

JUNE 2023 TERM
CALDWELL, IDAHO JUNE 1, 2023

APPROVED EMPLOYEE STATUS CHANGE FORM

The Board approved an employee status change form for Mathew Joseph Lewis, Deputy Sheriff – Inmate Control 51003

APPROVED EMPLOYEE STATUS CHANGE FORMS

The Board approved an employee status change form for Joe Nathan Decker, Public Information Officer – Field Services Admin 41001.

APPROVED EMPLOYEE EXIT FORM/DEPARTMENT TRANSFER FORM

Joe Decker transferred from BOCC/Public Information Officer to Canyon County Sheriff's Office.

APPROVED ALCOHOLIC BEVERAGE LICENSE

23-152 RENEWAL: Beer/Liquor: Caldwell Bowling Center, Inc., dba Caldwell Bowl

APPROVED CATERING PERMIT

- The Board approved an Idaho Liquor Catering Permit for Volume One to be used 6/3/23.

MEETING WITH COUNTY ATTORNEYS FOR A LEGAL STAFF UPDATE AND TO CONSIDER AN ACTION ITEM

The Board met today at 9:33 a.m. with county attorneys for a legal staff update and to consider an action item. Present were: Commissioners Leslie Van Beek and Brad Holton, Commissioner Zach Brooks (joined at approximately 9:45 a.m.), Deputy P.A. Oscar Klaas (left at 9:36 a.m.), Deputy P.A. Zach Wesley, DSD Director Sabrina Minshall, DSD Code Enforcement Supervisor Eric Arthur, DSD Code Enforcement Officer Gary Westerfield, DSD Code Enforcement Officer Katie Phillips, Assistant Facilities Director Carl Dille (left at 9:36 a.m.) and Deputy Clerk Jenen Ross.

Start Selection Process for Design/Engineering Services for the County Elections Building Project: Four responses were received for this project and Mr. Klaas said that Director Britton has convened a committee to review the submissions. Once a selection is made negotiations can begin with the selected firm. Additionally, Mr. Klaas said this will be a CMGC project so that portion will be coming soon. Submissions were received from the following architectural firms:

RBA Architects

Received May 26, 2023 at 10:40 a.m.

Schlager Zimmerman Architects

Received May 31, 2023 at 2:35 p.m.

Cushing Terrell

Received May 31, 2023 at 4:50 p.m.

ZGA Architects & Planners, Chartered

Received June 1, 2023 at 8:46 a.m.

A request was made to go into Executive Session as follows:

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

Commissioner Van Beek made a motion to go into Executive Session at 9:37 a.m. pursuant to Idaho Code, Section 74-206(1) (d) and (f) regarding records exempt from public disclosure and to communicate with legal counsel regarding pending/imminently likely litigation. The motion was seconded by Commissioner Holton. A vote was taken on the motion with Commissioners Van Beek and Holton voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Brad Holton and Leslie Van Beek, Deputy P.A. Zach Wesley, DSD Director Sabrina Minshall, DSD Code Enforcement Supervisor Eric Arthur, DSD Code Enforcement Officer Gary Westerfield and DSD Code Enforcement Officer Katie Phillips. Commissioner Brooks joined the meeting at approximately 9:45 a.m. The Executive Session concluded at 10:25 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.

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

The Board met today at 10:32 a.m. with the Director of Development Services to discuss general issues, set policy and give direction. Present were: Commissioners Leslie Van Beek (left the meeting at 11:13 a.m.), Brad Holton and Zach Brooks, DSD Director Sabrina Minshall, DSD Planning Official Dan Lister, DSD Planner Michelle Barron, DSD Office Manager Jennifer Almeida, Keri Smith and Deputy Clerk Jenen Ross.

Mr. Lister gave a PowerPoint presentation which reviewed the following:

- Concurrent/Combined applications
 - Perception from the applicant is that if multiple applications are submitted together they will be processed together.
 - Issues surrounding that include: the review for a rezone takes less time than the platting review; if the rezone application doesn't meet the required findings and cannot be supported, review of the plat may not be an efficient use of staff time;

the cases must be considered separately whether they are submitted concurrently or not and often causes confusion during the hearing process.

- Subdivision applications take 2-4 months and rezones take 50-60 days.
- Review of state statute and county ordinance which guide concurrent/combined applications.
 - The Board is supportive of allowing DSD staff the discretion to know what works best for either running applications concurrently or not.
- Rezone vs. Conditional rezone
 - Review of Canyon County Zoning Ordinances which define a zoning amendment vs. a conditional rezone & development agreement.
 - Oftentimes applications will start as a rezone and change to a conditional rezone part of the way thru the process which is causing challenges and a backlog of applications.
 - Many jurisdictions just have a rezone with an option for conditions; Mr. Lister thinks they could collect some additional information about how other jurisdictions handle this and bring that back to the Board for further discussion.
 - Issues and concerns regarding the process.
 - Modification – necessity

A copy of the PowerPoint presentation is on file with this day's minutes. The meeting concluded at 11:22 a.m. and an audio recording is on file in the Commissioners' Office.

JUNE 2023 TERM

CALDWELL, IDAHO JUNE 2, 2023

No meetings were held this day.

APPROVED ALCOHOLIC BEVERAGE LICENSE

23-153 RENEWAL: Beer/Liquor: Coronar, LLC dba Los Mariachis Mexican Restaurant #2

APPROVED CATERING PERMIT

- The Board approved an Idaho Liquor Catering Permit for Curb Bar & Grill to be used 6/10/23.

JUNE 2023 TERM

CALDWELL, IDAHO JUNE 5, 2023

No meetings were held this day.

JUNE 2023 TERM

CALDWELL, IDAHO JUNE 6, 2023

No meetings were held this day.

EMPLOYEE STATUS CHANGE FORMS

The Board approved employee status change forms for Kinley Schleicher, Fair Intern; Mercia Reames, Fair Intern; Presley Ramey, Fair Intern.

APPROVED CLAIMS

- The Board has approved claims 595200 to 595248 in the amount of \$14,659.26
- The Board has approved claims 595249 to 595290 in the amount of \$179,552.33
- The Board has approved claims 595291 to 595335 in the amount of \$32,712.51
- The Board has approved claims 595337 to 595380 in the amount of \$79,861.28
- The Board has approved claims 595381 to 595434 in the amount of \$704,193.93
- The Board has approved claims 595451 to 595487 in the amount of \$44,365.84
- The Board has approved claims 595543 to 595594 in the amount of \$129,343.73
- The Board has approved claims 595488 to 595542 in the amount of \$122,591.88

JUNE 2023 TERM

CALDWELL, IDAHO JUNE 7, 2023

No meetings were held this day.

JUNE 2023 TERM

CALDWELL, IDAHO JUNE 8, 2023

APPROVED CLAIMS

- The Board has approved claims 595435 to 595450 in the amount of \$7,009.00
- The Board has approved claims 595595 to 595597 in the amount of \$201,775.92

EMPLOYEE STATUS CHANGE FORM

The Board approved an employee status change form for Levi Rice, Juvenile Detention Officer.

APPROVED CATERING PERMIT

The Board approved Idaho Liquor Catering Permits for H&M Meats to be used 6/9/23; Frontier Club/Roosevelt to be used 6/17/23; The End Zone to be use 7/22/23 and 6/16/23; County Line Wine Company to be used 6/24/23.

MEETING TO CONSIDER ACTION ITEMS

The Board me today at 11:02 a.m. to consider action items. Present were: Commissioners Leslie Van Beek and Brad Holton, COO Greg Rast and Deputy Clerk Jenen Ross. The action items were considered as follows:

Consider a resolution granting a transfer alcoholic beverage license to The Airport Inn: Upon the motion of Commissioner Holton and second by Commissioner Van Beek the Board voted unanimously to sign the resolution granting a transfer alcoholic beverage license to The Airport Inn (see resolution no. 23-154).

Consider resolutions granting new alcoholic beverage licenses to Casa Anejo LLC and Aguililla Restaurant: Commissioner Holton made a motion to approve the resolutions granting new alcoholic beverage licenses to Case Anejo LLC (see resolution no. 23-155) and Aguililla Restaurant (23-156). The motion was seconded by Commissioner Van Beek and carried unanimously.

The meeting concluded at 11:04 a.m. and an audio recording is on file in the Commissioners' Office.

JUNE 2023 TERM

CALDWELL, IDAHO JUNE 9, 2023

No meetings were held this day.

APPROVED PURCHASE ORDER

The Board approved the following purchase order:

- Corwin Ford in the amount of \$104,115 for the Fleet Department

APPROVED EMPLOYEE STATUS CHANGE FORMS

The Board approved employee status change forms for Nicholas O'Bryant, Deputy Public Defender II; Mihaela Karst, Deputy Public Defender II; Matthew Brown, Deputy Public Defender II.

APPROVED CLAIMS

- The Board has approved claims 595598 to 595642 in the amount of \$63,233.59
- The Board has approved claims 595643 to 595680 in the amount of \$59,263.81

APPROVED EMPLOYEE STATUS CHANGE FORMS

The Board approved an employee status change form for Diana Hoffman, Sr. Admin. Specialist; Zachary Snively, Clerk II; Stephanie Hutchings, Clerk II; Travis Scott Mogle, Deputy Sheriff – Inmate Control 51003; and Chris A. Grooms, PT Building Plans Examiner.

APPROVED PURCHASE ORDERS

The Board approved the following purchase orders:

- SHI in the amount of \$3361.50 for the Information Technology department
- Sun Badge Company in the amount of \$1946.40 for the Prosecutor's Office
- Crane Alarm Service in the amount of \$5770.00 for the Solid Waste department
- Bob Barker in the amount of \$17,782.75 for the Sheriff's Office
- CPI Guardian in the amount of \$15,946.23 for the Sheriff's Office
- Sweetwater Sound in the amount of \$1,888.95 for the Public Information Officer

APPROVED CATERING PERMIT

- The Board approved an Idaho Liquor Catering Permit for Bus Bar Idaho to be used 6/24/23.

MEETING TO CONSIDER AN ACTION ITEM

The Board met today at 9:02 a.m. to consider signing a resolution granting a new alcoholic beverage license to Cliff's County Market. Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to sign the resolution granting a new alcoholic beverage license to Cliff's Country Market (see resolution no. 23-157).

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

FY2024 PRELIMINARY BUDGET WORKSHOP FOR THE PROSECUTING ATTORNEY

The Board met today at 9:03 a.m. for a FY2024 preliminary budget workshop for the Prosecuting Attorney. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Clerk Chris Yamamoto, Controller Zach Wagoner, Accountant Sarah Winslow, Prosecuting Attorney Bryan

Taylor, Chief Civil Deputy P.A. Carl Ericson, Chief Criminal Deputy P.A. Doug Robertson, P.A. Office Manager Melinda Longoria, COO Greg Rast and Deputy Clerk Jenen Ross. Prosecutor Taylor addressed the following with the Board:

- Potential increase to city prosecution contracts; these numbers won't be known until the cities finalize their budgets.
- Two new positions are being requested in both the civil and criminal divisions.
 - A brief review of caseload numbers was provided to the Board
 - A worksheet was provided to the Board outlining responsibilities of each Civil Deputy P.A.
 - Since the new compensation plan went into effect they've been able to maintain most employees and hire new employees. Requesting that the Board implement a COLA in order to continue employee retention and salaries moving forward.
- Discussion regarding budget line item 521220 for the *State vs. Dalrymple*
- \$400,000 has been allocated to the software line item for replacement the JustWare program; in coordination with IT, JustWare will remain in place for another year but \$50,000 - \$60,000 will need to be allocated in order to purchase additional licenses.
- Youth Court line will be added to the PA budget at the request of the Board; the \$20,000 is based on the proposed budget submitted by the Youth Court.
- Fleet and IT line items are based on recommendations of those departments
- Airfare, hotel and meals for witness have all been increased to account for increasing costs of those items.

The meeting concluded at 9:58 a.m. and an audio recording is on file in the Commissioners' Office.

FY2024 PRELIMINARY BUDGET WORKSHOP FOR THE SHERIFF'S OFFICE

The Board met today at 1:33 p.m. to conduct the FY2024 preliminary budget workshop for the Sheriff's Office. Present were: Commissioners Brad Holton, Zach Brooks, and Leslie Van Beek, Sheriff Kieran Donahue arrived at 1:40 p.m., Chief Deputy Sheriff Doug Hart, Captain Chuck Gentry, Sheriff's Financial Manager Dave Ivers, Captain Harold Patchett, PIO Joe Decker, Clerk Chris Yamamoto, Controller Zach Wagoner, Auditing Supervisor Sarah Winslow, COO Greg Rast, other interested persons, and Deputy Clerk Monica Reeves. Highlights from the workshop were as follows:

Office/Department Functions:

Operating conditions at CCSO have changed dramatically in the past seven months. With the December 2022 passage of the new wage and compensation plan for commission deputies in patrol and the jail, the high level of turnover that had plagued our office for several years has essentially ceased. Ending turnover has enabled us to hire and retain deputies to the point that we have filled all of the currently funded positions in both patrol and the jail. That being said, we

are at a critical juncture. Our staffing on patrol has not increased (due to prior wages and turnover) for twenty-five years, while during that same time period the county population has increased over 85%.

CCSO has devised a Three-year Strategic Plan which addresses both staffing and equipment needs that have been neglected or unable to be appropriately addressed in years past. The various projects documented within this plan, if approved, will properly staff and equip the Sheriff's Office to provide vital law enforcement services to the citizens of Canyon County. For the first time in decades, CCSO is fully staffed. Turnover has gone from 28% to 0%.

Revenues within the Sheriff's Office are fairly stable and routine. We do not anticipate any significant departures from prior year's revenues. We are going out to RFP in the jail for some revenue generating components. This may generate some changes.

Staffing:

Vacancies within the Sheriff's Office have diminished significantly. Now that we are nearing full staffing, it is time to address inadequacies within our current funded staffing levels. Of note, the quality of the individuals they have been able to hire and retain based on the new wage and compensation program has increased dramatically. Many of the new hires have college degrees, relevant work and military experience, and are still able to pass our strict background investigation for hire. These individuals will elevate the quality of the work we do and the services we provided to the citizens of Canyon County.

The details are contained in the three-year strategic plan; project numbers are noted below:

- Project 1: Request four (4) new patrol deputies for FY2024 (same number requested each year for FY25-FY27)
- Project 10: Request for on-call pay (\$2,600/year) for two (2) victim-witness specialists and three (3) criminologists.
- Project 17: Request for one (1) additional fulltime marine deputy.
- Project 20: Request for SWAT specialty pay for two (2) additional operators (\$1,500 per operator)
- Project 41: Request for restructuring supervisory positions (with nominal wage increases) within the Driver's License Division.
- Project 42: Request to convert three (3) part-time driver's license positions into one (1) fulltime position.
- Project 60: Request to increase annual K-9 specialty pay from \$2,300 to \$6,000 per handler
- Project 61: Request for an additional booking ad-tech (Customer Service Specialist – Booking) in the jail.

Over time there may be requested adjustments to ensure that we are fair and accurate in their salary bands. There are four (4) positions within CCSO that are substantially out of range for the jobs being performed, and they intend to submit the paperwork to request salary adjustments,

prior to or concurrent with FY2024, for four employees: Senior Finance Specialist; Customer Services Specialist; Data Analyst Tech; and Senior Administrative Specialist.

Capital Assets:

- Project 1: Patrol Proposal (vehicles and equipment for new Patrol Positions) \$400,000
- Project 2: Patrol Rifles \$110,000
- Project 3: Pistols \$47,505
- Project 4: Winter Patrol Gear \$15,000
- Project 5: Ballistic Shields \$14,800
- Project 11: Laptops for CID/Command Staff \$56,323
- Project 14: Microscope \$3,450
- Project 15: Fuming Chamber \$4,500
- Project 16: Faro Scanner \$108,000
- Project 18: Marine Patrol Vehicle \$60,000
- Project 19: I-pads for Marine Patrol \$2,500
- Project 21: SWAT Drone \$9,000
- Project 22: SWAT Saw \$900
- Project 32: Civil Office Remodel \$1,000
- Project 34: Records Office Remodel \$15,200
- Project 40: Computer/Monitor Purchases \$203,080
- Project 43: Cameras for Driver's License Office \$2,000
- Project 44: Chairs for Driver's License Office \$4,200
- Project 46: Simulation Firearms for Training \$40,200
- Project 50: Gun locker \$1,130
- Project 52: Polygraph Instrument \$10,000
- Project 54: Relocation of Jail Laundry \$350,000
- Project 55: Padded Cells \$40,000
- Project 56: Property Room Sealer \$15,750
- Project 58: Update Jail Control Room \$3,650

Chief Hart reviewed the priority rating for each project, with the majority having a priority rating of I, a few having a rating of II and III, and the Faro Scanner having a rating of IV. A general discussion and comment period followed, but no Board action was required or taken. The meeting concluded at 2:40 p.m. An audio recording is on file in the Commissioners' Office.

JUNE 2023 TERM
CALDWELL, IDAHO JUNE 13, 2023

APPROVED CLAIMS

- The Board has approved claims 595681 to 595735 in the amount of \$99,296.69
- The Board has approved claims 595736 to 595771 in the amount of \$95,599.01

APPROVED PAYROLL JUNE 16, 2023

The Board approved the June 16, 2023 payroll in the amount of \$2,186,847.00

APPROVED PURCHASE ORDERS

The Board approved the following purchase orders:

- Blind Gallery in the amount of \$2,000.00 for the Facilities Department
- Jatheon in the amount of \$7,649.00 for the Information Technology Department
- BOE in the amount of \$4,004.00 for the Information Technology Department
- SHI in the amount of \$12,291.91 for the Information Technology Department
- Right! Systems, Inc., in the amount of \$2,583.54 for the Information Technology Department
- Dell in the amount of \$1,538.24 for the Information Technology Department

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for The Undiscovered Barrel to be used 6/18/23.

APPROVED EMPLOYEE STATUS CHANGE FORMS

The Board approved an employee status change form for Jacob Taylor, Deputy Sheriff – Inmate Control; Patricia Rabdau, Criminal Investigations - 41008; Atanacio “Nacho” Montes, Deputy Sheriff - Patrol 41006; Jeff Betzold, Corporal - Supply 51004; and Randall Pyell, Corporal - Patrol 41006.

MEETING WITH COUNTY ATTORNEYS FOR A LEGAL STAFF UPDATE AND TO CONSIDER ACTION ITEMS

The Board met today at 9:30 a.m. with county attorneys for a legal staff update and to consider action items. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Clerk Chris Yamamoto, Treasurer Tracie Lloyd, Chief Deputy P.A. Carl Ericson, Deputy P.A. Zach Wesley, Deputy P.A. Oscar Klaas, Fair Director Diana Sinner (left at 9:35 a.m.), COO Greg Rast and Deputy Clerk Jenen Ross. The action items were considered as follows:

Public Hearing to consider proposed updated admission fees for the Canyon County Fair:

No one appeared to offer comment and no comments have been received via email/mail/phone-call. Director Sinner reviewed some of the fees being updated including livestock tie-out fees and

reserved seating concert tickets. Mr. Wesley stated that there are no concerns from legal and that Director Sinner has documentation on how the fees were calculated. Upon the motion of Commissioner Brooks and second by Commissioner Van Beek the Board voted unanimously to close the public hearing portion of the meeting.

Consider a resolution authorizing updated admission fees for the Canyon County Fair: Commissioner Van Beek made a motion to sign the resolution adopting the updated fees at the Canyon County Fair. The motion was seconded by Commissioner Brooks and carried unanimously (see resolution no. 23-158).

Consider reasonable accommodation and settlement agreement with Moonlight Mountain Recovery, Inc. and D & W Investments 201, LLC for 13963 Purple Sage Rd, Caldwell, ID: Discussion was had regarding the fencing and it was noted that this agreement doesn't stay with the property, it is specific to this particular company. Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to sign the reasonable accommodation and settlement agreement with Moonlight Mountain Recovery, Inc. and D & W Investments 201, LLC for 13963 Purple Sage Rd, Caldwell, ID (see agreement no. 23-059).

A request was made to go into Executive Session as follows:

EXECUTIVE SESSION – RECORDS EXEMPT FROM PUBLIC DISCLOSURE AND TO COMMUNICATE WITH RISK MANAGER REGARDING PENDING/IMMINENTLY LIKELY CLAIMS

Commissioner Van Beek made a motion to go into Executive Session at 9:39 a.m. pursuant to Idaho Code, Section 74-206(1) (d) and (i) regarding records exempt from public disclosure and to communicate with risk manager regarding pending/imminently likely claims. The motion was seconded by Commissioner Brooks. A vote was taken on the motion with Commissioners Van Beek, Brooks and Holton voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Brad Holton, Zach Brooks and Leslie Van Beek, Clerk Chris Yamamoto, Treasurer Tracie Lloyd, Chief Deputy P.A. Carl Ericson, Deputy P.A. Zach Wesley, Deputy P.A. Oscar Klaas and COO Greg Rast. Clerk Yamamoto, Treasurer Lloyd and Mr. Klaas left the meeting at 9:50 a.m. The Executive Session concluded at 10:15 a.m. with no decision being called for in open session.

The meeting concluded at 10:15 a.m. and an audio recording of the open portion of the meeting is on file in the Commissioners' Office.

