecting the County to Idaho State Police. There is no cost to the County we will only be allowing Syringa access onto county property to lay the conduit. Director Navarro and Director Rast have already identified where they will be putting in the cabling to connect to our system. Upon the motion by Commissioner Rule and second by

Commission Dale the Board voted unanimously to sign the building entrance agreement with Syringa Networks, LLC (see agreement no. 18-011).

There were no items for discussion at the legal staff update. The meeting concluded at 9:29 a.m. An audio recording is on file in the Commissioners' Office.

PUBLIC HEARING – PRELIMINARY AND FINAL PLATS FOR REECE ESTATES SUBDIVISION

The Board met today at 1:31 p.m. to conduct a public hearing to consider the preliminary plat and final plat for Reece Estates Subdivision, Case No. PH2017-63. Present were: Commissioners Tom Dale and Steve Rule, DSD Planner Jennifer Almeida, TJ Wellard, Scott and Angela Reece, and Deputy Clerk Monica Reeves. Jennifer Almeida gave the oral staff report. The subject properties were rezoned from Agricultural to Rural Residential on August 30, 2017. The proposed lots meet the average minimum lot size in the Rural Residential Zone. The properties are not located within an area of city impact and the P&Z Commission has recommended approval of the preliminary plat. The lots will utilize a 28-foot access easement to Pump Road (an easement reduction from 60 feet to 28 feet has been approved). A road user's maintenance agreement has been recorded for each of the access points. The subject properties are not located within an irrigation district, they do not have water rights. The development will be served by individual domestic wells and septic systems. Keller and Associates has reviewed the plats and provided comment; their comments and modifications have been made by the surveyor. The Nampa Highway District has no objection to the subdivision and has signed the final plat. Both plats meet the requirements of the Canyon County Zoning Ordinance and all conditions of approval have been met therefore staff is recommending approval of the preliminary and final plats. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to close public testimony. Commissioner Rule made a motion to approve the preliminary plat and the Findings of Fact, Conclusions of Law and Order, as well as authorize the chairman to sign the final plat for Reece Estates Subdivision, Case No. PH2017-63. The motion was seconded by Commissioner Dale and carried unanimously. The hearing concluded at 1:35 p.m. An audio recording is on file in the Commissioners' Office.

JANUARY 2018 TERM CALDWELL, IDAHO JANUARY 25, 2018

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

INDIGENT DECISIONS

The Board met today at 8:47 a.m. to consider indigent decisions. Present were: Commissioners Tom Dale and Steve Rule, Director of Indigent Services Yvonne Baker,

Customer Service Specialist Robin Sneegas and Deputy Clerk Jenen Ross. The following cases do not meet the eligibility criteria for county assistance: 2018-0312, 2018-0385, 2018-0313, 2018-0284, 2018-0300, 2018-0391, 2018-0307, 2018-0323 and 2018-0297 – upon the motion by Commissioner Rule and second by Commissioner Dale the Board voted unanimously to deny the cases as read into the record with written decisions to be issued within 30 days. On case no. 2013-1112 there has been a request for a subordination agreement, medical indigent liens are always secondary but the lender is requesting this agreement. The Board signed the letter as requested. The meeting concluded at 8:50 a.m. An audio recording is on file in the Commissioners’ Office.

