

MAY 2023 TERM  
CALDWELL, IDAHO    MAY 1, 2023

There were no meetings held this day.

APPROVED CLAIMS

- The Board has approved claim 594202 ADV in the amount of \$111.83
- The Board has approved claims 594295 to 594333 in the amount of \$2,138,557.10

APPROVED PURCHASE ORDERS

The Board approved the following purchase orders:

- Dell in the amount of \$1538.24 for the Information Technology department
- Apex in the amount of \$4592.79 for the Facilities department

APPROVED CATERING PERMIT

- The Board approved an Idaho Liquor Catering Permit for The Getaway to be used 5/4/23.

APPROVED EMPLOYEE STATUS CHANGE FORMS

The Board approved employee status change forms for Jamie Siewert, Temporary Elections; Andres Del Hoyo, Part-time Weed and Gopher; Jesus Zambrano, TCA Staff Attorney; Steven Roberts, Deputy Sheriff – Patrol 41006.

MAY 2023 TERM  
CALDWELL, IDAHO    MAY 2, 2023

FILE IN MINUTES

The Board filed the Treasurer’s monthly report for March 2023 and the quarterly report for January 1, 2023 to March 31, 2023. The Board also filed the Sheriff’s Office uncollectible delinquent personal property taxes for 2022.

APPROVED EMPLOYEE STATUS CHANGE FORMS

The Board approved employee status change forms for Justin Scott, Sergeant – Training 41002; Robert Villegas, Deputy Judicial Marshal; Rafael Sanchez, Deputy Judicial Marshal; Francis Harper, Housekeeper; and Ruth Natibura, Housekeeper.

### APPROVED PURCHASE ORDERS

The Board approved the following purchase orders:

- Mountain Alarm in the amount of \$6378.03 for the Facilities department

### LEGAL STAFF UPDATE AND CONSIDER ACTION ITEMS

The Board met today at 9:34 a.m. for a legal staff update and to consider action items. Present were: Commissioners Brad Holton, Zach Brooks and Leslie Van Beek, COO Greg Rast, Chief Civil Deputy PA Carl Ericson, Deputy PA Zach Wesley, Parks Director Nicki Schwend, HR Director Kate Rice, and Deputy Clerk Monica Reeves. The action items were considered as follows:

***Consider resolution reappointing members to the George Nourse Gun Range Advisory Board*** - Director Schwend updated the Board on plans to reactivate the gun range advisory board as well as her recommended appointments of the three past members who are interested in serving. Director Schwend plans to conduct interviews for two additional members. Upon the motion of Commissioner Van Beek and the second by Commissioner Brooks, the Board voted unanimously to reappoint the following to the George W. Nourse Gun Range Advisory Board:

- Robert Sobba: 4-year term
- James Nuzzo: 4-year term
- Mathew Andrew: 4-year term

On May 17, 2023 the Board plans to tour the gun range and Celebration Park.

***Consider the request for reconsideration for Case No. SD2021-0040, the Red Cow Fold Subdivision; written decision may follow*** - Deputy PA Zach Wesley said a request for reconsideration was filed by Jeff Kiester on March 7, 2023 on the preliminary plat for Red Cow Fold Subdivision where he asked the Board to reconsider specific findings made in the February 21, 2023 written decision. Mr. Kiester is the son of an adjoining property owner and there is an easement that would access the Red Cow Fold property that crosses his mother's property and that is his primary concern. The information was brought up at the original hearing and considered. Mr. Kiester's point is about the legal ownership of the easement and his assertion that the easement is not properly documented, or finalized, or doesn't exist, but that is not something the Board has adjudicatory authority over. Mr. Kiester's second point is about the standards for the roadway and his assertion is that it's over 100 average daily trips and would require improvement. That was not the opinion of the applicants' engineer or the County engineer, but it's not an issue that would be resolved at the preliminary plat phase, that is a Director's decision-level determination. Upon the motion of Commissioner Holton and the second by Commissioner Van Beek, the Board voted unanimously to approve the response provided by Legal. The signed decision is on file with this day's minute entry.

At 9:44 a.m. as part of the legal staff update, the Board went into Executive Session as follows:

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

Commissioner Van Beek made a motion to go into Executive Session at 9:45 a.m. pursuant to Idaho Code, Section 74-206(1) (b), (d) and (f) to discuss a personnel matter; records exempt from public disclosure; and to communicate with Legal Counsel regarding pending/imminently likely litigation. The motion was seconded by Commissioner Brooks and a vote was taken with all three Commissioners voting to enter Executive Session. The motion carried unanimously. Present were: Commissioners Brad Holton, Zach Brooks and Leslie Van Beek, Chief Civil Deputy PA Carl Ericson, Deputy PA Zach Wesley, COO Greg Rast, and HR Director Kate Rice. The Executive Session concluded at 10:45 a.m. with no decision being called for in open session.

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

MEETING TO DISCUSS INDIGENT SERVICES CASE MANAGER/BOARD OF COMMUNITY GUARDIANS POSITION

The Board met today at 10:46 a.m. to discuss the Indigent Services Case Manager/Board of Community Guardians position. Present were: Commissioners Brad Holton, Zach Brooks and Leslie Van Beek, Clerk Chris Yamamoto, Controller Zach Wagoner, Indigent Services Director Yvonne Baker, Case Manager Kelly George, HR Director Kate Rice, HR Generalist Kendra Elgin, COO Greg Rast, and Deputy Clerk Monica Reeves. The Clerk's Office is proposing to take the currently funded vacant Accountant position and transition it into an Indigent Case Management/Board of Community Guardians Specialist position to help meet the needs for the wards. It would be the job that is currently being performed by Kellie George but it would not necessarily be an oversight of all 40 wards as there are guardians and board members that are overseeing/following a number of wards. Commissioner Van Beek had questions about the pay range and Director Baker spoke of how she believes the range is appropriate to attract a qualified person. HR Generalist Kendra Elgin spoke of the changes that were made to the revised job description that incorporated duties such as visiting facilities of clients, helping with wellness checks and advocating for their needs, making sure that wards who are in facilities are getting proper medical treatment, shopping for items the wards may need and making sure the required reports are completed and filed timely. The job is very similar to the job Kellie George is doing so they kept the pay range the same. Upon the motion of Commissioner Van Beek and the second by Commissioner Brooks, the Board voted unanimously to sign the resolution to change the job title, job description, and salary range of one (1) position in the Clerk's Office for the fiscal year 2023: One (1), Accountant in Auditing, salary range: \$50,960.00 Min – \$60,642.40 Mid – \$70,324.80 Max; Position Control Number: 001 201 465, FLSA: Exempt, to One (1), Case Manager in Indigent Services, salary range: \$43,680.00 Min – \$51,979.20 Mid – \$60,278.40 Max; Position Control Number: 030 268 465, FLSA: Non-Exempt.

(Resolution 23-074.) The meeting concluded at 10:55 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER RESOLUTIONS GRANTING RENEWAL BEER/WINE/LIQUOR ALCOHOLIC BEVERAGE LICENSES

The Board met today at 11:02 a.m. to consider resolutions granting renewal beer/wine/liquor alcoholic beverage licenses. Upon the motion of Commissioner Brooks and the second by Commissioner Van Beek, the Board voted unanimously to sign the resolutions granting renewal for beer/liquor alcoholic beverage licenses to:

- Best Western Plus
- Kickback Bar
- Roots and Company
- The Tower Grill
- Jak\*s Place Neighborhood Grill
- Holiday Inn
- The Getaway
- Mesa Tacos & Tequila
- Hispanic Cultural Center of Idaho
- Garbonzo Pizza
- La Copa
- Stewart's Bar & Grill

Upon the motion of Commissioner Brooks and the second by Commissioner Van Beek, the Board voted unanimously to sign the resolutions granting renewal for beer/wine alcoholic beverage licenses to:

- Maverik #287, Maverik #661, Maverik #595, Maverik #551, Maverik #430, Maverik #178, Maverik #522
- East Cleveland Beverage
- Bi-Mart #614
- Big Smoke #102, Big Smoke #109, Big Smoke #113, Big Smoke #115
- Tobacco Connection #1, Tobacco Connection #6, Tobacco Connection #12, Tobacco Connection #16, Tobacco Connection #22, Tobacco Connection #23, Tobacco Connection #23, Tobacco Connection #32, Tobacco Connection #37
- WINCO Foods #114, WINCO Foods #11
- Mother Earth Micro Brews
- The Orchard House
- Krung Thai Restaurant
- Smashburger #1588
- JP Thailand Express

- Fairview Golf Course
- Purple Sage Golf Course
- LaRosita Mexican Store
- Pantera Market #44
- Fairfield Inn & Suites

Upon the motion of Commissioner Brooks and the second by Commissioner Van Beek, the Board voted unanimously to sign the resolutions granting renewal for beer alcoholic beverage licenses to:

- Tacos Colimas
- Mi Tierra

Resolutions No. 23-074a, 23-075, 23-076, 23-077, 23-078, 23-079, 23-080, 23-081, 23-082, 23-083, 23-084, 32-085 are on file with this day's minute entry. The meeting concluded at 11:04 a.m. An audio recording is on file in the Commissioners' Office.

#### MEETING TO CONSIDER AGENDA ITEM

The Board met today at 1:30 p.m. to consider an agenda item. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, COO Greg Rast, HR Director Kate Rice, HR Generalist Cindy Lorta, Chief Deputy Sheriff Doug Hart, CCSO Financial Manager David Ivers, Cpt. Ray Talbot, Assessor Brian Stender (arrived at 1:33 p.m.) and Deputy Clerk Jenen Ross. The action item was considered as follows:

***Consider resolution approving a change in job title, job description and salary for one (1) position in the Sheriff's Office:*** Chief Hart and Cpt. Talbot provided a background on how training has been handled by just one person in recent years within the Sheriff's Office and how POST is requiring some very specific training for officers in order to retain certifications. CCSO is no longer able to maintain training standards being handled by one person and would like to reclassify a Deputy Sheriff position to a Sergeant to assist with training. Chief Hart addressed Commissioner Van Beek's questions relating to budget impacts of this change. Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to sign the resolution approving a change in job title, job description and salary for one (1) position in the Sheriff's Office (see resolution no. 23-086).

The meeting concluded at 1:37 p.m. and an audio recording is on file in the Commissioners' Office.

#### MEETING WITH THE ASSESSOR TO CONSIDER SITE IMPROVEMENT EXEMPTION APPLICATIONS

The Board met today at 2:00 p.m. with the Assessor to consider site improvement exemption applications. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks,

Assessor Brian Stender, Chief Deputy Assessor Joe Cox (arrived at 2:03 p.m.) and Deputy Clerk Jenen Ross. The exemption applications were considered as follows:

Consider the following site improvement exemption applications:

- Mason Creek Grove #1
- Waterford #1
- Franklin Village North #1
- Rosehaven #3
- Rosehaven #4

Assessor Stender explained these exemptions are due to a slowdown in the market. All the subdivision parcels are in the original developers' name but once the parcel is sold the exemption would go away. Assessor Stender sees nothing that would prohibit the Board from approving these exemptions and upon the motion of Commissioner Brooks and second by Commissioner Van Beek the Board voted unanimously to grant exemptions on the subdivisions as noted on the agenda and presented by Assessor Stender.

The meeting concluded at 2:04 p.m. and an audio recording is on file in the Commissioners' Office.

#### MAY 2023 TERM

CALDWELL, IDAHO    MAY 3, 2023

No meetings were held this day.

#### APPROVED PURCHASE ORDERS

The Board approved the following purchase orders:

- 1000 Bulbs in the amount of \$4496.40 for the Facilities department

#### APPROVED PAYROLL MAY 5, 2023

The Board approved the May 5, 2023 payroll in the amount of \$2,332,174.43

#### APPROVED CLAIMS

- The Board has approved claims 594203 to 594214 in the amount of \$2,426.50
- The Board has approved claims 594215 to 594248 in the amount of \$69,573.39
- The Board has approved claims 594249 to 594294 in the amount of \$60,888.68
- The Board has approved claims 594335 to 594374 in the amount of \$114,828.61

- The Board has approved claims 594375 to 594414 in the amount of \$43,312.65
- The Board has approved claims 594434 to 594465 in the amount of \$361,241.24
- The Board has approved claims 594415 to 594433 in the amount of \$18,931.01
- The Board has approved claim 594449 in the amount of \$909.15
- The Board has approved claims 594466 to 594497 in the amount of \$66,106.15
- The Board has approved claims 594498 to 594542 in the amount of \$42,258.26
- The Board has approved claims 594543 to 594586 in the amount of \$34,296.74
- The Board has approved claims 594587 to 594628 in the amount of \$95,952.04
- The Board has approved claims 594629 to 594660 in the amount of \$26,784.15
- The Board has approved claims 594661 to 594664 in the amount of \$1,088.00
- The Board has approved claims 594665 to 594674 in the amount of \$11,539.27

MAY 2023 TERM  
CALDWELL, IDAHO    MAY 4, 2023

APPROVED PURCHASE ORDERS

The Board approved the following purchase orders:

- Uline.com in the amount of \$8847.41 for the Elections office
- Dell in the amount of \$4004.80 for the Information Technology department
- Hess Construction in the amount of \$2000.00 for the Facilities department
- ACCO Engineered in the amount of \$3876.00 for the Facilities department

APPROVED EMPLOYEE STATUS CHANGE FORMS

The Board approved employee status change forms for Cole Morris, Hazardous Waste Screener; Mathew Warren, Juvenile Detention Officer; and Randall DeJong, System Administrator.

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, Commissioner Zach Brooks (arrived at 10:00 a.m.), Chief Deputy P.A. Carl Ericson (left at 10:02 a.m.), Deputy P.A. Zach Wesley (left at 10:02 a.m.), Cpt. Chuck Gentry (left at 9:38 a.m.), Facilities Director Rick Britton (left at 9:53 a.m.), COO Greg Rast and Deputy Clerk Jenen Ross. The action items were considered as follows:

***Consider Resolution Designating Surplus Personal Property with Nominal Value and Authorizing the Destruction of Canyon County Sheriff's Office Dispatch Recording Equipment:*** Two dispatch servers have been upgraded and are no longer necessary. Upon the motion of Commissioner Van Beek and second by Commissioner Holton 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 recording equipment (see resolution no. 23-087).

Director Britton brought to the Board's attention that he is starting the process of evaluating fees for the Weed and Pest department. He has recently spoken with Ada County and an entity in Payette County about their fees and how they operate to gain additional information. Currently the rates that Canyon County is charging often doesn't cover all the county expenses. The Board is supportive of Director Britton continuing to move forward and working with legal in evaluating fees. They want to see county fees covering expenses and not having to be subsidized by county taxpayers or to be in competition with private entities. Additional discussion ensued regarding unpaid invoices and possible options for collection.

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

EXECUTIVE SESSION – PERSONNEL MATTERS, ACQUISITION OF AN INTEREST IN REAL PROPERTY, 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 9:53 a.m. pursuant to Idaho Code, Section 74-206(1) (b), (c), (d) and (f) regarding personnel matters, acquisition of an interest in real property, 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, Chief Deputy P.A. Carl Ericson, Deputy P.A. Zach Wesley and COO Greg Rast. Commissioner Zach Brooks arrived at 10:00 a.m. The Executive Session concluded at 10:02 a.m. with no decision being called for in open session.

***Consider resolution(s) granting renewal beer/wine alcoholic beverage licenses to:***

- ***Mongolian Fire Grill***

Upon the motion of Commissioner Brooks and second by Commissioner Van Beek the Board voted unanimously to sign the resolution granting a renewal beer/wine alcoholic beverage license to Mongolian Fire Grill (see resolution no. 23-089).

***Consider resolution(s) granting renewal beer/liquor alcoholic beverage licenses to:***

- ***Ridgecrest Golf Club***
- ***Smoky Mountain Pizzeria Grill***

Upon the motion of Commissioner Brooks and second by Commissioner Van Beek the Board voted unanimously to sign the resolution granting a renewal beer/liquor alcoholic beverage license to Ridgecrest Golf Club and Smoky Mountain Pizzeria Grill (see resolution no. 23-23-088).



The meeting concluded at 10:05 a.m. and an audio recording is on file in the Commissioners' Office.

MEETING WITH ASSESSOR'S OFFICE TO CONSIDER VARIOUS NEW AND RENEWING PROPERTY TAX EXEMPTIONS UNDER CODES: 63-602P, 602W, 602D, 602P, 602B, 602C, 602E, 602GG, AND 50-2014

The Board met today at 10:34 a.m. with the Assessor's Office to consider various and renewing property tax exemptions. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Business Manager Jennifer Loutzenhiser, Administrative Analyst Helena Thompson, COO Greg Rast and Deputy Clerk Jenen Ross. The exemptions were considered as follows:

**Urban renewal 50-2014**

Nampa Development Corporation, PINs: 13601000 0, 13415011 0 and 13415000 0

Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to approve the exemptions.