FY2024 PRELIMINARY BUDGET WORKSHOP FOR THE ASSESSOR'S OFFICE

The Board met today at 10:32 a.m. for the FY2024 preliminary budget workshop for the Assessor's Office. Present were: Commissioners Brad Holton, Zach Brooks and Leslie Van Beek, Assessor Brian Stender, Admin Property Appraisal Supervisor Greg Himes, Clerk Chris Yamamoto, Controller

Zach Wagoner, Auditing Supervisor Sarah Winslow, COO Greg Rast, and Deputy Clerk Monica Reeves. Highlights were as follows:

Assessor's Reappraisal Budget

Salaries and Benefits Requests:

- A dedicated IT employee, which would benefit both the Assessor's Office and Treasurer's Office. It would be a new/reclassified position. Mr. Rast believes IT Director Jensen is including the position in the IT budget.
- Reinstate the GIS analyst/mapper position that was unfunded several years ago. (\$100,000 includes salaries/benefits)
- A Deputy PA to be dedicated to the Assessor's Office. The position would be in the PA's Office and the Assessor would fund it. (If the PA's Office is able to hire additional staff who can assist the Assessor there will be no need to double-up.)
- The County should look into providing additional pay for the offices whose employees do not have the luxury of working from home. Commissioner Van Beek questioned why the County, as a government agency post-COVID, is still offering the ability for employees to work from home. It warrants further discussion.
- The County should consider a differential pay for employees who are fluent in a second language. Mr. Rast said HR Director Rice is working on the specialty pay issue.
- Re-evaluation of one (1) management position.

In his letter submitted previously, the Assessor requested to adjust several customer service positions to Assessor Clerk I-IV. If a COLA is granted this year, barring anyone on a performance improvement plan, he believes all of his staff should be eligible for one.

Capital Asset Requests:

- Build stationary work areas for appraisers, 2 offices: \$25,000
- Annual ortho flight: \$20,000
- Upgrade multi-function printer: \$10,000
- Appraisal Vehicles (if Fleet has 4x4's available remove): \$80,000
- Security for administration building: *There will be a discussion on this topic at another time.*

He would like to budget \$5,000 for employee appreciation. Commissioner Holton asked the Assessor to include his concepts in the notes in PowerPlan.

\$55,000 has been included for computer equipment per IT's replacement recommendation.

Assessor-Motor Vehicle Budget

With ITD's modernization has come centralization. They took over the online and QR renewal transactions this fiscal year so the County does not receive any revenue from those transactions

so we cannot spread out the cost of renewal transactions any longer which is why they adjusted the administrative fee in December and it was implemented on the February renewals.

Assessor Stender reviewed the renewal transactions. ITD has increased efforts telling people to renew online and so he is expecting a reduction in the overall amount of walk-in transactions, so he will need to revisit the admin fee for renewals and title transactions. They will not have the renew by mail transactions to spread the cost. Looking at \$14 admin fee for renewal work. They are currently at \$9.50. At some point there won't be left with many in-office transactions that cannot be done online and that will have to be addressed at some point.

Customer wait times are up so they need to fill some positions.

They will lose the revenue from the renew by mail transactions so at some point he envisions ITD will ask large dealerships to bring their titles to the state office to save \$9 per title. Electronic titles will replace paper titles. There are a lot of unknowns that are coming in the future with centralizations.

Capital Asset Requests:

- Upgrade multi-function printer: \$10,000

Assessor Stender has a note in PowerPlan on regular employees to un-fund three positions, however, he does not want to do that yet. He may consider it next year. He was looking at going from fulltime employees to part-time employees and have them in the office during peak days/hours. He will monitor and watch for substantial changes.

He wants to work with HR on establishing a differential for bilingual staff and also for the cash handling.

There was discussion regarding the change in philosophy as it pertains to use of vehicles, fleet vs. using personal vehicles.

Assessor Stender responded to questions from the Controller regarding anticipated revenues. He will provide information/data on expected revenues.

The meeting concluded at 11:33 a.m. An audio recording is on file in the Commissioners' Office.

ACTION ITEM: CONSIDER FINAL PLAT FOR C4 SUBDIVISION, CASE NO. SD2022-0004

The Board met today at 11:38 a.m. to consider the final plat for C4 Subdivision, Case No. SD2022-0004. Present were: Commissioners Brad Holton, Zach Brooks and Leslie Van Beek, COO Greg Rast, Engineering Coordinator Stephanie Hailey, Isaac Josifek, and Deputy Clerk Monica Reeves. Stephanie Hailey presented the final plat report stating it's a single-family residential development with 24 residential lots and one common lot, with internal public roads, pressurized irrigation and individual septic and wells. The preliminary plat was approved on October 12, 2021 subject to six conditions of approval which have been met. County engineering has reviewed and approved the final plat construction drawings, participated in a post-construction site visit and compiled evidence for condition compliance. The County surveyor reviewed and signed the final plat, which is in compliance with the zoning ordinance. Staff recommends the Board sign the final plat. Upon the motion of Commissioner Van Beek and the second by Commissioner Brooks, the Board voted unanimously to sign the final plat for C4 Subdivision, Case No. SD2022-0004 as presented by staff. The meeting concluded at 11:42 a.m. An audio recording is on file in the Commissioners' Office.

MEETING WITH THE FAIR AND FACILITIES DIRECTORS REGARDING POSSIBLE PURCHASE OF FLOORING FOR SIMPLOT STADIUM

The Board met today at 1:32 p.m. with the Fair and Facilities Directors to discuss a possible purchase of flooring for Simplot Stadium. Present were: Commissioners Leslie Van Beek and Zach Brooks, Facilities Director Rick Britton, Fair Director Diana Sinner and Deputy Clerk Jenen Ross.

Directors Sinner and Britton explained that currently concerts are held in the rodeo grounds but that it is very labor intensive keeping the ground maintained during the week of fair. They would like to purchase flooring which could be installed over the turf in Simplot Stadium allowing concerts to take place in there and other activities could then take place on the rodeo grounds. Director Sinner spoke about the research she's done on the product and about how there is still money available in her budget to make the purchase. Discussion ensued regarding installation, storage and other possible options for usage of the flooring when not being used for fair. Commissioners Van Beek and Brooks are both in favor of Directors Sinner and Britton continuing to work with legal regarding purchasing options. The meeting concluded at 1:44 p.m. and an audio recording is on file in the Commissioners' Office.

CONSIDER RESOLUTION APPOINTING MEMBERS TO THE GUN RANGE ADVISORY BOARD

The Board met today at 1:46 p.m. to consider a resolution appointing members to the gun range advisory board. Present were: Commissioners Leslie Van Beek and Zach Brooks, Parks Director Nicki Schwend, Outdoor Recreation Planner Alex Eells and Deputy Clerk Jenen Ross. Director Schwend said that they conducted four interviews and would like to appoint Nathan Guy and Lewis Shaver III to the advisory board, each with a 2-year term. She indicated that she hopes the other two gentleman will still want to stay engaged with the board and participate in meetings.

Commissioner Van Beek suggested the two other gentlemen could be alternate board members to ensure a quorum. Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to sign the resolution appointing members to the gun range advisory board (see resolution no. 23-159). The meeting concluded at 1:50 p.m. and an audio recording is on file in the Commissioners' Office.

JUNE 2023 TERM

CALDWELL, IDAHO JUNE 14, 2023

APPROVED PURCHASE ORDER

The Board approved the following purchase order:

- Right! Systems, Inc., in the amount of \$2,000.00 for the Information Technology department

APPROVED EMPLOYEE STATUS CHANGE FORMS

The Board approved employee status change forms for Heidi Brannon, Elections Specialist – temporary; and Amanda Tracy, Housekeeping.

APPROVED CATERING PERMITS

- The Board approved an Idaho Liquor Catering Permit for Clairvoyant Brewing Company LLC to be used 6/17/23 – 6/18/23.

APPROVED ALCOHOLIC BEVERAGE LICENSES

23-160 RENEWAL: Beer/Wine: Family Dollar, LLC dba Family Dollar Store #26963; and Pacific Sushi, LLC dba Pacific Sushi

FY2024 PRELIMINARY BUDGET WORKSHOP FOR THE WEST VALLEY HUMANE SOCIETY

The Board met today at 10:02 a.m. for the FY2024 preliminary budget workshop for the West Valley Humane Society. Present were: Commissioners Brad Holton, Zach Brooks and Leslie Van Beek, WVHS Executive Director Jennifer Adkins, WVHS HR Director Kimberly Mink, Clerk Chris Yamamoto, Controller Zach Wagoner, Auditing Supervisor Sarah Winslow, COO Greg Rast, Facilities Director Rick Britton, and Deputy Clerk Monica Reeves. Jennifer Adkins has been the Executive Director since January of 2023, and Kimberly Mink has been with WVHS for nearly four years and today they are hoping to discuss some large projects and a request to expand within the

shelter. WVHS leases the building from the County and the improvements and maintenance are run through the Facilities Department. Their first lease was in 2011 for a \$300,000 budget, however at that time \$250,000 was paid to the County in 12-month increments. Inflation and expenses are much greater now than they were in 2011 and they would like an increase from the original amount that negotiated in 2011. In 2016 the lease agreement was altered so that \$100,000 of the \$300,000 budget was allocated towards maintenance, and the money amount from the County was reduced at that time. Ms. Adkins spoke about the services they provide and the grants they receive as well as their fundraising efforts. This year they plan to have a Fur Ball Gala in honor of Carly Cantrell with a live auction and a silent auction. Facilities Director Rick Britton said last year the \$100,000 was reduced to \$60,000. He needs to replace the flat roof on the shelter which is estimated to cost \$56,000, as well as replace the washer and dryer. Additionally, there is some infrastructure WVHS wants added to the facility. He asked where the roof replacement cost will be paid from. Commissioner Van Beek said the reason the amount was reduced is because the Board looked at what was used year-over-year and historically there was some difficulty in getting communication on the capital needs. Ms. Mink said they are working to have a better process to track things, and she will create a maintenance list of the things they would like addressed. Commissioner Van Beek said there should be some residual fund balance to help offset the costs that were already presented. She would like the Controller to prepare a budget to actual for the last five years. Controller Wagoner said it's recorded in PowerPlan under the current expense fund. There is no dedicated restricted fund balance just for the animal shelter, it's in the current expense fund balance. Ms. Mink said when the maintenance budget was reduced from \$100,000 to \$60,000 it was in anticipation of allocating the difference to the major re-roofing project. There are other programs they want to offer but they have run out of space and they would like to see if there is a way to add an additional building on the same lot. Can they build offices within the current sally port area that's being used for storage? Director Britton said they might be able to use the storage/maintenance building that's going to be built to the west of the current shelter, and turn the sally port into office space. One option would be to place a modular on the grassy area near the new warehouse. Infrastructure needs to be determined, but cost-wise it will be cheaper to utilize the sally port area. He thinks they can get four offices in that space which would be less expensive than a modular or to try to build a mezzanine area in the front lobby. He offered a small section on the bullpen side of the new warehouse, maybe put a Conex to store their supplies. Director Britton does not have any hard numbers and he wants to discuss plans and the costs with the Board. Once he looks at a new roof and a washer and a dryer it will eat up the \$100k pretty quickly so if we are going to stay at the \$100,000 amount he needs to make sure he has a contingency to take care of other maintenance issues that come up throughout the year. Clerk Yamamoto said his family has been involved with the shelter for a number of years and he is very surprised the shelter can be operated at a funding level of \$200,000. He encouraged WVHS staff to come prepared with financial information including expenses, revenues, and donation information including where the funding comes from, what their request is and what is the justification. According to Ms. Mink and Ms. Adkins, when the County was running the shelter the budget was \$1.2 million, and their current budget is \$2.5 million just to run the facility. Because of the way the facility is built they only have space to have two veterinarians at a time, maybe three if they squeeze it in but that is not favorable when doing surgeries. They would like an incinerator and they will work closely with the Facilities Director to

fit it into the existing structure. It would be the only cremation services offered in Canyon County. Director Britton said there is a lot of infrastructure to be in place and he would need an engineer to make sure it's done to code. It was decided that another meeting will be held to review the budget information and the project requests. Today's meeting concluded at 10:37 a.m. An audio recording is on file in the Commissioners' Office.

ACTION ITEM: CONSIDER TREASURER'S TAX CHARGE ADJUSTMENTS BY PIN FOR MAY 2023

The Board met today at 10:54 a.m. to consider the Treasurer's tax charge adjustments by PIN for May 2023. Present were: Commissioners Brad Holton, Zach Brooks and Leslie Van Beek, COO Greg Rast, and Deputy Clerk Monica Reeves. Commissioner Brooks reviewed the information noting the adjustments total \$1,124.81 and nothing looks out of the ordinary, and then he made a motion to approve the tax charge adjustments by PIN for May 2023 as provided by the Treasurer. The motion was seconded by Commissioner Van Beek. The meeting concluded at 10:56 a.m. An audio recording is on file in the Commissioners' Office.

MEETING WITH DEVELOPMENT SERVICES STAFF TO DISCUSS TINY HOME CODE SECTIONS

The Board met today at 11:02 a.m. with Development Services staff to discuss tiny home code sections. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Deputy P.A. Zach Wesley, Director of DSD Sabrina Minshall, DSD Planning Official Dan Lister, DSD Building Official Tom Crosby, Keri Smith, COO Greg Rast (joined the meeting at 11:26 a.m.) and Deputy Clerk Jenen Ross.

A PowerPoint was provided to the Board and reviewed by Mr. Lister and Mr. Crosby. The presentation to the Board provided information with ensuing discussion on the following:

- County zoning ordinance pertaining to single family dwellings and secondary dwellings; land use zoning classifications relating to single family dwellings and secondary residences.
- County zoning ordinances pertaining to recreational vehicles and recreational vehicle parks; land use zoning classifications relating to RV parks and temporary uses.
- Requirements and exceptions for tiny homes meeting building codes relating to foundations, energy efficiency, stairs, emergency escape, ceiling height and lofts, etc.

The meeting concluded at 10:33 a.m. and an audio recording is on file in the Commissioners' Office.

MEETING TO CONSIDER ACTION ITEM

The Board met today at 11:38 a.m. to consider action items. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Chief Deputy P.A. Carl Ericson, Controller Zach Wagoner, ADJ Davis VanderVelde, TCA Jamie Robb and Deputy Clerk Jenen Ross. The action items were considered as follows:

Consider the ARPA subrecipient agreement to receive State funds for one (1) Mediation Coordinator position: Ms. Robb provided the history of the position and how this money from the Supreme Court would help fund the position. Controller Wagoner said that the state needs this agreement in place so they are assured Canyon County knows how to handle and track federal monies. ARPA money must be encumbered by 2024 but he unsure how that relates to the personnel portion. Ms. Robb believes this may be a good way to determine if the position is beneficial to the county and Mr. Carlson doesn't see any issue with accepting the funds for this reason. If for some reason the position doesn't work out the Board has the discretion to dissolve the position and send any unused funds back to the state. Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to sign the ARPA subrecipient agreement to receive state funds for one (1) Mediation Coordinator position (see agreement no. 23-060).

The meeting concluded at 11:54 a.m. and an audio recording is on file in the Commissioners' Office.

JUNE 2023 TERM

CALDWELL, IDAHO JUNE 15, 2023

APPROVED PURCHASE ORDER

The Board approved the following purchase order:

- Beniton Construction in the amount of \$459,914 for the Facilities department

MEETING TO CONSIDER MATTERS RELATED TO MEDICAL INDIGENCY

The Board met today at 9:16 a.m. to consider matters related to medical indigency. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Case Managers Kellie George and Jenniffer Odom, COO Greg Rast and Deputy Clerk Jenen Ross.

Case no. 2023-64 the decedent passed on June 1, 2023 and the Indigent Services office has identified that there are assets available in excess of \$1000 in social security benefits. Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to deny the case.

Commissioner Van Beek made a motion to sign the lien release on case no. 2017-1585. The motion was seconded by Commissioner Brooks and carried unanimously.

The meeting concluded at 9:23 a.m. and an audio recording is on file in the Commissioners' Office.

MEETING WITH COUNTY ATTORNEYS FOR A LEGAL STAFF UPDATE AND TO CONSIDER ACTION ITEMS

The Board met today at 9:33 a.m. with county attorneys for a legal staff update and to consider action items. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Chief Deputy P.A. Carl Ericson, Deputy P.A. Zach Wesley (arrived at 9:38 a.m.), Deputy P.A. Oscar Klaas, Deputy P.A. Alex Klempel, Director of Indigent Services Yvonne Baker (left at 9:38 a.m.), Indigent Case Managers Kellie George and Jenniffer Odom (left at 9:38 a.m.), Director of Facilities Rick Britton, Assistant Facilities Director Carl Dille, Guardianship Monitor Janet Caufield, Landfill Director David Loper (left at 9:54 a.m.), Representative from Western States Cat (left at 9:54 a.m.), EOM Christine Wendelsdorf (left at 10:03 a.m.), Haley Hicks and Brandi Long with Elections, COO Greg Rast and Deputy Clerk Jenen Ross.

The Board went off the record from 9:34 a.m. to 9:35 a.m. to discuss an administrative matter with legal regarding the BOCG resolution.

Following the recess, the action items were taken up as follows:

Consider Resolution Appointing Volunteer Lorinda Norton to Canyon County Board of Community Guardians: A background check has been conducted by HR and there are no concerns about appointing Ms. Norton as a volunteer. She will participate as a board member only; she will not be a guardian. Upon the motion of Commissioner Holton and second by Commissioner Van Beek the Board voted unanimously to sign the resolution appointing volunteer Lorinda Norton to the Canyon County Board of Community Guardians (see resolution no. 23-161).

Consider taking comment on the record regarding proposed sole source procurement for a 2023 Caterpillar 623K Wheel Tractor Scraper for use at the Pickles Butte Sanitary Landfill: No one appeared to offer comment and no other comments were received. Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to close testimony.

Consider Sales Agreement with Western States CAT for a 2023 Caterpillar 623K Wheel Tractor Scraper for use at the Pickles Butte Sanitary Landfill: This purchase is planned for the FY2024 budget but the agreement is being signed in FY2023 in order to start the build process. The total purchase price is \$1,131,000 which includes delivery freight charges, governmental buyback and governmental failsafe warranty. Once the sales agreement is signed by CAT a PO will be submitted by Director Loper. Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to sign the sales agreement with Western States CAT for a 2023 Caterpillar 623K Wheel Tractor Scraper for use at the Pickles Butte Sanitary Landfill (see agreement no. 23-061).

Consider signing estimate from Western States for rebuild of scraper: Once the new scraper is delivered to the landfill the old one will be taken for the rebuild. The timing is important in order

to make sure two scrapers are in operation at all times. The representative from CAT spoke to the lead times and why it's important to start this process now. Although the process is being started now the invoice will not be paid until FY24 and the document provided is just an estimate with a 5% contingency built in. Once the work is complete the scraper will have a powertrain and hydraulic warranty. Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to sign the estimate from Western States CAT for rebuild of a scraper. A copy of the signed estimate is on file with this day's minutes.

Consider Resolution Designating Surplus Personal Property with Nominal Value and Authorizing the Destruction of Canyon County Sheriff's Office Phone Equipment: This is for the destruction of flip phones with no resale value that were recently replaced with smartphones. Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to sign the resolution designating surplus personal property with nominal value and authorizing the destruction of Canyon County Sheriff's Office phone equipment (see resolution no. 23-162).

Consider Resolution Designating Surplus Personal Property with Nominal Value and Authorizing the Destruction of Canyon County Sheriff's Office Dispatch Equipment: This is for computer towers that ran radio equipment in dispatch. The equipment is well over 10 years old, cannot be used for anything else and holds no value. Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to sign the resolution designating surplus personal property with nominal value and authorizing the destruction of Canyon County Sheriff's Office dispatch equipment (see resolution no. 23-163).

Consider Resolution Designating Surplus Personal Property with Nominal Value and Authorizing the Destruction of Canyon County Sheriff's Office Radio Equipment: These are old portable radios that have been in use since 2007 but were recently replaced. They cannot be given to another agency as the encryption is about to be updated and these radios will not work with the updated encryption. Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to sign the resolution designating surplus personal property with nominal value and authorizing the destruction of Canyon County Sheriff's Office radio equipment (see resolution no. 23-164).

Consider Notice of Ranking for Design/Engineering Services for the County Elections Building Project: Four submissions were received for this project and following committee review RBA Architects is the selected company. Legal has prepared a letter for Board signatures and to be sent to all respondents. Upon the motion of Commissioner Holton and second by Commissioner Brooks the Board voted unanimously to sign the notice of ranking for design/engineering services for the County Elections Building project.

Consider Request for Qualifications for CM/GC Elections Building Construction Project: Director Britton feels this will be beneficial for the project in that it limits change orders and adds value engineering for the design engineering and CM/GC to work in conjunction. Upon the motion of Commissioner Holton and second by Commissioner Van Beek the Board voted unanimously to sign the request for qualifications for CM/GC Elections building construction project.

Consider Legal Notice for Request for Qualifications for CM/GC Elections Building Construction Project:

Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to sign the legal notice for request for qualifications for CM/GC Elections building construction project.

Director Britton provided additional information about where details on the projects can be found.

The meeting concluded at 10:16 a.m. and an audio recording is on file in the Commissioners' Office.

MEETING WITH THE FACILITIES DIRECTOR AND A REPRESENTATIVE FROM BENITON CONSTRUCTION TO DISCUSS THE WAREHOUSE BUILDING AND ANIMAL SHELTER RENOVATION PROJECTS

The Board met today at 10:31 a.m. with the Facilities Director and a representative from Beniton Construction to discuss the warehouse building and animal shelter renovation projects. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Deputy P.A. Oscar Klaas, Facilities Director Rick Britton, Assistant Facilities Director Carl Dille, Bryce Parker with Beniton Construction and Deputy Clerk Jenen Ross.