INDIGENT MATTERS

The Board met today at 8:53 a.m. to consider indigent matters. Present were: Commissioners Tom Dale and Steve Rule, Hearing Generalist Kellie George, Director of Indigent Services Yvonne Baker, Deputy P.A. Allen Shoff and Deputy Clerk Jenen Ross. Upon the motion by Commissioner Rule and second by Commissioner Dale the Board voted unanimously to vacate the following cases from February 8, 2018 and continue them to February 15, 2018: 2018-16, 2017-1283, 2017-1544, 2018-18, 2017-1449, 2017-1438, 2018-41, 2017-1701, 2017-1667, 2018-68, 2018-19, 2017-1332, 2017-1735, 2018-17, 2017-1448, 2018-57, 2017-1724, 2017-1704 and 2018-91. The following cases meet all eligibility criteria but have an outstanding resource and therefore are being requested to be placed in suspension: 2017-1657 and 2017-1595, upon the motion by Commissioner Rule and second by Commissioner Dale the Board voted unanimously to place the cases as read into the record into suspension. Case nos. 2017-1458, 2017-1315, 2016-527 and 2016-811 meet the eligibility criteria for county assistance and upon the motion by Commissioner Rule and second by Commissioner Dale the Board voted unanimously to approve the cases with written decisions to be issued within 30 days. Case no. 2017-1596 will have all timelines tolled until the hospital requests for the case to be brought back into hearing status – upon the motion by Commissioner Rule and second by Commissioner Dale the Board voted unanimously to toll the timelines as requested. The meeting concluded at 8:59 a.m. An audio recording is on file in the Commissioners’ Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-1639

The Board met today at 9:01 a.m. to conduct a medical indigency hearing for Case No. 2017-1639. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. Allen Shoff, Deputy P.A. Zach Wesley, Hearing Generalist Kellie George, Director of Indigent Services Yvonne Baker, the applicant, the applicant’s wife and Deputy Clerk Jenen Ross. Upon the motion of Commissioner Rule and the second by Commissioner Dale, the Board voted unanimously to deny the case with a written decision to be issued within 30 days. The hearing concluded at 9:13 a.m. An audio recording is on file in the Commissioners’ Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2017-1356

The Board met today at 9:17 a.m. to conduct a medical indigency hearing for Case No. 2017-1356. Present were: Commissioners Tom Dale and Steve Rule, Deputy P.A. Allen Shoff, Deputy P.A. Zach Wesley, Hearing Generalist Kellie George, Director of Indigent Services Yvonne Baker, Karen Thurber for West Valley Medical Center, Attorney Mark Peterson for West Valley Medical Center and Deputy Clerk Jenen Ross. The applicant did not appear. Upon the motion of Commissioner Rule and the second by Commissioner Dale the Board voted unanimously to deny the case. The hearing concluded at 9:49 a.m. An audio recording is on file in the Commissioners' Office.

INDIGENT MATTERS

The Board met today at 9:55 a.m. to consider indigent matters. Present were: Commissioners Tom Dale and Steve Rule, Hearing Generalist Kellie George, Director of Indigent Services Yvonne Baker and Deputy Clerk Jenen Ross. Upon the motion by Commissioner Rule and second by Commissioner Dale the Board voted unanimously to issue denials with written decisions to be issued within the 30 days for the following cases as neither the hospital nor the applicant appeared today: 2017-1625, 2017-1589, 2017-1178, 2017-1532, 2017-1515, 2017-1643, 2017-1605, 2017-1453, 2017-1535, 2017-1575 and 2017-1611. The meeting concluded at 9:57 a.m. An audio recording is on file in the Commissioners' Office.

CONTINUE PUBLIC HEARING TO CONSIDER A REQUEST BY EJ LEWIS TRUST; CASE NO. PH2017-59 & 60, LEGAL STAFF UPDATE AND CONSIDER AGENDA ITEMS

The Board met today at 1:31 p.m. to continue a public hearing for a request by EJ Lewis Trust, legal staff update and to consider agenda items. Present were: Commissioners Tom Dale and Steve Rule, DSD Planner Jennifer Almeida (left at 1:32 p.m.), GIS Land Records Supervisor Sarah Van Dyke (left at 1:36 p.m.), Deputy P.A. Zach Wesley, Deputy P.A. Mike Porter (left at 1:34 p.m.), Deputy P.A. Brad Goodsell (left at 1:38 p.m.), PIO Joe Decker (left at 1:38 p.m.) and Deputy Clerk Jenen Ross.