**Religious 63-602B**

61111016 0 Praise Inc  
61111020 0 Refuge Counseling Center LLC  
61111002 0 Salt & Light Catholic Radio  
64941674 0 Educational Media Foundation  
61111005 0 KTSY Radio Station  
18988000 0 Bible Believers Fellowship LLC  
35252000 0 Salt and Light Radio Inc  
28875000 0 Greenhurst Bible Church Inc  
31408000 0 Karcher Church of The Nazarene Inc  
76061000 0 Karcher Church of The Nazarene Inc  
19940000 0 Iglesia Evangelica Mexicana De Wilder Inc  
32135000 0 Messiah Evangelical  
73481000 0 Messiah Lutheran Church  
31355010 0 Maranatha Romanian Church of God No 10953  
18987000 0 First Presbyterian Ch  
07347000 0 First Church of Christ Scientist  
26438000 0 Jehovahs Witnesses Inc Nampa East Congregation  
26436000 0 Jehovahs Witnesses Nampa East Congregation  
07275000 0 Northwest Latin Conference of The International Pentecostal  
16765000 0 Nampa Ch of Christ  
33715011 0 Homedale Church of Nazarene  
02033000 0 Spanish Assemblies of God Church Rosa De Saron  
02016000 0 Assembly of God Ch Central Latin American Dist Council

35666000 0	Church of Christ Cald Inc
37012000 0	Free Holiness Church
37021000 0	Free Holiness Church
34174000 0	Franklin Community Ch Inc
15502000 0	Church of The Living God Inc
08833000 0	Ch Of the Nazarene
13490010 0	Involve Church Inc
38749010 0	Launch Pad Parma
04222000 0	Canyon Hill Ch of Nazarene
04221000 0	Canyon Hill Ch of Nazarene
04255000 0	Canyon Hill Ch of Nazarene
04218000 0	Canyon Hill Ch of Nazarene
37691000 0	Sandhollow First Baptist
35080000 0	Evergreen Heights
29527000 0	Southside Blvd Methodist
19936000 0	Calvary Holiness Church Inc
19928000 0	Golden Gate Baptist Ch
00330000 0	First Regular Baptist Inc
08712000 0	Ch Of God Prophecy
32096000 0	Lakeview Bible Church Inc
00087000 0	New Life Bible Fellowship Inc
06161000 0	First Baptist Ch-Ca
31478010 0	Church of God of Prophecy
34536000 0	Oregon Trail Ch Of God Inc
35797000 0	Christian Faith Center Assembly of God Inc
32003000 0	Christian Faith Center Assembly of God Inc
35133000 0	Valley Pentecostal Church Inc
01112011 0	Jehovahs Witnesses Inc N Caldwell Congregation
31064106 0	Cross of Christ Evangelical Lutheran Church Inc
30381000 0	Fellowship Baptist Church Inc
13570000 0	New Direction Inc
13530000 0	New Direction Inc
13718000 0	Olivet Assembly Inc
13715000 0	Olivet Assembly Inc
15426010 0	Olivet Assembly Inc
01414000 0	Treasure Valley Christian Center Inc
29179000 0	Corp Of Presiding Bishop
20157000 0	Corp Of Presiding Bishop of Jesus Christ of LDS
23934019 0	Corp Of Presiding Bishop of Jesus Christ of LDS
25279011 0	Corp Of Presiding Bishop of Jesus Christ of LDS
29729000 0	Corp Of Presiding Bishop of Jesus Christ of LDS
30666011 0	Corp Of Presiding Bishop of Jesus Christ of LDS
31065000 0	Corp Of Presiding Bishop of Jesus Christ of LDS
32041010 0	Corp Of Presiding Bishop of Jesus Christ of LDS

32400000 0 Corp Of Presiding Bishop of Jesus Christ of LDS  
10954000 0 Evangelical Lutheran Zion Ch of Na  
05799000 0 Jehovahs Witnesses Caldwell Idaho Inc Central Congregation  
32273000 0 Sunnyridge Assembly of God  
32007000 0 First Congregational Church United Church of Christ Nampa Inc @@  
13439000 0 Bible Pentecostal Church Inc  
13441000 0 Bible Pentecostal Church Inc  
13443000 0 Bible Pentecostal Church Inc  
70230000 0 Bible Missionary Church of Greenleaf Idaho Inc  
36165000 0 Bible Missionary Church of Greenleaf Inc  
31999000 0 Trinity Evangelical Luth Ch  
10993000 0 College Church of The Nazarene Inc  
11204000 0 College Ch Of the Nazarene  
11200000 0 College Ch Of the Nazarene  
11205000 0 College Ch Of the Naz Inc  
18689000 0 Middleton Ch Of Naz Inc  
01413000 0 Treasure Valley Christian Center Inc  
02759000 0 Treasure Valley Christian Center Inc  
32334100 0 Roman Catholic Diocese of Boise  
31822011 0 Roman Catholic Diocese of Boise  
24564010 0 Roman Catholic Diocese of Boise  
17607020 0 Roman Catholic Diocese of Boise  
17503000 0 Roman Catholic Dioc Of Boise Melba Church  
18975000 0 Roman Catholic Dioc Of Boi Sacred Hearts of Jesus Mary Church  
32334000 0 Roman Catholic Diocese of Boise  
17502000 0 Roman Catholic Diocese of Boise  
16238000 0 Roman Catholic Diocese of Boise  
15617000 0 Roman Catholic Dioc Of Boise St Pauls Church  
04152000 0 Corp Of Presiding Bishop of Jesus Christ of LDS  
29411100 0 Corp Of Presiding BishOp  
34356011 0 Corp Of Presiding Bishop Church of Jesus Christ of LDS  
34366201 0 Corp Of Presiding Bishop Church of Jesus Christ of LDS  
34443011A0 Corp Of Presiding Bishop Church of Jesus Christ of LDS  
32419253 0 Corp Of Presiding Bishop-Church of Jesus Christ of LDS  
32900101 0 Corp Of Presiding Bishop Of  
34324000 0 Corp Of Pres Bis Of the Church of Jesus Christ of LDS  
25279000 0 Corp Of Pres Bis Of the Church of Jesus Christ of LDS  
25279010 0 Corp Of Presiding Bishop Of  
14926000 0 Corp Of Presiding Bishop  
00631000 0 Corp Of Presiding Bishop of Jesus Christ of LDS  
00632000 0 Corp Of Presiding Bishop of Jesus Christ of LDS  
01367000 0 Corp Of Presiding Bishop of Jesus Christ of LDS  
01368000 0 Corp Of Presiding Bishop of Jesus Christ of LDS  
01369000 0 Corp Of Presiding Bishop of Jesus Christ of LDS

01379000 0 Corp Of Presiding Bishop of Jesus Christ of LDS  
04100010A0 Corp Of Presiding Bishop of Jesus Christ of LDS  
08988000 0 Corp Of Presiding Bishop of Jesus Christ of LDS  
19148000 0 Corp Of Presiding Bishop of Jesus Christ of LDS  
16101000 0 Corp Of Presiding Bishop of Jesus Christ of LDS  
16195000 0 Corp Of Presiding Bishop of Jesus Christ of LDS  
14096000 0 Corp Of Presiding Bishop of Jesus Christ of LDS  
38686011A0 Corp Of Presiding Bishop of Jesus Christ of LDS  
34349100 0 Corp Of Presiding Bishop of Jesus Christ of LDS  
34513011 0 Corp Of Presiding Bishop of Jesus Christ of LDS  
33912000 0 Corp Of Presiding Bishop of Jesus Christ of LDS  
33945011 0 Corp Of Presiding Bishop of Jesus Christ of LDS  
32558010 0 Corp Of Presiding Bishop of Jesus Christ of LDS  
32566010 0 Corp Of Presiding Bishop of Jesus Christ of LDS  
24709010 0 Corp Of Presiding Bishop of Jesus Christ of LDS  
28688000 0 Corp Of Presiding Bishop of Jesus Christ of LDS  
29336013A0 Corp Of Presiding Bishop of Jesus Christ of LDS  
20155000 0 Corp Of Presiding Bishop of Jesus Christ of LDS  
33945000 0 Canyon Springs Christian Church Inc  
33946000 0 Canyon Springs Christian Church Inc  
17993000 0 Methodist Church  
15459000 0 Sovereign Grace Fellowship of Nampa Inc  
35391000 0 First Methodist Ch Of Cald  
35389000 0 First Methodist Ch Of Cald  
35395000 0 First Methodist Ch Of Cald  
32001010A0 Grace Bible Church Inc  
23113000 0 Calvary Chapel of Nampa  
23118000 0 Calvary Chapel of Nampa Inc  
31395000 0 Calvary Chapel Nampa Inc  
23112000 0 Calvary Chapel of Nampa Inc  
31394000 0 Calvary Chapel Nampa Inc  
08807000 0 Apostolic Way Inc  
33388000 0 Corp Of Presiding Bishop of Jesus Christ of LDS  
33395010 0 Corp Of Presiding Bishop of Jesus Christ of LDS  
33400010 0 Corp Of Presiding Bishop of Jesus Christ of LDS  
33401000 0 Corp Of Presiding Bishop of Jesus Christ of LDS  
33408000 0 Corp Of Presiding Bishop of Jesus Christ of LDS  
33409000 0 Corp Of Presiding Bishop of Jesus Christ of LDS  
33472000 0 Corp Of Presiding Bishop of Jesus Christ of LDS  
33483000 0 Corp Of Presiding Bishop of Jesus Christ of LDS  
01136000 0 Apostolic Assembly of The Faith in Christ Jesus  
01143000 0 Apostolic Assembly of The Faith in Christ Jesus  
37097000 0 Wilder Assem Of God Ch  
74415000 0 Crossroads Assembly of God

30895000 0 Midland Congregation of Jehovahs Witnesses Nampa Id Inc  
 17769000 0 First Baptist Church of Middleton  
 18469000 0 First Baptist Church of Middleton  
 17779000 0 First Baptist Church of Middleton  
 32186010 0 First Romanian Church Inc  
 33158000 0 Free Methodist Church of North America  
 01772000 0 Calvary Chapel Caldwell Inc  
 04513102 0 Church of God Inc  
 04865000 0 Antioch Miss Baptist Ch  
 08588000 0 Good News Community Church Inc  
 18857000 0 First Baptist Church of Notus Inc  
 02157000 0 Church of God of Caldwell Inc  
 11081000 0 Nampa 1st Southern Bapt Ch  
 32596000 0 First Ch Of the Nazarene  
 15216000 0 Southern Idaho District Council of The Assemblies of God  
 38996000 0 First Baptist Church of Roswell  
 33670010 0 Homedale Friends Comm Church  
 12514000 0 Ch of the Nazarene  
 02653000 0 Assembly of God Ch of Ca  
 02657000 0 Assembly of God Ch of Ca  
 13034011 0 Nampa First Assembly of God of The City of Nampa Idaho Inc  
 01342000 0 Boone Memorial Presbyterian Church Inc  
 01354000 0 Boone Memorial Presbyterian Church of Caldwell Idaho Inc  
 01353000 0 Boone Memorial Presbyterian Church Inc  
 35436000 0 First Friends Church of Caldwell Inc  
 02815545 0 NW District Bible Missionary Church  
 02709000 0 Protestant Episc Ch Of Id  
 11133000 0 Greater Life Church Inc  
 11134000 0 Greater Life Church Inc  
 17047000 0 Bowmont Ch of the Bretheren  
 17048000 0 Bowmont Ch of the Bretheren  
 17042000 0 Church of The Brethren  
 19565000 0 Revival Center Ch Inc  
 04778000 0 New Life Celebration  
 04774000 0 New Life Celebration  
 01577000 0 Church of God Apostolic of Id  
 04656000 0 Calvary Temple Inc  
 04657000 0 Calvary Temple Inc  
 67274100 0 Celebration Life Church Inc  
 36264000 0 Greenleaf Friends Church  
 36263010 0 Greenleaf Friends Church  
 36242000 0 Greenleaf Friends Ch  
 36241000 0 Greenleaf Friends Ch  
 32923000 0 Followers of Christ Inc

32918000 0 Followers of Christ  
 24563000 0 First Southern Baptist Church of Caldwell Inc  
 14656000 0 Grace Tabernacle Inc  
 19367000 0 Parma Miss Baptist Ch  
 35616000 0 Grace Evangelical Lutheran  
 29233000 0 Bethel Ch Of the Nazarene  
 21150000 0 Buddhist Society of Idaho  
 09006000 0 The Church of The Rock Inc  
 09013000 0 The Church of The Rock Inc  
 29261011 0 General Assembly and Church of The First Born Inc  
 15216010 0 Jehovahs Witnesses Nampa Id Inc Lake Lowell Congregation  
 16040000 0 Wesleyan Holiness Ch of Na  
 78097000 0 Wesleyan Holiness Church  
 29578012 0 Lake Shore Dr Baptist Church Nampa  
 31454000 0 Harvest Life Ministries Inc  
 35746000 0 Caldwell Free Methodist Church Inc  
 19192000 0 Parma Ch Of the Nazarene  
 12158000 0 Ch of the Nazarene  
 08575000 0 Ch of the Nazarene  
 08573000 0 Ch of the Nazarene N Na Inc  
 31968000 0 First United Presbyterian  
 31971000 0 First United Presbyterian  
 14990002 0 West Valley Baptist Church Inc  
 31460000 0 Rock of the Christian And Missionary Alliance Inc  
 15234000 0 Lutheran Brethren Ch Na Inc  
 20007000 0 Church of God  
 33003011A0 United Reform Church of Nampa  
 17535000 0 Community Baptist Church of Melba Inc  
 13611000 0 International Church of The Foursquare Gospel  
 22961000 0 Teen Challenge International Pacific Northwest Centers  
 32097010 0 New Hope Baptist Church Inc  
 19191000 0 Church of Christ Of Parma Idaho Inc  
 61111009 0 Breath of Life Fellowship Inc  
 13681000 0 Grace Episcopal Ch Of Na  
 39122000 0 Sterry Memorial Presbyterian Church Inc  
 39089010 0 Sterry Memorial Presbyterian Church Inc  
 39123000 0 Sterry Memorial Presbyterian Church Inc  
 29542011A1 Southside Blvd Methodist  
 14329000 0 Fairview Church of the Nazarene Inc  
 14327000 0 Fairview Church of the Nazarene Inc  
 14303000 0 Fairview Church of the Nazarene Inc  
 14301000 0 Fairview Church of the Nazarene @@  
 05096000 0 Ch Of God of Prophecy Regional Office Inc  
 25266000 0 La Iglesia De Dios Inc

05032000 0 Idaho Conference of Seventh Day Adventists Inc  
 28615014 0 Assemblies of God S Id Dist  
 27472000 0 Midway Bible Missionary Ch  
 78392000 0 First United Methodist Church  
 29230010 0 First United Methodist Ch  
 32510010 0 Centennial Baptist Ch Inc  
 22926000 0 Wat Idahophoxaiyaraam Inc  
 04001000 0 Idaho Conference of Seventh Day Adventists  
 24428010 0 Idaho Conference of Seventh Day Adventists Inc  
 38837117 0 Southern Idaho Corp of Seventh Day Adventists  
 38837011A0 Southern Idaho Corp of Seventh Day Adventists  
 09492010a0 Southern Idaho Corp of Seventh Day Adventists  
 09492010 0 Southern Idaho Corp of Seventh Day Adventists  
 09488000 0 Idaho Conference of Seventh-Day Adventists Inc  
 09491000 0 Southern Idaho Corp of Seventh Day Adventists  
 17902114 0 Idaho Conference of Seventh Day Adventists  
 25909000 0 Southern Idaho Corp of Seventh Day Adventists  
 12798000 0 Apostolic Assembly of Faith in Jesus Christ Inc  
 12829000 0 Rosa De Saron Pentacostal Holiness Church Inc  
 05176000 0 Cp Reformed Church Inc  
 05061000 0 Heritage Holiness Chapel Incorporated  
 09846000 0 First Church of The Nazarene  
 09825000 0 Nampa First Church of The Nazarene  
 09845000 0 First Church of The Nazarene  
 09824000 0 First Church of The Nazarene  
 13891000 0 First Church of The Nazarene  
 14950550 0 Nampa First Church of The Nazarene  
 13817000 0 First Church of The Nazarene  
 15436000 0 First Christian Ch  
 15437000 0 First Christian Ch-Na  
 15439000 0 First Christian Ch-Na  
 15441000 0 First Christian Ch-Na  
 17544000 0 Melba Friends Church Limited  
 17537000 0 Melba Friends Church Ltd  
 03686000 0 Faith Evan Luth Ch of Cald  
 03684000 0 Faith Evan Luth Ch of Cald  
 17607033 0 Canyon County Church of Christ Inc  
 27439000 0 First Christian Church of Caldwell Db a Caldwell Christian Church  
 27440000 0 First Christian Church of Caldwell Db a Caldwell Christian Church  
 31440010A0 Church of The Brethren Inc  
 31793399 0 Crossroads Community Church Inc  
 31793395 0 Crossroads Community Church  
 31793394 0 Crossroads Community Church Inc  
 03685000 0 Treasure Valley Christian

02091000 0 Iglesia Misionera Pentecostes Inc  
 02092000 0 Iglesia Misionera Pentecostes Inc  
 02090011 0 Iglesia Misionera Pentecostes Inc  
 73546000 0 The Way Assembly of God Inc  
 17999000 0 Way Assembly of God Inc  
 16034010 0 Mennonite Church  
 16270500 0 New Covenant Baptist Church  
 15228000 0 Roman Catholic Diocese of Boise  
 15227000 0 Roman Catholic Diocese of Boise  
 14302000 0 Fairview Church of The Nazarene Inc

Commissioner Van Beek made a motion to approve exemptions for the 297 parcels listed above under Idaho Code 63-602B. The motion was seconded by Commissioner Brooks and carried unanimously.