Mr. Parker said that they received two competitive bids for the pre-engineered metal building. Big D Builders is a company that they've worked with a lot on a local level. He spoke about the long lead times and the tasks that need to be started in order for the whole project to continue moving forward. A budget has been compiled for the scope of work; all the numbers are conservative numbers based on the market and what they've been seeing. In addressing a question from Commissioner Van Beek, Director Britton confirmed that the architectural portion of the project is already complete. Discussion ensued regarding the use of ARPA monies for this project and the tracking of expenses. Director Britton spoke about how the re-roofing of the animal shelter has been on the county's radar for several years; it is a 20-year roof and has exceed its lifespan. Mr. Parker said that the estimated completion date is next spring. Commissioner Van Beek made a motion to sign the purchase order to Beniton Construction (PO #5609, \$459,914). The motion was seconded by Commissioner Brooks and carried unanimously.

The meeting concluded at 10:55 a.m. and an audio recording is on file in the Commissioners' Office.

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

The Board met today with the Director of Development Services who invited the City of Nampa planning staff for a follow-up discussion to the April 24, 2023 joint meeting with the BOCC and the City of Nampa. Present were: Commissioners Brad Holton, Leslie Van Beek and Zach Brooks, DSD Director Sabrina Minshall, DSD Planning Official Dan Lister, Mayor Debbie Kling, Nampa Planning Director Rodney Ashby, Nampa Principal Planner Doug Critchfield, COO Greg Rast, Keri Smith, and Deputy Clerk Monica Reeves.

Director Minshall said several weeks ago, the County hosted the City of Nampa to talk about an Area of City Impact (AOCI) expansion request by Lake Lowell but today's follow up to this is not about the expansion request which is scheduled to be heard by the P&Z Commission and it will come to the BOCC for consideration as well. Today is the broader topic of area of impact and how we are coordinating and how we can do it better together with the City of Nampa. The primary is fulling working on the 2040 comprehensive plan and trying to explore the past, the current, and what our options are of how we work with the cities and what the collective goals are. It started with Nampa because it was a good example of some very recent comprehensive plan amendments they have done to their city comp plan which included some specific area plans. Dan Lister will give an overview of where there are similarities and differences. We have asked Nampa to tell more from their perspective of how an AOCI works, and give more recent subarea plans as examples and get some general dialogue and direction. As the Board has been working on the comp plan and you've been looking through the goals policies and actions, the crux point is it talks about those geographical areas that are in an area of impact, currently county, and if they are in an area of impact the intent is they will be city at some point and what does that look like? Commissioner Holton said we are not here today because of an applicant or a pending application, we are trying to do what is best for the two entities.

DSD Planning Official Dan Lister gave a PowerPoint was given on the following topics:

- Background Summary
- Concerns
 - Opposing visions/plans/definitions
- City's AOCI Purpose/Benefit
- Current Nampa Planning with the AOCI

Background

- AOCI boundaries and Joint Powers Agreement were adopted on 6-1-2005 (Ord. 05-014).
 - Purpose: Ensure health, safety, and welfare for County and Nampa inhabitants;
 - Applicable Comp. Plan: County;
 - Ordinance/Standards: Nampa (2003-2005) Ordinance unless waived by County;
 - Cases/Ordinance Amendments require Nampa review; 30-day review period;
 - Amendments of the Boundary or Agreement: IC Code 67-6526(d).
- Boundary expansions
 - Ord #16-010, 9-2-2016
 - OR2023-0002: Southwest expansion – In process

Agriculture

2030 Comp Plan

- 5 Goals and 10 Policies protecting agricultural lands, supporting farmers and farmland, recognizing agricultural support operations, minimizing land use conflict that poses impacts to farmland, and supporting public education regarding local agricultural uses.
- CCZO Section 07-02-03
 - Setbacks; minimum parcel or lot size; height regulations
 - Purposes of zones

There was a review of proposed maps and zoning designations, followed by discussion regarding the City of Star expanding in to areas outside of their impact area.

Rodney Ashby said the County and the City of Nampa are trying to plan for these areas and when there are inconsistencies and confusion about the state code and the vision of where we are going it's really challenging to plan for that area. Doug Critchfield and Rodney Ashby gave a PowerPoint presentation on the following topics:

1. Land Use Coordination

Coordinating land use between the City and the County is a challenge for landowners, planners, elected officials and the community. Past planning efforts have led to different conclusions:

- View of land use in the City's Area of Impact:
 - City is planning for orderly contiguous growth in denser developments with smaller lots
 - County code allows for lots that are typically larger than the City's lot size restrictions
 - These different land uses create compatibility conflicts as they grow together
- "Agriculture" land uses are interpreted differently
- Agricultural land preservation is considered a product of higher density within the City combined with intensive agricultural overlays in the County, but it is unclear what the relationship is between the two approaches and the role they play in future planning.
- The City and County require a long-term land use vision to plan for utilities, transportation and services. Currently these visions differ and need to be more aligned.

2. What is an Area of City Impact (AOI) to the City?

- The AOI is negotiated with the County (State Code 67-6526) and utilized by the City to plan for future growth - not an annexation map. A property owner can annex land outside of the AOI into the City (State Code 50-222).

- The AOCI is used for anticipating economic development, school needs and locations, and regional connections; and promoting orderly growth patterns per the comprehensive plan (State Code 76-6508).
- The AOCI is viewed as an area that can absorb population with denser development promoting the preservation of contiguous rural agricultural land in the County.
- The City relies on the AOCI and its land use designations of the future land use map for master planning of utilities, roads, and budgeting for future service needs.
- Land use designations determine the potential zoning that could occur when a property is annexed.
- Land use designations outline where natural features, such as Lake Lowell, the Boise River, and creeks can be preserved for recreational use and open space.
- Transportation corridors are viewed as opportunities for Smart Growth areas in the AOCI.

There was a review of Nampa's Future Land Use Map

3. What are Specific Area Plans; Why Do We Have Them and How Do We Use Them?

- The use of Master Plans and Specific Area Plans for geographic areas of the City have been contemplated and utilized by the City of Nampa for several years.
- Specific Area Plans take a closer look at future planning areas defined by a geographic boundary. Generally, these boundaries are centered around transportation corridors and limited by proximity to the corridor. They are more detailed in their land use descriptions, based on landowner feedback and refined by broader input. They include a view of themes, streetscaping, lighting, open space areas, trails, school locations, and other details for the area.
- The City will involve the County in the development of the Southwest Specific Area Plan.

There was a reviewed of the SR 16 Specific Area Plan

4. What happens when a subdivision is proposed in the County in the City's Area of City Impact?

Per the Joint Powers Agreement (2005):

- The County notifies the City and requests feedback
- The City reviews the application for compliance with the Nampa Future Land Use Map, Specific Area Plans (if one exists for that area), and Comprehensive Plan requirements.

- If the proposal is non-compliant, the City will notify the County or testify opposing the project. If it is compliant, the City will notify the County in support of the project.

- The BOCC then has the final decision about the application.

Pre-annexation

- Recently, the City has requested that applicants apply for pre-annexation.

- If water is available and the project meets the density, lot size, open space, transportation and engineering requirements, the City will take the project through a pre-annexation process, with an agreement between the City and developer for hookup to City utilities and Pre-annexation.

- If no water is available, the same process applies, but the agreement is for pre-annexation only.

- If approved by the City Council, the applicant takes the project to the County for approval and the City will respond to the request for feedback supporting the project.

- If denied by the City Council, the City will respond to the application opposing the project.

5. Joint Powers Agreement Update

The Joint Powers Agreement was updated in 2005 and needs to be updated to help the City and County work together on common goals:

- Clear definition of agricultural land preservation (City and County's role)

- Policy that recognizes the pre-annexation process

- AOCI overlay policy (if adopted)

- Pre-application meeting with County and City

- Clarification on the approval process steps

Mayor Kling said it's nice to have something in place to help guide the future because there are times when the County approved a development (against the City's wishes) and what happens is it becomes a safety issue in terms of lack of sidewalks, pathways and it puts people in the roadway and it becomes problematic for kids and school buses when there isn't a safe pathway. They are trying to figure out internally how the city will fund all the areas that don't have sidewalks in those County-enclaved properties within the city. To have the teams work together to identify where it is applicable and working with the schools to find out what the bus route will be like and what's needed. There may be applications where it works and applications where it doesn't. Doug Critchfield said the crux of what we need to do in order to work together is develop a common set of rules on how we operate and under what set of rules do we make these land use decisions. (Mayor Kling left at 3:00 p.m.) Commissioner Holton said we should make a matrix of the upside and downside because it's a complicated issue with many different facets and it would be best to represent to the public what we are contemplating. He looks forward to further discussion, but it

needs to be boiled down succinctly and represented in a flowchart or graphically so people can grasp the large concepts we are talking about. He spoke of the importance of identifying corridors and protecting and creating a plan for corridors, and if we can coordinate on that with like definitions and it would be best to plan together.

6. How Does the City and the County View Agricultural Land Use?

- County's view of agricultural land generally is land that is in or has the potential to be in agricultural production, family farms and agricultural uses.
- City views agricultural land use as open space with "rural uses", such as large lots, community gardens, low impact recreation, local produce production, farmers markets, and preservation of natural areas. The current view is more like "Very Low Density Residential" than agriculture.

County Agriculture land use and City Agriculture land use

7. How Does Cluster Housing Work in an Agricultural Designation?

- The recent City of Nampa code updates adds a provision for cluster housing in the Agricultural land use designation (Ag and RA Zoning Districts). This is new type of use that has implications for the County and the City moving forward.
- It involves clustering the housing in high density pockets, preferably on lower quality land, while preserving the surrounding area for open space or low-impact agricultural production.
- The Density does not exceed 2.5 DU per acre, and most of the lot sizes are small (3-7,000 sq. ft.)
- A Planned Unit Development or Master Planned Community would be required with a development agreement in place and tied to the parcel(s).
- The preserved land would come under the control of some type of preservation entity for its long-term viability and care.
- An ordinance would be produced that protects the codes and preservation requirements, similar to Harris Ranch in Boise.

Cluster housing examples

8. Ag Land Preservation – Mutual Support for Desired Outcomes

With the County's support, the City continues to promote open space preservation, cluster development, denser development, and recreational areas that support the natural features of land within the AOCI.

With the City's advocacy, the County continues to define agricultural preservation outside of the AOCI and is intentional in the implementation of policies to achieve desired goals and objectives (TDR program, ag tourism, agricultural overlays).

The City involves the County in the development of Specific Area Plans in areas that are largely under County jurisdiction.

Canyon County and cities are looking at how AOCl's are handled in other Counties and bringing back suggestions on how planning efforts can be more aligned.

County land on the fringe of the AOCl has City advocacy for County agricultural preservation goals.

Mr. Critchfield said if we're going to do a transfer of development rights program, what does that mean for the city and what does that mean for the County? What does agritourism mean and what portion of that should be accommodated in a denser environment, and what should be accommodated in the County? Those were avenues that were mentioned in the comp plan and the city wants to participate and help define those things. What do the subarea plans look like, particularly the ones that are adjacent to the city limits? What does it mean for the County to preserve agriculture versus the city? It can be worked into the joint powers agreement on how to do that.

Director Minshall has reached out to Ada County's DSD Director and planning manager meet with the city and the County planning staff and talk about how they worked these things and how they wished they had worked them, so we can absorb and come up with some mutual recommendations on what might fit. She wants the AOCl agreements to be the same as much as possible on how we work with them, unless there is something people want procedurally different. Director Minshall's understanding is staff needs to work on the following areas: Ag continuum, and have conversations about corridor level, especially around major transportation corridors.

Commissioner Holton said the history of the Board has not be consistent and it would be remiss to think they will be a Board in the next 20 years that will be very consistent in land use. We can make MOUs and agreements it will help in the consistency, but the areas of impact for the public is very confusing and we should consider a boundary area so that land that is likely within the next 36 months to have public utilities available is treated "this" way in land use decisions, and land that is unknown of any certain date for public utilities is treated "that" way because in areas of impact there is a group of people interested in the transfer of private property and they harp on this all the time about whether there will be public services available and they are some of the people who know who is trading what and what the likelihood of it turning it into a development is and so we should look at this together in a tiered level. Commissioner Van Beek wants to discuss the area around the lake, Lakeshore Drive, and the wildlife refuge.

Mr. Lister said we need to have continued conversation with the city about how they are expanding. How long do you think it will take to get down there with services? If it's more than 5-7 years, maybe it's in the comp plan but it's not in the AOCl and perhaps what we need to talk about is what the city can get to in the next 3-5 years and talk about how we plan together and then continuously have updates every 6-12 months, rather than coming back every 5-7 years. Talk more about boundary shifts.

Commissioner Van Beek said Senator Lakey has a bill that's going to the legislature this year and she would like to include Senator Lakey him and figure out what's good for the cities and the County.

Director Minshall said with state law you can have an AOCI that has a lot of other considerations, it may not just be about what you can get to services and so they will get their collective planning department heads together and have dialogue about the issues. We could have certain areas in both comp plans that says in these areas under that condition is when the County would use the city's comp plan because the services 3-5 years imminent. It could be done almost like an overlay where your rules could be different, and every 2-3 years there needs to be a formal recognition as part of the comp plan process - what kind of amendments are we getting, what are the pressures that are coming from the development?

Commissioner Holton said Canyon County is continuing to consume our prime agricultural farm ground and his terminology might mean something different than someone else's terminology, but we have to look at our ag ground consumption and what is happening and we have to be careful. As a city you have different goals than the County and we have to articulate that so people are aware of the different goals and we cannot replace the seed production if we sit a planned unit development in the middle of ag ground. It's such a severe impact on that ag operation. What we are contemplating in most parts of Canyon County is production farm ground that we would be backing up to in the spot developments that are outside and that is huge and we have to be careful in what we are contemplating. Ag production is being consumed and we have to be cognizant of that and that we live in the middle of a desert and any residential development placed in the middle of the County is going to consume all of the irrigation water and more domestic water than the ag operation did. There are areas within the County where the domestic aquifers are being stressed and there is a finite amount of ground water in specific areas and he doesn't know what that does for the rest of the County but we have to be careful on this growth to consider the different factors that we haven't touched on. Follow-up discussion ensued.

Mr. Critchfield said the city has had conversations about reducing the number of times they do updates to the comp plan and the future land use map. Their future land use map is starting to look like a zoning map and they are concerned about that because now individual properties are getting that type of planning overlay over the top of it to avoid a spot zone. The city and County need to work together on what that would look like. Commissioner Van Beek said the other factor is the landowner, the farmer who is actively farming that ground and there has to be some level of flexibility in listening because 19,000 acres represented by 19 farmers is a significant number of holdings in land and she is not interested in transferring their wealth to someone else and that is what's going to happen. There is a missing component. There are large-scale diversified farmers, production Ag people that need that boundary but there are also people who can see the handwriting on the wall. There is a good example in Middleton where the County has listened because of their operation and size to stave development. Director Minshall said those are things the Board has to wrestle with and that is why comp planning and zoning exists. There is no guarantee that changes can happen no matter what property owners want to do - you have to

find the right place in that spectrum for the community values. This is a place where we can find the commonalities. She's heard today that we need to strive for consistency and transparency so it's predictable no matter if it's a property owner who is farming now, or a property owner who is moving there, or the neighboring property owner. Commissioner Van Beek said we need help with the planning and the cooperation.

No Board action was required or taken. The meeting concluded at 3:49 p.m. An audio recording is on file in the Commissioners' Office.

ACTION ITEM: CONSIDER A RESOLUTION GRANTING A NEW ALCOHOLIC BEVERAGE LICENSE TO MI RANCHITO

The Board met today at 3:59 p.m. to consider a resolution granting a new alcoholic beverage license to Mi Ranchito. Present were: Commissioners Brad Holton, Zach Brooks, and Leslie Van Beek, COO Greg Rast, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Brooks and the second by Commissioner Van Beek, the Board voted unanimously to approve the alcoholic beverage license (beer/wine) for Mi Ranchito, LLC dba Mi Ranchito. (Resolution No. 23-165.) The meeting concluded at 4:00 p.m. An audio recording is on file in the Commissioners' Office.

JUNE 2023 TERM
CALDWELL, IDAHO JUNE 16, 2023

No meetings were held this day.

JUNE 2023 TERM
CALDWELL, IDAHO JUNE 20, 2023

APPROVED PURCHASE ORDERS

The Board approved the following purchase orders:

- CDW-G in the amount of \$1131.00 for the Information Technology department
- Dell in the amount of \$3062.82 for the Information Technology department

APPROVED EMPLOYEE STATUS CHANGE FORMS

The Board approved employee status change forms for Gabriel Huerta, Deputy Sheriff – CID/Metro; Bunny Malmin, Sr. Admin. Specialist; Bree Kilbourne, Sr. Finance Specialist.

APPROVED CATERING PERMITS

- The Board approved an Idaho Liquor Catering Permit for Frontier Club/Roosevelt to be used 7/9/23; Palace Event Center to be use 6/25/23.

APPROVED PURCHASE ORDERS

The Board approved the following purchase orders:

- Les Schwab Tires in the amount of \$16,112.32 for the Solid Waste department

MEETING TO CONSIDER MATTERS RELATED TO MEDICAL INDIGENCY

The Board met today at 9:16 a.m. to consider matters related to medical indigency. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Director of Indigent Services Yvonne Baker, Case Manager Kellie George and Deputy Clerk Jenen Ross.

Case no. 2023-65: Indigent services has determined that there are resources available to cover the cost of cremation and upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to deny the case.

Case no. 2023-66: Indigent services has determined there are no resources available for cremation and upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to issue a denial on the case.

Case no. 2019-927: This individual has sold her home and the title company has settled the debt owed to the county. Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to approve the lien release.

The meeting concluded at 9:22 a.m. and an audio recording is on file in the Commissioners' Office.

MEETING WITH COUNTY ATTORNEYS FOR A LEGAL STAFF UPDATE AND TO CONSIDER ACTION ITEMS

The Board met today at 9:30 a.m. with county attorneys for a legal staff update and to consider action items. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Chief Deputy P.A. Carl Ericson, Deputy P.A. Zach Wesley, Deputy P.A. Alex Klempel, Fair Director Diana Sinner (left at 9:34 a.m.), Solid Waste Director David Loper, Chief Deputy Assessor Joe Cox, COO Greg Rast and Deputy Clerk Jenen Ross. The action items were considered as follows:

Consider Entertainment Coordinator Agreement with Rico Weisman for the Canyon County Fair; and entertainment contracts with Curtis Carlyle, Hispanic Folkloric Dancers of Idaho, Killarney Irish Dance Company, Summerwind Skippers and Rebecca Borczon for the Canyon County Fair: Director Sinner gave a brief review of what each agreement provides for the fair. These are the same as agreements used in the past and are prepared by the PA's Office. Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to sign

the Entertainment Coordinator agreement and entertainment contracts as noted on the agenda (see agreement nos. 23-062 thru 23-067).

A request was made to go into Executive Session as follows:

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

Commissioner Van Beek made a motion to go into Executive Session at 9:35 a.m. pursuant to Idaho Code, Section 74-206(1) (d) and (f) regarding records exempt from public disclosure and to communicate with legal counsel regarding pending/imminently likely litigation. The motion was seconded by Commissioner Brooks. A vote was taken on the motion with Commissioners Van Beek, Brooks and Holton voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Brad Holton, Zach Brooks and Leslie Van Beek, Chief Deputy P.A. Carl Ericson, Deputy P.A. Zach Wesley, Deputy P.A. Alex Klempel, Solid Waste Director David Loper, Chief Deputy Assessor Joe Cox and COO Greg Rast. The Executive Session concluded at 10:41 a.m. with no decision being called for in open session.

There was no discussion regarding the Pickles Butte Sanitary Landfill Beautification Project.

The meeting concluded 10:41 a.m. and an audio recording is on file in the Commissioners' Office.

FY2024 PRELIMINARY BUDGET WORKSHOP FOR THE PUBLIC DEFENDER DEPARTMENT

The Board met today at 10:42 a.m. for a FY2024 preliminary budget workshop for the Public Defender department. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Clerk Chris Yamamoto, Controller Zach Wagoner, Accountant Sarah Winslow, Chief Public Defender Aaron Bazzoli, Assistant Public Defender Scott James, Public Defender Eric Ellis, Other Public Defender staff, COO Greg Rast and Deputy Clerk Jenen Ross.

Mr. Bazzoli provided a review of his letter submitted to the Clerk/Controller and some of discussion topic included the following:

- No capital expenditures are anticipated this year.
- Review of case numbers assigned to public defenders
- Not asking for any new positions this year but they do have several staff who will need to be evaluated in their step.
- Review of expenses budget provided within the Canyon County budget presentation document
- Legal research will need to be \$43,000
- Computer equipment is based on IT recommendation of \$35,000
- Tried to keep the 'B' budget similar to FY23 budget

At the request of the Clerk, Mr. Bazzoli spoke about the State recommended caseload numbers. Mr. Wagoner spoke about the possibility of another PDC funded position and how that will need to be included in the expense side of the budget. Discussion ensued regarding accrued vacation and sick hours once the state takes over in 2024. Mr. Bazzoli said that last year the commissioners made the county competitive in regard to salaries and he would like to see the momentum continue. The meeting concluded at 11:28 a.m. and an audio recording is on file in the Commissioners' Office.