Continue a public hearing to consider a request by EJ Lewis Trust for a comprehensive plan map amendment and rezone request findings of fact conclusions of law and order, resolution and the ordinance for map amendment; Case No. PH2017-59 & 60: Jennifer Almeida explained she's received a request from the applicant's representative to continue this case to February 15, 2018 at 1:30 p.m. Upon the motion by Commissioner Rule and second by Commissioner Dale the Board voted unanimously to continue the public hearing as requested.

Consider signing Viper maintenance agreement: Mike Porter explained this is an amendment to an agreement with Century Link for the dispatch services, this is for service and technician support for work they do in supporting the dispatch services. Upon the

motion by Commissioner Rule and second by Commissioner Dale the Board voted unanimously to sign the Viper maintenance agreement (see agreement no. 18-012).

Consider signing internet access agreement with Nextitle: Brad Goodsell and Sarah Van Dyke said this is a standard agreement to sell access to certain data. The agreement is for \$2000 a year which will allow access to information regarding subdivision and survey PDFs. Ms. Van Dyke said this is a standard package they sell. Upon the motion by Commissioner Rule and second by Commissioner Dale the Board voted unanimously to sign the internet access agreement with Nextitle (see agreement no. 18-013).

Consider signing a resolution reappointing members to the Board of Directors of the Industrial Development Corporation of Canyon County, Idaho: Bob Jacobsen, Gayle Batt, Margie Watson, Kathy Alder and David Ferdinand have all agreed to be reappointed to the Industrial Development Corporation. Upon the motion by Commissioner Rule and second by Commissioner Dale the board voted unanimously to sign the resolution reappointing members to the Industrial Development Corporation Board (see resolution no. 18-009).

Consider signing a request for proposals for real estate firm for the sale of surplus real property: Upon the motion by Commissioner Rule and second by Commissioner Dale the Board voted unanimously to sign the request for proposals for real estate firm for the sale of surplus real property (a copy of the request is on file with this day's minute entry).

Consider signing real estate appraisal and authorization agreement with Jess Payne Appraisal Service: Zach Wesley said this is related to the IFP solicitation of interest that was just signed as it will be a necessary part of the process in assessing the value and setting a minimum bid for the auction process that will likely happen. Upon the motion by Commissioner Rule and second by Commissioner Dale the Board voted unanimously to sign the real estate appraisal and authorization agreement with Jess Payne Appraisal Service (see agreement no. 18-014).

During the legal staff update the Board asked for clarification in the process for the RFP/RFI regarding the jail. Commissioner Dale said there is no restriction that said they have to do that but there is also no restriction saying they cannot do that, that it would be okay to collect information from HOK and/or Core Civic, that doing the RFP/RFI is just something they can do. Mr. Wesley said he has not been involved with this process but would ask Sam Laugheed to contact the Board. The Board said that there is a meeting scheduled in the upcoming weeks to meet with HOK as an information only meeting. Commissioner Dale said in the conversations he's had with Core Civic and the conversations Commissioner Rule has had with HOK, both organizations have indicated they can build a 1000+ bed jail for a lot less than what DLR has indicated and before they go out for an official RFQ it would be nice to know the other figures. The meeting concluded at 1:44 p.m. An audio recording is on file in the Commissioners' Office.

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

Commissioners attended the District III Elected Officials meeting.

JANUARY 2018 TERM
CALDWELL, IDAHO JANUARY 29, 2018

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

APPROVED CLAIMS ORDER NO. 2-9-18

The Board of Commissioners approved payment of County claims in the amount of \$192,174.49 for accounts payable.

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- BOE in the amount of \$1300.00 for the Information Technology department
- Dell in the amount of \$7491.82 for the Information Technology department
- Right! Systems Inc. in the amount of \$4665.00 for the Information Technology department
- Carousel Industries in the amount of \$1400.00 for the Information Technology department

QUITCLAIM DEED

The Board signed a quitclaim deed to Emilia Llamas for PIN 19944000 0 (recorded as 2018-003681).

COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:35 a.m. for an office staff meeting. Present were: Commissioners Tom Dale 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 and discussed upcoming meetings. There was a brief discussion about the suggestion to pursue a local option sales tax and how it could be difficult to get the measure approved by the legislature. Commissioner White said there has to be a reality check and we have to work together because there are some grotesque costs at the county level because of pass through costs that have come from the state. Commissioner Dale said another problem is that the Supreme Court has gobbled up our misdemeanor probation money and although he's heard they are working on it he is not convinced they are working on it in a way that will be satisfactory at all. Mr. Decker reported on the following communications issues: he included some information regarding the County's Industrial Development Corporation on the website; once the fair advisory board bylaws have been revised he will work with Diana Sinner to do a public notice seeking fair board applicants; Tricia Nilsson will provide updated demographics and stats for inclusion in the agricultural pamphlet that's being prepared for the upcoming trade show; he has worked with the Parks Department on their historic preservation survey; there is an Operation Life Saver event on Thursday which will bring awareness to railroad crossings; and, the Idaho Press-Tribune is doing a dirty jobs segment and they want to profile the landfill. Commissioner Rule spoke briefly about last week's ceremony for David Eames who was sworn in as a Magistrate Judge. Commissioner Dale said he had a good discussion with Seth Grigg who spoke of his desire to restructure what IAC is doing and be more responsive to the actual membership. The meeting concluded at 8:54 a.m. An audio recording is on file in the Commissioners' Office.

LEGAL STAFF UPDATE AND CONSIDER AGENDA ITEMS

The Board met today at 9:01 a.m. for a legal staff update and to consider agenda items. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Zach Wesley (left at 9:09 a.m.), DSD Director Tricia Nilsson (left at 9:09 a.m.), Building Official Dave Curl (left at 9:09 a.m.), Deputy P.A. Brad Goodsell (arrived at 9:07), Chief Deputy Assessor Joe Cox and Deputy Clerk Jenen Ross.

Consider signing an ordinance and summary amending Chapter 6, Article 1, Building Codes, Sections 7 and 9 of Canyon County Code of Ordinances: Zach Wesley said this ordinance and summary were signed a few weeks ago but when it was sent to Sterling Codifiers they sent back some notes that provided some clarity to the ordinance. Upon review by legal and the Development Services department they thought the changes were good and today is amending the ordinance that was signed a few weeks ago. Upon the motion by Commissioner White and second by Commissioner Rule the Board voted unanimously to sign the ordinance and summary amending Chapter 6, Article 1, Building Codes, Sections 7 and 9 of Canyon County Code of Ordinances (see ordinance no. 18-004).

EXECUTIVE SESSION – RECORDS EXEMPT FROM PUBLIC DISCLOSURE AND ATTORNEY-CLIENT COMMUNICATION

A request was made to go into Executive Session to discuss records exempt from public disclosure and attorney-client communication. The Executive Session was held as follows:

Commissioner White made a motion to go into Executive Session at 9:09 a.m. pursuant to Idaho Code, Section 74-206(1) (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. Brad Goodsell, Chief Deputy Assessor Joe Cox and Deputy Clerk Jenen Ross. The Executive Session concluded at 9:21 a.m. with no decision being called for in open session.

The meeting concluded at 9:22 a.m. An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

EXECUTIVE SESSION PURSUANT TO IDAHO CODE, SECTION 74-206(1)(C): DISCUSS POTENTIAL ACQUISITION OF AN INTEREST IN REAL PROPERTY

Commissioner White made a motion to go into Executive Session at 9:31 a.m. pursuant to Idaho Code, Section 74-206(1) (c) to discuss potential acquisition of an interest in real property. The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Rule, White and Dale voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Brad Goodsell, Parks Director Nicki Schwend, Parks Assistant Director Kathy Kershner, Outdoor Recreation Planner Laura Barbour, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:53 a.m. with no decision being called for in open session.