**63-602D Hospital**

64941099 0 Birkeland Maternity Center & Heart Care Center  
 64940656 0 General Surgery Nampa  
 64937538 0 Mercy Physician Cardiology  
 64940645 0 Nampa Hospital  
 64940652 0 NHP Occ Med  
 64940651 0 NHP Stars  
 64940654 0 NHP Wound Hyperbaric  
 64941585 0 Saint Alphonsus Emergency Department Neighborhood Hospital  
 64941628 0 Saint Alphonsus Physician Admin Offices  
 64935408 0 Saint Alphonsus Physician Services Inc  
 64940734 0 Saint Alphonsus Regional Medical Center Stars  
 64940655 0 Samg Nampa Ob Gyn  
 64941293 0 St Alphonsus Medical Center Karcher Clinic  
 64932721 0 St Alphonsus Physician Serv Inc  
 64941896 0 St Lukes Cancer Treatment Center  
 64940186 0 St Lukes Regional Medical Center  
 60664500 0 St Lukes Regional Medical Center  
 64940185 0 St Lukes Regional Medical Center  
 64940243 0 St Lukes Regional Medical Center  
 64941410 0 St Lukes Regional Medical Center  
 64941482 0 St Lukes Regional Medical Center  
 64941492 0 St Lukes Regional Medical Center  
 64941625 0 St Lukes Regional Medical Center  
 64941624 0 St Lukes Regional Medical Center  
 64941679 0 St Lukes Regional Medical Center  
 64936391 0 St Lukes Regional Medical Center Ltd  
 64937764 0 St Lukes Regional Medical Center Ltd  
 01648000 0 St Lukes Regional Medical Center Ltd  
 31112010 0 Saint Alphonsus Medical Center



31084000 0 Saint Alphonsus Medical Center Nampa Inc  
 31084012A0 Saint Alphonsus Medical Center Nampa Inc  
 31095000 0 Saint Alphonsus Medical Center Nampa Inc  
 31104011 0 Saint Alphonsus Medical Center Nampa Inc  
 31104012 0 Saint Alphonsus Medical Center Nampa Inc  
 31096000 0 Saint Alphonsus Medical Center Nampa Inc  
 31098000 0 Saint Alphonsus Medical Center Nampa Inc  
 31099000 0 Saint Alphonsus Medical Center Nampa Inc  
 31099010 0 Saint Alphonsus Medical Center Nampa Inc  
 31100000 0 Saint Alphonsus Medical Center Nampa Inc  
 30995000 0 St Lukes Regional Medical Center Ltd  
 30995011B0 St Lukes Regional Medical Center Ltd  
 01649000 0 St Lukes Regional Medical Center Ltd  
 30995011 0 St Lukes Regional Medical Center Ltd  
 30995011F0 St Lukes Regional Medical Center Ltd  
 30995012 0 St Lukes Regional Medical Center Ltd  
 01646010 0 St Lukes Regional Medical Center Ltd

Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to grant the exemptions on 63-602D on each of the 46 parcels as noted above.

**63-062E Education**

29567011 0 Liberty Charter School Inc  
 36241010 0 Greenleaf Friends Church  
 76062000 0 Greenleaf Friends Academy  
 36822011 0 Canyon Owyhee School Service Agency  
 31535010 0 Nampa Christian Schools Inc  
 31539000 0 Christian Schools Foundation of Nampa Idaho Inc  
 31448010 0 Nampa Christian Schools Inc  
 31537010 0 Nampa Christian Schools Inc  
 31533000 0 Nampa Christian Schools Inc  
 29454010A0 Legacy Public Charter School Inc  
 29567011A0 Victory Charter School Inc  
 02287000 0 Elevate Academy Inc  
 32121000 0 Gem Prep Nampa LLC  
 13034012 0 Idaho Arts Charter School  
 13034013A0 Idaho Arts Charter School  
 13034011A0 Idaho Arts Charter School Inc  
 08631000 0 Idaho Arts Charter School  
 08890000 0 Idaho Arts Charter School  
 08891000 0 Idaho Arts Charter School  
 08900000 0 Idaho Arts Charter School  
 08901000 0 Idaho Arts Charter School  
 08991000 0 Idaho Arts Charter School

32716000 0 Idaho Conference of Seventh Day Adventists Inc  
 00925000 0 Idaho Conference of Seventh Day Adventists@@  
 32717010 0 Idaho Conference of Seventh Day Adventists Inc  
 34113000 0 Western Idaho Community Action Programs Inc  
 02530536 0 Western Idaho Community Action Partnerships Inc  
 19863000 0 Western Idaho Community Action Program Inc Head Start  
 11504000 0 Evan Luth Zions Cong Of The  
 35723012 0 Heritage Community Charter School Inc  
 11201000 0 Northwest Nazarene University Inc  
 11633000 0 Northwest Nazarene University Inc  
 11189000 0 Northwest Nazarene University Foundation Inc  
 13025112 0 Northwest Nazarene University Inc  
 11194000 0 Northwest Nazarene University Inc  
 11188000 0 Northwest Nazarene University Inc  
 11246000 0 Northwest Nazarene University Inc  
 11194014 0 Northwest Nazarene University Inc  
 11194013 0 Northwest Nazarene University Inc  
 11194011 0 Northwest Nazarene University Inc  
 11194012 0 Northwest Nazarene University Inc  
 11007000 0 Northwest Nazarene University Inc  
 11178000 0 Northwest Nazarene University Inc  
 11180000 0 Northwest Nazarene University Inc  
 11181000 0 Northwest Nazarene University Inc  
 11184000 0 Northwest Nazarene University Inc  
 11194010 0 Northwest Nazarene University Inc  
 34320000 0 Vision Charter School Inc  
 32504100 0 3900 Overland LLC  
 34795011 0 Mosaics Public School Inc  
 00838000 0 College of Idaho Inc  
 00841000 0 College of Idaho Inc  
 00842000 0 College of Idaho Inc  
 00843000 0 College of Idaho Inc  
 00845000 0 College of Idaho Inc  
 00851000 0 College of Idaho Inc  
 03820000 0 College of Idaho Inc  
 03955000 0 College of Idaho Inc  
 03956000 0 College of Idaho Inc  
 07216000 0 College of Idaho-Campus  
 07311000 0 College of Idaho  
 07314000 0 College of Idaho

Commissioner Van Beek made a motion to grant exemptions on the 62 parcels as listed above under Idaho Code 63-602E. The motion was seconded by Commissioner Brooks and carried unanimously.

### **63-302B Religious**

*Praise Chapel Christian Fellowship, PIN 16699000 0*

Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to grant the exemption.

*Iglesia Nueva Esperanza Corp, PIN 04945000 0*

Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to grant the exemption.

*Messiah Evangelical Lutheran Church Inc., PIN 32134100 0*

Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to grant the exemption.

*Eagle Christian Church Inc., PIN 30973000 0*

Commissioner Van Beek made a motion to approve a 5-acre exemption. The motion was seconded by Commissioner Holton and carried unanimously.

*Boone Memorial Presbyterian Church of Caldwell Idaho Inc., PIN 01341000 0*

Commissioner Van Beek made a motion to grant a partial exemption. The motion was seconded by Commissioner Brooks and carried unanimously.

*Fargo Community Church, PINs 37169000 0 and 75203000 0*

Commissioner Van Beek made a motion to remove the exemption. The motion was seconded by Commissioner Brooks and carried unanimously.

*Treasure Valley Free Church, PINs 01647000 0, 01447010 0, 01442000 0 and 01443000 0*

Commissioner Van Beek made a motion to deny the exemptions. The motion was seconded by Commissioner Brooks and carried unanimously.

*TV Christian Church, PINs 03678010 0 and 03683000 0*

Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to deny the exemptions.

### **63-602C Charitable**

*Idaho Youth Ranch, PIN 64941948 0*

Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to approve the exemption.

*Treasure Valley Transit Inc., PIN 29190000 0*

Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to grant the exemptions.

*Community Health Clinics dba Terry Reilly, PINs 13339000 0, 64941937 0 and 64941936*

Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to grant the exemptions.

*Elevate Academy Foundation, PINs 00083103 0, 00083100 0, 00083101 0 and 00083102 0*

Commissioner Van Beek made a motion to grant exemptions on PINs 00083100 0, 00083101 0 and 00083102 0 and deny the exemption for PIN 00083103 0. The motion was seconded by Commissioner Brooks and carried unanimously.

### **63-602D Hospitals**

*St. Lukes Nampa Medical Center LTD, PIN 32043142 0*

Commissioner Van Beek made a motion to grant the exemption for the building and deny the exemption for the land. The motion was seconded by commissioner Brooks and carried unanimously.

### **63-602E Education**

*Nampa Christian Schools Inc., PINs 31533011 0, 31534000 0 and 31533010 0*

Commissioner Van Beek made a motion to grant exemptions on all three parcels. The motion was seconded by Commissioner Brooks and carried unanimously.

The meeting concluded at 11:17 a.m. An audio recording is on file in the Commissioners' Office.

## COMMISSIONERS ATTENDING IDAHO STATE TAX COMMISSION BUDGET AND LEVY TRAINING WORKSHOP

The Board attended a budget and levy training workshop today from 1:30 to 4:30 p.m. The workshop was hosted by the Idaho State Tax Commission and was held at 11321 W. Chinden Boulevard in Boise. No Board action was required or taken.

### **MAY 2023 TERM**

**CALDWELL, IDAHO    MAY 5, 2023**

No meetings were held this day.

### APPROVED CLAIMS

- The Board has approved claims 594675 to 594682 in the amount of \$2,176.00
- The Board has approved the April Jury claim in the amount of \$9,872.02

### APPROVED PURCHASE ORDERS

The Board approved the following purchase orders:

- Corwin Ford in the amount of \$46,670.00 for the Fleet Department
- Hess Construction in the amount of \$39,525.00 for the Facilities Department

APPROVED EMPLOYEE STATUS CHANGE FORM

The Board approved employee status change form for Marissa Sandoval, Court Clerk.

AGVENTURE (AGRITOURISM) TOUR WITH DESTINATION CALDWELL

The Board attended the AgVenture (Agritourism) tour with Destination Caldwell from 11:00 a.m. to 4:00 p.m. No Board action was required or taken.

MAY 2023 TERM

CALDWELL, IDAHO    MAY 8, 2023

APPROVED EMPLOYEE STATUS CHANGE FORMS

The Board approved employee status change forms for Kamryn Childs, Temporary Legal Support; and Addison Pennington, Temporary Legal Support.

APPROVED PURCHASE ORDERS

The Board approved the following purchase orders:

- Motorola Solutions in the amount of \$6,073.98 for the Trial Court Administrator
- Freeform in the amount of \$38,006.21 for the Trial Court Administrator
- VSL Microsoft/1105 Media in the amount of \$2,200 for the IT Department
- Hyatt Regency Bellevue in the amount of \$1,075.00 for the IT Department

MEETING TO CONSIDER ACTION ITEMS

The Board met today at 1:34 p.m. to consider action items. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Coroner Jennifer Crawford (left at 2:08 p.m.), HR Director Kate Rice (left at 2:15 p.m.), HR Generalist Jennifer Allen (left at 2:15 p.m.), Controller Zach Wagoner (left at 2:08 p.m.), Facilities Director Rick Britton (left at 2:15 p.m.), Facilities Office Manager Becky Kearsley (left at 2:15 p.m.), COO Greg Rast, Assessor Brian Stender and DMV Supervisor Kimbra Asqueta (arrived at 1:55 p.m.) and Deputy Clerk Jenen Ross. The action items were considered as follows:

***Consider resolution changing the base salary of the pathologist position in the Coroner's Office:*** The county is statutorily obligated to have this position and Coroner Crawford spoke about the uniqueness of it. Due to the population growth there has been an increased caseload. Several

years ago, they performed between 50-60 autopsies, last year they were at 101 and currently this year they are at 53. With the increased caseload it calculates to about 160 autopsies that will need to be performed this year and if those were to be contracted out they would run approximately \$2000 per case equating to \$320,000 annually. Controller Wagoner spoke to the value of having an in-house person employed by the county. Based on what has been seen in the market for this particular skillset, it is felt that an increase in compensation is necessary and that the change cannot wait until the new fiscal year. Commissioner Van Beek expressed her concerns about mid-year budget adjustments for salary and recalled that several years ago the Board considered a similar request for Dr. Kronz. She would like more information relating to the Coroner's budget and input from the HR Director. Controller Wagoner confirmed that Dr. Kronz is a full-time Canyon County employee and that in addition to Canyon County autopsies, Owyhee County contracts with Canyon County for autopsies so there is some revenue there. Ada County has 3 pathologists with each position paying over \$300,000 so finding someone to work in Canyon County for \$158,000 would be difficult. Director Rice spoke briefly about the Ada County positions and about how Owyhee County has not been able to find a person which is why they contract with Canyon County. Commissioner Van Beek reiterated that she would still like additional information including an analysis of the budget and where salaries are at. Commissioner Holton noted that although he doesn't like having to make these kinds of decisions in this situation with only 500 forensic pathologist in the entire United States the ability to make an at-will decision may not be feasible. Following the discussion and Board direction, Director Rice said she would compile the pertinent information so that it can be an addendum to or included with the resolution. Controller Wagoner noted for the record that year-to-date actuals compared to budget is readily available in PowerPlan. There are some budgetary savings in the Coroner's Office and he believes it will be very close to falling within the already approved budget. There is money available in the budget to accommodate this change and that this is a business operational decision to keep the public's business moving forward. Commissioner Holton made a motion to authorize signing of the resolution with the understanding that the additional information that's been requested will be written in as an addendum. The motion was seconded by Commissioner Brooks and carried unanimously (see resolution no. 23-090).

***Consider resolution approving compensation increase for the Facilities Director position:*** Due to turnover in the Weed and Pest department Director Britton has been covering the Director position and managing the department since March 17<sup>th</sup>, for these reasons a pay alignment is necessary for the additional responsibilities. With approval of the resolution, Director Britton's pay will be retroactive to May 1, 2023. Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to sign the resolution approving a compensation increase for the Facilities Director position (see resolution no. 23-091).

***Consider resolution adopting changes to the job title and description of one (1) position in the Maintenance department:*** This resolution will change a Floorcare Specialist job title to a Housekeeping job title to allow for more flexibility within the department. Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to sign the resolution adopting changes to the job title and description of one (1) position in the Maintenance department (see resolution no. 23-092).

***Consider resolutions granting new and renewal alcoholic beverage licenses:***

Commissioner Van Beek made a motion to sign the resolution granting a new alcoholic beverage license to Ruszoni’s Pizza. The motion was seconded by Commissioner Brooks and carried unanimously (see resolution no. 23-094)

Commissioner Brooks made a motion to sign the resolutions granting renewal alcoholic beverage licenses as noted on the agenda. The motion was seconded by Commissioner Van Beek and carried unanimously. See resolution nos. 23-093 and 23-095 through 23-101. The renewal businesses are as follows: Family Dollar Store #30004; Family Dollar #27513; Family Dollar #30025; Family Dollar #27267; Keystone Pizza; Pantera Market; Buffalo Wild Wings #592; Applebee’s Neighborhood Grill & Bar; Garbonzo’s Pizza; Dan’s Ferry Service; Flying Pie Pizzeria; Bitner Vineyards; Grocery Outlet of Caldwell; Fiesta Guadalajara (Nampa); Fiesta Guadalajara (Caldwell); Chapala Mexican Restaurant III; Chapala; Mexican Restaurant #7; Acapulco Mexican Restaurant; Carniceria Mi Tierra; Friendly Fred’s; Danelion Brewery; Walgreens #12483, Walgreens #10672, Walgreens #07276, Walgreens #11541, Walgreens #05648; Shi Sushi Spirits; The Garage Café; Swirl Wine Shop and Lounge; Casa Robles; Caldwell Night Rodeo; Whiskey River; 4T Sports Bar; The Olive Garden Italian Restaurant #1731

***Consider Legal Notice of Public Hearing Regarding the Establishment of the DMV Administrative Fee for Vehicle Title Services:*** Handouts were provided outlining HB85 and calculations detailing the requested title admin fee. Discussion ensued as to how the fee was calculated and the necessity for it. Following the discussion, the Board took a brief break from 2:41 p.m. to 2:47 p.m. to allow Assessor Stender time to reevaluate his calculations. Once back on the record, the Board concurred with Assessor Stender’s calculations and Commissioner Van Beek made a motion to sign the legal notice of public hearing regarding the establishment of the DMV administrative fee for vehicle title services.

The meeting concluded at 2:50 p.m. and an audio recording is on file in the Commissioners’ Office.

MAY 2023 TERM  
CALDWELL, IDAHO    MAY 9, 2023

APPROVED CLAIMS

- The Board has approved claim 594683 ADV in the amount of \$105.00
- The Board has approved the April Jury Updated claim in the amount of \$9,956.99

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, Director of Indigent Services Yvonne Baker (left at 9:43 a.m.), Indigent Services Case Manager Kellie (left at 9:43 a.m.), Fair Director Diana Sinner (left at 9:40 a.m.), DSD Director Sabrina Minshall and Deputy Clerk Jenen Ross.

***Consider Resolution Establishing Policy on Meeting Minutes:*** Mr. Wesley explained this is an updated policy outlining the guidelines for meeting minutes in accordance with Idaho code and the posting of documents to the agenda. Upon the motion of Commissioner Holton and second by Commissioner Brooks the Board voted unanimously to sign the resolution establishing a policy on meeting minutes (see resolution no. 23-103).

***Consider Services Agreement with Idaho Survey Group Regarding Property Boundary Adjustment:*** This is for a property boundary adjustment for land adjacent to the landfill. The fixed fee is \$11,050 to encompass the necessary services. Upon the motion of Commissioner Holton and second by Commissioner Van Beek the Board voted unanimously to sign the services agreement with Idaho Survey Group regarding a property boundary adjustment (see agreement no. 23-054).

***Consider signing a Legal notice for a public hearing regarding a proposed increase to update the Canyon County Fair facility rental fees:*** Director Sinner has been working with legal to determine new and increasing fees for the fair and building rental. A hearing regarding the fees will be held on May 30<sup>th</sup>. Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to sign the legal notice for public hearing regarding a proposed increase to update the Canyon County Fair facility rental fees.

***Consider signing a Resolution authorizing the destruction of Canyon County Indigent Services Department files and records:*** This is a standard resolution for destruction of documents that are outside the 5-year retention requirement. All files to be destroyed are closed indigent files and will be completely destroyed, no digital records will be retained. Upon the motion of Commissioner Holton and second by Commissioner Van Beek the Board voted unanimously to sign the resolution authorizing the destruction of Canyon County Indigent Services Department files and records (see resolution no. 23-102).