MEETING TO CONSIDER ACTION ITEMS

The Board met today at 11:47 a.m. to consider action items. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, COO Greg Rast and Deputy Clerk Jenen Ross. The action items were considered as follows:

Consider resolution approving a change of a department name from Public Information Office to Constituent Services: Mr. Rast explained that there have been informal discussions around changing the Public Information office/department to Constituent Services. One of the reasons he's proposing this change as there has been some confusion about having a Public Information office and a Public Information Officer position. With the county growing and having a Public Information Officer in the Sheriff's Office this delineates the difference between the two. Mr. Rast also spoke about changes he made to the org chart posted on the county website and the three functions of the Constituent Services including social media and outreach, public information officer and public records requests. Commissioner Van Beek spoke about the outside resources her and Mr. Rast used to develop the job description. Commissioner Van Beek made a motion to sign the resolution of Canyon county Board of Commissioners to approve a change of department name from Public Information Office to Constituent Services under the Board of County Commissioners. The motion was seconded by Commissioner Brooks and carried unanimously.

Consider resolution for the job title and job description of one (1) position in Constituent Services: Mr. Rast said this resolution is to change the title from Public Information Officer to a Director of Constituent Services. His second recommendation is the job description that goes along with this. The grade has not changed, it is just a title and job description change. Commissioner Van Beek made a motion to approve the job description for the Director of Constituent Services as presented by Chief Rast. The motion was seconded by Commissioner Brooks and carried unanimously. Commissioner Van Beek made a clarifying motion to say she should have included the job title change from Public Information Officer to Director of Constituent Services with a job description and the accompanying pay grade. The motion was seconded by Commissioner Holton and carried unanimously.

Mr. Rast said that the first step he'll need to take is to work with the Controller and HR to get the department and position name changed. Once that is complete he would like to go out to market as soon as possible. Commissioner Van Beek noted she is supportive of Mr. Rast's plan and stated that this did not grow government, the Sheriff's Office also converted and unused PCN to accommodate the request to have a public information officer.

The meeting concluded at 11:56 a.m. and an audio recording is on file in the Commissioners' Office.

PUBLIC HEARING TO CONSIDER A REQUEST BY KM ENGINEERING LLP, REPRESENTING RICHARD ALBISU FOR A COMPREHENSIVE PLAN MAP AMENDMENT AND CONDITIONAL REZONE, CASE NOS. OR2022-0007 & CR2022-0015

The Board met today at 1:35 p.m. to conduct a public hearing in the matter of a request by KM Engineering, LLP, representing Richard Albisu, for a comprehensive plan map amendment and conditional rezone, Case Nos. OR2022-0007 & CR2022-0015. Present were: Commissioners Brad Holton, Zach Brooks and Leslie Van Beek, DSD Director Sabrina Minshall, DSD Planning Official Dan Lister, DSD Planner Debbie Root, In Favor: Nikki Albisu and Stephanie Hopkins; In Opposition: Katie Van Vliet, Marnie Vandenberg, Leonard Andrew, Patti Wilson, Mary Kay Kerger, Don Caldwell, Tyson Meeks, Karl Herger, Emery Meeks, Mary Ihli-Laan, Sid Freeman, Snereding, Mary Beumeler, Mike McClurek, Greg Dean, Lance Pitcher, George Crookham, Debbie Middleton, Casey Crow, Cindy Crow, Larry Smith, Natalie Levi, Sharon Braun, Dennis Evans, Donna Evans, Barbara Albiston, Daryl Albiston; and Deputy Clerk Monica Reeves.

DSD Planner Debbie Root gave the oral staff report on the applicants' request to amend the future land use designation from Agriculture to Residential, and a conditional rezone from an "A" (Agricultural) Zone to a "CR-R-1" (Conditional Rezone - Single Family Residential) zone. The request includes a development agreement to restrict residential development within the "R-1" zone to no more than 54 residential lots, and one common lot. The property is located northeast of the intersection of Galloway Road and Old Highway 30 intersection. A conceptual plan was submitted for the Sugar Ranch preliminary plat. Ms. Root reported on the property history, soils information and agency comments. The average lot size in the area is 27.72 acres. There are 15 platted subdivisions within one mile of the subject property that are clustered and abut Middleton's impact area. 12 of the subdivisions were platted prior to 2004, and 8 of the 15 are phases of a development. Canyon Soil Conservation District does not recommend a land use change at this location. The surrounding property is owned and farmed by dairy operators. It is not located near city services. The applicants are proposing individual wells and septs and pressurized irrigation. Black Canyon Irrigation District will require any laterals affected by the land change to be piped. Stormwater will be required to remain on site. They will utilize existing access on Galloway Road and will add an access point to Old Highway 30. The proposal exceeds the growth forecast by COMPASS. Canyon Highway District stated current conditions do not appear to warrant a traffic impact study. The property is located next to the Amalgamated Sugar beet dump, and is located in a nitrate priority area. If the proposal is approved, staff recommends a community well and sewer system be required. The proposal does not align with several goals and policies of the comprehensive plan. Staff received many letters in opposition citing concerns with additional traffic with already existing safety concerns, incompatibility with intensive agriculture, the loss of farm ground, and the impact on services. The P&Z Commission recommended denial of both the comprehensive plan map amendment and the conditional

rezone. Staff recommends denial of both requests. Following the report, staff responded to questions from the Board.

The following people testified in support of the request:

Stephanie Hopkins with KM Engineering offered testimony on behalf of the property owner and the developer. She testified the project supports several goals and policies of the comprehensive plan. Their client came to them after trying to farm the property and after pursuing other options and the reason they requested a comprehensive plan map amendment and rezone is because there are a lot of challenges in terms of irrigation and farming. They understand the concerns and are willing to look at the potential of requesting a different zoning designation that might align with two-acre lots or something larger. The subject property is approximately 71 acres and is located 1,500 feet north of Purple Sage Elementary, and is close to the Purple Sage Golf Course. There are several residential subdivisions in the area and commercial properties exist south of Purple Sage Road. The concept plan has been designed to be compatible with adjacent uses and will provide a nice transition to agricultural uses as the area starts to grow. Having one-acre lots at this location is more appropriate for the existing uses than what could potentially be in the City of Middleton. Services are not available so they will utilize individual wells and septic systems. The City of Middleton shows the subject property as having a residential designation. Ms. Hopkins reviewed the conceptual site plan and said they will make improvements to Old Highway 30 along their frontage as well as extending a public road to the site to act as a main point of access. There will be no direct lot access. Galloway Road would be improved to standards for public road access. As part of the development improvements would be made to the facilities and would vastly improve how irrigation is received by properties in the area. Following her testimony, Ms. Hopkins responded to questions from the Board.

Nikki Albisu offered testimony regarding property rights and rights of use. She understands her rights do not supersede the rights of others, however, the rights of others, including farmers, should not be given precedence either. The decisions should be based on substantial evidence and facts, not organized community opposition, opinions, assumptions, conjecture or inconveniences. It should also recognized and prioritized personal property regarding the best use of land. The property's soil challenges limit agricultural productivity and profitability. Black Canyon Irrigation District will greatly benefit from system repair and upgrades saving them hundreds of thousands of dollars. The homes will utilize water from Black Canyon for surface irrigation resulting in a minimal impact on an already plentiful aquifer. EMS reported no concerns, and traffic impacts will be mitigated through dedication of a public right-of-way and frontage improvements. Middleton schools have sufficient space to serve the families, and this location is ideal for housing. Farmers will continue to be protected by the right to farm act, and the applicants will be proactive with signage and efforts to support them. This project does not interfere or disturb the rights of adjoining landowners or create a private nuisance. It may be inconvenient for some with more cars on the road, but there is a difference between a nuisance and an inconvenience. The property is in the Middleton future comprehensive plan. Following her testimony, Ms. Albisu responded to questions from the Board. Commissioner Van Beek disclosed she met Ms. Albisu during a comprehensive plan hearing where she was a presenter.

The following people testified in opposition to the request:

Katie Vandenberg Van Vliet is an attorney with Sawtooth Law Offices, the firm which represents Bill and Shirley Vandenberg and their dairy, and she offered testimony on their behalf. The Vandenberg Dairy, which has been in operation for over 40 years, is located two miles from the subject property. They own 217 acres that share a property line with the subject property and another 154 acres less than ½ mile away. The Vandenberg farm the fields to grow crops for the dairy herd including spreading manure on the fields. She stated the applicant made disingenuous and misleading assertions about the land not being farmable, there being plenty of room in schools to handle the kids, and that the development is compatible with surrounding uses and is consistent with the comprehensive plan just because it's close to a public school. However, those in opposition testified with a very different story. The development is averse to the goals and policies of the county code and comprehensive plan, and the proposal runs afoul of the Local Land Use Planning Act because it does not encourage protection of ag land or encourage development within incorporated cities. It is too early to develop this area, and a residential use is incompatible with surrounding agricultural uses. The right to farm act does not adequately protect farmers and it is irresponsible to allow spot zone developments where city services are not available and individual wells and septic systems will threaten the water supply.

Tyson Meeks is a fulltime farmer who farms in the area and he is opposed to the proposal and the concept that the property is not viable farm ground. It's not currently being used to its full potential but perhaps someone else could have more success on the ground. He responded to questions regarding traffic in the area.

Marnie Vandenberg is opposed to the request, and she testified about the importance of protecting farm ground. She said there is plenty of dry ground, BLM ground that can be purchased for homes, and she spoke of the accidents that have occurred in the area.

Leonard Andrew has a degree in agronomy and testified the subject property is productive. His father homesteaded in the area in the 1950s and cleared his land of sagebrush. He and his father have owned and farmed their property for nearly 65 years, and he testified about their farming operation, irrigation history, and property history. Theirs was one of the first production fields deep plowed in the area and it became a standard management practice for the area and improved crop production greatly. It also became one of Crookham Seed Company's best breeder stock seed producing fields in the area. He testified about the irrigation history with Black Canyon Irrigation District and spoke about the siphon on the property where the danger is great due to a swift moving current that could pull a person or a pet into the pipe.

Emery Meeks testified that all letters of opposition are from people who live and farm in the area and they can speak to the real-life issues in the community. He spoke of neighbors who divided property so they could qualify to irrigate some grass with their domestic well, but in the heat of the summer they expect to see a diminished flow out of their domestic well. Mr. Meeks is concerned about the traffic accidents in the area as well the potential impacts to the water table.

He said as time goes on, farmers cannot afford to own more property, but they are content to lease/rent it.

Mary Beumeler testified in opposition and referred to aerial photos that show the proposed development is in the middle of productive farm ground. There are houses in the distance but if we are to develop in an orderly fashion and not fragment farm ground we should bring it in an orderly fashion up to Galloway Road. She addressed the lot size and said since it's in a nitrate priority area DEQ does not recommend nor allow lots under 5 acres to have private wells/septics as they are the worst contributors to nitrates. Ms Beumeler is concerned about water quality and quantity as wells are going dry in the valley. She testified about the importance of preserving farmland and said if you don't have permeable land with water refilling the aquifer, the aquifer is going to down. She also spoke about the safety issues on the roadways in the area.

DSD Planner Root said Southwest District Health does allow for septic and wells on one-acre parcels and they have to do a subdivision engineering report to quantify the development of those properties. She does recall DEQ indicating there are some significant concerns with the nitrate priority areas north of Middleton and in this area, but she cannot corroborate a 5-acre parcel requirement. Mr. Lister said staff did not receive comments from SWDH so we do not have their understanding of the area, staff is aware of it from other projects they have worked on. Regarding DEQ's informational comments, if the request is approved other things will have to be looked at. Mary Ihli-Laan testified that she was born and raised in the area and her family is predominately in the agricultural field and the subject property is in an agricultural area. She has been in public education for 35 years and is concerned about safety issues such as traffic and the school in the area. Agricultural vehicles are on the road and people lose patience with school buses and the additional traffic is a safety concern to her.

Sid Freeman testified regarding traffic accidents; the economics of farming the property; and his farming experience in the area. He said the property is viable farm ground regardless of the soil types. He estimates there are 70,000 tons of beets that go into and out of the nearby sugar beet receiving station every year which is \$7.3 million annually. There are 2,540 acres in the area and if 60% of that is farm ground, you are looking at 1,524 acres on average and that's an additional \$2.2 million dollars. The higher intensive farming you have in an area, the higher that number is. On the value of the surrounding land and the sugar beet pile, you are looking at over \$48M annual renewable income spread out through the local economy and it is extremely important to have that in mind. The best use of the land is agriculture - not residential.

George Crookham testified in opposition and on behalf of the Coalition of Ag's Future, and his testimony focused on economics. On two acres the taxes are \$2,740, and the cost of services will be \$3,288 which is a net loss to the County of \$548 for every two acres. Farmland: the cost of services for every dollar they get .65 cents back in services. The income on \$17.20 for two acres and the cost of services is \$11.18, a gain of \$6.02. Sweet corn growers get paid approximately \$10,000 for every two acres of sweet corn. The cost to the seed companies in processing is another \$10,400 for every two acres so the combined economic value for sweet corn seed alone is \$20,400 but they sell it for significantly more and 90% of the income comes from outside of the

state. It is a basic industry. What is the impact those two acres have on the world? The amount of seed produced off of those two acres can create 2.4 million 15 oz. cans of sweet corn. This is a matter of economics and best use.

Greg Dean works for Amalgamated Sugar and he gave testimony regarding their receiving station in the area. The company previously submitted a letter of opposition from February of 2023 which states about 200 loads on average come during the harvest operations and piling of sugar beets. On peak days the number of trucks on a 12-hour period can be as high as 400, so there is a lot of heavy truck traffic in the surrounding community and safety is their number one concern. The beet dump has been there for over 30 years and housing has come up around them and there are clashes that happen based on safety, noise, and smells. They continue to oppose this residential subdivision because they do not believe it's in the best interest of the sugar beet industry and of Amalgamated Sugar. Sugar beets have been grown on the property and they have had reasonable yields. They receive beets for 6-8 weeks and they store and periodically take beets to the factory for processing from September to February.

Larry Smith has lived across from the northwest corner of the property since 1984 and he owns 2.5 acres. His concerns include water issues, impacts to the aquifer, and traffic accidents. He believes a project with 50+ houses should have a central well rather than individual wells.

Dennis Evans lives east of the subject property and his main concern is the impact to ground water and who will pay for his well if it goes dry. He is concerned about the ability for younger farmers to lease farm ground, and he has concerns about traffic congestion and a lack of infrastructure. Mr. Evans has lost two dogs to the siphon that runs through the property. He is concerned the turn lane will be in front of his property and will take up some of his ground. He believes complaints by neighbors about ag operations and allowing too much residential development will eventually lead to stifling restrictions on what a farmer can do.

Natalie Levi testified she is a five-year farmer who moved to this area from the city and she has learned a lot from farmers in the area. She met with the neighbors, and they are not happy with the system. She is on her second watering and is at one inch per acre and is being threatened with less water. She said subdivisions have a different mentality, but farmers are here to protect the future and the food and the animals. Ms. Levi is opposed to the development of viable farm ground.

Sharon Braun testified about her concern with road safety issues, traffic congestion, and accidents that have occurred in the area. She spoke of the need for isolation for seed crops that require aerial spraying, and is concerned about people complaining about crop dusting.

Rebuttal testimony was offered by Stephanie Hopkins and Nikki Albisu. Ms. Hopkins said the County is looking at community wells and potentially making that a requirement for preliminary plats going forward, and if this request is approved they would want the opportunity to discuss whether a community well would be more appropriate or if the individual wells would be appropriate. They designed their concept plan to make sure the lots are small enough to irrigate

with individual wells. This is a nitrate priority area, and it's typically agricultural uses that contribute more to nitrate soil conditions. The applicant would include advanced treatment systems if approved and will work with SWDH. Traffic concerns are a large issue for everyone, and it is a dangerous area and there are a lot of conflicting uses that would not meld so well with a residential development but they will work with the highway district to mitigate concerns and they would be amenable to working on a traffic impact analysis to understand how this development would contribute to traffic trips, how it would be distributed and how they can potentially mitigate those concerns. They have plans to improve the right-of-way along old Highway 30 and Galloway Road which would improve conditions on frontage. Development is what brings along infrastructure and it doesn't usually happen unless it's part of the capital improvement plan and has been prioritized by the County or city or if development pays their fair share to improve the facilities. The property owner tried to farm the ground and intended to farm the ground with a specific crop that is not compatible in their opinion with this ground and so they believe the best use of this property is development and they believe it would be a benefit to the area and provide a nice transition to existing ag ground and rural residential properties.

Nikki Albisu testified that at the previous hearing, Mr. Andrews, the previous owner, admitted he said it wasn't the best farm ground and there were problems with it and he said there were irrigation problems and it was a challenge to irrigate it and when he wanted to do something about that it just wasn't cost effective to put in irrigation system. Sid Freeman stated it wasn't prime farm ground. You can grow things, but you cannot grow them well. Ms. Albisu said people are using drone technology to spray crops which sprays lower and closer to the crops.

Upon the motion of Commissioner Van Beek and the second by Commissioner Brooks, the Board voted unanimously to admit the late exhibits (Exhibit #6E, which is a citizens petition against Canyon County; Exhibit #6F, a citizens petition against Canyon County, Case No. OR2022-0007 and CR2022-0015; Exhibit #6G, a petition titled Citizen Position Against Canyon County Cases; Exhibit #7, the applicant's presentation; and Exhibit #8, George Crookham's presentation.) Upon the motion of Commissioner Brooks and the second by Commissioner Van Beek, the Board voted unanimously to close public testimony. Commissioner Van Beek has no recommended changes to the staff report. The area is predominately agriculture, and we are looking at the impact to the ag industry by adding a subdivision. The numbers provided do not match her recollection of traffic trips generated and that would be problematic. There are outstanding issues with the irrigation component. The Board is scheduled to look at water issues, but fundamentally there needs to be a conversation with Black Canyon Irrigation District; they have stated they would tile those but she's heard that comes at a significant cost to developers and then to tile it without the opportunity for recharge would be problematic. The average lot size in this area is 27 acres. The Board has history with land use development and the DSD Director is interested in educating and helping the County with long range planning and so while there have been some properties in that area that have developed she doesn't have approval from the City of Middleton that says this area would be. She referenced the traffic fatalities in the area, and said the schools are at capacity and they have a hard time passing bonds. There is a property that a former Board approved as an R-1 development, and it was sold to an out-of-state developer, and they went to R-3 zoning but they cannot handle the load. Impact fees were passed, but at the time Canyon Highway District

presented to the Board a lot of infrastructure and roadways in Middleton were classified as failing. Rural roadways are laden with accidents, and she is concerned with safety issues. There has been conflicting testimony about the levels of capacity at Middleton schools. We have to have a way to make sure that the city's plan and the long-term development of how the County looks has to be taken into consideration. She referenced the Vandenberg Dairy operation in the area and said she does not have sufficient evidence to overturn the P&Z Commission's recommendation. Commissioner Brooks is not in favor of it. Not only is this development out of town, it is not even in the impact area, with the semi proposed density. Commissioner Holton said we are contemplating an island development outside of and not abutting any other higher density development and we have had a tremendous outpouring from the active farmers and their concern about production and safety. He is unable to support a comprehensive plan amendment with the criteria he has to measure it with and judge it off of. He is at a loss to support it. Upon the motion of Commissioner Brooks and the second by Commissioner Van Beek the Board voted unanimously to deny Case No. OR2022-0007, the comprehensive plan map amendment concerning Parcel R37934011 from agricultural to residential. Commissioner Van Beek does not support the rezone because it's not timely given there is still ag production happening in the area. There was no application for a nonviable parcel, and there is not support for the R-1 designation in this area. The applicants are willing to work on the irrigation components, which would be hugely beneficial to the farming community; however, there are a number of other things that did not overcome that. Commissioner Holton said the applicant said they would consider a community well system and that flexibility will become more the norm than the exception. They acknowledged the property is in a high nitrate priority area and we are all trying to figure out exactly what that means, although it is not good. They acknowledged they would need to have advanced septic tank systems and they understood there are traffic issues and they would be willing to work with Canyon Highway District. He agrees with the FCO's as prepared by staff. Commissioner Brooks said the first four conclusions of law that staff presented adequately sum up his position that R-1 is not an appropriate designation for this area at this time. It is not more appropriate than the current zoning and it would not be compatible with surrounding land uses and it would negatively affect the character of the area. He does not support the rezone. Upon the motion of Commissioner Van Beek and the second by Commissioner Brooks the Board voted unanimously to deny Case NO. CR2022-0015, a conditional rezone of Parcel R37934011 from "A" (Agricultural) to "CR-R-1" (conditional rezone single-family residential) zone for the reasons put on the record. The hearing concluded at 3:51 p.m. An audio recording is on file in the Commissioners' Office.

JUNE 2023 TERM

CALDWELL, IDAHO JUNE 21, 2023

APPROVED CLAIMS

- The Board has approved claims 595859 to 595867 in the amount of \$5,352.00

- The Board has approved claims 595810 to 595858 in the amount of \$259,746.00
- The Board has approved claims 595948 to 595963 in the amount of \$7,003.25
- The Board has approved claims 595964 to 595993 in the amount of \$49,898.25
- The Board has approved claims 595877 to 595901 in the amount of \$33,260.11
- The Board has approved the May jury claim in the amount of \$11,129.18

APPROVED PURCHASE ORDERS

The Board approved the following purchase orders:

- Global Industrial in the amount of \$3,459.28 for the Sheriff's Office
- Uplift Desk in the amount of \$9,920.00 for the Sheriff's Office
- Essential Objects in the amount of \$1,049.65 for the Information Technology Department
- Ferguson Enterprises in the amount of \$1,880.44 for the Facilities Department
- BOE in the amount of \$15,426.00 for the Information Technology Department
- Amazon in the amount of \$8,796.17 for the Sheriff's Office and Information Technology Department
- Dell, Inc., in the amount of \$45,584.64 for the Sheriff's Office and Information Technology Department

APPROVED CATERING PERMIT

- The Board approved an Idaho Liquor Catering Permit for Slicks Bar to be used 7/1/23.