JANUARY 2018 TERM
CALDWELL, IDAHO JANUARY 30, 2018

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

APPROVED CLAIMS ORDER NO. 2-9-18

The Board of Commissioners approved payment of County claims in the amount of \$53,636.65 for accounts payable.

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- ESRI in the amount of \$9800.00 for the Sheriff's Office

FILE IN MINUTES

The Board filed the Treasurer's monthly report for December 2017 and quarterly report for October thru December 2017 in today's minutes.

LEGAL STAFF UPDATE AND CONSIDER AGENDA ITEMS

The Board met today at 9:03 a.m. for a legal staff update and to consider agenda items. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Clerk Chris Yamamoto (left at 9:06 a.m.), Clerk's Executive Assistant Taryn Peterson (left at 9:06 a.m.), Deputy P.A. Brad Goodsell, Deputy P.A. Allen Shoff (left at 9:06 a.m.), Director of Indigent Services Yvonne Baker (left at 9:05 a.m.), HR Generalist Cindy Lorta (left at 9:05 a.m.), Facilities Director Paul Navarro and Deputy Clerk Jenen Ross. The agenda items were considered as follows:

Consider signing a resolution to adopt changes to the job title of one (1) position in the Indigent Services Department: Yvonne Baker said this title change should have been done a couple months ago but was inadvertently missed. The title change is to change the Hearing Generalist to a Hearing Manager; there is no pay change, it is just a title change. Upon the motion by Commissioner White and second by Commissioner Rule the Board voted unanimously to sign the resolution to adopt changes to the job title of one (1) position in the Indigent Services Department (see resolution no. 18-010).

Consider signing court interpreter contract with Johannes Voogt: Taryn Peterson and Allen Shoff said this is part of building the interpreter roster. Mr. Voogt speaks Portuguese and is certified in Washington. The fee is slightly higher due to the level of demand. Upon the motion by Commissioner Rule and second by Commissioner White the Board voted unanimously to sign the court interpreter contract with Johannes Voogt (see agreement no. 18-015).

EXECUTIVE SESSION – ACQUISITION OF AN INTEREST IN REAL PROPERTY AND RECORDS EXEMPT FROM PUBLIC DISCLOSURE

A request was made to go into Executive Session to discuss acquisition of an interest in real property and records exempt from public disclosure. The Executive Session was held as follows:

Commissioner White made a motion to go into Executive Session at 9:07 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. Brad Goodsell, Facilities Director Paul Navarro and Deputy Clerk Jenen Ross. The Executive Session concluded at 9:36 a.m. with no decision being called for in open session.

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

INFORMATION TECHNOLOGY PROJECT CLOSURE UPDATES

The Board met today at 9:38 a.m. for Information Technology project closure updates. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Director of IT Greg Rast, Assistant Director of IT Eric Jensen, Project Manager Shawn Adamson, Business Analyst Jack Sum, Operations Manager Don Dutton, Development Manager Rick Fisher, Business Manager Caitlin Pendell and Deputy Clerk Jenen Ross. Director Rast and his management team updated the Board on projects that have recently been completed. Those included the Windows 2003 Upgrade, the MLS to ProVal conversion for the Assessor's Office, the Courts User Integration, the Jury Wheel 2017 project for the Jury Commissioner and the Windows 10 Update. Copies of the project closure information is on file with this day's minute entry. The meeting concluded at 10:23 a.m. An audio recording is on file in the Commissioners' Office.

RESCHEDULE PUBLIC HEARING - REQUEST BY JOHN RAFF FOR APPROVAL OF A PRELIMINARY PLAT, FINAL PLAT, IRRIGATION PLAN, AND WAIVERS FOR CASE NO. PH2017-53

The Board met today at 11:02 a.m. to consider the preliminary plat, final plat, irrigation plan and waiver request for John Raff, Case No. PH2017-53. Present were: Commissioners Tom Dale, Pam White and Steve Rule, DSD Planner Jennifer Almeida, and Deputy Clerk Monica Reeves. Ms. Almeida said the highway district is scheduled to sign the final plat on February 9 so the applicant is requesting a continuance. Upon the motion of Commissioner Rule and the second by Commissioner White, the Board voted unanimously to continue the hearing to February 14, 2018 at 1:30 p.m. The meeting concluded at 11:04 a.m. An audio recording is on file in the Commissioners' Office.