*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 9:44 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. Alex Klempel, Deputy P.A. Zach Wesley and DSD Director Sabrina Minshall. The Executive Session concluded at 10:31 a.m. with no decision being called for in open session.

At the conclusion of the executive session Commissioner Van Beek made a motion to continue the legal staff update to 11:00 a.m. The motion was seconded by Commissioner Brooks and carried unanimously.

The meeting concluded at 10:34 a.m. and an audio recording is on file in the Commissioners' Office.

#### CONTINUED LEGAL STAFF UPDATE

The Board went back on the record at 11:10 a.m. for a continued legal staff update. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Chief Deputy P.A. Carl Ericson, Deputy P.A. Zach Wesley, Facilities Director Rick Britton, and Deputy Clerk Monica Reeves. Director Britton reported on the following topics as they pertain to the Weed and Pest Department:

#### Backlog of Workorders

- The department receives 5-15 workorders daily
- There are 147 outstanding workorders for weed control; 27 outstanding workorders for gopher control; 4 outstanding workorders for owl boxes
- Director Britton is requesting approval to post a notice on the department website cancelling all new workorders until they are caught up on the backlog or until October 1<sup>st</sup>, and, to post a notice that all gopher bounties will be by appointment only. The department telephone number will be listed so citizens can contact staff to count gopher tails.
  - The Board supports having a statement on the website: *No more workorders will be received until October 1<sup>st</sup> or unless otherwise revised.* The Board also supports the notice about gopher bounties being by appointment only.

#### Budget and Staffing Needs for the Department

- Director Britton proposes taking the department from four 10-hour workdays to five 8-hour workdays per week in order to increase customer service and the availability to spray.
  - He wants to implement a 7:00 a.m. to 3:00 p.m. shift, or a 7:00 a.m. to 4:00 p.m. shift, five days a week. On windy days when staff cannot spray they can get equipment ready for the next day, but on good weather days they will work regular hours, or put in 10 or 12- hour days to maximize efficiency.
  - He is looking at utilizing equipment so staff can prepare reports while in the field rather than returning to the office to complete their reports.

- Requesting flexibility in the budget for overtime when it's needed.
- Wants weed sprayers cross-trained so they can help with gopher control on windy days.
  - The Board agrees with the proposal and since it's a new way of doing business they want it put in writing so the existing employees are aware of the new policy.
- Equipment recommendations from IT will need to be budgeted for FY2024
- They are using GIS for new ideas/solutions for the department
- He has hired two part-time employees, and backfilled a fulltime position. He wants to hire a seasonal employee now to help until October provide he has funding available in the A Budget. He will send a breakdown of the funding information to the Board. Commissioner Holton is supportive of the request.
- Deputy PA Wesley advised he will schedule a meeting to finalize some paperwork for the department and noted it is okay to make updates to the website.

Rate increase

- A public hearing will have to be scheduled for proposed rate increases.

The meeting concluded at 11:29 a.m. An audio recording is on file in the Commissioners' Office.

MAY 2023 TERM  
CALDWELL, IDAHO    MAY 10, 2023

APPROVED PURCHASE ORDERS

The Board approved the following purchase orders:

- Interstate in the amount of \$4,566.00 for the Facilities Department
- CS Tech's in the amount of \$3,591.64 for the Facilities Department

APPROVED CATERING PERMITS

- The Board approved an Idaho Liquor Catering Permit for Last Chance Saloon to be used on 6/10/23, 6/24/23, and 8/4/23; and Holland's Bites and Brews to be used on 6/4/23.

CONSIDER RESOLUTIONS GRANTING RENEWAL BEER/WINE/LIQUOR ALCOHOLIC BEVERAGE LICENSES

The Board approved resolutions granting renewal beer/wine/liquor alcoholic beverage licenses as follows:

Beer/Wine license renewals for:

Walmart Inc., dba Walmart #2780, #2781, #3739, #4494, and #4180; Destination Caldwell, Inc., dba Destination Caldwell; Pilot Travel Centers, LLC dba Pilot Travel Center #638; Prefunk Beer Bar II, LLC dba Prefunk Beer Bar II; City of Nampa dba Centennial Golf Course; Williamson Orchards, Inc., dba Williamson Vineyards; Short Stop, Inc., dba Lake Lowell Market.

Beer license renewals for:

The Chicago Connection, LLC dba Chicago Connection; La Ranchera Nampa, Inc., dba La Ranchera-Nampa; and Canton Café, Inc., dba Canton Café

Beer/Liquor license renewals for: Nampa Aeri #2103, Fraternal Order of Eagles dba 2103 Aerie; and El Guero, LLC dba Pollos Y Mariscos El Guero.

(See Resolutions No. 23-108, 23-109, 23-100, 23-111, and 23-112.)

MEETING WITH ASSESSOR'S OFFICE TO CONSIDER VARIOUS NEW AND RENEWING PROPERTY TAX EXEMPTIONS UNDER CODES: 63-602P, 602W, 602D, 602P, 602B, 602C, 602E, 602GG, AND 50-2014

The Board met today at 9:30 a.m. with the Assessor's Office to consider various new and renewing property tax exemptions. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Chief Deputy Assessor Joe Cox, Business Manager Jennifer Loutzenhiser, Administrative Analyst Helena Thompson and Deputy Clerk Jenen Ross. The exemption applications were considered as follows:

**50-2014 Urban Renewal**

Urban Renewal Agency of the City of Caldwell Idaho

- PIN 04638000 0
- PIN 04694000 0
- PIN 04655000 0
- PIN 04654000 0

Commissioner Van Beek made a motion to deny the applications. She then amended the motion to note that the east urban renewal agency sunset in 2023 and this gives the applicant the opportunity to present during the Board of Equalization time. The motion was seconded by Commissioner Brooks and carried unanimously.

## 50-2014 Urban Renewal

Urban Renewal Agency of the City of Caldwell Idaho

- PIN 04591000 0
- PIN 04637000 0
- PIN 04551000 0
- PIN 04552000 0

Commissioner Van Beek made a motion to deny the applications noting that the East Urban Renewal agency sunset in 2023 and this gives the applicant the opportunity to present during the Board of Equalization time. The motion was seconded by Commissioner Holton and carried unanimously.

## 62-603C Charitable

- 64941025 0 Canyon County Community Clinic
- 61111004 0 Grace Place (The)
- 61111024 0 Idaho Youth Ranch
- 61111027 0 Idaho Youth Ranch
- 61111026 0 Idaho Youth Ranch
- 61111015 0 Idaho Youth Ranch
- 61111007 0 Goodwill
- 64941254 0 Deseret Industries
- 61111022 0 Community Council (Db)
- 61111021 0 Terry Reilly Health Services (Dental)
- 64941544 0 Terry Reilly Health Services
- 64941540 0 Terry Reilly Health Services
- 64941714 0 Terry Reilly Health Services
- 64941543 0 Terry Reilly Health Services
- 64941541 0 Terry Reilly Health Services
- 64941545 0 Terry Reilly Health Services
- 64941542 0 Terry Reilly Health Services
- 61111023 0 Terry Reilly Health Services (Clinic)
- 11805000 0 Hands of Hope Northwest Inc
- 11805010 0 Hands of Hope Northwest Inc
- 11805010A0 Hands of Hope Northwest Inc
- 67336800 0 Shep Rock Foundation
- 31139000 0 Pacific Press Publishing Assoc
- 14822000 0 Fleet Reserve Assoc Branch 382
- 01788000 0 Linc Living Independence Network Corp
- 01801000 0 Grand Lodge of Id IOOF Inc

- 08670000 0 Nampa Aerie No 2103 Foe
- 00855000 0 Lambda-Chi Chapter of Kappa Sigma House Corporation
- 67340100 0 Hispanic Cultural Crt Of Idaho
- 67371501 0 Warhawk Air Museum Inc
- 67371500 0 Warhawk Air Museum Inc
- 67120000 0 Warhawk Air Museum Inc
- 67120010B0 Warhawk Air Museum Inc
- 35141010 0 Caldwell Odd Fellow Lodge No 10
- 08154000 0 Treasure Valley Transit Inc
- 13286000 0 American Legion Joseph H Murray Post 18
- 04735000 0 Caldwell Model Railroad Club & Historical Society Inc
- 35723101 0 Young Mens Christian Association of Boise Inc
- 38762010 0 Parma Area Sr Citizs Cntr Inc
- 35723100 0 Young Mens Christian Assoc Of Boise Inc
- 31060011C1 Love Inc Of Treasure Valley
- 20939010a0 Love Inc Of Treasure Valley
- 08237000 0 Nampa Lodge #1389 BPOE
- 37785000 0 Idaho Youth Ranch Inc
- 37781011 0 Idaho Youth Ranch Inc
- 01147501 0 Idaho Youth Ranch Inc
- 01147500 0 Idaho Youth Ranch Inc
- 02530502 0 Community Council of Idaho Inc
- 02530501D0 Community Council of Idaho Inc
- 27333105 0 Corp Of Presiding Bishop of Jesus Christ of LDS
- 27333106 0 Corp Of Presiding Bishop of Jesus Christ of LDS
- 02530505 0 Community Council of Idaho Inc
- 36736000 0 Arena Valley Park Assoc Inc
- 30505204 0 Idaho Fish and Wildlife Foundation Inc
- 17607030 0 American Legion Diven Slonecker Post 126
- 15954000 0 Lifeline Crisis Pregnancy Center Inc
- 15957000 0 Lifeline Crisis Preg Cntr Inc
- 04699000 0 Mt Moriah Lodge 39 A F Am Inc
- 17540000 0 Melba Valley Historical Society
- 37939000 0 Blazing Hope Youth Family Ranch Inc
- 34971000 0 Caldwell Chapter of The Izaak Walton League of America
- 35307103 0 Metro Community Services Inc
- 35865012 0 Witco Inc
- 35865011 0 Witco Inc
- 35865010 0 Witco Inc

- 32109010B0 Witco Inc
- 05779000 0 Idaho State Chapter Peo Sisterhood Inc
- 16046000 0 Canyon County Pet Haven Inc
- 32548178 0 Salvation Army
- 04770000 0 Canyon County Historical Society Inc
- 14447000 0 Community Health Clinics Inc
- 16873000 0 Community Health Clinic
- 08760000 0 Community Health Clinics Db
- 16880000 0 Community Health Clinics Db
- 16883000 0 Community Health Clinics Inc
- 03136000 0 Community Health Clinic Db Terry Reilly Health Services
- 28695010 0 Community Health Clinic Db
- 14447015 0 Community Health Clinics Inc
- 08759000 0 Community Health Clinics
- 08777000 0 Community Health Clinics Inc
- 07900101 0 Community Health Clinics Inc Db Terry Reilly Health Services
- 13576000 0 Salvation Army
- 13704000 0 Salvation Army The
- 15988584 0 Salvation Army The
- 04887000 0 Salvation Army The
- 01114000 0 Caldwell Elks Home Assn
- 01113000 0 Caldwell Elks Home Assn Inc
- 35818000 0 St Vincent De Paul Of Caldwell Inc
- 33612000 0 Lizard Butte Easter Sunrise
- 36402000 0 Pleasant Ridge Grange #135
- 31328012 0 Boise Rescue Mission Inc
- 31328011 0 Boise Rescue Mission Inc
- 31312000 0 Boise Rescue Mission Inc
- 31305000 0 Boise Rescue Mission Inc
- 67165255 0 Mission Aviation Fellowship
- 67165204 0 Mission Aviation Fellowship
- 22891000 0 Mission Aviation Fellowship
- 31730000 0 Mission Aviation Fellowship
- 35091000 0 Advocates Against Family Violence Inc
- 19896000 0 V F W Post 11065
- 08640000 0 Nampa Aerie #2103 Foe
- 13447000 0 Society of St Vincent De Paul Southwest Id Dist Council Inc

Upon the motion of Commissioner Van Beek and Second by Commissioner Brooks the Board voted unanimously to grant exemptions to the charitable organizations as listed.

**63-602E Education**

- 64941581 0 TIAA FSB
- 64936374 0 TIAA FSB
- 64941106 0 TIAA FSB
- 61111011 0 Treasure Valley Community College
- 64940104 0 Great America Financial Services Corporation
- 60724000 0 Great America Financial Services Corporation
- 64941673X0 Great America Financial Services Corporation
- 60724001 0 Great America Financial Services Corporation
- 64935344 0 Quadient Leasing USA Inc
- 64935345 0 Quadient Leasing USA Inc
- 60204000X0 Us Bank National Association
- 64941113X0 Xerox Financial Services LLC
- 64940608X0 Xerox Financial Services LLC
- 17885010 0 Building Hope Main Street LLC
- 35287105 0 Thomas Jefferson Charter School Inc

Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to grant exemptions to the businesses as listed under Idaho Code 63-602E.

**63-602GG Non-profit organizations**

- 38770000 0 Elderly Opportunity Agency Inc
- 19406000 0 Elderly Opportunity Agency Inc
- 36243000 0 Idaho Friends Retirement Homes Inc
- 15438000 0 Nampa Christian Housing Inc
- 06438102 0 Advocates Against Family Violence Inc
- 06438106 0 Advocates Against Family Violence Inc
- 06438114 0 Advocates Against Family Violence Inc
- 32480180 0 Advocates Against Family Violence Inc
- 32504483 0 Advocates Against Family Violence Inc
- 32564318 0 Advocates Against Family Violence Inc
- 35129131 0 Advocates Against Family Violence Inc
- 35333212 0 Advocates Against Family Violence Inc
- 35333236 0 Advocates Against Family Violence Inc
- 12983500 0 Trinity New Hope Inc

Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to grant exemptions to the organizations as listed under Idaho Code 63-602GG.

### **63-602P Water or air pollution control**

The total amount to be exempted under this code section is \$85,433,143 for a variety of companies which are outlined in a spreadsheet provided by the Assessor's Office and on file with this day's minutes. Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to grant the exemptions as reviewed by the Assessor's Office staff and represented in the spreadsheet.

### **63-602B Religious**

- 31798000 0 Crossroads Community Church

Commission Van Beek made a motion to grant an exemption on 8.75 acres for one-acre plus the house. The motion was seconded by Commissioner Brooks and carried unanimously.

### **63-602C Charitable**

- 35790115 0 Lifeways
- 11905200 0 Lifeways

Commissioner Van Beek made a motion to grant the exemption on PIN 11905200 0 (S. Diamond St. location) and deny the exemption on PIN 35790115 0 (S. 10<sup>th</sup> Ave location). The motion was seconded by Commissioner Brooks and carried unanimously.

- 04731101 0 Community Health Clinics Inc. dba Terry Reilly Health Services

Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to grant the exemption.

- 31304000 0 Boise Rescue Mission
- 16835000 0 Boise Rescue Mission

Commissioner Van Beek made a motion to remove the exemption on PIN 31304000 0 on the 29,199 sq. ft. The motion was seconded by Commissioner Brooks and carried unanimously. Commissioner Brooks made a motion to grant the exemption on PIN 16835000 0. The motion was seconded by Commissioner Holton. A vote was taken on the motion with Commissioners Brooks and Holton voting in favor and Commissioner Van Beek voting in opposition. The motion carried in a 2-to-1 split vote.

- 12709000 0 Gateway Crossing Apartments LLC
- 34327538 0 Neighborhood Housing Services Inc. dba Neighborhoodworks

Upon the motion of Commissioner Van Beek and second by Commissioner Brook the Board voted unanimously to deny exemptions on PINs 12709000 0 and 34327538 0.

- 12985525 0 LEAP Charities

Commissioner Van Beek made a motion to deny exemptions under Idaho Codes 63-602GG and 63-602C. The motion was seconded by Commissioner Brooks and carried unanimously.

### **63-602E Education**



- 31454011 0 Harvest Life Ministries

Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to grant the exemption.

- 64941394 0, 60686650 0 and 64933876 0 Canon Financial Services Inc.

Commissioner Van Beek made a motion to deny the exemptions due to lack of documentation on the personal property declarations. The motion was seconded by Commissioner Brooks and carried unanimously.

The meeting concluded at 10:25 a.m. and an audio recording is on file in the Commissioners' Office.

#### FY2024 Budget Workshop for Genesis Community Health

The Board met today at 10:34 a.m. for a FY2024 budget workshop for Genesis Community Health. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Clerk Chris Yamamoto, Controller Zach Wagoner, Steve Davis with Genesis Community Health, Other staff members of Genesis Community Health and Deputy Clerk Jenen Ross. Mr. Davis provided an overview of what Genesis Community Health does and what they provide to the community including medical, dental and mental-health community health services. A review was provided of their volunteers & community partners and other funding sources. The two main goals this year are to serve more patients from Medicaid unwinding and to complete the Good Samaritan Capital Campaign.

For FY2024 they are requesting \$150,000 in funding from the county.

A copy of the PowerPoint presentation, funding application and 2022 annual report are on file with this day's minutes.

The meeting concluded at 11:02 a.m. and an audio recording is on file in the Commissioners' Office.

#### FY2024 BUDGET WORKSHOP FOR VALLEY REGIONAL TRANSIT

The Board met today at 11:02 a.m. for a FY2024 budget workshop for Valley Regional Transit. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Elaine Clegg, Kate Dahl and Kyle Street with VRT, Clerk Chris Yamamoto, Controller Zach Wagoner, COO Greg Rast and Deputy Clerk Jenen Ross. Ms. Clegg spoke about the services they provide in the community. A PowerPoint presentation was provided to the Board which covered the following:

- Ridership trends
- 2022 Accomplishments and FY2024 Objectives
- Budget request

For FY2024 they are requesting funding of \$74,767 and Mr. Street provided an explanation of how they calculated that number.