FY2024 PRELIMINARY BUDGET WORKSHOPS

The Board met today at 9:32 a.m. for FY2024 preliminary budget workshops. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Clerk Chris Yamamoto, Controller Zach Wagoner, Accountant Sarah Winslow, Coroner Jennifer Crawford, Clerk staff Raena Bull and Jess Urresti, HR staff Cindy Lorta and Kendra Elgin, Elections staff Haley Hicks, Robin Sneegas and Brandi Long, Indigent Services staff Yvonne Baker and Kellie George, COO Greg Rast and Deputy Clerk Jenen Ross

Coroner

Coroner Crawford reviewed the following budget items:

- *Misc. professional services*: Currently at \$25,000, an estimated increase of \$5000 is needed
- *Morgue supplies*: Currently \$3000, an estimated increase of \$2000 is needed
- *Misc. equipment*: Replacement of desktop printer at IT recommendation, total cost \$1550.00; this should be accounted for in the Computer Equipment line item 577100 (not misc. equipment). Discussion was had as to whether this is amount is for a desktop printer or a workstation; Mr. Rast will verify.

- *'A' budget:* Controller Wagoner believes something should be included for the part-time line item.
- *Misc. Charges and fees:* Controller Wagoner recommend \$30,000

Salary adjustments will be reevaluated as the budget process goes on and is anticipated to increase.

The Board when off the record from 9:49 a.m. to 10:00 a.m.

Clerk

Controller Wagoner provided a review of the many roles the Clerk plays and the responsibilities of each of those roles and the departments that fall under his purview. The budget items were reviewed as follows:

Audit, indigent and BOCG

- \$140,000 budget for ADP
- \$70,000 for service contracts
- \$20,000 indigent burial fees
- 20,000 recommended computer replacements

Recorder

- \$27,000 for service contracts
- \$15,000 recommended computer replacements
- \$2,000 office furniture
- \$1,100 for binding plat books to organize, preserve and provide access to original plat detail and information.

Court Clerks

- Requesting 1 new, additional full-time Court Clerk III position
- Reclassifying 2 Court Clerk II positions to III's and 2 Court Clerk I position to II's
- \$4,000 budgeted for kitchenette remodel and one additional workstation
- \$135,000 budgeted for language access costs to provide contract interpreter services
- \$7,713 budgeted for 2 multifunction printer replacements based on IT recommendations

Elections

- Requesting 3 new, additional fulltime positions: 2 Elections Specialist positions and 1 GIS elections analyst/support position; and reclassifying 2 positions
- \$40,000 upgrade for Hart voting equipment from the embedded version of Windows 7 to Windows 10
- Approximate \$1M investment in new voting equipment
- Increase polling locations by 11 for a total of 51, providing 1 polling location for each precinct
- Increase to postage for mailing costs

- Building supplies and maintenance is at \$75,000 for furniture and cabinetry in the new elections building
- Repair and maintenance supplies is at \$15,000 to cover the cost of voting machine repairs

The meeting concluded at 11:24 a.m. and an audio recording is on file in the Commissioners' Office.

FY2024 PRELIMINARY BUDGET WORKSHOPS FOR THE COMMISSIONERS' OFFICE AND THE CONSTITUENT SERVICES DEPARTMENT (FORMERLY KNOWN AS THE PUBLIC INFORMATION OFFICE)

The Board met today at 1:31 p.m. to conduct the FY2024 preliminary budget workshops for the Commissioners' Office and the Constituent Services Department (formerly known as the Public Information Office). Present were: Commissioners Brad Holton, Zach Brooks and Leslie Van Beek, Chief Operating Officer Greg Rast, Clerk Chris Yamamoto, Controller Zach Wagoner, Auditing Supervisor Sarah Winslow, and Deputy Clerk Monica Reeves. Highlights were as follows:

Commissioners' Office

Mr. Rast said the budget is an accumulation of the individual conversations with each Commissioner. There are seven (7) funded positions: 3 Commissioners, 1 Chief Operating Officer, 1 Administrative Supervisor, 2 Senior Administrative Specialists, (one of the positions is currently vacant and he would like to split the position between the BOCC and Constituent Services). Two positions are deputized under the Clerk's Office.

There are no new positions are requested for FY2024.

"A" budget

In January of 2023 the Commissioners' individual salaries were reinstated from \$90,000 to \$112,793. He started in the Chief Operating Officer position the first week in January, 2023. The increase in the "A" budget from FY2023 to FY2024 is \$110,576 which is made up of the difference of the salaries that were increased and the addition of the COO position which was budgeted at a base salary of \$127,500 plus benefits. The budget could change pending the recommendation from the HR Department for the compensation program. After July 21, 2023, HR will present its proposal on market adjustments on nonsworn staff. His projections indicate a savings of \$66,325.51 on the "A" budget. The third vacant administrative staff position has helped with the cost savings. Mr. Rast said at one point there was discussion about adding a County Policy Manager, but it was decided to push that to FY2025 for further evaluation.

In response to a request from Commissioner Van Beek, Mr. Rast explained the role of his position and said there is a misconception that he advises the Board, but his role is to inform the Board and be the conduit between the Board and its directors that way if there any questions, or staff issues,

he can make sure they get what they need without the Commissioners violate the open meeting law. He said before he held the COO position there was a delay because people had to wait 48 hours to get on the agenda, but now directors have the opportunity to have a point of contact and if it's administrative he can talk to the Board and not violate the open meeting law, but if there needs to be a decision that is impactful on the budget and the County it will be put on the agenda.

Mr. Rast spoke of his public service which started in 1999 at the Oregon Department of Corrections; 14 years as the IT Director for the Idaho Attorney General's Office; and 8 years as the CIO for Canyon County. Commissioner Van Beek said Mr. Rast has been instrumental and key on compensation and his ability to hire quality personnel, and provide a missing component in the Commissioners' Office on director evaluations.

"B" Budget has increased by \$22,750

Miscellaneous professional services: in FY2020 there was \$3,546 used for consultation so he used that as a high point because there is Board interest for consultation, conflict counsel.

Cell phone increased from \$2,000 to \$3,800 (2 devices for the COO; an additional device for staff; and \$250 incidental upgrade if needed)

Gasoline and oil is projected at \$2,000 for a vehicle (2014 Ford Fusion used by Mr. Rast). The money is in the Fleet budget.

Education/Training: Mr. Rast attends an annual conference for a COO/CIO leadership and he is scheduled to attend in October.

Hotel/Airfare: The line item has been increased to cover an onsite jail visit in Skagit County, Washington with the Sheriff.

Employee appreciation: The BOCC has interest in doing employee appreciation, community events, and new business startup appreciation (plaques, etc.)

The office supplies and miscellaneous line items have been combined.

IT computer recommendations plus three computer monitors for the BOCC.

Small office equipment: \$700 for a new printer for the BOCC back hall

Office furniture: Conference table chairs and other incidentals if needed

Remodel: \$5,000 for a conference table, counter, a desk for Comm. Brooks, and miscellaneous improvements will be put in the Facilities budget.

Constituent Services formerly known as the Public Information Office (PIO)

“A” Budget - \$723 increase for FY2024

Currently there is one position: Director of Constituent Services (vacant). It is a backfill from a vacated position.

Senior Admin Specialist (to be shared 50% w/BOCC. The position is currently funded and vacant)

“B” Budget - \$6,950 increase for FY2024

3 mobile devices; equipment; education and training; community outreach, social media and special projects; computer equipment; and software.

The meeting concluded at 1:53 p.m. An audio recording is on file in the Commissioners’ Office.

ACTION ITEM: CONSIDER IDAHO DEPARTMENT OF PARKS AND RECREATION WATERWAYS IMPROVEMENT FUND GRANT AWARD FOR CELEBRATION PARK SNAKE RIVER BOATER IMPROVEMENTS

The Board met today at 3:00 p.m. to consider the Idaho Department of Parks and Recreation Waterways Improvement Fund Grant Award for Celebration Park Snake River Boater Improvements. Present were: Commissioners Brad Holton, Zach Brooks and Leslie Van Beek, Deputy PA Zach Wesley, Parks Director Nicki Schwend, Outdoor Recreation Planner Alex Eells, COO Greg Rast, Controller Zach Wagoner, and Deputy Clerk Monica Reeves. Director Schwend said the grant is for the improvements at Celebration Park to improve the parking lot, adjust the parking lot to improve the boat ramp, replace the gangway of docks, and create an ADA accessible pathway from the parking lot to the docks. It has an 18% match commitment from the County. The grant, which was written by Outdoor Recreation Planner Alex Eells, is a \$400,000 reimbursement grant that covers most of the staff’s salary for one year. Deputy PA Wesley said the County has signed reimbursement agreements many times and is familiar with the requirements. Upon the motion of Commissioner Van Beek and the second by Commissioner Holton, the Board voted unanimously to sign the Idaho Department of Parks and Recreation Waterways Improvement Fund Grant Award for Celebration Park Snake River Boater Improvements. (Agreement No. 23-068.) The meeting concluded at 3:11 p.m. An audio recording is on file in the Commissioners’ Office.

MEETING TO DISCUSS HISTORIC PRESERVATION GRANT AWARD RECOMMENDATIONS

The Board met today at 3:12 p.m. to discuss the FY2024 Historic Preservation Grant Award recommendations for FY2024. Present were: Commissioners Brad Holton, Zach Brooks and Leslie Van Beek, Deputy PA Zach Wesley, Parks Director Nicki Schwend, Outdoor Recreation Planner Alex Eells, COO Greg Rast, Controller Zach Wagoner, and Deputy Clerk Monica Reeves. The Canyon

County Historic Preservation Commission (HPC) received and reviewed five applications from five different agencies requesting fiscal assistance for a total of \$50,456 as follows:

Caldwell Historical Society

Requesting funds to hire a professional for the process of petitioning to list the Caldwell Luby Park Rose Garden and pump house on the National Register of Historic Places.

NRHP Listing for Luby Park Rose Garden and Pump House

Total Request \$11,780

- The pump house at the Caldwell Rose Garden was built in the 1920's; one of the first to service the City of Caldwell. Until 1933, the pump house was surrounded by debris and weeds. At that time, the Mayor of Caldwell set into motion a project to beautify the area around the pump house by planting a rose garden. This project was a Depression Era New Deal administrative program at the local level making it a vital piece of the history of Caldwell.
- NRHP listing would provide a mechanism to aid in obtaining grants and funding for the preservation and protection of an important part of Caldwell's history.
- The original pump house needs repair, though it is not used as a pumphouse today.
- This project was planned through consultation with the State Historic Preservation Office to ensure the property meets the criteria of the Preliminary Eligibility Questionnaire for NRHP listing.
- This is the first step towards preservation. Next step includes restoration of both the pump house and the Rose Garden itself (originally 5300 varieties of roses).
- The Rose Garden is available to the public during summer months from 8am to 3pm. The Rose Garden is available for rental April through September at a cost of \$50 for 2 hours or \$90 for 4 hours.
- Plan for a small museum in the Pump House.

Canyon County Historical Society (on behalf of the Nampa Arts and Historic Preservation Commission)

Requesting funding for hiring a qualified professional to perform a historic resources survey of two historic and unique Canyon County neighborhoods in Nampa.

Shalimar Terrace & Glen View Estates Neighborhoods Historic Resource Survey Total Request: \$19,716

- A major goal of the adopted City of Nampa Historic Preservation Plan 2020 is to conduct historic resources surveys of historic neighborhoods; including Shalimar Terrace & Glen View Estates.
- Shalimar Terrace consists of mid-century ranch homes (100-120 properties).

- Glen View Estates consists of modern log-cabin style homes (60 properties).
- This work will determine National Register of Historic Places registry eligibility; if a sufficient number of properties are eligible to the NRHP, the city will work to establish a local historic district.

Historical Society of Middleton

Requesting funding for to continue a historical survey of downtown Middleton, a project started and awarded HPC funding in FY2022.

Downtown Middleton Historical Survey, Phase II Total Request: \$5,000

- These applications meet the basic qualifications for the historic preservation levy.
- In 2013, the Historical Society of Middleton (HSM) was formed to create a Middleton history museum. Over the past seven years, they have accomplished this goal at a beginning level. With partial funding from grants awarded by the Canyon County HPC the museum building renovation is complete, historical information is on display, and the Museum is open to the public. The HSM is ready to expand their work further into the community and consider preserving other aspects of Middleton's past.
- Because Middleton is growing so quickly, new construction is proceeding rapidly. Sometimes that construction is on former agricultural land, and sometimes existing structures are demolished to make room for new construction. Each farm that is converted to homes masks Middleton's history of homesteading, and each building demolished destroys a piece of Middleton's past. Once these farms and structures are gone they are gone forever.
- The survey and preservation plan would allow for preservation planning including listings on the National Register of Historic Places for eligible properties which will aid in preserving pieces of Canyon County's unique history. The knowledge gained from this project will allow the HSM to answer the questions of their citizens, new and long-time, and create greater support for the preservation of these older buildings.

Melba Valley Historical Society

Requesting funding to repair and restore one of the old hotel rooms in the Museum.

Melba Valley Museum Hotel Room Repair and Restoration Total Request: \$7,960

- Built in 1919, with a 1922 addition, the structure served as a hotel/boarding house until 1927 when International Order of Odd Fellows Lodge #150 purchased the building and associated property.
- This is another staged improvement to this historic building that has received multiple successful past grant awards.

- This building is currently going through the process of getting listed on the National Register of Historic Places

Notus Historical Society

Requesting funding for Heat/AC unit for the Notus Museum.

Notus Museum Heat/AC Unit Total Request: \$6,000

- The Notus Museum does not currently have an A/C unit. Installing an A//c will help them extend their hours and make it possible to provide comfort to visitors and staff.
- They will be purchasing a ductless electrical unit that is the best fit and most cost-effective unit for the building. They consulted with multiple businesses to determine the best choice for the building.

The Historic Preservation Commission recommends funding \$50,456 to help with the five potential projects. The Board is in concurrence with what has been presented. The meeting concluded at 3:33 p.m. An audio recording is on file in the Commissioners' Office.

MEETING WITH COUNTY ASSESSOR REGARDING VALUATIONS

The Board met today at 4:03 p.m. with the County Assessor regarding valuations. Present were: Commissioners Brad Holton, Zach Brooks and Leslie Van Beek, Assessor Brian Stender, Administrative Property Supervisor Greg Himes, COO Greg Rast, and Deputy Clerk Monica Reeves. Every year the Assessor's Office does an annual review to give the Board a market update on what the values are doing and today they gave a PowerPoint presentation titled Canyon County Value Review and Assessed Values, where the following slides/topics were reviewed:

- Ratio Study Average Annual Sale Price 10/01 through 9/30
- Canyon County AVERAGE Annual Single Family SALE PRICE *MLS* Data
- Graph showing October 2021 Median Assessed, and Median Sales Price from Med Ratio Calc.
- 2019-2023 Average Assessed Values
- 2018-2023 Average Assessed Value Comparison
- Canyon Median Sale Price as a % of Ada Median Sale Price *MLS* Data
- Canyon County Single Family Average Days on Market *MLS* Data
- New Subdivision Lots in Canyon County
- COD - Coefficient of Dispersion
- Contacts vs Appeals 2008 – 2022, and BOE Hearings 2008-2022

Following the presentation there was a question and answer session. Commissioner Van Beek left at 4:38 p.m. Board of Equalization begins on June 26, 2023 and runs through July 10, 2023. No Board decision was required or taken at today's discussion. The meeting concluded at 4:49 p.m. *At the conclusion of the meeting, it was discovered the recorder did not capture this discussion, therefore there an audio recording is not available. A copy of the PowerPoint presentation is on file with this day's minute entry.*

JUNE 2023 TERM

CALDWELL, IDAHO JUNE 22, 2023

ALCOHOLIC BEVERAGE LICENSE

The Board approved the following alcoholic beverage licenses for renewal:

- SBS Enterprises, LLC dba Valhalla Pub (resolution no. 23-168)

APPROVED PURCHASE ORDERS

The Board approved the following purchase orders:

- Crisis Systems Management in the amount of \$2,875.00 for the Sheriff's Office
- Lafayette Instrument in the amount of \$7,500.00 for the Sheriff's Office

FY2024 PRELIMINARY BUDGET WORKSHOP FOR THE WEST VALLEY HUMANE SOCIETY

The Board met today at 9:03 a.m. for the FY2024 Preliminary Budget Workshop for the West Valley Humane Society. Present were: Commissioners Zach Brooks and Leslie Van Beek, WVHS Executive Director Jennifer Adkins, WVHS HR Director Kimberly Mink, Clerk Chris Yamamoto, Controller Zach Wagoner, Auditing Supervisor Sarah Winslow, Facilities Director Rick Britton, COO Greg Rast, and Deputy Clerk Monica Reeves. Commissioner Holton arrived at 9:12 a.m. The Board previously met with the WVHS on June 14 and requested additional budget information, and today Ms. Adkins and Ms. Mink provided expense and revenue reports. Currently they are upside down largely due to expenses that were charged this year when they should have been charged last year. In February of 2023 they changed accounting firms and are starting to address some of the issues from previous years. Last year they received some estate donations and so far, they have not received that same level of donations. There was discussion about how the organization generates revenue and whether they hold fundraising events. Currently they just do vaccines, spays/neuters, and microchips but they are looking at offering dental cleanings and minor wound care, but that would require the hiring of more veterinarians. They have a fundraising gala planned for October with a donation goal of \$100,000. They rely on grants and private donations. There are some community partnerships but those relationships have not been fostered, but they are trying to repair those relationships. Their total revenue for monetary donations was \$450,051.97. For FY2024 WVHS is requesting \$425,000 in County funding with \$350,000 paid directly to the shelter, and \$75,000 being held for the maintenance budget. They feel this is close to what they

would have been getting had they received annual increases based on inflation since 2011. Director Britton said \$75,000 could be tight based on the projects he has for FY2024. The reroof project is close to \$60,000 and it would come out of the maintenance budget which would only leave \$15,000 for the rest of the year so he would like to keep it at \$100,000 for the maintenance portion because there are so many unforeseen things that could come up. On the infrastructure side of things, the more we add the more it will cost. Commissioner Van Beek had questions about tracking the unspent fund balance and revenue. Commissioner Holton suggested the meeting be tabled to a later date and provide WVHS staff some of the criteria for the numbers the Board wants to see. Commissioner Van Beek agreed and said she would also like to look at the contract for the shelter. The Board would like the Controller to help with clarifying the numbers, and it will meet again in two weeks to review the numbers for calendar year 2022. No Board action was required or taken. The meeting concluded at 9:34 a.m. An audio recording is on file in the Commissioners' Office.

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

Note for the record: As properly noticed the Board met today at 9:38 a.m. for a legal staff update. A request was made to go into Executive Session to discuss a personnel matter, records exempt from public disclosure and attorney-client communication, and to communicate with the legal counsel regarding pending/imminently likely litigation. The Executive Session was held as follows:

Commissioner Brooks made a motion to go into Executive Session at 9:39 a.m. pursuant to Idaho Code, Section 74-206(1) (b), (d) and (f). The motion was seconded by Commissioner Van Beek and carried unanimously. Present were: Commissioners Brad Holton, Zach Brooks and Leslie Van Beek, Clerk Chris Yamamoto, Controller Zach Wagoner, Chief Deputy PA Carl Ericson, Deputy PA Oscar Klaas, Deputy PA Zach Wesley, Director of Court Operations Jess Urresti, Eviction Mediation Services Coordinator Kevin Alvarez, and Deputy Clerk Monica Reeves who left once the session started. Mr. Alvarez left at 10:30 a.m. Controller Wagoner left at 11:00 a.m. Clerk Yamamoto and Mr. Urresti left at 11:06 a.m. The Executive Session concluded at 11:24 a.m. with no decision being called for in open session.

DISCUSSION REGARDING THE ANIMAL SHELTER FACILITY

The Board met today at 11:27 a.m. for a discussion regarding the animal shelter facility. Present were: Commissioners Brad Holton, Zach Brooks and Leslie Van Beek, Deputy PA Zach Wesley, COO Greg Rast, and Deputy Clerk Monica Reeves. Mr. Rast reviewed concerns that he and Director Britton have regarding the contract with the West Valley Humane Society:

- Does the Board want to charge the WVHS \$10 per month per phone at an approximate cost of \$1,200 per year? The County provides telephony, fax, internet, and infrastructure

services because we own the facility and Mr. Rast wants to evaluate the chargebacks to see if it's currently being done.

- The lease states the lessee may retain and use the computers and printers on the premises owned by the lessor for operation of the shelter. Lessee is responsible for the cost of procuring and maintaining operating systems and software. Mr. Rast said that portion is unclear, he's never been part of that.
- There is a need to evaluate the language pertaining to the disposal of furniture, appliances or equipment.
- Mr. Rast wants to differentiate the cost of remodels and everything within the facility to know if that is a lessor or lessee expense because it's unclear about who is paying for what. For example, does WVHS replace the washer and dryer or does the County? They want the County to cover the cost of the infrastructure to put in the incinerator to do inhouse cremation. Is that the County's expense or their expense of doing business?