JANUARY 2018 TERM
CALDWELL, IDAHO JANUARY 31, 2018

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

APPROVED CLAIMS ORDER NO. 2-9-18

The Board of Commissioners approved payment of County claims in the amount of \$55,177.07 for accounts payable.

APPROVED PURCHASE ORDER

The Board approved the following purchase order(s):

- Wall 2 Wall Commercial Flooring in the amount of \$2655.74 for the Facilities department
- Idaho Tool & Equipment in the amount of \$6556.00 for the Facilities department

APPROVED DECEMBER 2017 TERM COMMISSIONER PROCEEDINGS AND SYNOPSIS

The Minutes of the Fiscal Term of December 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.

LEGAL STAFF UPDATE

The Board met today at 9:06 a.m. for a legal staff update. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Deputy P.A. Brad Goodsell and Deputy Clerk Jenen Ross. Commissioner Dale said he received a call the other day from a gentleman from the Veterans' Court Mentorship Program, he explained they have Veterans' who meet at the courthouse campus for various reasons and is wondering about Purple Heart recipient parking spaces. Brad Goodsell believes this is something that can be worked out with Facilities Director Paul Navarro and does not require any additional action. Commissioner White is in favor of the parking spaces but Commissioner Rule is concerned that it may be opening up a situation for other groups to request special parking spaces. Mr. Goodsell presented the Board with a letter for consideration to ON Semiconductor regarding a property tax exemption application. The Board feels that the letter clearly identifies the county's position and signed the letter (a copy of this letter is on file with this day's minute entry). The meeting concluded at 9:10 a.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 9:32 a.m. for a monthly meeting with the Fair Director to discuss general issues, set policy and give direction. Present were: Commissioners Tom Dale, Pam White and Steve Rule, Fair Director Diana Sinner, Areena Arora from the Idaho Press-Tribune and Deputy Clerk Jenen Ross. Director Sinner updated the Board on the following items: The new website was launched a couple weeks ago and went really well. She is very impressed with design and functionality of the site. One improvement to the site was to add a fillable form for vendors that can then be submitted thru the website. Building improvements have been wrapped up and they hosted the Western Idaho Ag Expo last week. At this point they already 20 events booked for the year. The fair mainstage concert acts for Thursday and Friday have been confirmed but contracts have not yet been signed and they

are finalizing Saturday night and working to book the opening acts. They've had another meeting with Radio Ranch in regards to Sunday activities and so far have had a really good response. Ms. Sinner would like to stagger the dates for concert ticket sales; at this point they planning to announce one in mid-March, then April and May. Other stage entrainment is being booked and she anticipates having a lot of contracts to be reviewed next month. Rebecca Coulter is continuing to meet with and secure sponsors. They are also working on staffing and hoping to have more staffing thru the county instead of having to use a temp service, additionally, they are looking for volunteers for certain areas. Zach Wesley is going to be doing a workshop with the advisory board next month to work on revising the bylaws, once that is done they will do more advertising to fill the other open board positions. Commissioner Dale let Ms. Sinner know that they recently signed a solicitation of interest letter looking for a firm to sell the surplus fair property and it is the opinion of the Board that the proceeds from that sale will go directly back to the fair. The meeting concluded at 9:43 a.m. An audio recording is on file in the Commissioners' Office.

THE MINUTES OF THE FISCAL TERM OF JANUARY 2018 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 _____ day of _____, 2018

CANYON COUNTY BOARD OF COMMISSIONERS

Commissioner Steven J. Rule

Commissioner Pam White

Commissioner Tom Dale

ATTEST: Chris Yamamoto, Clerk

By: _____
Deputy Clerk