A copy of the PowerPoint presentation is on file with this day's minutes.

The meeting concluded at 11:37 a.m. and an audio recording is on file in the Commissioners' Office.

#### FY2024 BUDGET WORKSHOP FOR ADVOCATES AGAINST FAMILY VIOLENCE

The Board met today at 1:34 p.m. for the FY2024 budget presentation by Advocates Against Family Violence. Present were: Commissioners Zach Brooks and Leslie Van Beek, Controller Zach Wagoner, AAFV Executive Director Kim Deugan and Deputy Clerk Monica Reeves. Clerk Chris Yamamoto arrived at 1:49 p.m. Ms. Deugan gave an overview of the services they provide as well as a review of their budget and funding. For FY2024 they are requesting \$76,953 (\$50,000 annual request, plus \$26,953 to help with shelter renovations.) The handout reviewed by Ms. Deugan is on file with this day's minutes. The Board will evaluate the information that was provided. The meeting concluded at 1:58 p.m. An audio recording is on file with this day's minutes.

#### FY2024 BUDGET WORKSHOP FOR THE CALDWELL VETERANS COUNCIL

The Board met today at 2:00 p.m. for the FY2024 budget presentation for the Caldwell Veterans Council. Present were: Commissioners Zach Brooks and Leslie Van Beek, Clerk Chris Yamamoto, Controller Zach Wagoner, Joe Moore, Terry Harrell, Scott Ray, Randy Jensen, Phyllis Esteppe, Chuck Staddick from the Caldwell Veterans Council, and Deputy Clerk Monica Reeves. This council helps 12,000 Veterans a year, and this year they are requesting \$38,400 in County funding. They have an onsite Veterans Service Officer (VSO) who assists with claims through the VA to get medical attention and benefits. The office is open M-F from 8:00 a.m. to 5:00 p.m., and the goal is to help Veterans with basic needs such as clothing and food, as well as tutoring services, and counselling which is offered free of charge. The VSO works from an office at the hall and once a week she attends Veterans court and helps with programs to get them re-established in the community. She also does home visits to assist with paperwork. The hall serves as a cooling station during the summer months and is open to anyone who needs help. It is also available for rent. They serve Christmas Eve dinner for anyone in need and they provide a place for a celebration of life, and on Memorial Day they place flags on every Veterans grave as well as lining the roadway with full-size American flags. They provide space for rotary clubs free of charge and they give a local high school senior a scholarship each year. Canyon County has over 16,000 Veterans, almost 4,000 are disabled, and 400 are female. Controller Wagoner said some counties have a fulltime VSO position, but we provide an allocation of cash to support an independent position which provides a great benefit. Clerk Yamamoto gave some background on the funding

amount for the VSO. A copy of the presentation is on file with this day's minutes. The meeting concluded at 2:18 p.m. An audio recording is on file in the Commissioners' Office.

FY2024 BUDGET WORKSHOP FOR THE CANYON SOIL CONSERVATION DISTRICT

The Board met today at 2:31 p.m. for the FY2024 budget presentation for the Canyon Soil Conservation District. Present were: Commissioners Leslie Van Beek and Zach Brooks, Clerk Chris Yamamoto, Controller Zach Wagoner, Mike Swartz, Chairman of Canyon Soil Conservation District, Board member Chris Gross, Board member Brad McIntyre, Board member Clay Erskine, Board member Bob McKellip, Admin. Assistant Lori Kent, and Deputy Clerk Monica Reeves. A PowerPoint presentation was given showcasing the services the district provides. This year the organization is requesting \$25,000 in County funding.

- Reviewed the success of the No-Till Drill practice which is available to farmers who want to get into the no-till practices where you come in with a crop that allows you not to have to touch it with a disc.
- Farmers' Co-Op Ditch Company Sediment Basin Regional Conservation Partnership Program Project.
- 319 Grant Program - helps state and local agencies distribute grant money to landowners to reduce local stream and river contamination such as soil settlement or chemical/pesticide runoff.
- Reviewed projects Canyon SCD has worked on. Education is outreach is large part of what the district does. Use some of the County funds to grant match so they can participate in more projects.
- Partners with the Lower Boise Watershed Council to implement projects on Ag land to assist in meeting the Lower Boise River Watershed Total Maximum Daily Loads (TMDL).
- Demonstration of a rainfall simulation that shows soil conservation practices.

The meeting concluded at 3:04 p.m. The Board is gathering information and will get back with the Canyon SCD regarding its funding request. An audio recording is on file in the Commissioners' Office.

MAY 2023 TERM  
CALDWELL, IDAHO    MAY 11, 2023

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

The Board met today at 9:30 a.m. with county attorneys for a legal staff update and to consider an action item. Present were: Commissioners Brad Holton, Leslie Van Beek and Zach Brooks, Chief Deputy P.A. Carl Ericson, Deputy P.A. Zach Wesley, COO Greg Rast, Facilities Director Rick Britton and Deputy Clerk Jenen Ross. The action item was considered as follows:

***Consider signing Addendum No. 1 for Canyon County Fair Event Center Fence Project:*** This is an opportunity for bidders to ask clarifying questions; three questions were asked and responded to. Bids will be due on May 16<sup>th</sup>. Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to sign addendum no. 1 for Canyon County Fair Event Center Fence project.

The meeting concluded at 9:33 a.m. and an audio recording is on file in the Commissioners' Office.

CONSIDER RESOLUTIONS GRANTING REFUNDS FOR DEVELOPMENT SERVICES DEPARTMENT FEES

The Board met today at 10:30 a.m. to consider resolutions granting refunds for Development Services Department fees. Present were: Commissioners Brad Holton, Zach Brooks, and Leslie Van Beek, DSD Office Manager Jennifer Almeida, and Deputy Clerk Monica Reeves. The requests were considered as follows:

***Consider a resolution granting a refund to Kent and Gina Morgan for fees associated with an unnecessary comprehensive plan map amendment:*** The applicant initially applied for a comprehensive plan map amendment and rezone in 2021. The applicant then followed the case planner's recommendation to instead apply for a conditional rezone, therefore, staff is requesting a refund in the amount of \$2,500. Upon the motion of Commissioner Van Beek and the second by Commissioner Brooks, the Board voted unanimously to grant the refund to Kent and Gina Morgan. (Resolution No. 23-113.)

***Consider a resolution granting a refund to Mussell Construction for fees associated with an unnecessary administrative variance.*** The case planner conducted research and had discussions with city officials about setbacks and as a result of those discussion it was discovered a variance was no longer needed. Staff is recommending a refund in the amount of \$510.00 Upon the motion of Commissioner Brooks and the second by Commissioner Van Beek, the Board voted unanimously to grant the refund to Mussell Construction. (Resolution No. 23-114.)

The meeting concluded at 10:34 a.m. An audio recording is on file in the Commissioners' Office.

FY2024 BUDGET WORKSHOP FOR SOUTHWEST DISTRICT HEALTH

The Board met today at 10:36 a.m. to consider the FY2024 budget workshop for Southwest District Health. Present were: Commissioners Brad Holton, Zach Brooks and Leslie Van Beek, Executive Director Nikki Zogg, Finance Officer Troy Cunningham, Health Education Specialist Emily Straubhar, Clerk Chris Yamamoto, Controller Zach Wagoner, and Deputy Clerk Monica Reeves. Fee revenues are conservative this year due to unexpected budget impacts, the economic downturn has impacted fees in land development and subsurface sewage disposal programs. The decline has leveled off and they anticipate tick back up based on recent trends. Grant revenues that came in this fiscal year for primarily youth crisis center type services, or youth support services in behavioral health. Most of the funds will be passed through to other organizations to expand capacity for behavioral health services in the region. SWDH is requesting a 3% increase in county contributions for state fiscal year 2024. A 3% increase equates to a \$88,954 increase from counties, overall. (Counties went from supporting approximately 24% of SWDH's budget in SFY2023 to 27% in SFY2024.) The district will receive a few state appropriations from the Millennium Fund and the Opioid settlements coming through state appropriations. Director Zogg reviewed the expense highlights: salaries and the adjustment of their pay schedule; employee benefits, operating expenses, capital expenses, and trustee and benefit expenses. The board of health approved a 5% performance-based increase for employees who have successfully completed 6 months of probation, have received an achieves or higher rating on their current performance evaluation, and are not on a performance improvement plan. The cost of the 5% increase for FY2024 is approximately \$300,840. Commissioner Brooks had questions about employee salary adjustments and said he doesn't like the plan to give a 5% increase across the board because those at the upper end of the scale should receive a smaller percentage (such as 2.5%) than those at the lower end of the scale. Director Zogg understands the point and said it warrants further discussion with the health board. In response to a question by Commissioner Van Beek, Controller Zach Wagoner spoke about the shift/reduction in the indigent services budget. He said the County's contribution to SWDH has increased significantly. There were comments regarding the impacts of HB316. This year SWDH is requesting \$2,337,527 in County funding. Director Zogg said they have been pulling out their crisis center funding since they started receiving funding for the adult crisis center about five years ago, and they have received funding to establish a youth crisis center too and that funding is coming in and they anticipate quite a bit before the end of the fiscal year. Some funds are set aside for a couple of staff to administer the work but the rest goes toward the operation of the centers so putting it into their budget would be misleading in terms of operations so she wanted to make sure the Board knew that. There was a review of the funding formula that's applied that takes into account the County's population and the net taxable market values. Emily Straubhar, the Community Resiliency Program Manager at SWDH, provided an update regarding the work being done by the Caldwell Health Coalition. They meet monthly and have six pillars of health they prioritize activities around. They have a robust membership ranging from healthcare professionals, education partners, some local coalitions and the region as well. Current projects include: a walkability assessment at Van Buren Elementary; creating a youth anti-vaping video with the Owyhee Health Coalition in partnership with the 4-H University of Idaho Extension Office; and wrapping up their senior produce program at the Caldwell Farmers Market. Recent FY23 successes include: concluding their funding for year 3 of the senior produce program; partnered with Boise State University graphic design students to make some marketing materials for their coalition; hosted a meet-and-greet with Caldwell Mayor

Jarom Wagoner; and have offered College of Idaho internships for students. There was brief discussion regard the requirement about having a proxy for the upcoming board of health budget hearing on May 23, 2023 at 9:00 a.m. The proxy will be sent for Commissioner Holton's signature. The meeting concluded at 11:30 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER A LEGAL NOTICE FOR A PUBLIC HEARING REGARDING A PROPOSED FEE FOR THE CANYON COUNTY WEED AND PEST DEPARTMENT

The Board met today at 1:33 p.m. to consider a legal notice for a public hearing regarding a proposed fee for the Canyon County Weed and Pest Department. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Deputy P.A. Zach Wesley and Deputy Clerk Jenen Ross. Since Director Britton has been overseeing this department he's realized that fees had not been evaluated in many years and are due to be increased to cover costs incurred by the County. A hearing to take comment on the proposed increase will take place on May 30<sup>th</sup>. Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to sign the legal notice for a public hearing regarding a proposed fee for the Canyon County Weed and Pest Department.

The meeting concluded at 1:36 p.m. and an audio recording is on file in the Commissioners' Office.

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

Commissioner Van Beek made a motion to go into Executive Session at 1:58 p.m. pursuant to Idaho Code, Section 74-206(1) (a) and (d) regarding personnel matters and records exempt from public disclosure. The motion was seconded by Commissioner Holton. 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, DSD Director Sabrina Minshall, DSD Planning Official Dan Lister and P&Z Commissioners Brian Sheets and Robert Sturgill. Marlo Dean participated from 1:59 p.m. to 2:26 p.m., Matt Dorsey participated from 2:30 p.m. to 3:00 p.m., David Gilbert participated from 3:02 p.m. to 3:29 p.m. and Nathan Guy participated from 3:32 p.m. to 4:00 p.m. The Executive Session concluded at 4:37 p.m. with no decision being called for in open session.

MAY 2023 TERM  
CALDWELL, IDAHO    MAY 12, 2023

## MEETING TO CONSIDER ACTION ITEMS

The Board met today at 9:30 a.m. to consider action items. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Deputy P.A. Zach Wesley, HR Director Kate Rice, COO Greg Rast and Deputy Clerk Jenen Ross. The action items were considered as follows:

***Consider release agreement for Weed and Pest Department:*** The Board is aware of the circumstances regarding this agreement. A request was made to go into executive session as follows:

### EXECUTIVE SESSION – PERSONNEL MATTERS, 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 9:31 a.m. pursuant to Idaho Code, Section 74-206(1) (b), (d) and (f) regarding personnel matters, 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, Deputy P.A. Zach Wesley, HR Director Kate Rice and COO Greg Rast. The Executive Session concluded at 9:39 a.m. with no decision being called for in open session.

Following the executive session, Commissioner Van Beek made a motion to sign the resignation, severance and release agreement. The motion was seconded by Commissioner Brooks and carried unanimously (see agreement no. 23-055).

***Consider reasonable accommodation and settlement agreement with Moonlight Mountain Recovery, Inc. and D & W Investments 201, LLC for 13963 Purple Sage Rd, Caldwell, ID:*** Mr. Wesley spoke about a potential additional condition to be included in the agreement, however the attorney the county is working with on this agreement is out of the office and there has not yet been any resolution to the additional condition. Mr. Wesley requested that this matter be added to the legal staff update on May 18<sup>th</sup> for consideration.

The meeting concluded at 9:41 a.m. and an audio recording is on file in the Commissioners' Office.

## CONSIDER PUBLIC DEFENSE COMMISSION FY2024 FINANCIAL ASSISTANCE APPLICATION

The Board met today at 9:53 a.m. to consider the Public Defense Commission FY2024 Financial Assistance application. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Chief Deputy Public Defender Aaron Bazzoli, COO Greg Rast and Deputy Clerk Jenen Ross. Mr. Bazzoli explained that the application has changed some in comparison to previous years. He is still working to compile all the pertinent data and anticipates he should have it completed by

the end of the day. Since the application is not yet complete this item will be added to the agenda for consideration on Monday, May 15<sup>th</sup> at 8:45 a.m.

The meeting concluded at 10:03 a.m. and an audio recording is on file in the Commissioners' Office.

BUDGET STATUS UPDATE MEETING

The Board met today at 10:05 a.m. for a budget status update meeting. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Clerk Chris Yamamoto, Controller Zach Wagoner, Accountant Sarah Winslow, COO Greg Rast and Deputy Clerk Jenen Ross.

Prior to starting his presentation, Controller Wagoner spoke about how in years past the county had indigent public defense spending in multiple budgets but once the state began to reimburse for what was spent on public defense they put accounting efforts into place to put all public defense spending into one budget, which took a lot of effort, but allowed the county to get the full allotment from the state because all the expenditures were in one place. He explained that the goal is to track expenditures, the greatest extent possible, back to the department/Office and often there are financial benefits to doing that. That is why they take certain expenses and put them in a specific departments/Offices to maximize the use of other people's money.

Controller Wagoner presented a PowerPoint to the Board which reviewed the following topics:

*FY2023 revenues: actual – budget through April 2023*

<b>Category</b>	<b>Actual</b>	<b>Budget</b>	<b>% Realized</b>
Property Taxes	\$ 26,542,262	\$ 42,320,105	63%
Intergovernmental	\$ 17,072,906	\$ 38,224,858	45%
Charges for Services	\$ 9,272,587	\$ 20,500,502	45%
Licenses, Permits, Other Miscellaneous	\$ 3,546,105	\$ 5,998,508	59%
	<b>\$ 56,433,860</b>	<b>\$ 107,043,973</b>	<b>53%</b>

*Charges for services:*

<b>Description</b>	<b>Actual</b>	<b>Budget</b>	<b>% Realized</b>
ARPA Coronavirus SLFRF	\$ 138,404	\$ 5,180,000	3%
DMV Administration Fees	\$ 426,111	\$ 1,250,000	34%
Recorder's Fees	\$ 503,688	\$ 1,400,000	36%
Building Permits	\$ 720,544	\$ 1,930,000	37%



*FY2023 expenditures: actual – budget through April 2023*

<b>Category</b>	<b>Actual</b>	<b>Budget</b>	<b>% Realized</b>
Salaries and Benefits	\$ 42,552,061	\$ 86,264,409	49%
Other Operating Expenditures	\$ 13,523,817	\$ 27,979,267	48%
Capital Investments	\$ 5,070,973	\$ 18,502,414	27%
	<u>\$ 61,146,851</u>	<u>\$ 132,746,090</u>	<u>46%</u>
<b>Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>% Realized</b>
Current Expense	\$ 20,390,883	\$ 43,006,405	47%
Justice	\$ 22,140,278	\$ 41,569,353	53%
District Court	\$ 6,070,144	\$ 13,000,661	47%

*Comparison FY2023 – FY2022 through April*

<b>Category</b>	<b>FY 2023</b>	<b>FY 2022</b>	<b>\$ Change</b>
Property Taxes	\$ 26,542,262	\$ 35,763,965	\$ (9,221,703)
Intergovernmental	\$ 17,072,906	\$ 16,254,664	\$ 818,242
Charges for Services	\$ 9,272,587	\$ 10,162,264	\$ (889,677)
Licenses, Permits, Other Miscellaneous	\$ 3,546,105	\$ 4,377,376	\$ (831,271)
	<u>\$ 56,433,860</u>	<u>\$ 66,558,269</u>	<u>\$ (10,124,409)</u>

Discussion ensued regarding actual numbers for public defense. \$7.3M is the budgeted cost for the business of providing public defense, the revenue is \$5.8M which is \$1.5M shortfall.

Controller Wagoner also addressed Commissioner Van Beek’s questions about lottery, tobacco and alcohol taxes.