Mr. Rast said Legal should revamp the contract and make sure it's still applicable and match it with the practice and help the Facilities Director to know what is coming out of maintenance funds for the facility itself. Commissioner Brooks said it would make sense to remove the requirement for WVHS to pay for telephone, etc., and the County could reduce the payment by that amount. Mr. Rast said the County is not charging for internet and in his opinion, the telephone costs are minimal so he would like to see that number removed for the incidental charges. Deputy PA Wesley explained how the amounts were included in the contract. He will meet with Director Britton and Mr. Rast and see what they want removed. The WVHS has wanted things to be updated in the past and a lot of the changes made in the past 10 years have come from the WVHS, but we can get something to them before we finish the budget season so that it's lined out for the next fiscal year. The Board is in favor of cleaning up the contract. There was discussion regarding what the lease covers. If the WVHS wants to do something they need to figure out how to raise the funds and pay for it. Deputy PA Wesley gave the historical background on the shelter and the lease and how it was privatized. Commissioner Holton said he was concerned upon hearing WVHS wants to hire more veterinarians because he doesn't want to compete with private enterprise. He sees the logistics of having a crematorium to provide a service, but it has to be vetted. Deputy PA Wesley said the incinerator would be viewed under Paragraph 16 of the agreement so if they add it and pay for it, or the County adds it and pays for it, either way it becomes a part of the building and if they leave as the tenant it will remain a County asset. Deputy PA Wesley will work through the agreement with Mr. Rast and Director Britton. The meeting concluded at 11:43 a.m. An audio recording is on file in the Commissioners' Office.

The Board met today at 1:33 p.m. for a FY2024 preliminary budget workshop for the Solid Waste Department. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Clerk Chris Yamamoto, Controller Zach Wagoner, Accountant Sarah Winslow, Solid Waste Director David Loper, COO Greg Rast and Deputy Clerk Jenen Ross. Budget discussion items were as follows:

- No new positions are being requested FY2024
- Compensation: Director Loper wants to keep up with the cost of living index and doesn't want to lose ground with the compensation plan that's been in place the past couple years
- Capital assets: landfill expansion, gas pipe, one light truck, gas meter, scraper rebuild, asphalt hardscape (\$350K included in budget for this), HDP pipe welder – buy vs. renting
- Revenue: Landfill fees – budgeted \$7,665,000 in FY23 and Director Loper's proposal is to carry that same number into FY24. Recycling capital – budget \$75,000
- Interest on savings will be moved to \$300,000
- Equipment: budget \$235,000; however, the old scraper will be sold and Director Loper anticipates it could be sold for \$250,000 and would like to change the equipment line to \$250,000
- Brief review of overtime and part-time line
- Professional consultants: \$100,000
- Misc. professional services: \$1.6M - \$150K to Justice Fund for the SILD program and 20% of fees to be paid back to the general fund for services provided by the county
- Well monitoring: increased to \$40,000
- Household hazardous waste: increase to \$150,000 for FY24
- Condensate transport: new line item of \$10,000
- Landfill gas system supplies: new line item of \$2,000
- Small equipment: \$8000 for a lube trailer

The gas collection system will not be fully complete by September 30, 2023 so there will need something accounted for in FY24. Director Loper will need to evaluate the numbers to determine what will need to be accounted for in FY23 and FY24.

A copy of the budget documents that were reviewed are on file with this day's minutes. The meeting concluded at 2:20 p.m. and an audio recording is on file in the Commissioners' Office.

WORKSHOP WITH FIRE DISTRICTS

The Board met today at 2:33 p.m. for a workshop with the fire districts. Present were: Commissioners Brad Holton, Leslie Van Beek and Zach Brooks, Deputy P.A. Zach Wesley, DSD Staff

Sabrina Minshall, Devyn Krasowski, Tom Crosby, Dan Lister, State Fire Marshal Knute Sandahl, Nampa Fire Marshal Ron Johnson, Caldwell Fire Marshal Alan Perry, Middleton Star Fire Chief Greg Timinsky, Mark Wendelsdorf with Caldwell Rural Fire, Mike Webb with Melba Fire Department, Lisa Richard with Caldwell Fire, Alan Mills, Spencer Kofoed, Other interested citizens and Deputy Clerk Jenen Ross.

Mr. Sandahl addressed the International Fire Code explaining that the state adopts the IFC which is the minimum standard. The code used to state that any home over 3600 sq. ft. had to have sprinklers, however the legislature has since removed that but left in that there needs to be a water supply. The issue the fire districts are facing is that when plats are approved there is nothing being said to the developer/home builder and without enforcement ability homeowners are given occupancy by the county. Other discussion topics were as follows:

- How fire district requirements are denoted on a plat
- Interpretation of codes/requirements
- What is included or excluded from the county code
- Applicability of the IFC – it is adopted and is a statewide minimum; counties and cities do not have to adopt it for it to be applicable in the state of Idaho. Cities and counties may choose to adopt it which is usually for the purpose of creating additional ordinances to be more restrictive. According the state constitution, cities and counties can't be less restrictive than what has been adopted by the state.
- Mr. Lister spoke to the planning aspect in regard to the fire code
- Roadway/driveway widths, lengths and regulations related to the fire code
- Water resources when water is not readily available at a fire
- Permissible options for water supply and perceived problems with residential sprinkler systems
- Water supply requirements
- Early and clear communication between DSD, the fire districts and developers/homeowners about expectations
- Challenges and solutions that can be worked thru by both DSD and the fire districts

A copy of the meeting outline and fire district map are on file with this day's minutes. The meeting concluded at 4:02 p.m. and an audio recording is on file in the Commissioners' Office.

BOCC BUDGET WORKSHOP

The Board met today at 4:18 p.m. for a budget workshop to discuss the consolidation of the Fleet budget; the consolidation of the Facilities budget; and the consolidation of levies. Present were: Commissioners Brad Holton, Zach Brooks, and Leslie Van Beek, COO Greg Rast, Fleet Director Mark Tolman, Facilities Director Rick Britton, Fair Director Diana Sinner, Parks Director Nicki Schwend, and Deputy Clerk Monica Reeves.

Consolidation of Facilities

These are the funds around remodels, improvement projects, cabinetry, anything the Board has asked offices/departments to put in their budget. Facilities Director has the ability to track their efforts and manhours. There have been a lot of discussions about consolidating these monies into one centralized pot, and that's Facilities. Mr. Rast feels it's prudent to consolidate those funds related to capital projects in Facilities. Director Britton said combining all of the material projects together would allow him to purchase in bulk for a cost savings and less work for his staff. He will still itemize the cost for each project for individual departments/offices. Mr. Rast said he has found the inconsistency of the true cost of the department, for example, in Fleet there is a new HVAC system that's coming out of the Facilities; and in Juvenile Detention there glass, paint and locks that's in Facilities. There is inconsistency with where we are putting things in the budget, where centralizing keeps a standard of financial exercises when it comes to Facilities and what they support. Commissioner Brooks said this makes perfect sense, have the Facilities guy put it into his budget as he has the software and knowledge on how to track and manage it. Commissioner Van Beek agrees.

Consolidation of Fleet:

Mr. Rast said he has spoken with nearly every elected official and department administrator, and they recognize Director Tolman is the expert and they rely on him on for the expenditures. There are two parts to Fleet consolidation: vehicle assets and fuel chargebacks to all offices/departments. He recommends putting the vehicle asset portion under Fleet. With regard to fuel chargebacks to all offices/departments, Mr. Rast said the amount of staff time that Fleet and the Auditor's Office is burning up on claims on chargebacks is issue no 1, and issue no. 2 is fuel is double expensed and the consolidation will fix that. Director Tolman said the County is double expensing because it's in the Fleet budget as well as the other budgets. It's time-consuming to bill it monthly when it could be done on a quarterly basis. Currently, it is billed and a check is written and he retrieves the check to make sure it's in the books, and then he deposits the check. Instead, he could send a report. He has a fleet management system that works with the fuel system software to track fuel and generate reports which show the cost-per-mile for each vehicle, how much maintenance it's had, and how much fuel it's used. Mr. Rast said when it's placed in other budgets we are not capturing tires, maintenance, oil changes, upfitting, etc., and he said he raised this issue because the title of his position is *Chief Operating Officer*, and operationally, it doesn't make sense how we are currently doing things and the consolidation proposal makes sense. Commissioner Van Beek said she has lobbied for consolidation since taking office, and the cost savings should return to the Fleet budget but that is not currently happening.

There was discussion about tracking mileage; the costs of per diem mileage; insurance policy limits on personal vehicles; and whether it is less expensive to purchase a fleet vehicle rather than paying employees mileage. Commissioner Holton is in favor of consolidating the Fleet under Director Tolman, but he does not see directly addressing the per diem mileage issue. Director Tolman said mileage would have to be moved into one location too and it would have to be monitored. Commissioners Brooks and Van Beek are in favor of consolidation for the Fleet budget. Mr. Rast

said maybe this next fiscal year we can pull the reports and the Board can either consolidate all of it under one line item in the Fleet budget so that all mileage reimbursements go to Fleet to run as a claim or rely on reports from the Auditor's Office back to Fleet to do the math.

There was discussion about employees taking fleet vehicles home on occasion rather than paying mileage reimbursement. Director Tolman said it's always better to use a County vehicle and we should not be paying mileage unless there is no County vehicle to use for any reason. He will request a monthly report from the Auditor's Office and see if there are gaps that can be filled. Commissioner Holton said he is okay with doing a transition year, but at the end of next year it should be in-house. He said the Board should be given a recommendation on whether it should do a transition year or do it now. Mr. Rast will work with Director Tolman and report back to the Board on the mileage reimbursement line item. There is Board consensus to consolidate the Fleet budget.

Consolidation of Levies

Mr. Rast said there was a recommendation from the Clerk and Controller based on the calculations of getting the tax notices out by consolidation of levies to go from 10 on the L-2 form down to 4. It would remove levies for County Weed, Assessor's Reappraisal, County Fair, Parks, Historical Society, and the Tort fund and consolidate into current expense. He's had conversations with each Commissioner about it and has brought it together with the full Board. The consolidation will impact the Fair and Parks, and even though the Treasurer doesn't have an opinion on this, he said she did say it makes her life easier on tax notice calculations, but she also sees the issues with removing the sideboards around the specified levy funds. Does the Board want to consolidate levies by putting the Fair into current expense, and Parks and Historical Society into current expense for FY2024? Neither Commissioner Brooks nor Commissioner Van Beek want to do that. Director Schwend said these are levies people have supported to say they want Parks and the Fair, and it's a way for the County to say these things are important. Compared to the support other cities and counties have, we have been low and it's time to look at trying to close the gap. Director Sinner said there is a funding mechanism in place, and it's been underutilized in the past and we were in a position having to invest a lot of money in the last six years because we did underutilize. We expect there to be a levy of trust that the Fair will continue to be funded through the general fund the way it is protected through the levy. Mr. Rast said he has spoken to the County Assessor, and he is opposed to consolidating/removing the Assessor's Reappraisal levy because if we have a bad financial year he still has to assess property and this levy can go towards not laying staff off when assessments are due. Commissioner Van Beek is not in favor of consolidating any of those levies. There is the potential for the Directors to augment services for the citizen base and become self-sustaining. Commissioner Holton said it will be scheduled as an action item and we will go from there. The meeting concluded at 5:00 p.m. An audio recording is on file in the Commissioners' Office.

No meetings were held this day.

APPROVED CLAIMS

- The Board has approved claims 595902 to 595947 in the amount of \$39,323.41
- The Board has approved claims 595868 to 595876 in the amount of \$3,946.00
- The Board has approved claims 596041 to 596042 in the amount of \$621.00
- The Board has approved claims 595772 to 595809 in the amount of \$51,065.81

JUNE 2023 TERM

CALDWELL, IDAHO JUNE 26, 2023

APPROVED EMPLOYEE STATUS CHANGE FORM

The Board approved an employee status change form for Cameron Willet, part-time Interpretive Specialist.

APPROVED PURCHASE ORDERS

The Board approved the following purchase orders:

- Precision Locker in the amount of \$1,271.05 for the Sheriff's Office
- Staples in the amount of \$3,311.00 for the Sheriff's Office
- Ogden Metro SWAT in the amount of \$1,100.00 for the Sheriff's Office
- Cloverdale Nursery in the amount of \$29,430.00 for the Facilities Department
- The Sign Shoppe in the amount of \$6,950.00 for the Facilities Department
- Prime Construction in the amount of \$13,770.00 for the Facilities Department

ACTION ITEM: CONSIDER SIGNING NOTICE OF SOLE SOURCE PROCUREMENT FOR FAIR EVENT PORTABLE FLOORING PURCHASE

The Board met today at 9:30 a.m. to consider signing a notice of sole source procurement for Fair event portable flooring purchase. Present were: Commissioners Brad Holton, Zach Brooks and Leslie Van Beek, Deputy PA Oscar Klaas, Fair Director Diana Sinner, Facilities Director Rick Britton, COO Greg Rast, Clerk Chris Yamamoto, Senior Systems Analyst Steve Onofrei, and Deputy Clerk Monica Reeves. Director Sinner said this is the flooring for Simplot Stadium and they have found a vendor that has specific flooring that will protect the turf but also allow for vehicle traffic

required to place the infrastructure on the flooring for concerts. It needs to be a specific thickness to handle a load capacity of 50,000 lbs. per square foot to allow for a stage, tents, RV's, office trailer, artist's bus, and forklifts. The size is 4' x 4' which is important because they only have the stadium for a limited amount of time, and they have to be able to put the flooring down in two days and that can be done with this size of flooring. Director Britton said it will be stored at the old fairgrounds under the awning. Deputy PA Klaas said the notice of sole source will state the County is moving based on the solicitation otherwise it would be impractical, disadvantageous, or unreasonable under the circumstances facing the County at this stage and for the reasons Director Sinner outlined he feels comfortable that there is not another project out there that's going to meet our needs if we want to bid. The directors have looked to see if there is another product available and have been unsuccessful in that search to find anything else. Upon the motion of Commissioner Van Beek and the second by Commissioner Brooks, the Board voted unanimously to sign the notice of sole source procurement for the Fair event portable flooring purchase. Deputy PA Klaas asked the Board for authority to give notice to the vendor that if we are following legal process required by Idaho law and if it works the way we intend it to work we are going to purchase the product. There is Board consensus to give him authorization for that. The notice will publish on June 29, 2023. The meeting concluded at 9:35 a.m. An audio recording is on file in the Commissioners' Office.

ACTION ITEMS - ISSUE DECISION ON WHETHER TO CONSOLIDATE THE FLEET BUDGET, THE FACILITIES BUDGET, AND CONSOLIDATION OF LEVIES

The Board met today at 9:36 a.m. to issue a decision on whether to consolidate the Fleet budget, the Facilities budget, and consolidation of levies. Present were: Commissioners Brad Holton, Zach Brooks and Leslie Van Beek, COO Greg Rast, Clerk Chris Yamamoto, Controller Zach Wagoner, Sr. Systems Analyst Steve Onofrei, and Deputy Clerk Monica Reeves. Mr. Rast said there have been other meetings on this topic and discussions with directors and elected officials and now we're up to an action item for the Board to make a decision. Commissioner Van Beek said there have been a number of meetings that have taken place, some with just the Chief and a Commissioner with information being brought back. She is in favor as she stated at last Friday's meeting on consolidating the costs for the vehicles to the Fleet budget, and consolidating the costs for new construction, remodels, cabinetry, maintenance and repair on capital assets to the Facilities budget. She is opposed to the proposal to consolidate any of the levies as outlined. A number of those were submitted to the Board for consideration to remove the levy and include them under current expense. For transparency, tracking those costs and for planning into the future for the County it's important the levies remain in place as they have been historically. Commissioner Holton concurs with Commissioner Van Beek, but he cautioned the public to not read any negativity into this decision. The Clerk and the Auditor's system are doing an outstanding and this is just a Board that has a different viewpoint on how we collect that financial information and how we summarize that in our expenses and in our budgeting. Commissioner Brooks said his position has not changed from what he put on the record last Friday. Commissioner Holton said Controller Wagoner made his point of view about the consolidations of the levies and to be fair it has validity and going forward we will find out if the Board has made the right decision or if the Controller's

suggestion had greater merit than what the Board understands. Commissioner Holton's opinion is our economy is tenuous and this will give clarity to the voters about continuing with all the separate levies compared to moving within one levy. Controller Wagoner said there was a period in time when we did need all of those various funds to levy enough property tax, but we are nowhere near there now. If the Board is moving the gasoline budget out of DSD and into Fleet that means property taxpayers will be paying for gasoline instead using the fees collected by DSD. If gasoline is moved from the juvenile probation budget, property tax dollars will be used instead of being able to use the state cigarette tax money. The change in policy will impact local property taxpayers. Commissioner Brooks said from a policy standpoint the fuel cost being picked up by the cigarette and tax money is not necessarily the most appropriate way to be funding that department. The funding of vehicles, fuel and oil associated with those is a County obligation and the state monies coming into that department are meant for the actual operations of that department so this would change allow the director to hire someone or expand programs that she does not currently have to operate. Mr. Rast said Director Catalano said she believes the money should be for the programs and for a clinician and it's a better use of the state funds than funding a vehicle. Clerk Yamamoto believes this policy is growing government and laying more on the taxpayers, and it has not been vetted to the degree it should have and he strongly opposes this move. Commissioner Van Beek disagreed and said this Board is vested and understands its statutory obligations to meet the needs and services and with the addition of the Chief Operating Officer the Board has a very good working relationship in its departments and those budgets will be vetted and carefully evaluated. The Board has evaluated the information in a way that is thoughtful, analytical and in the best interest of the taxpayers. Commissioner Brooks said regarding the consolidation of the levies, he is uncomfortable making a decision with the level of information and knowledge he has on the subject so the easy out for him is to leave the status quo for another year and either get comfortable with the status quo or get comfortable making the change on the levies. Mr. Rast said Director Britton wants to leave the weed control levy as is until he knows more of what's going on that dept. Assessor Stender is strongly opposed to consolidating the Assessor's reappraisal into current expense because if there is a downturn he can use the fund balance, levy rates to continue reappraisal and assessment efforts. Director Sinner is strongly opposed because she wants to expand the Fair and if there are tough times she can cover that and know where those monies are coming from. Director Schwend is strongly opposed to consolidating the levies because she wants to be able to expand parks. Mr. Rast suggests the tort fund be left as is. Commissioner Holton spoke of his experience in the 1980's as a public official and as a private businessman and he has lived through the bad case scenario, and it makes him extremely cautious because the economy went upside down and most of the communities went to their maximum levy rate just to try to stay in existence. He understands what the Controller was presenting and the efficiencies, and if the economy was going up and America was happy he'd be more inclined to go that direction, but we are not there. He respects and trusts the Clerk's and the Controller's work but this is difference of philosophy. Commissioner Van Beek made a motion to support the consolidation of all vehicle purchases and related expenses to the Fleet budget, and to move all mileage reimbursement and cost analyses to the Fleet budget, allowing the Fleet Director to evaluate the viability of reimbursement which is a potential cost savings to vehicle acquisition and the purchase of all petroleum products falling under the purview of the Fleet Director. To consolidate all construction, remodel, maintenance,

and cabinetry costs to the Facilities budget. She opposes the elimination of the County Fair levy, or any of the consolidated levies that were proposed, and she is opposed to the elimination of any levies and consolidation into the current expense fund. The motion was seconded by Brooks and carried unanimously. The meeting concluded at 10:01 a.m. An audio recording is on file in the Commissioners' Office.

ACTION ITEM: CONSIDER NEW ALCOHOLIC BEVERAGE LICENSE FOR AMERICAN LEGION JOSEPH H. MURRAY POST 18

The Board met today at 10:01 a.m. to consider a new alcoholic beverage license for Post No. 18 the American Legion dba American Legion Joseph H. Murray Post 18. Present were: Commissioners Brad Holton, Zach Brooks, and Leslie Van Beek, COO Greg Rast, and Deputy Clerk Monica Reeves. The license is for the sale of beer, wine, and liquor. Commissioner Van Beek had questions about the organization's need to sell hard liquor. Following discussion, Commissioner Brooks made a motion to approve the new alcoholic beverage license for American Legion Joseph H. Murray Post 18. The motion was seconded by Commissioner Holton. Commissioner Van Beek abstained from the vote. Of the two Commissioners who voted, the motion carried unanimously. (Resolution 23-169.) The meeting concluded at 10:06 a.m. An audio recording is on file in the Commissioners' Office.

JUNE 2023 TERM
CALDWELL, IDAHO JUNE 27, 2023

APPROVED PURCHASE ORDERS

The Board approved the following purchase orders:

- RTS Tactical in the amount of \$5479.96 for the Sheriff's Office
- Action Target in the amount of \$3162.74 for the Sheriff's Office
- Trijicon in the amount of \$6694.00 for the Sheriff's Office
- Curtis Blueline in the amount of \$2985.60 for the Sheriff's Office
- TS Turf, Inc. in the amount of \$3000.00 for the Fair
- Consensus Docs in the amount of \$1,400.00 for the Prosecuting Attorney's Office

APPROVED EMPLOYEE STATUS CHANGE FORMS

The Board approved an employee status change form for Melicah Anderson, Customer Service Specialist; Tiffany Avila, Customer Service Specialist; Shonelle Dutcher - Sr. Finance Specialist - Booking 51005; and Carl Dille, Assistant Director.

APPROVED CATERING PERMITS

- The Board approved Idaho Liquor Catering Permits for Raising Our Bar to be used 7/1/23, 7/2/23, 7/4/23, 7/7/23, 7/8/23, 7/9/23, 7/15/23, 7/22/23, 7/29/23

APPROVED THE FEBRUARY, MARCH AND APRIL TERM COMMISSIONER PROCEEDINGS AND SYNOPSIS

The Minutes of the Fiscal Term of February, March and April 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.