<b>Description</b>	<b>FY 2023</b>	<b>FY 2022</b>	<b>\$ Change</b>
ARPA Coronavirus SLFRF	\$ 138,404	\$ 4,340,521	\$ (4,202,117)
Landfill Fees	\$ 3,700,331	\$ 4,206,536	\$ (506,205)
Recorder's Fees	\$ 503,688	\$ 951,284	\$ (447,596)
Building Permits	\$ 720,544	\$ 1,218,750	\$ (498,206)
Sales tax - Indigent public defense	\$ 3,482,372	\$ -	\$ 3,482,372
Interest earnings	\$ 947,829	\$ 176,455	\$ 771,374

*Actuals – comparison of FY2022 to FY2022 through April*

<b>Category</b>	<b>FY 2023</b>	<b>FY 2022</b>	<b>\$ Change</b>
Salaries and Benefits	\$ 42,552,061	\$ 36,618,139	\$ 5,933,922
Other Operating Expenditures	\$ 13,523,817	\$ 11,992,064	\$ 1,531,753
Capital Investments	\$ 5,070,973	\$ 3,568,459	\$ 1,502,514
	<u>\$ 61,146,851</u>	<u>\$ 52,178,662</u>	<u>\$ 8,968,189</u>

At the request of Commissioner Holton, Controller Wagoner provided his thoughts as the budget season approaches. He encouraged the Board to be mindful and cautious about growing

government, the long-term impacts, as growth in the county has not been as rapid recently as it's been in recent years.

Discussion ensued regarding Board expectations of the Controller for budget workshops starting Monday.

A copy of the PowerPoint presentation is on file with this day's minutes. The meeting concluded at 10:57 a.m. and an audio recording is on file in the Commissioners' Office.

EXECUTIVE SESSION PURSUANT TO IDAHO CODE SECTION 74-206 (1) (A) REGARDING A PERSONNEL MATTER

Commissioner Brooks made a motion to go into Executive Session at 11:02 a.m. pursuant to Idaho Code, Section 74-206(1) (a) regarding personnel matters. The motion was seconded by Commissioner Van Beek. 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, HR Director Kate Rice, HR Generalist Jennifer Allen, Director of Juvenile Probation Elda Catalano, Division Supervisor Jose Orozco and COO Greg Rast. The Executive Session concluded at 11:13 a.m. with no decision being called for in open session.

MAY 2023 TERM  
CALDWELL, IDAHO    MAY 15, 2023

APPROVED PURCHASE ORDERS

The Board approved the following purchase orders:

- Dell in the amount of \$1,538.24 for the Information Technology department (Recorder's Office)
- Dell in the amount of \$1,538.24 for the Information Technology department (County Extension Service)
- Corwin Ford in the amount of \$45,675.00 for the Fleet department

APPROVED CATERING PERMITS

- The Board approved an Idaho Liquor Catering Permit for Capital City Event Center to be used 5/26/23, 5/28/23, 6/23/23, 8/12/23, 9/1/23, 9/16/23, and 10/14/23.

APPROVED EMPLOYEE STATUS CHANGE FORMS

The Board approved employee status change forms for Cassandra Bertram, Customer Service (Lead); Cassandra Bertram, Customer Service (Training Coordinator); Rick Britton, Director of Facilities and Maintenance (Increase due to additional functions of Weed and Pest assignments); Jose Orozco, Assistant Director of Juvenile Probation; Jenniffer Odom, Case Manager - Indigent Services and Board of Community Guardians; Trayton Z. Meyers, Deputy Sheriff - Patrol 41006.

CONSIDER RESOLUTIONS GRANTING RENEWAL BEER/WINE/LIQUOR ALCOHOLIC BEVERAGE LICENSES

The Board approved resolutions granting beer/wine/liquor alcoholic beverage license renewals as follows:

- 23-115 RENEWAL: Beer/Wine: Target Corporation dba Target Store T-2206; Boise Babes LLC dba The112; La Esperanza Market LLC dba La Esperanza Market
- 23-116 RENEWAL: Beer: El Rico Pan Bakery Inc dba El Rico Pan Bakery
- 23-117 RENEWAL: Beer/Wine: Kerry Hill Winery LLC dba Kerry Hill Winery; 2C Wine Down LLC dba 2C Wine Down; Maverik Inc dba Maverik #298
- 23-118 RENEWAL: Beer/Liquor: Cook's Two Hole Inc. dba Cooks Two Hole Bar; BFC 12<sup>th</sup> Ave. LLC dba Boise Fry Company; El Patron 2 LLC dba El Patron Event Center; Paleteria Y Neveria Mi Linda Michoacana dba Paleteria Y Neveria Mi Linda Michoacana Ice Cream LLC
- 23-119 RENEWAL: Beer/Wine: Raising Our Bar LLC dba Raising Our Bar; EVRA Inc. dba Casa Mexico; Scoria Vineyards & Winery LLC dba Scoria Vineyards & Winery; Parma Ridge Wine & Spirits Co. LLC dba Parma Ridge
- 23-120 RENEWAL: Beer/Liquor: Kenal, LLC dba Kenal Leasing

MEETING TO CONSIDER PDC FY2024 FINANCIAL ASSISTANCE APPLICATION

The Board met today at 8:46 a.m. to consider the PDC FY2024 Financial Assistance application. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Chief Public Defender Aaron Bazzoli, Clerk Chris Yamamoto (arrived at 8:49 a.m.) and Deputy Clerk Jenen Ross. Mr. Bazzoli provided an overview of how the amount of financial assistance is calculated and how the county makes use of those funds. For FY2024 the requested amount is approximately \$1.25M. Both Clerk Yamamoto and Mr. Bazzoli have submitted their digital signatures. Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to sign the PDC FY2024 Financial Assistance application. A copy of the application is on file with this day's minutes. The meeting concluded at 8:55 a.m. and an audio recording is on file in the Commissioners' Office.

FY2024 PRELIMINARY BUDGET WORKSHOP FOR JUVENILE DETENTION

The Board met today at 9:00 a.m. for the FY2024 preliminary budget workshop for the juvenile detention center. Present were: Commissioners Brad Holton, Zach Brooks and Leslie Van Beek, Juvenile Detention Director Sean Brown, Deputy Director Shawn Anderson, Sr. Admin. Specialist Sue Britton, Clerk Chris Yamamoto, Controller Zach Wagoner, Auditing Supervisor Sarah Winslow, COO Greg Rast, and Deputy Clerk Monica Reeves. Highlights from the workshop were:

**Revenue for the SWIJD includes reimbursements or revenue from:**

- Housing fees from outside counties,
- The National School Lunch Program,
- Telmate Inmate Phone Services,
- Idaho Juvenile Detention Clinician Program,

Revenues will increase next year because they are raising the daily rate from \$210 to \$220. This is because of wage increases and inflation. There are 11 counties that contract with the County.

“A” Budget – Salaries and Benefits:

The juvenile detention center currently has three vacant positions. Two positions are in the background process, while the other is currently in the initial stages of the hiring process. The recruitment and training process typically take approximately two to three months for hiring and another three months for training. With an operation that runs 24/7 and standards that must be met we must stay ahead of the snowball. As such, attracting and retaining highly qualified and committed candidates is crucial. Regrettably, recent developments have revealed that while there is a slight increase in the volume of applicants, the majority of them are “job hoppers,” with a conspicuous lack of quality. Nonetheless, we remain optimistic about finding exceptional candidates to fill the vacancies.

No new positions are being requested. Director Brown would like to add a line item called “extended time”. He has 28 team members scheduled for 168 hours of work per 4-week pay period. This would alleviate many factors to include overtime, vacation time and sick time.

**Capital Assets:**

Replace all existing locks in “newer facility” built in 2020 as the locks are now obsolete and parts cannot be obtained for them.	<b>\$112.00 per lock and need 119 locks replaced total \$13,328</b>
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Paint 36 cells with 2-part epoxy paint. Two per room at \$100 each **\$7,200**

Replace cell door glass. Need 12 to 28 replaced **\$130.00 each windows=\$3,593** **28 1**

The Controller asked if these costs are included in the amounts charged to the counties who house juveniles at the center. This topic will be discussed at a later date. In the discussion regarding cigarette tax money, the Controller made the point about showing the true cost of each entity's operation. Director Brown reviewed each of his individual line items. There was discussion regarding project fee revenue, calculations. The Board wants to see a worksheet with breakdowns. The meeting concluded at 9:42 a.m. An audio recording is on file in the Commissioners' Office.

#### FY2024 PRELIMINARY BUDGET WORKSHOP FOR JUVENILE PROBATION

The Board met today at 9:53 a.m. for the FY2024 preliminary budget workshop for the juvenile probation department. Present were: Commissioners Brad Holton, Zach Brooks and Leslie Van Beek, Juvenile Probation Director Elda Catalano, Clerk Chris Yamamoto, Controller Zach Wagoner, Auditing Supervisor Sarah Winslow, COO Greg Rast, and Deputy Clerk Monica Reeves. Highlights from the workshop were:

- Staffing
  - Requesting one fulltime entry-level juvenile probation officer
- Caseloads
- Supervision of cases
- Programs and Partnerships
- Collection of fees
- Projected revenues
- Employee compensation
  - Recommends providing compensation based on performance, or provide a market adjustment for FY2024
- Capital Assets:
  - Replace 2 Ford Fusion cars with 2 Ford Explorers: \$96,000
  - Replace 12 laptops and 6 PC's: \$19,775
  - Replace chairs for 20 juvenile probation officers: \$6,000

Director Catalano is asking for \$1,200 to explore doing more through the wellness program to recognize employees. Controller Wagoner said in the past we had a merit pool with built-in COLAs and formulas to keep salaries consistent and to be distributed at the discretion of the director or

elected official, but it was interpreted many different ways. Clerk Yamamoto said one office spent none of it and another that spent all of it, so there needs to be parameters and sideboards. Following her report, Director Catalano reviewed the individual line items within her budget.

The meeting concluded at 10:42 a.m. An audio recording is on file in the Commissioners' Office.

#### FY2024 PRELIMINARY BUDGET WORKSHOP FOR MISDEMEANOR PROBATION

The Board met today at 11:02 a.m. for the FY2024 preliminary budget workshop for the misdemeanor probation department. Present were: Commissioners Brad Holton, Zach Brooks and Leslie Van Beek, Director of Misdemeanor Probation Jeff Breach, Assistant Director of Misdemeanor Probation Mary Gomez, Clerk Chris Yamamoto, Controller Zach Wagoner, Auditing Supervisor Sarah Winslow, COO Greg Rast, and Deputy Clerk Monica Reeves. Highlights from the workshop were:

#### Revenue Projections for FY24

- Cost of Supervision - \$420,000
  - Current rate \$60/month (maximum allowed by law \$75/month)
- Community Service Workers Comp Fee - \$12,996
  - \$0.60/hour set by statute
  - This line pays into the state workers comp fund, but it doesn't take the full amount to pay the obligation

#### Staffing Level – 13 fulltime positions

- 6 misdemeanor probation officers
- 2 senior misdemeanor probation officers (\$2,000 stipend for extra duties)
- 2 senior administrative specialists (jointly run community service)
- 1 administrative supervisor
- 1 assistant director
- 1 director

#### No new positions are requested for FY2024

- Would Recommend a 4% market adjustment which is similar to what the State is doing.
- Biggest challenge is recruiting quality personnel.
- Not requesting any upgrades to current positions other than what HR is doing with the new band system.

#### FY23/FY24 Comparison

##### **FY23 Approved**

Approved A Budget

##### **FY24 Requested**

Requested "A" Budget

<ul style="list-style-type: none"> <li>• \$1,118,401.09</li> </ul>	\$1,116,807
Approved B Budget	Requested "B" Budget
<ul style="list-style-type: none"> <li>• \$50,462.10</li> </ul>	\$36,185
Total Budget Approved	Total Budget Requested
<ul style="list-style-type: none"> <li>• \$1,168,863.19</li> </ul>	\$1,152,992

The meeting concluded at 11:25 a.m. An audio recording is on file in the Commissioners' Office.

MEETING TO DISCUSS VARIOUS MATTERS RELEVANT TO THE CANYON COUNTY SHERIFF'S OFFICE

The Board met today at 1:01 p.m. to discuss various matters relevant to the Canyon County Sheriff's Office. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Sheriff Kieran Donahue, Chief Deputy Sheriff Doug Hart, Cpt. Ray Talbot, Cpt. Chuck Gentry, CCSO Financial Manager David Ivers, Lt. Martin Flores, Clerk Chris Yamamoto, Controller Zach Wagoner, Cpt. Harold Patchett (arrived at 1:13 p.m.) and Deputy Clerk Jenen Ross. Binders of information were provided to the Board which provided detailed information on the budgeting needs of the Sheriff's Office and can be correlated to notes in PowerPlan during budget planning.

The meeting concluded at 1:25 p.m. and an audio recording is on file in the Commissioners' Office.

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

Commissioner Brooks made a motion to go into Executive Session at 1:53 p.m. pursuant to Idaho Code, Section 74-206(1) (a) and (d) regarding personnel matters and records exempt from public disclosure. The motion was seconded by Commissioner Holton. A vote was taken on the motion with Commissioners 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, DSD Director Sabrina Minshall, DSD Planning Official Dan Lister, P&Z Commissioners Brian Sheets and Robert Sturgill. Geoffrey Matthews participated from 1:56 p.m. to 2:23 p.m. and Michael Middleton participated from 3:02 p.m. to 3:27 p.m. The Executive Session concluded at 4:09 p.m. with no decision being called for in open session.

The meeting concluded at 4:10 p.m. and an audio recording of the open portion of the meeting is on file in the Commissioners' Office.

APPROVED PAYROLL MAY 19, 2023

The Board approved the May 19, 2023 payroll in the amount of \$2,259,582.74

APPROVED CLAIMS

The Board has approved claims 594684 to 594726 in the amount of \$62,752.09

The Board has approved claims 594727 to 594766 in the amount of \$9,952.87

The Board has approved claims 594767 to 594806 in the amount of \$51,528.28

The Board has approved claims 594850 to 594857 in the amount of \$384.00

RESOLUTIONS GRANTING RENEWAL BEER/WINE/LIQUOR ALCOHOLIC BEVERAGE LICENSES

The Board approved resolutions granting beer/wine/liquor alcoholic beverage license renewals as follows:

- 23-121            RENEWAL: Beer/Wine: Wild Heart Springs, LLC dba Wild Heart Springs; The Chapp Wine & Tap, LLC dba The Chapp Wine & Tap; Ridgewood Enterprises, Inc. dba Legacy Feed and Fuel; Red Top Market, LLC dba Red Top Market, LLC; Messenger, LLC dba Messenger; Melba Pizza Extreme, LLC dba Melba Extreme Pizza; Christensen, Inc. dba Sage Travel Plaza
- 23-122            RENEWAL: Beer: Caldwell Housing Authority dba Farmway Store

APPROVED CATERING PERMITS

- The Board approved Idaho Liquor Catering Permits for Eastside Tavern to be used 6/24/23, 6/10/23, 6/3/23 and 5/27/23.
- The Board approved Idaho Liquor Catering Permits for County Line Wine Co. to be used 6/10/23, 5/27/23, 6/3/23 and 6/8/23.

APPROVED EMPLOYEE STATUS CHANGE FORMS

The Board approved an employee status change form for Joseph Kronz.

APPROVED PURCHASE ORDERS

The Board approved the following purchase orders:

- Hess Construction in the amount of \$39,912.50 for the Facilities department
- L&W Supply – Nampa in the amount of \$2748.72 for the Facilities department



## MEETING WITH COUNTY ATTORNEYS FOR A LEGAL STAFF UPDATE AND ACTION ITEM

The Board met today at 9:31 a.m. with county attorneys for a legal staff update and action item. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, COO Greg Rast, Chief Deputy P.A. Carl Ericson, Deputy P.A. Oscar Klaas, Fair Director Diana Sinner (left at 9:39 a.m.), Facilities Director Rick Britton (left at 9:39 a.m.) and Deputy Clerk Jenen Ross. The action item was considered as follows:

***Open Bids for Canyon County Fair Event Center Fence Project:*** No bids were received for this project although Director Britton has made personal contact with 3-4 vendors. Legal will review the parameters of this project and advise on the best path forward to get this done as quickly as possible.

The meeting concluded at 9:39 a.m. and an audio recording is on file in the Commissioners' Office.

## FY2024 PRELIMINARY BUDGET WORKSHOPS AND ACTION ITEM

The Board met today at 10:02 a.m. for FY2024 preliminary budget workshops and to consider an action item. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, COO Greg Rast, Controller Zach Wagoner, Accountant Sarah Winslow, Treasurer Tracie Lloyd (left at 11:01 a.m.), Chief Deputy Treasurer Jennifer Mercado (left at 11:01 a.m.), County Agent Tasha Howard and Debbie Lowber (arrived at 10:48 a.m.) and Deputy Clerk Jenen Ross.

***Consider Treasurer's tax charge adjustments by PIN for April 2023:*** Treasurer Lloyd provided a review of some of the adjustments that were made and upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to sign the Treasurer's tax charge adjustments by PIN for April 2023.

***FY2024 budget workshops were as follows:***

### **Treasurer**

*Treasurer Lloyd provided documents and reviewed the following with the Board:*

- Statistical data related to property tax payments with a breakdown of payment types
- Review of investment projections
- Possible reclassification of a funded Office Manager position to a Banking and Finance Manager to help compensate for anticipated increase in workload due to HB292 and to start preparing for the future with anticipated retirement of key employees
- Supports the request of an additional IT person to have a dedicated focus to the Treasurer and Assessor
- Cost of collections - \$40,000
  - Fees attributed to pending issue of tax deed & warrants of distraint collections
- Interest on savings - \$350,004

- Return on investments are dependent upon cash reserves
  - There are still a lot of unknowns in regard to projects planned for FY2024 that will impact cash reserves and re-investment possibilities
- Temporary - \$5,000
  - Due to HB292 and the likelihood of a shortened collection period additional staffing may become necessary
  - Board suggested this line item be increased
- Misc. professional services
  - Increased postage of \$.06 will be effective for tax drive 2023
- Service contracts
  - Approximately \$68,000 budgeted for Aumentum tax support, public access support and public access hosting support; budget number included in PowerPlan may be incorrect so Treasurer Lloyd will reevaluate.
- Advertising
  - Due to HB292 there is a high likelihood additional public outreach will be needed
- Postage
  - Postage increase of \$.03 scheduled for July
- Hotel
  - Increased to account for increased hotel prices while attending conferences
- Armored car
  - 11% increase in November 2022 due to rising fuel & employment costs; an additional increase is expected
- Banking charges
  - Fees associated with the Lock Box processing
- Public administrator
  - Unanticipated costs but there is generally revenue that offsets the costs
- Computer equipment
  - IT recommendations
- Small office equipment
  - Replacement of high-speed letter opener

The Board took a brief recess from 11:01 a.m. to 11:11 a.m.

### **County Agent**

*Ms. Howard provided documents and reviewed the following with the Board:*

- An ARPA grant of approximately \$370,000 that has been received in recent years will be going away at the start of FY2024
- There will be a salary adjustment for a Senior Customer Service Representative who'll be moving into the Senior Administrative Specialist position being vacated by Debbie Lowber's retirement

- Also included a 3% increase for the other Senior Customer Service Representative position
- FY2024 Budget requests
  - Horticulture Assistant: \$18,272
  - 4-H Program Coordinator: \$52,866
  - 4-H Program Assistant: \$19,795
  - Support for the educators: \$7500
  - Checkbook Audit fee: \$1200
  - Travel: \$27,500
  - Capital assets: \$11,500

A copy of the handouts that were reviewed are on file with this day's minutes.

The meeting concluded at 11:39 a.m. and audio recordings are on file in the Commissioners' Office.

PUBLIC HEARING: APPEAL BY MICHAEL RAWDAN/EASY HEATING AND AIR OF THE P&Z COMMISSION'S DECISION TO DENY A CUP, CASE NO. CU2022-0004-APL

The Board met today at 1:30 p.m. to conduct a public hearing in the matter of an appeal by Chris Carpenter, representing Michael Rawdan/Easy Heating and Air, of the Planning & Zoning Commission's denial of Case CU2022-0004, a conditional use permit to allow a contractor shop within an "A" (Agricultural) Zoning District. The property is located at 4541 Hemlock Way in Nampa. Present were: Commissioners Brad Holton, Zach Brooks and Leslie Van Beek, DSD Planning Official Dan Lister, Chris Carpenter, Lee Axelson, Kelly Martin, Mary Murray, WL Murray, Peggy Mimura, Kraig Wartman, David Dieffenbach, Vicki Vink, Kevin Werlinger, Trina Patterson, Ron Crumb, other interested citizens, and Deputy Clerk Monica Reeves.

Dan Lister gave the oral staff report and reviewed the request, the location, site photos, comments, and the comprehensive plan alignment. The applicant is appealing the P&Z Commission's decision on January 5, 2023, which denied the request for a conditional use permit which would have allowed for a contractor's shop for an HVAC business. There is a code violation on the property and if the request is approved it would abate that violation. The proposal includes hours of operation: Monday through Friday, 8:00 a.m. to 5:00 p.m., and being closed on evenings and weekends; the shop will be utilized for storage and materials and equipment for light fabrication; materials and equipment will be stored within the shop or behind a 6-foot fence; the primary use of the shop will allow employees to load/unload trucks daily; will include an office for admin. staff; parking for employees and off-duty vehicles; a location for trash collection; and a 6-foot wood fence surrounding the property enclosing the parked vehicles and shop. The rest of the perimeter does not have that type of fencing which would be required if approved. The applicant feels the information used for the denial was not factual or based on evidence, and that potential impacts such as access can be mitigated through conditions of approval. The property

is .61 acre and is located within the Hillcreek Subdivision with an average lot size of 0.81 acre. The property is zoned agriculture and was platted before the 1979 ordinance. The property is located within the Nampa impact area and their future land use map identifies the property to be medium-density residential if it were to be annexed. Mr. Lister reviewed the property history. The P&Z Commission denied the request for the following reasons: 1. the use is out of character when considering the surrounding existing residential subdivision, and 2. based on the testimony (six in opposition and one in favor); the use is commercial industrial and generates noise and traffic that impacts the exhibiting neighborhood. The request aligns with 4 goals and 3 policies of the comprehensive plan; however, it does not align with 4 policies dealing with incompatible uses. Commercial access will require a paved apron and an access permit from the Nampa Highway District. Any plumbing to the shop will require SWDH evaluation or connection to city services. The City of Nampa opposes the request because if the property were to be annexed the use would not be allowed in a medium-density residential area. Neighbors' concerns are as follows: it's a business, no one lives there; the use is industrial because of the fabrication on the property which creates noise and debris; and commercial use changes the character of the residential neighborhood. Staff recommends the Board uphold the P&Z Commission's denial of this case. Following his report, Mr. Lister responded to questions from the Board.

The following people testified in favor of the appeal:

Chris Carpenter offered testimony in support of appeal for the applicant, Michael Rawdan, who believes the current use of the property is in character with the area as there are several other businesses that are not much different than his, although the other owners live on their premises. He said the business could have someone living on site but it would just be for the purpose of being able to conduct business. The business has continued to function on the property because they felt there was a gray area of not knowing how this would work out. Upon going through the P&Z Commission hearing, it seemed there was no acknowledgment of the fact there was a willing participant that would adhere to any conditions to keep the business functioning but instead focused on a lot of personal preferences. The owner has every intention of making this work and meeting the zoning requirements. They are hoping for a 7:00 a.m. start time so employees can pick up materials and get to job sites.

Lee Axelson testified she has lived in the area for 40 years and has no problem with the business. She finds the employees of the business to be very respectful.

Kelly Martin testified there has been a lot of emotional reaction to him being in the development. He offered to meet with the neighbors, but no one has approached him to talk about making a plan of how to do something different. He wants to be a good neighbor. In January, staff recommended approval of the request, but now staff is now recommending denial and he doesn't when or how that changed. He has a horse bordering facility on three acres, but he does not have the space there for this business. When he moved to the property he did not know he needed a CUP, but once he found out he needed one he applied for it and it took a long time to get to the hearing process.

The following people offered neutral testimony:

Mary Murray lives east of the subject property and her main concern is the zone change from agriculture to industrial. They do not want to be annexed into the City of Nampa due to the expense of connecting to city services. Once in a while they hear noise from the business, however, there are other existing businesses and new business going in all the time, so they have adapted to it. Peggy Mimura had questions about whether the permitted use goes to the owner or the property and can the CUP change to some other use. She also had questions regarding plumbing water or sewer connections to the shop. Commissioner Holton said typically conditional uses are a condition that is only for this user. Mr. Lister said any water or sewer connections to the shop would be evaluated by the health department.

The following people testified in opposition to the appeal:

Kraig Wartman submitted photos of activity that occurred in April and spoke of how a semi-truck and a flatbed truck were parked in a street while an employee offloaded sheet metal. There have been larger delivery trucks for heating/AC units and materials over the last two years. He said neither the applicant nor the business owner live on the property, but most of those in opposition live in the neighborhood. Mr. Wartman had questions about the number of vehicles that will be allowed to be on the property if the business is expanded. The Board reviewed a video showing a truck parked in the road and bundles of sheet metal, as well as a lift vehicle going into the cul de sac and making a delivery to the storage area.

David Dieffenback lives in Hillcreek Subdivision which is a platted residential subdivision consisting of 80 homes. He said there are a few home businesses that are allowed by code that are owned and operated by the homeowner who lives in the home with their family. They use their personal vehicles and a trailer and are being used as single-family residences. Easy Heating and Air has moved into the subdivision which they use for their business operation, but no one lives in the residence. The business consists of 10 people, the owner and 9 employees, which exceeds the number of employees for a business as identified in the zoning code. They have three company trucks and trailers and a company van, and a car. The business should not be in the subdivision. He said they want to expand their operation to the lot across the street. In summary, the business is too large for a subdivision and the neighbors do not want this light industrial business in the subdivision.

Vicki Vink has lived on Mahogany Drive since 1975 and she has a hard time with the business because it's not an industrial area, it's a subdivision and the truck traffic affects the neighbors. She said the owner knew he needed a permit and he would not have gotten one if he wasn't pushed to get one. This location is not the place for this kind of business.

Kevin Werlinger testified this is a residential agricultural neighborhood on a dead-end street. His concerns are: the safety of his family; traffic; speeding by employees and delivery trucks; employees playing music loudly; disrespecting residents; and the negative impact to his quality of life.

Trina Patterson testified she lives next door to the subject property and she filed the initial complaint two to three years ago with code enforcement. She said the business has ignored violations and code enforcement filed a complaint with the Prosecuting Attorney's Office who set it aside due to the applicant applying for a CUP. She said the property owner does not own the business and nobody resides in the business as a residential dwelling. This is not the place to run a commercial business. She said Mr. Martin indicated they were looking to expand to a bigger lot but were waiting to do so; however, as of May 12, Lee Axelson has been renting space to them and they have duct work stored at the Axelson house. They are manufacturing on the property, and they store their sheet metal in the driveway. They were given a cease and desist in January of 2022 yet they have continued to operate the business. Code enforcement told them to stop business until the CUP has been approved. Ms. Patterson said the business is an eyesore to the neighborhood. The other businesses in the neighborhood are small businesses, they don't have trucks and deliveries picking up duct work or materials stored in the back, and there's not a 6-foot privacy fence surrounding the property. She said they tried to work with Kelly Martin on a couple items but got nowhere. He should not be operating a commercial business in a residential neighborhood.

Ron Crumb submitted photos to backup Trina Patterson's testimony. He said he has shoveled Kelly Martin's driveway because it sits higher and when the snow melts it goes into Mr. Crumb's driveway causing damage. He describes it as a tent city. There is storage of duct work and selling of product. Mr. Crumb wanted the Board to look at videos showing the "tent city" and a windstorm.

It was noted that Commissioners Van Beek and Brooks were in favor of receiving the video and reviewing the photos that were submitted. Commissioner Holton was opposed.

Rebuttal testimony was offered by Chris Carpenter who acknowledges people are not happy with how things are working. He said people are pointing to a lot of resolutions, but the owners have not done those things because they don't know if they will be granted a permit. If the permit is approved they will fulfil the conditions that are imposed. He said Mr. Martin and Michael Rawdan are worthy of the attempt to put those things in place rather than to decide things should be done in an order that does not make business sense. The tent in the driveway is moveable and can be solved quickly and if they knew they were going to remain there, then there are a lot of things they can do that make sense to spend money on. He wants the opportunity to make something work and if it doesn't work then more action can be taken and they can take another direction. Regarding the City of Nampa's position, Mr. Carpenter said it is subjective and we have no idea when the city will come to that area. They would appreciate the opportunity to solve the problems and have a business that can be neighborhood friendly.

Commissioner Brooks made a motion to close public testimony. Commissioner Holton wanted to address the late evidence before closing public testimony. The Board viewed the videos. Dan Lister reviewed the late exhibits: #8 Draft BOCC FCO's, #9 Staff's PowerPoint presentation, #10 three (3) videos from Kraig Wartman, #11 Photos provided by Kraig Wartman, #12 Photos/Videos

submitted by Ron Crumb. Commissioner Brooks withdrew his motion. Commissioner Van Beek made a motion to accept Exhibit Nos. 8, 9, 10, 11, and 12. The motion was seconded by Commissioner Brooks and carried unanimously. Upon the motion of Commissioner Brooks and the second by Commissioner Van Beek, the Board voted unanimously to close public testimony. Commissioner Van Beek supports staff's recommendation to uphold the denial. Nampa's position is based on their comprehensive plan; this is a rural subdivision that predates the 1979 establishment of planning and zoning and mixing residential and industrial does not work and it creates conflict and civil disputes. There were 42 people in opposition, and she found their testimony to be protecting a way of life. It's injurious to the neighbors. A cease and desist was not followed. The applicant has said they are willing to do what it takes, but she has not seen anything to overturn the denial and support the request. She said the proximity of the business to the Patterson and Crumb property is staggering. Commissioner Brooks asked if the permit is approved at what point would the business be too large to continue in the current location. Mr. Lister said they would restrict the use through conditions and either they do not meet the conditions and we rescind it, or they come back with a modification to grow bigger. If they go beyond what they said they are going to do they will have to come back through a CUP process and at that point it could be decided to be too much. The idea of a CUP is to lock the use down as determined by the hearing body and accepted by the applicant. Commissioner Brooks said we have a successful business looking to expand in the same spot and he doesn't want to prohibit the growth of business by approving a CUP where we will be in the situation again. The entire area is zoned incorrectly, and he doesn't know the remedy for that. He cannot find legal standing to support overturning the denial by the P&Z Commissioner and in doing so limiting the growth of a very successful business. Commissioner Van Beek said it does not make sense that the business owner didn't know they needed a permit, and in the process of evaluating that information there had to be red flags along the way. Commissioner Holton said he was looking for specific substantial evidence that would help him against the findings of the P&Z Commission on items 4, 6, & 7 but he was unable to completely derive any help against what the P&Z Commissioner decided upon and he does not see any testimony that overrides what the P&Z Commission's denial stated. Commissioner Brooks noted the concern of a P&Z Commissioner who was concerned that if they denied the request how long would the business have to relocate. Mr. Lister said they would have to work with code enforcement. The property has been in violation since 2021 and this was the mechanism for abatement, other than rezoning the property which may not be realistic. Upon the motion of Commissioner Van Beek and the second by Commissioner Holton, the Board voted unanimously to deny the appeal for Case No. CU2022-0004-APL. The hearing concluded at 3:00 p.m. an audio recording is on file in the Commissioners' Office.

MAY 2023 TERM  
CALDWELL, IDAHO    MAY 17, 2023

Today the Board toured Celebration Park and the George W. Nourse Gun Range. There were no motions, action items, or Board direction entertained or given.

MAY 2023 TERM  
CALDWELL, IDAHO MAY 18, 2023

RESOLUTIONS GRANTING RENEWAL BEER/WINE/LIQUOR ALCOHOLIC BEVERAGE LICENSES

The Board approved resolutions granting beer/wine/liquor alcoholic beverage license renewals as follows:

- 23-123 RENEWAL: Beer/Liquor: The Hop House, LLC dba The Hop House; New Empire, LLC dba The Blue Eye; The Tilted Ace, LLC dba The Tilted Ace
- 23-124 RENEWAL: Beer/Wine: Canyon Golf Partners dba Red Hawk Golf Course; and Caldwell Hospitality Group, LLC dba Best Western Inn & Suites
- 23-125 RENEWAL: Beer/Wine: Aloha Island Grill, LLC dba Aloha Island Grill; D&S Panasiuk, LLC dba Grocery Outlet of Nampa
- 23-126 RENEWAL: Beer: Maria Sarmiento dba Alondras Store; Uppercuts Barber Shop, LLC dba Uppercuts Barber Shop/Upperclass Beauty Salon
- 23-127 RENEWAL: Beer/Liquor: Yogi Farms, LLC dba H&M Meats and Catering

APPROVED CATERING PERMITS

- The Board approved Idaho Liquor Catering Permits for Craft Lounge to be used 7/6/23, 8/3/23, 9/7/23, 10/5/23, 11/2/23, 12/7/23, 6/15/23, 7/14/23 and 6/1/23.
- The Board approved Idaho Liquor Catering Permits for O’Michael’s Pub & Grill to be used on 6/17/23, 6/10/23 and 6/3/23
- The Board approved Idaho Liquor Catering Permits for Raising Our Bar to be used on 6/2/23, 6/3/23, 6/4/23, 6/9/23, 6/10/23, 6/16/23, 6/17/23, 6/23/23, 6/24/23, 6/25/23 and 6/30/23.

APPROVED PURCHASE ORDER

The Board approved the following purchase order:

- ZoHo Corp. in the amount of \$7310.00 for the Information Technology department

APPROVED EMPLOYEE STATUS CHANGE FORMS

The Board approved employee status change forms for Eulalia Corvera, Customer Service Specialist – Records 41004; Ryan Mills, Deputy Judicial Marshal; Curt Barr, Criminalist – Crime Lab



41005; Travis Houde Reimer, Corporal – Inmate Control 51003; and Jason Yano, Temporary Weed and Pest Applicator.

FILE IN MINUTES

Treasurer's monthly report for April 2023.

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

The Board met today, May 18, 2023 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, COO Greg Rast, Chief Deputy P.A. Carl Ericson, Deputy P.A. Zach Wesley, Deputy P.A. Alex Klempel (left at 9:38 a.m.), Solid Waste Director David Loper (left at 9:54 a.m.), Clerk Chris Yamamoto (left at 9:38 a.m.), Recording Supervisor Emily Howell (left at 9:38 a.m.), Jason Warner with Western States Cat (left at 9:48 a.m.) and Deputy Clerk Jenen Ross. The action items were considered as follows:

***Consider Revised Alcohol License Application Form Removing Notarization Requirement:*** Clerk Yamamoto explained that during COVID when the state and city offices closed they changed how they processed alcohol licenses and did away with the need for notarization. During this time the Recorders' office stayed open and continued on as usual not realizing the cities and state had changed practice. Legal has reviewed the requirement and identified that notarization of the documents is not necessary so the forms have been amended to remove the notarization. Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to approve the revised forms.