MEETING WITH COUNTY ATTORNEYS FOR A LEGAL STAFF UPDATE AND TO CONSIDER ACTION ITEMS

The Board met today at 9:33 a.m. with county attorneys for a legal staff update and to consider action items. Present were: Commissioners Leslie Van Beek and Brad Holton, Deputy P.A. Oscar Klaas, Director of Juvenile Detention Sean Brown (left at 9:38 a.m.), Fair Director Diana Sinner (left at 9:39 a.m.), Facilities Director Rick Britton, Cpt. Harold Patchett, Chief Deputy Sheriff Doug Hart, COO Greg Rast and Deputy Clerk Jenen Ross. The action items were considered as follows:

Consider Memorandum of Agreement with Idaho Department of Juvenile Corrections to Support Clinical Services in Juvenile Detention Facilities: Director Brown said that this is an agreement that has been in place for 15+ years. The clinician helps with crisis intervention, services once juveniles leave the facility and counseling within the facility. There are no major changes to the agreement from previous years. Upon the motion of Commissioner Van Beek and second by Commissioner Holton the Board voted unanimously to sign the Memorandum of Agreement with Idaho Department of Juvenile Corrections to Support Clinical Services in Juvenile Detention Facilities (see agreement no. 23-071).

Consider Entertainment Contract with Stephanie Sanchez of Flamencos United Inc. and Antonia Robles of Danza Azteca for the Canyon County Fair: Director Sinner explained both of these entertainers are part of the Latino Festival on Sunday of the Fair and that these are the standard entertainment contracts. Upon the motion of Commissioner Van Beek and second by Commissioner Holton the Board voted unanimously to sign the entertainment contracts with Stephanie Sanchez of Flamencos United Inc. (see agreement no. 23-070) and Antonia Robles of Danza Azteca (see agreement no. 23-069) for the Canyon County Fair.

Consider Request for Qualifications and legal notice for Architecture/Engineering Services for the Canyon County Sheriff's Office Building Project; and Consider Request for Qualifications and legal notice for CM/GC Services for the Canyon County Sheriff's Office Building Project:

Director Britton explained the architectural portion will assist with the design of the building and Chief Hart provided additional details of the project including the size of the building and operations that will be included within the building such as an emergency operations center,

training space, dispatch center, redesigned workflow arrangement and office space for some jail operations.

Commissioner Van Beek made a motion to sign the legal notices to request qualifications for both the Architecture/Engineering Services and CM/GC Services for the Canyon County Sheriff's Office Building project. The motion was seconded by Commissioner Holton and carried unanimously.

Commissioner Van Beek made a motion to sign the request for qualification for the CM/GC Services for the Canyon County Sheriff's Office Building Project. The motion was seconded by Commissioner Holton and carried unanimously.

Commissioner Van Beek made a motion to sign the request for qualifications for the Architecture/Engineering Services for the Canyon County Sheriff's Office Building Project. The motion was seconded by Commissioner Holton and carried unanimously.

The meeting concluded at 9:59 a.m. and an audio recording is on file in the Commissioners' Office.

FY2024 PRELIMINARY BUDGET WORKSHOP IT DEPARTMENT

The Board met today at 11:01 a.m. for a FY2024 preliminary budget workshop for the IT department. Present were: Commissioners Leslie Van Beek and Brad Holton, Commissioner Zach Brooks arrived at 11:05 a.m., Clerk Chris Yamamoto, Controller Zach Wagoner, Accountant Sarah Winslow, COO Greg Rast, Business Manager Caiti Pendell, Operations Manager Jairo Rodriguez, Program Analyst II Rick Fisher, Network Administrator Curtis Long, Systems Administrator III Don Dutton, IT Business Analyst Steve Webb, HR Director Kate Rice (arrived at 11:05 a.m.) and Deputy Clerk Jenen Ross. Mr. Rast reviewed the following with the Board:

- Information Technology organization chart
 - 2 vacancies – IT Director/CIO and Development Manager
- Review of statistics including mailroom services, county printing volume by page, service desk tickets
- Growth of the IT Department staffing from FY2015 – FY2024
- 'A' budget – total request is \$3,943,690.00 this does not include any HR recommendations regarding the compensation program.
 - New/reclassified positions:
 - New Programmer Analyst II
 - Reclassification of a Programmer Analyst I to a Programmer Analyst II
 - Development Team Lead pay on a current Programmer Analyst II
 - New part-time position for Programmer Analyst
 - Increase to overtime/on-call
- Revenue is \$10,600 annually for website hosting, IT service rates and print services
- FY2023 IT efforts

- Skype replacement project
- Microsoft software assurance licensing
- 'B' budget – total request is \$1,884,530
 - Service contracts: \$891,000 in order to stay current on licensing
 - Professional consultants: \$48,500 for firewall redundancy, SHI multi-vendor support and Avaya support
 - Misc. professional services: \$21,000 for Databank, ongoing annual expense for vendor support costs as needed and ESRI
 - Telephone service: increased to \$36,000
 - Internet: decreased to \$106,000
 - Education and training: \$58,000 for the PMO, Operations, Business, Development and IT divisions
 - Misc.: \$1000 for uniform shirts for the desktop support staff (at the recommendation of the Controller and Chairman the 'uniform' line item will be used instead of 'misc.')
 - Printing supplies: \$14,000 due to increase need and cost for envelopes
 - Computer equipment (577100): reduced to \$45,000, \$12,000 kept in this line item as a contingency in case of an accident or broken equipment
 - Software: reduced to \$120,000
 - Communications equipment (577138): reduced to \$60,500
 - Computer/Networks/Software (680421): \$30,000 related to disaster recovery
 - Computer/Networks/Software (684221): \$32,000 to add a new server blade
 - Computer equipment (684240): \$195,000 for storage
 - Communications equipment (684250): for fiber work to be completed

The meeting concluded at 11:55 a.m. and an audio recording is on file in the Commissioners' Office.

CONSIDER JUNE 27, 2023 ACTION ITEMS

The Board met today at 1:38 p.m. to consider the afternoon action items scheduled for June 27, 2023. Present were: Commissioners Brad Holton, Zach Brooks, and Leslie Van Beek, DSD Office Manager Jennifer Almeida, Facilities Director Rick Britton, HR Director Kate Rice, HR Generalist Cindy Lorta, Chief Deputy Sheriff Doug Hart, Captain Harold Patchett, COO Greg Rast, and Deputy Clerk Monica Reeves. The action items were considered as follows:

- ***Resolution authorizing a refund to Cold Steel Properties, LLC for a withdrawn rezone application.*** Staff recommends a refund in the amount of \$807.50.
- ***Resolution authorizing a refund to Freedom Forever for a withdrawn building permit application.*** Staff recommends a refund in the amount of \$408.00

- ***Resolution authorizing a refund to Ronald & Lucy Cammack for a withdrawn conditional rezone application.*** Staff recommends a refund in the amount of \$1,190.
- ***Resolution authorizing a refund to Jake Telford for a withdrawn conditional use permit.*** Staff recommends a refund in the amount of \$712.50.

Following Ms. Almeida's report on the refund requests, Commissioner Van Beek made a motion to issue refunds as presented by staff. The motion was seconded by Commissioner Brooks and carried unanimously. (Resolution Nos. 23-170, 23-171, 23-172, and 23-173.)

- ***Resolution approving the change in job title, description, and salary range of one position in the Sheriff's Office - Senior Customer Service Specialist to a Senior Finance Specialist*** - Chief Hart said in looking at their support staff positions they found a few that were incorrectly classified, and today's position is one of those. The person who is a CSS has 30 years of finance experience and in a previous job she was the treasurer for a county in Oregon and rather than acting as a CSS her job in the jail involves 100% of her time on financial transactions with commissary, billing, etc. Her job title should be reclassified to a senior finance specialist and he proposes she begin at the bottom range of the salary wage grade of \$50,960. Commissioner Brooks asked if this falls under the compensation plan that was approved last fall? Chief Hart said the plan approved last fall is only for commissioned deputies and it does not impact any of their nonsworn employees. These four positions are outside of that other wage and compensation package that was approved in December of 2022. Commissioner Brooks asked if the four positions will receive an adjustment as part of what the County may approve going forward? Chief Hart said the adjustments they've made are within the proposed wage grades that HR is suggesting, and if new wages are calculated for the other positions throughout the County these fall within what's being considered and so these changes would stay static, there wouldn't be another adjustment if there are future adjustments made to the County positions. They have been very careful to look at the proposed wage grades to accurately reflect these requests within those wage grades and for the positions. Commissioner Van Beek said she had a conversation earlier with the Chief on the overall compensation ensuring that the County does not exceed the allotted wage that was approved, the salary and benefits for FY2022. COO Rast said overall the "A" Budget looks healthy and he feels comfortable with the Sheriff's request. Upon the motion of Commissioner Van Beek and the second by Commissioner Brooks, the Board voted unanimously to approve the Senior Finance Specialist PCN change as presented by the Sheriff's Office which includes a wage adjustment. (Resolution No. 23-174.) An employee status change form was approved today for the person in that position.
- ***Consider adopting changes to the job title and job description of two positions in the Facilities department, and one position in the Weed and Pest department:***

Director Britton and Director Rice offered comments in support of the personnel changes, and Board discussion ensued. Upon the motion of Commissioner Van Beek and the second by Commissioner Brooks, the Board voted unanimously to approve the job title change

recognizing there is no fiscal impact, and to approve the new job description that delineates those responsibilities for the Director:

One (1) Director of Facilities and Maintenance, salary range 17 (min \$97,760 to max \$134,908), position control number 14 226 564, FLSA status Exempt.

To

One (1) Director of Facilities and Weed and Pest, salary range 17 (min \$97,760 to max \$134,908), position control number 14 226 564, FLSA status Exempt. (Resolution No. 23-175)

Director Britton and Director Rice offered comments in support of the personnel changes noting the change is due to the added tasks of Director Britton taking over the Weed and Pest Control Department. The person who will fill the assistant director position has been with the County for nine years. Board discussion ensued. Director Britton has funds in his budget to cover the associated salary increase. Upon the motion of Commissioner Brooks and the second by Commissioner Van Beek, the Board voted unanimously to adopt the changes to the job title, job description for PCN 058 for an Assistant Director of Facilities:

One (1) Maintenance Superintendent, salary range 15 (min. \$70,720 to max. \$97,593), position control number 14 226 058, FLSA status Exempt, current salary \$64,131.08 per year.

To

One (1) Assistant Director of Facilities, salary range 15 (min. \$70,720 to max \$97,593), position control number 14 226 058, FLSA status Exempt, proposed increase of \$10,868.92 per year to \$75,000.00 per year.* (Resolution No. 23-176) *Commissioner Van Beek made a motion to approve the salary adjustment of \$10,868.92 for the position. The motion was seconded by Commissioner Brooks and carried unanimously. An employee status change form will be submitted for approval.

Director Britton and Director Rice offered comments in support of the personnel changes. The salary range will be decreased for this position due to a change in responsibilities. Board discussion ensued. Upon the motion of Commissioner Van Beek and the second by Commissioner Brooks, the Board voted unanimously to approve the changes to the **job title, job description, salary range and FLSA status** for:

One (1) Weed and Gopher Control Superintendent, salary range 15 (min \$70,720 to max \$97,593), position control number 35 275 581, FLSA status Exempt.

To

One (1) Weed and Pest Superintendent, salary range 13 (min \$50,960 to max \$70,324), position control number 35 275 581, FLSA status Non-Exempt. (Resolution No. 23-177.)

The meeting concluded at 2:20 p.m. An audio recording is on file in the Commissioners' Office.

MEETING WITH THE CANYON HIGHWAY DISTRICT #4 TO DISCUSS THE JOINT OWNERSHIP AGREEMENT FOR PROPERTY LOCATED AT 15435 HIGHWAY 44 IN CALDWELL, IDAHO

The Board met today at 2:23 p.m. for a meeting with the Director of Canyon Highway District #4 to discuss the joint ownership agreement for property located at 15435 Highway 44 in Caldwell, Idaho. Present were: Commissioners Brad Holton, Zach Brooks, and Leslie Van Beek, Bruce Bayne Director of Canyon Highway District, COO Greg Rast, Facilities Director Rick Britton, and Deputy Clerk Monica Reeves. Director Bayne informed the Board of several building additions the district is proposing to the jointly owned property the district shares with the County:

- Common wellhouse - The exterior of the building has already been re-cladded and painted.
- Salt Shed addition - CHD4 has already purchased a new salt shed and it will be erected on CHD4 solely owned property next month.
- Truck Barn Addition - They currently have 14 stalls and they plan to enclose four of the stalls to be able to add heat to the space for fall, winter and spring storage of equipment such as water trucks and other things that contain fluid. One bay will be dedicated to pipe and bridge work materials. It is on the jointly owned property.
- Office Addition - CHD4 plans to add 1,100 square feet onto their existing office space. There will be 1,100 sq ft on the main floor and 1,100 sq ft. on the 2nd floor. The truck barn addition and the office addition are located on the jointly owned property that they need the County's approval on.
- Addressing - Currently both Canyon County Weed and Pest Control and CHD4 share the same address and the district is going to drop the word *Canyon* from its name because a lot of people think CHD4 covers all of Canyon County and staff receives calls for other road/highway agencies within the County. He may propose a second address for the district to help with package delivery issues.

Director Britton said the County has a doublewide facility, and a shop with bays and a chemical room on the property and he would like to look at enclosing the bays at some point so the equipment will not freeze at night. He has a good partnership with CHD4 and looks forward to working together. Director Bayne said enforcement issues and complaints about speeding have increased significantly so they want to start a discussion with the Sheriff about paying for the wage/partial wage for an officer to help with traffic enforcement. Commissioner Van Beek asked if there has been any progress on the traffic study around the Lake Lowell area. Director Bayne said they have counters on Orchard Avenue, and they reduced the speed in a mile section, it's an

area that has enunciators so you can see what your speed is. Director Bayne said section 10.1.1. of the joint ownership agreement requires they give 90 days' notice prior to commencement of development, and the district has bought the salt shed so they are moving ahead, and it will be started next month. On the truck addition he hopes to start that in 30-45 days. He asked if the Board would give relaxation on the 90 days' notice requirement. The Board had follow-up questions for Director Bayne and following discussion it gave its concurrence for the highway district to proceed with the plans reviewed today and for the district to proceed with its plans. The meeting concluded at 2:45 p.m. An audio recording is on file in the Commissioners' Office.

FY2024 PRELIMINARY BUDGET WORKSHOP FOR THE TRIAL COURT ADMINISTRATOR

The Board met today at 2:51 p.m. for the FY2024 preliminary budget workshop for the Trial Court Administrator. Present were: Commissioners Brad Holton, Zach Brooks, Leslie Van Beek, TCA Jamie Robb, Administrative District Judge Davis VanderVelde, Assistant TCA Benita Miller, Clerk Chris Yamamoto, Controller Zach Wagoner, Auditing Supervisor Sarah Winslow, COO Greg Rast, other interested persons, and Deputy Clerk Monica Reeves. TCA Robb gave a PowerPoint presentation with budget highlights as follows:

Court Device:

Revenues: \$21,860

Expenditures are based off of what they have been spending. The fund balance is more than what is in the budget although it's not used a lot, but she has let the public defender and judges know there is money available. The ADJ believes there may be an increase in the fund use based on paying for GPS monitoring.

Court Facilities:

FY2023 projects: The Marshals office was remodeled; a new court assistance office was constructed; the TCA office suite was remodeled which allowed for five offices, a front office area and a conference room; a staff attorney office on the 3rd floor is pending but it may have to be pushed to FY2024. Revenue was based on tentative FY2023 numbers and a 3-year average within the expenditures. She added funding in case they need to push the staff attorney remodel to FY2024. Courtroom #15 needs remodeled, and she hopes to start refreshing the jury room.

Controller Wagoner asked if the Board wants the expenditures moved to the Facilities budget for FY2024 rather than coming from the restricted state pool? If it's shifted to the Facilities budget property taxpayers would pay for it, because it's in a separate court facilities fund there is no property tax that goes into that fund. Commissioner Van Beek said it would have to work in a way that Director Britton would be able to access the line. COO Rast said this one should not be moved to the Facilities budget.

Family Court Services:

Expenses have been reduced by 40%; the Family Court Services Manager has expanded online accessibility; started a quarterly newsletter; TCA Robb has restructured the organization chart which put the guardianship/conservatorship monitor under family court services which is in line with what a majority of the rest of the state does; updated court forms; consolidated websites so they are no longer paying for two sites; the manager is planning for Adoption Day and updated resources and made them all electronic.

Balanced the budget based off projected revenues. It was an average based off of projected revenue for FY2023. The budget includes expenses to send one judge to the Association of Family and Conciliation Courts Conference.

District Court:

Reviewed highlights for the Marshal Department, the Jury Department, the Court Assistance Office, and Trial Court Administration.

- Revenue is based on tentative FY2023 numbers and 3-year average
- Requesting to utilize jury fee revenue lien item to track donated jury fees
- CAO and Interpreter revenue from Idaho Supreme Court
- Other agency reimbursement decrease due to increase in revenue from Idaho Supreme Court
- Still asking for current part-time employees to continue in FY2024 (Requires a dollar amount)
- Requesting a fulltime jury clerk position
- Requesting a part-time CAO administrative assistant
- Requesting increase in hourly wage for part-time marshals
- Requesting increase in salary for one staff attorney, one marshal, and the jury commissioner
- Reduced cell phone expenses based on reevaluating who gets stipend
- Postage can be reevaluated for FY2025
- Requesting separate line item for jury food
- Requesting funds for CPR certification, department training, and CPM program
- Requesting funds NACM & court security training
- Requesting employee appreciation funds

There was discussion regarding the revenue from the Supreme Court. Of the \$70,000, only a portion of that was coming to Canyon County with the other portion being left at the administrative office of the courts. TCA Robb asked to bring it all here and delegate the amounts to the other counties and have it be coordinated through the TCA office as opposed to leaving money at the Supreme Court and having them coordinate interpreters.

Interpreter fees budgeted at \$90,000 (which leaves \$52,000 for the other 5 counties). Controller Wagoner said the expenditures are coming from the Clerk's portion of the District Court fund budget and he is concerned we are budgeting for the contract services twice with this proposal. He prefers to keep the structure we have been operating under. He requests the \$90,000 be removed from this line because it's already budgeted in the Clerk's portion of the district court fund no. 10407336. It is budgeted twice and only expensed once. Discussion ensued. Benita Miller said they receive \$142,800 from the state for interpreters. Controller Wagoner said it does not fully cover the entire cost for providing interpreter services. The \$90,000 in this budget is a change, and it's currently being expended from a different budget, the Clerk's budget and it's specific to Canyon County interpreting events. His recommendation is to zero out the \$90,000 line item and leave it in the Court Clerk budget for Canyon County interpreting, and leave the \$52,000 for interpreting for other counties in the TCA budget.

(Mr. Rast left at 3:19 p.m.)

TCA Robb is not comfortable with that and feels it's not appropriate to move the money from her budget because she should have access and control over the money the Idaho Supreme Court sends. There was further discussion regarding the expensing and coding of claims for interpreter fees, and the history of interpreting services in Canyon County. Commissioner Van Beek would like more information on this topic.

There was discussion regarding the personnel requests and the need for specific dollar amounts to be entered on personnel requests; cell phone usage and stipends for marshals; training; and employee appreciation.

Treatment Courts:

Reviewed the highlights of Mental Health Court, Drug Court, DUI Court, Veterans Treatment Court, and Juvenile Drug Court.

- Increased coordination revenue from Idaho Supreme Court
- Increased testing funds from the Idaho Supreme Court
- Fee Revenues based on FY2023 projections and 3-year averages
- Requesting a new line item for incentives for participants
- Includes funds to send staff to NADCP conference

Controller Wagoner said the treatment courts are funded by fees and state monies and they pay mileage, and he asked if the Board wants the mileage moved out of this budget to the Fleet budget given yesterday's direction that all mileage is to be moved to Fleet, with the exception the landfill. Commissioner Van Beek said Chief Rast said the exception would be where those sources are from the enterprise fund or state-funded court programs. The Board will have to look at that. Commissioner Holton said it should be left in the treatment courts fund as mileage. Controller Wagoner said the only exception he recalled to the Board's directive yesterday was the landfill enterprise fund so maybe there needs to be more conversation about exceptions.

TCA Robb is asking for a new line item for incentives for participants. Currently, it comes from the substance abuse evaluations line item, which is confusing.

Controller Wagoner said the fund balance for treatment courts as of September 30, 2022 is \$400,000 and a few years ago it was approaching \$0. TCA Robb said the treatment court coordinators are exceptional and we are very lucky to have them. Commissioner Holton said the Board will review the numbers and a follow-up meeting may be required. ADJ VanderVelde asked if the Board would like to set a meeting regarding the panic button issue. Commissioner Holton would like to schedule the meeting when Greg Rast is back in the office. The meeting concluded at 4:26 p.m. An audio recording is on file in the Commissioners' Office.

JUNE 2023 TERM

CALDWELL, IDAHO JUNE 28, 2023

No meetings were held this day.

APPROVED PAYROLL JUNE 30, 2023

The Board approved the June 30, 2023 payroll in the amount of \$2,401,451.25.

APPROVED CLAIMS

- The Board has approved claims 595994 to 596040 in the amount of \$230,346.39
- The Board has approved claims 596043 to 596082 in the amount of \$69,517.83
- The Board has approved claims 596083 to 596111 in the amount of \$67,939.01
- The Board has approved claims 596112 to 596129 in the amount of \$27,395.00

APPROVED PURCHASE ORDERS

The Board approved the following purchase orders:

- Coverdale Nursery in the amount of \$29,430.00 for the Facilities department
- Western State Meridian in the amount of \$1,131,000 for the Solid Waste department
- Wilbur-Ellis Company in the amount of \$1425.60 for the Facilities department

APPROVED CATERING PERMITS

- The Board approved Idaho Liquor Catering Permits for County Line Wine Co. to be used 7/8/23, 7/15/23, 7/29/23.

JUNE 2023 TERM

CALDWELL, IDAHO JUNE 29, 2023

APPROVED EMPLOYEE STATUS CHANGE FORM

The Board approved employee status change form for William “Eric” Jensen, Assistant IT Director.

APPROVED PURCHASE ORDERS

The Board approved the following purchase orders:

- ODIN Works in the amount of \$77,505 for the Sheriff’s Office (PO #5674)
- Salt Lake Wholesale in the amount of \$40,542.75 for the Sheriff’s Office (PO #5675)
- Global Industrial in the amount of \$4627.48 for the Sheriff’s Office (PO #5673)
- I. Miller Precision Optical Instruments, Inc. in the amount of \$3750.00 for the Sheriff’s Office (PO #5467)
- Dell in the amount of \$32,810.87 for the Information Technology department (PO #5645)
- Apple in the amount of \$2299.00 for the Information Technology department (PO #5646)
- HB Sprague, LLC in the amount of \$2813.52 for the Prosecuting Attorney’s Office (PO #5693)

MEETING TO CONSIDER MATTERS RELATED TO MEDICAL INDIGENCY

The Board met today at 9:01 a.m. to consider matters related to medical indigency. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Case Mangers Kellie George and Jenniffer Odom and Deputy Clerk Jenen Ross.

Case no. 2023-67: An application has been submitted by the funeral home as they have been unable to work with the family of the decedent for payment, however Indigent Services has identified assets in excess of \$1000. Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to issue an initial denial on the case.

Commissioner Van Beek made a motion to approve the lien releases for case nos. 2019-444 and 2022-127. The motion was seconded by Commissioner Brooks and carried unanimously.

The meeting concluded at 9:04 a.m. and an audio recording is on file in the Commissioners’ Office.

MEETING TO CONSIDER AGENDA ITEMS

The Board met today at 9:34 a.m. to consider agenda items. Present were: Chief Deputy P.A. Carl Ericson, DSD Planning Official Dan Lister (left at 9:53 a.m.), DSD Planner Deb Root (left at 9:53 a.m.) and Deputy Clerk Jenen Ross. The agenda items were considered as follows:

Meeting with Development Services Department to consider request by Treasure Valley Planning Idaho, LLC, representing Chris and Mary Jagers, for a combined application and fee reduction

- *Consider request to process Case Nos. RZ2023-0003, SD2023-0012, and SD2023-0013 as a combined application. The request includes fee reduction to be determined by staff based on estimated savings. The request is for Parcel No. R37468012A and R37468012A1 located at 25744 Kingsbury Road, Middleton:* Mr. Lister spoke about a memo that was provided to staff which outlines the background of the request. The applicant is asking for a combined application and reduction of fees. The original memo provided to the Board was revised after an email was received from the applicant indicating that that it contained too much information about the application so some of the information was removed. Mr. Lister explained that based on the analysis and code staff is still recommending denial of the request based on exhibit C of the packet which was from the DSD workshop where combined applications were discussed. DSD would like the ability to make the final determination as to whether an application should be combined or not. However, if the Board were to choose to grant the request the savings would be \$587.50 assuming only 2 hearings vs. 4 but this doesn't account for tabled or continued hearings. Staff is concerned that the plat review is longer than the rezone; if the rezone is ready to go they would like to be able to take that to hearing without the plat. Additionally, if after reviewing all the findings if one can't be met it is inefficient for them to be looking at a plat when the rezone may not go thru. Discussion ensued regarding the history of how this parcel was split and the process for these kinds of requests to be made. Commissioner Van Beek made a motion to deny the request to process a joint application in case no. RZ2023-0003, SD2023-0012 and SD2023-0013 as a combined application as it does not meet the DSD staff standard for a combined application in several shortfalls. Commissioner Brooks added that it does not qualify under the ordinance. Commissioner Van Beek noted that she accepts the amendment to the motion. Commissioner Brooks then seconded the motion which carried unanimously.

Meeting with Development Services Department regarding request for a Confined Animal Feeding Operation (CAFO) Siting Advisory Team - AK Feeders, CU2022-0036

Consider resolution requesting the Dept of Agriculture form a CAFO siting advisory team to view property located at 21696 Stateline Road in Wilder, Idaho: Deb Root explained they are requesting the Board sign a resolution requesting the sending of a letter to the Department of Ag for the formation of a siting team for a confined animal feeding operation permit at Peckham Rd. on the border between Idaho and Oregon. This is the standard process required by Chapter 8, CAFO Ordinance and the applicant has met the minimum requirements of the application to request a siting team be formed. The original request was for a 6000 head feeding operation but the request has since been reduced to 3700 animals at this location. Ms. Root explained the primary task of the siting committee is to ensure that the proposed facility will not contaminate the water sources, that they are guarded and that the proposed facility meets the requirements of the Department of Agriculture, DEQ and EPA; those are the primary members of the siting team although staff can request to be included in the review process. Commissioner Brooks made a motion to approve and sign the resolution requesting the Department of Agriculture for a CAFO

siting advisory team to view property located at 21696 Stateline Road in Wilder, ID. The motion was seconded by Commissioner Van Beek and carried unanimously. See resolution no. 23-178.

Commissioner Brooks made a motion to recess until 10:30. The motion was then withdrawn by Commissioner Brooks as the legal team has requested an executive session.

A request was made to go into Executive Session as follows:

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

Commissioner Van Beek made a motion to go into Executive Session at 9:55 a.m. pursuant to Idaho Code, Section 74-206(1) (d) and (f) regarding records exempt from public disclosure and to communicate with legal counsel regarding pending/imminently likely litigation. The motion was seconded by Commissioner Brooks. A vote was taken on the motion with Commissioners Van Beek, Brooks and Holton voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Brad Holton, Zach Brooks and Leslie Van Beek, Chief Deputy P.A. Carl Ericson. The Executive Session concluded at 10:12 a.m. with no decision being called for in open session.

The meeting concluded at 10:12 a.m. and an audio recording is on file in the Commissioners' Office.

BOARD OF EQUALIZATION – TAX ASSESSMENT PROTEST HEARING FOR THE URBAN RENEWAL AGENCY OF THE CITY OF CALDWELL

The Board of County Commissioners, sitting as a Board of Equalization, met today at 10:31 a.m. to conduct a tax assessment protest hearing, pursuant to Idaho Code, Section 50-2014, regarding Protest No. 23026 (PIN 04638000 0); Protest No. 23027 (PIN 04694000 0); Protest No. 23028 (PIN 04655000 0); Protest No. 23029 (PIN 04654000 0); Protest No. 23030 (PIN 04591000 0); Protest No. 23031 (04637000 0); Protest No. 23032 (PIN 04551000 0); Protest No. 23033 (04552000 0); and Protest No. 23101 (04636000 0). Present were: Commissioners Brad Holton, Zach Brooks, and Leslie Van Beek, Attorney Doug Waterman, City of Caldwell, Assessor Brian Stender, Chief Deputy Assessor Joe Cox, Appraisal Supervisor Greg Himes, Assessor's Office Manager Jennifer Loutzenhiser, Administrative Analyst Helena Thompson, Chief Civil Deputy PA Carl Ericson, Assessor's employees, and Deputy Clerk Monica Reeves. Doug Waterman, attorney for the City of Caldwell and the Caldwell Urban Renewal Agency, offered testimony in support of the protest applications. The Agency applied for exemptions for the properties and those applications were denied because the revenue allocation area had expired. He said the properties owned by the Agency are exempt even if the revenue allocation area has expired, pursuant to Idaho Code, Section 50-2014. Additionally, there is a constitutional provision that exempts certain property, including municipal corporations. (The Agency's letter which gives an analysis on case law is on file with this day's minute entry.) The Agency requested the appeal on each case be granted and

that the exemptions be acknowledged on their properties. They submitted an appeal, Protest No. 23101, for property located at 213 S. Kimball Ave., (Parcel 04636000 0). An original application was not filed for this property because the property was leased to a private person and it did not qualify for the exemption and so at an administrative level the Agency was told it could not submit an application for exemption. The reason Mr. Waterman added the property today is because of the constitutional argument he mentioned where the concern is the agency may be prohibited from paying property tax on the property and so he wanted to get it in the mix to try to head off additional conflict down the road. Assessor Stender testified that when the Board considered the exemption applications his employees were not objecting to the applications, they believed the following properties should be exempt:

217 S. Kimball Avenue, Parcel 04638000 0
306 S. Kimball Avenue, Parcel 04694000 0
0 Arthur Street, Parcel 04655000 0
510 Arthur Street, Parcel 04654000 0
119 S. Kimball Ave., Parcel 04591000 0
215 S. Kimball Ave., Parcel 04637000 0
516 Main St., Parcel 04551000 0
0 Main St., Parcel 04552000 0

However, the Assessor's Office has a different opinion on Protest No. 23101 for property located at 213 S. Kimball Avenue. Jennifer Loutzenhiser said the Assessor's Office has an email thread of the list of properties the applications were requested on, and all the applications were provided. An application was never requested for the property located at 213 S. Kimball Avenue. It is not the Assessor's policy to deny someone an application. Joe Cox said it's been their longstanding policy to never deny someone an application, but staff may offer comments on why they feel the application may not be approved by laying out the facts of how the Board has historically made its decisions, but the Assessor's Office would not deny someone an application. Assessor Stender referenced an updated aerial photo showing the building was there in 2023, and how spoke of the building being leased from January to February 2023. Idaho Code, Section 50-2014 talks about exemptions terminating when the agency sells, leases, or otherwise disposes of the property. The building was leased so as of the first of the year it was not eligible for an exemption. A demo permit was obtained on May 8, and recent photos show the building has been knocked down. The Board had follow-up questions, and there were follow-up statements and questions from Mr. Waterman regarding the leased property and ownership issues. Further discussion ensued which included the topic of proration. Mr. Waterman said the properties downtown are dilapidated and have not redeveloped and so the proceeds of a sale are often based upon a reuse appraisal which takes into account rehabilitation that is required. The revenue generated by sales of property in the Agency is not the same as revenue generated if they were on the market and bare pieces of ground. It's demonstrative of the fact that it's different because they haven't sold - they have been sitting dilapidated and vacant. He said this very narrow question of whether the termination of a revenue allocation area causes a loss of exemption. Commissioner Van Beek made a motion to approve the tax exemption for the eight (8) parcels under Idaho Code, Section 50-2014, which is an agreed upon decision by Attorney Doug Waterman and Assessor Stender, and to have an

opportunity to discuss the appeal for Protest No. 23101, PIN 04636000 0. The motion was seconded by Commissioner Brooks and carried unanimously. Assessor Stender asked the Board to table Protest No. 23101 to this afternoon. Upon the motion of Commissioner Van Beek and the second by Commissioner Brooks, the Board voted unanimously to continue the matter to 3:00 p.m. this afternoon to allow time for the Assessor time to work with the applicant on the property located at 213 S. Kimball Avenue, PIN 04636000 0. The approval is for the following parcels: 04638000 0, 04694000 0, Parcel 04655000 0, Parcel 04654000 0, 04591000 0, 04637000 0, Parcel 04551000 0, and 04552000 0. The meeting concluded at 11:26 a.m. An audio recording is on file in the Commissioners' Office.

BOARD OF EQUALIZATION - TAX ASSESSMENT PROTEST HEARING FOR THE URBAN RENEWAL AGENCY OF THE CITY OF CALDWELL (PROTEST NO. 23101)

The Board of County Commissioners, sitting as a Board of Equalization, met today at 3:00 p.m. for a continued hearing for the tax assessment protest hearing for the Urban Renewal Agency of the City of Caldwell, pertaining to Protest No. 23101 (PIN 04636000 0). Present were: Commissioners Brad Holton, Zach Brooks and Leslie Van Beek, Assessor Brian Stender, Assessor's Office Manager Jennifer Loutzenhiser, Administrative Analyst Helena Thompson, Attorney Doug Waterman, Assessor's staff members, and Deputy Clerk Monica Reeves. Assessor Stender said he thought they could come to an agreement quickly, but it is going to take more time than we have in the BOE session and so his recommendation is to uphold the value on Protest No. 23101 so that research can be done and they can come up with something if the matter is taken to the Board of Tax Appeals. Doug Waterman said he had a productive conversation with the Assessor's Office and it's true this case is different and that an application was not submitted, and it's true that this property had a lease where the other properties did not, and there are components that distinguish it from the other eight properties, but he is not going to request the Board deny the application. The Agency's request to grant the exemption persists. In the event the application is denied today there will be an opportunity for the Agency to make a determination on whether it wants to pursue an appeal or not. Officially, their request to grant the exemption persists. Assessor Stender briefly outlined the appeal process. Upon the motion of Commissioner Van Beek and the second by Commissioner Brooks, the Board voted unanimously to deny the application and let the applicant move to the Board of Tax Appeals unless they are able to settle before that time. (The Assessor's value was upheld.) The hearing concluded at 3:09 p.m. An audio recording is on file in the Commissioners' Office.

JUNE 2023 TERM
CALDWELL, IDAHO JUNE 30, 2023

APPROVED EMPLOYEE STATUS CHANGE FORM

The Board approved employee status change forms for Lucy Monroe, Permit Technician; Jessica Ishida-Sanchez, Division Supervisor; Misty Mitchell, Customer Service Specialist; Mikaela Watkins, Customer Service Specialist.

APPROVED CATERING PERMITS

- The Board approved an Idaho Liquor Catering Permit for Palace Event Center to be used 7/8/23.

APPROVED PURCHASE ORDERS

The Board approved the following purchase orders:

- Salt Lake Wholesale in the amount of \$4599.25 for the Sheriff's Office (PO #5677)
- Salt Lake Wholesale in the amount of \$6943.95 for the Sheriff's Office (PO #5678)
- Ultimate Training Munitions in the amount of \$38,233.58 for the Sheriff's Office (PO #5680)
- Salt Lake Wholesale in the amount of \$10,119.00 for the Sheriff's Office (PO #5683)
- Miwall Corp. in the amount of \$1300.00 for the Sheriff's Office (PO #5682)
- Breaching Technologies Inc. in the amount of \$1063.26 for the Sheriff's Office (PO #5681)

MEETING TO CONSIDER ACTION ITEMS

The Board met today at 9:04 a.m. to consider action items. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Deputy PA. Oscar Klaas (left at 9:07 a.m.), EOM Christine Wendelsdorf (left at 9:07 a.m.), HR Director Kate Rice, HR Generalist Jennifer Allen, Director of Juvenile Probation Elda Catalano, Assistant Director of Juvenile Probation Jose Orozco and Deputy Clerk Jenen Ross. The action items were considered as follows:

Consider Supplemental Services Addendum for Forensic Logic for COPLINK Data Integration Maintenance: This contract has been reviewed by legal and there are no issues. Ms. Wendelsdorf gave a background on COPLINK stating that it is for the sharing of confidential information amongst law enforcement. This is the annual renewal which is paid from the SHSP grant; the cost this year is \$9335 which is a slight increase from last year. Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to sign the supplemental service addendum for forensic logic for COPLINK Data Integration (see agreement no. 23-072).

Consider resolution adopting changes to the job title of one (1) position; the job title, job description and salary range of one (1) position and the job title and job description of sixteen (16) positions in Juvenile Probation: Commissioner Van Beek stated that prior to the start of the meeting she had a conversation with HR staff and would like additional information pertaining to this resolution. Discussion ensued regarding the tracking and underfilling of reused Position Control Numbers (PCNs). No action was taken on this item and a motion was made by Commissioner Van Beek to continue this action to 11:00 a.m. today. The motion was seconded by Commissioner Brooks and carried unanimously.

The meeting concluded at 9:16 a.m. and an audio recording is on file in the Commissioners' Office.

BOARD OF EQUALIZATION – TAX ASSESSMENT PROTEST HEARING FOR CHICK-FIL-A, INC. (PROTEST NO. 23081)

The Board of County Commissioners, sitting as a Board of Equalization, met today at 9:30 a.m. to conduct a property tax assessment protest hearing for Chick-Fil-A, Inc., Account No. 30971102 0. Present were: Commissioners Brad Holton, Zach Brooks and Leslie Van Beek, Appraisal Supervisor Greg Himes, Appraiser Darryl Spieser, Commercial Supervisor Mike Cowan, and Deputy Clerk Monica Reeves. The applicant did not appear for the hearing but they have been communication with the Assessor's Office. Commissioner Van Beek made a motion to uphold the Assessor's value. The motion was seconded by Commissioner Brooks and carried unanimously. The hearing concluded at 9:34 a.m. An audio recording is on file in the Commissioners' Office.

BOARD OF EQUALIZATION – TAX ASSESSMENT PROTEST HEARING FOR SYMMS FRUIT RANCH, INC., AND MOUNTAIN VIEW COLD, LLC (PROTEST NOS. 23072, 23073, AND 23074)

The Board of County Commissioners, sitting as a Board of Equalization, met today at 9:35 a.m. to conduct a property tax assessment protest hearing for Symms Fruit Ranch, Inc., and Mountain View Cold, LLC, Protest No. 23072 (PIN 33480000 0), Protest No. 23073 (PIN 33563000 0); and Protest No. 23074 (PIN 33304010 0). Present were: Commissioners Brad Holton, Zach Brooks and Leslie Van Beek, Dar Symms, the President of Symms and Member of Mountain View Cold, Appraisal Supervisor Greg Himes, Appraiser Darryl Spieser, Commercial Supervisor Mike Cowan, and Deputy Clerk Monica Reeves. Dar Symms offered testimony in favor of the three protest applications. He requested a decrease in value from \$5,399,000 to \$4,788,300 (Account 33480000 0); a decrease in value from \$1,539,450 to \$1,425,050 (Account No. 33563000 0); and a decrease in value from \$803,430 to \$674,216 (Account No. 33304010 0). Greg Himes, Darryl Spieser and Mike Cowan, offered testimony on behalf of the Assessor's Office. Following testimony, rebuttal, and Board discussion, Commissioner Van Beek said she believes an adjustment is merited because there has not been a deep dive on the look at the "like-to-like". Rural access in an industrial portion in Caldwell is very different than rural access that is not located next to rail, and they are in a very unique market that is highly competitive with factors that are different influencers. She supports an adjustment or additional information and evaluation of the information that Mr. Symms has brought forward on the improvements to the property. Commissioner Brooks agrees that the buildings are different and that Mr. Symms has quality buildings, but he doesn't want to make a comparison on that until the Assessor has a chance to review the information Mr. Symms provided. The Assessor's Office had follow-up testimony on the comps and said there is an adjustment that's warranted for the rural setting for where this is at comparable to those in Nampa and Caldwell, and it's been addressed in the past and has carried forward with the current assessment. Commissioner Holton is curious to know what others think about asking the Assessor to look at the like comps in the area since this is a vanishing industry

and report back in a follow-up meeting. He is concerned about an industry that is barely hanging on and there still are a few structures within the same geographical area and Mr. Symms creates a question of whether we have considered all the factors and the Assessor is saying it's not fair to address that off the cuff so his compromise to ask them to research the older packing sheds and come back with their appraisal in relationship to trying to be a presumed fair market value. He is concerned about having like information about an agricultural use when the future is uncertain. Commissioners Van Beek and Brooks agree that a deep dive by the Assessor is warranted. Greg Himes said it would be worthwhile for the Assessor to take another look. Upon the motion of Commissioner Holton and the second by Commissioner Van Beek, the Board voted unanimously to continue the hearing to the morning of July 7, 2023. The hearing concluded at 10:24 a.m. An audio recording is on file in the Commissioners' Office.

CONTINUED MEETING TO CONSIDER AN ACTION ITEM

The Board met today at 11:03 a.m. to consider a continued action item. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Director of Juvenile Probation Elda Catalano and Deputy Clerk Jenen Ross. The Board would like COO Rast to have an opportunity assist with the revisions necessary for the resolution adopting changes to the job title of one (1) position; the job title, job description and salary range of one (1) position and the job title and job description of sixteen (16) positions in Juvenile Probation. Commissioner Van Beek made a motion to vacate this item today and continued it to a later date and time. The motion was seconded by Commissioner Brooks and carried unanimously. The meeting concluded at 11:04 a.m. and an audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING CANYON COUNTY AGREEMENT FOR FAIR EVENT CENTER FENCE PROJECT WITH MERIDIAN FENCE

The Board met today at 11:41 a.m. to consider signing Canyon County agreement for Fair Event Center Fence project with Meridian Fence. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Deputy P.A. Oscar Klaas, Facilities Director Rick Britton and Deputy Clerk Jenen Ross. Director Britton explained that Meridian Fence was the only company to provide a quote during the bid process for this project. The original quote was for approximately \$156,000 and the contract is for \$113,665.64. Director Britton said the fence will be wrought iron with side gates and gate openers; the majority of the project will be completed prior to this year's fair with the possible exception of the gate openers which can be worked around. Legal has reviewed the contract and approves as to form. Upon the motion of Commissioner Brooks and second by Commissioner Van Beek the Board voted unanimously to sign the agreement with Meridian Fence for the Fair Event Center (see agreement no. 23-073). The meeting concluded at 11:45 a.m. and an audio recording is on file in the Commissioners' Office.

THE MINUTES OF THE FISCAL TERM OF JUNE 2023 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 20th day of September, 2023.

CANYON COUNTY BOARD OF COMMISSIONERS

Commissioner Leslie Van Beek

Brad Holton

Commissioner Brad Holton

Zach Brooks

Commissioner Zach Brooks

ATTEST: CHRIS YAMAMOTO, CLERK

By: Kross, Deputy Clerk