*On a related topic, discussion ensued regarding law enforcement review of the license applications. Mr. Wesley said he will look into this issue further for more in-depth conversation at a later time.*

***Consider Notice of Sole Source Procurement for a 2023 Caterpillar 623K Wheel Tractor Scraper for use at the Pickles Butte Sanitary Landfill:*** Director Loper said that this purchase was planned for the FY24 budget but due to severe lead times the process needs to start well in advance of new fiscal year. Mr. Warner spoke to lead times with Caterpillar, however this particular machine was procured by Western States Cat for their rental program but they are willing to sell it to the County. Cat is the only one that makes this specific machine and they are on the Source Well contract so the purchase qualifies for sole source but the noticing requirements are being followed for good measure. The cost of the machine is \$1,131,000 with a \$300,000 buyback. Upon the motion of Commissioner Brooks and second by Commissioner Van Beek the Board voted unanimously to sign the notice of sole source procurement for a 2023 Caterpillar 623 Wheel Tractor Scraper for use at the Pickles Butte Sanitary Landfill.

***Consider Signing FY23 Pickles Butte Sanitary Landfill Gas Collections System and Flare Station Component Electrical Installation Project Agreement:*** This is the electrical component of the project. Director Loper explained it was done this way due to lead times and being able to select a local vendor in order to start procuring components for the project. The contract has been reviewed by legal. Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to sign the FY23 Pickles Butte Sanitary Landfill Gas Collections System and Flare Station Component Electrical Installation project agreement with Southern Idaho Electric, Inc. (see agreement no. 23-056).

*Director Loper spoke about the pre-meeting that will be happening next week between the project contractor and the electrical contractor.*

*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 Holton. 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 Leslie Van Beek, Brad Holton and Zach Brooks, Chief Deputy P.A. Carl Ericson and Deputy P.A. Zach Wesley. The Executive Session concluded at 10:05 a.m. with no decision being called for in open session.

***Consider reasonable accommodation and settlement agreement with Moonlight Mountain Recovery, Inc. and D & W Investments 201, LLC for 13963 Purple Sage Rd, Caldwell, ID:*** Mr. Wesley requested that this action item be continued and placed on the agenda for May 30<sup>th</sup> with the legal staff update.

The meeting concluded at 10:07 a.m. and an audio recording of the open portion is on file in the Commissioners' Office.

MEETING WITH SHERIFF'S OFFICE REGARDING EMPG GRANT

The Board met today, May 18, 2023 at 10:09 a.m. with the Sheriff's Office regarding the EMPG Grant. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Chief Deputy P.A. Carl Ericson, COO Greg Rast, Controller Zach Wagoner, Cpt. Ray Talbot, EOM Christine Wendelsdorf and Deputy Clerk Jenen Ross.

The Sheriff's Office is requesting to adjust the approved EMPG budget line item. In FY2023 \$75,000 was allocated for a new position within Emergency Management. It is anticipated that the position will not be filled until FY2024 which allows for those funds to be reallocated. Along with a vehicle

for the Emergency Operations Manager there are a couple smaller projects they'd like to address. The total amount that could be reallocated without going over budget is \$85,000. Controller Wagoner said this could be done and reconciled at the end of the fiscal year.

Commissioner Holton made a motion to authorize the adjustment to the Emergency Management budget as presented by Controller Wagoner and Cpt. Talbot noting it is still staying within the budget as approved for 2023. He then made an amended motion that he is in favor of what has been presented and formal action will be taken at the end of the fiscal year. Commissioner Van Beek seconded the motion which carried unanimously.

The meeting concluded at 10:17 a.m. and an audio recording is on file in the Commissioners' Office.

#### MEETING WITH ASSESSOR AND IT TO DISCUSS TAX REPORTING APPLICATION VIA PUBLIC WEBSITE

The Board met today at 10:33 a.m. with Assessor Brian Stender and IT staff to discuss a tax reporting application via the County's website. Present were: Commissioners Brad Holton, Zach Brooks and Leslie Van Beek, COO Greg Rast, Assessor Brian Stender, Appraisal Supervisor Greg Himes, IT Director Eric Jensen, IT Project Manager Shawn Adamson, and Deputy Clerk Monica Reeves. Assessor Stender informed the Board of some online tools he wants to use so the Assessor's Office can post reports for public accessibility. The reports will include:

- A 5-year assessment and annual tax report that shows the breakdown of the overall tax bill and how it's distributed. It doesn't show how the tax burden is shifting between commercial, industrial, residential and agricultural properties.
- Operating property with residential, commercial, industrial, and agriculture that shows the breakout of values and how it's changed each year.
- Show the tax authority for taxing districts.
- Top 10 taxpayer report that is selectable by year.

IT Director Jensen estimates IT is looking at 200 hours in development time and operations. There was discussion regarding where this request fits on the priority list for the other projects IT is working on. Due to staffing and other projects, it may be October before the program is ready. The Assessor and IT will have another workshop for further discussion and another meeting will be held in August. Commissioner Holton or Commissioner Brooks will meet with the Assessor to go over the potential reports that are more simplistic to post and get a prioritization of the reports that will be posted. The meeting concluded at 11:07 a.m. an audio recording is on file in the Commissioners' Office.

## FY2024 PRELIMINARY BUDGET WORKSHOP FOR THE COUNTY FAIR

The Board met today at 11:09 a.m. for the FY2024 preliminary budget workshop for the County Fair. Present were: Commissioners Brad Holton, Zach Brooks and Leslie Van Beek, Fair Director Diana Sinner, Clerk Chris Yamamoto, Controller Zach Wagoner, Auditing Supervisor Sarah Winslow, COO Greg Rast, and Deputy Clerk Monica Reeves. Highlights from the workshop were:

### Revenue:

Facility rental revenue is lower than expected. It's anticipated that revenue will reach budget due to added fair building rentals in June and July and The Center being available to host events. Weather and concert popularity affect revenue. Concert ticket sales are exceeding prior record years.

### "A" Budget salaries and benefits:

- No new position requests or upgrades to position are requested for FY2024. They will focus on succession planning in the next year.
- Requests an increase based on market adjustment or to compensate based on performance.
- Director Sinner has met with the Facilities Director regarding staffing for the facility for the Fair facilities throughout the year and during the Fair. Director Britton is requesting two staffers to help with Fair and their interim events.

### Capital Assets:

Swine Pen Replacement: \$100,000

HVAC - Fair Building Concession Stand/Rabbit Barn: \$20,000

Utility Vehicle - Replacement: \$18,000

Swine Pen Racks: \$5,000

Fair Building Office Remodel: \$5,000

There was a review of expenses and it was noted the only major expenses are in event production and utilities. Director Sinner said we need to look at the Fair building and whether we want to produce events given the amount of labor that's involved for the amount of revenue we receive. The building is needed during the Fair, and for the long term she's talked about building livestock facilities closer to The Center and bringing the horse show back to the facility where they can use the building, the Charolais barn and the rodeo arena for horse events. She would like to install a concrete floor and either have events that aren't so labor intensive, or use it for storage. Another option would be to install portable flooring. There are groups who use the facility that are important to this County and to the Fair, but in the end the County is subsidizing it. They are

currently investing a lot of man hours in something that's not breaking even. Commissioner Holton said it deserves more study, and it bothers him that it's a cash negative situation. There was discussion regarding the significant increase in equipment rental costs and how it would be better to purchase equipment, such as a generator that could be used by the Fair and the Elections Office, for example. Further discussion is needed. The meeting concluded at 11:55 a.m. An audio recording is on file in the Commissioners' Office.

## FY2024 PRELIMINARY BUDGET WORKSHOPS

The Board met today at 2:01 p.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, HR Director Kate Rice, HR Generalist Jennifer Allen, HR Generalist Cindy Lorta, HR Generalist Kendra Elgin, HR Generalist Demi Etheridge, Sr. Administrative Specialist Anna Gray, DSD Director Sabrina Minshall and DSD Planning Official Dan Lister (arrived at 2:18 p.m.), Code Enforcement Officer Eric Arthur (arrived at 2:23 p.m.), Office Manager Jennifer Almeida and GIS Analyst Tony Almeida (arrived at 2:25 p.m.) and Deputy Clerk Jenen Ross.

### HR

- Salaries and Benefits
  - Wages are in alignment with other SW Idaho public sector agencies
  - Director Rice would like to match salary increases provided by other local entities in order to keep the salary momentum created in FY22 and FY23 with the COLA increases and in order to avoid the county finding itself in a compensation deficit again.
  - Specialty pay for bilingual employees
- Personnel
  - Increase in hours for the HR Investigator from 25 hours per week to 30 hours per week due to increased number and severity of employee investigations, new vehicle use policy, increase in mortgage verification of employment requests and increase in the number of new employee background checks
    - The Board would like Director Rice to look into services which may assist in collecting a fee for the mortgage verifications
  - Fulltime Safety and Risk Manager
    - Some costs associated with this new position would be to reconfigure a space that could be shared by the part-time employees in order for the Safety and Risk Manager to have a dedicated office space; there will also be needs in regard to technology that will be necessary.
- Projects
  - \$1.1M request
    - Management handbook & quick reference guide

- Enhanced employee and supervisor training opportunities
  - Written safety program
  - Online position requisition form and process
  - In-person wellness and benefits fair
  - Employee engagement survey
  - Bilingual specialty pay
- PowerPlan line item review
  - Misc. professional services – HR components of the ADP module
  - Document shredding – 10% increase
  - Copier contract – one copier/printer will be removed
  - Cell phones – Safety Manager and HR Investigator
  - Education and training – would like to get 5 staff members SHRM certified
  - Subscriptions – Salary.com subscription will not be renewed in FY24
  - Computer equipment – per IT recommendations
  - Small office equipment – small scanner
  - Office furniture – material for a larger conference room table and two new cubicles for the 2 part-time employees who will be moving spaces and a desk for a Risk and Safety Manager

The Board recessed from 2:48 p.m. to 2:55 p.m.

#### DSD

- Personnel - \$2,978,581
- Non-personnel - \$569,685
- Revenue assumptions - \$2,379,498
- Total budget request - \$3,548,266

#### Personnel

- Change in structuring to move from 33 fulltime and 2 part-time positions to 33 fulltime positions and no part time positions

#### Capital assets

- Replacement of 2 vehicles per the Fleet recommendation

#### Review of revenue assumptions

- FY24 revenue assumption: \$2,379,498, this is an assumed decrease of 19.8%
  - 3-year financials: October 1, 2019 to September 30, 2022 – DSD revenue in excess of expenditures was \$1,855,189
  - Proposing a fee study for all DSD fees to be completed for use in FY25 budget
  - Proposing a code enforcement administrative fee in FY24
  - Tracking of employee time on core functions to inform appropriate funding sources in the future

- Tracking of employee time on representative case times and actions to document level of effort to equate with fee structure

Professional consultants: \$105,000  
Engineers: \$40,000  
Misc. Professional Services: \$41,000  
Service contracts: \$29,320  
Education/training/airfare/hotel: \$41,000  
Subscriptions: \$5,380  
Software: \$57,500  
Small office equipment: \$3,800

The meeting concluded at 3:48 p.m. and an audio recording is on file in the Commissioners' Office.

MAY 2023 TERM  
CALDWELL, IDAHO    MAY 19, 2023

No meetings were held this day.

APPROVED PURCHASE ORDERS

The Board approved the following purchase orders:

- Master Plumbing in the amount of \$1,933.00 for the Facilities department
- WBS in the amount of \$1,766.39 for the Facilities department
- Air Gas USA, LLC in the amount of \$3,214.00 for the Fleet department

APPROVED CLAIMS

The Board has approved claims 594933-594979 in the amount of \$24,898.94

MAY 2023 TERM  
CALDWELL, IDAHO    MAY 22, 2023

No meetings were held this day.

APPROVED PURCHASE ORDERS

The Board approved the following purchase orders:

- MHS in the amount of \$1,037.59 for the Misdemeanor Probation Department
- Wasp Barcode in the amount of \$1,977.00 for the Information Technology Department
- Carbon Networks in the amount of \$1,500.00 for the Information Technology Department
- Dell in the amount of \$9,229.44 for the Information Technology Department

APPROVED EMPLOYEE STATUS CHANGE FORMS

The Board approved employee status change forms for Amy Kindberg, Part-time housekeeper; and Lily Brown, Avery Koonce, Paige Calley, and Summer Calley who will be Canoe Science Camp Field Instructors.

APPROVED COMMUTER VEHICLE AUTHORIZATION FORM

The Board approved a commuter vehicle authorization form for Curt Barr.

MAY 2023 TERM

CALDWELL, IDAHO    MAY 23, 2023

APPROVED CLAIMS

The Board has approved claims 594683 ADV in the amount of \$105.00

APPROVED EMPLOYEE STATUS CHANGE FORMS

The Board approved employee status change forms for Julia Guzman, Canoe Science Camp Field Instructor; Alexis Haddad, Clerk II; and Joe Nathan Decker, Public Information Officer - Field Services Admin. 41001.

RESOLUTIONS GRANTING RENEWAL BEER/WINE/LIQUOR ALCOHOLIC BEVERAGE LICENSES

The Board approved resolutions granting beer/wine/liquor alcoholic beverage license renewals as follows:

- 23-131            RENEWAL: Cappuccino Cowgirl Bistro, LLC dba Cappuccino Cowgirl Bistro; Precept Brands, LLC dba Ste. Chappelle Winery/Sawtooth Winery; Sol Invictus Vineyard, LLC dba Sol Invictus Vineyard; Summit Auctions, LLC dba Summit Auctions; Fred Meyer Stores, Inc., dba Fred Meyer #226; Ridley’s Family Markets, Inc., dba Ridley’s Family Markets
- 23-132            RENEWAL: Beer/Liquor: Clifford Randall Raymond dba Red Dog Saloon
- 23-133            RENEWAL: Beer/Wine: Intermountain Food Stores, Inc. dba M&W Markets #6; Intermountain Food Stores, Inc. dba Franklin Junction; Parkland USA Corporation dba KJ’s 80218

CONSIDER RESOLUTION APPROVING CHANGES TO THE JOB TITLE, JOB DESCRIPTION AND SALARY OF ONE POSITION IN THE SHERIFF'S OFFICE



The Board met today at 1:03 p.m. to consider a resolution approving changes to the job title, job description and salary of one position in the Sheriff's Office. Present were: Commissioners Brad Holton and Zach Brooks, Chief Deputy Sheriff Doug Hart, HR Generalist Cindy Lorta, COO Greg Rast and Deputy Clerk Jenen Ross. Chief Hart spoke about how for many years the county has had a shared PIO but it has come to the point that the Sheriff's Office needs a dedicated in-house person who will report directly to the Sheriff. A vacant Senior Administrative Specialist PCN will be reclassified to a Public Information Officer PCN. For FY2023 there is enough buffer within the 'A' budget to absorb the salary difference and the salary will be budgeted in future budgets. For the time being this person will also assist the PA's and Clerk's Offices with public records requests and elections. In the future the job description can be reevaluated to divide duties if or when the county hires a new PIO. Upon the motion by Commissioner Brooks and second by Commissioner Holton the Board voted unanimously to sign the resolution approving changes to the job title, job description and salary of one position in the Sheriff's Office (see resolution no. 23-130).

The meeting concluded at 1:09 p.m. and an audio recording is on file in the Commissioners' Office.

#### MEETING TO CONSIDER ACTION ITEMS

The Board met today at 1:16 p.m. to consider action items. Present were: Commissioners Brad Holton and Zach Brooks, Chief Deputy P.A. Carl Ericson, Deputy P.A. Oscar Klaas, Deputy P.A. Zach Wesley, Solid Waste Director David Loper (left at 1:18 p.m.), Facilities Director Rick Britton, Fair Director Diana Sinner (left at 1:22 p.m.), COO Greg Rast, Fred Butler (left at 1:18 p.m.) and Deputy Clerk Jenen Ross. The action items were considered as follows:

***Consider resolution appointing SWAC Board member:*** This is to appoint Fred Butler to the SWAC who will represent the City of Middleton area. Upon the motion of Commissioner Holton and second by Commissioner Brooks the Board voted unanimously to sign the resolution appointing Fred Butler as a SWAC Board member (see resolution no. 23-129).

***Consider Notice of Intent to Award Lowest Bid for Canyon County Fair Event Center Fence Project:*** A bid was received from Meridian Fence one day past the deadline. Mr. Wesley explained that code provides for the county to waive the defect and accept the bid although the records will need to be maintained for 6 months. Upon the motion of Commissioner Brooks and second by Commissioner Holton the Board voted unanimously to sign the notice of intent to award lowest bid for the Canyon County Fair Event Center project to Meridian Fence.

***Considering Addendum #1 for Design/Engineering Services for the County Elections Building Project:*** Mr. Klaas and Director Britton explained there were a couple questions and a ministerial item addressed in this addendum. Upon the motion of Commissioner Brooks and second by Commissioner Holton the Board voted unanimously to sign addendum #1 for Design/Engineering Services for the County Elections Building project.

The meeting concluded at 1:25 p.m. and an audio recording is on file in the Commissioners' Office.

## CANVASS MAY 16, 2023 ELECTION RESULTS

Today at approximately 1:40 p.m. the Board went to the Canyon County Elections Office to canvass the May 16, 2023 elections results. Supporting documents are on file with this day's minute entry.

## PUBLIC HEARING - REQUEST BY GREGORY AND ANN OBENDORF FOR A CONDITIONAL REZONE FROM AN AGRICULTURAL ZONE TO A SERVICE COMMERCIAL ZONE, CASE NO. RZ2022-0007

The Board met today at 2:00 p.m. to conduct a public hearing in the matter of a request by Gregory and Ann Obendorf, represented by BRS Architects, for a conditional rezone of a 12.6-acre portion of parcel R32686 from an "A" (Agricultural) zone to a "C-2" (Service Commercial) zone. Present were: Commissioners Brad Holton, Zach Brooks, and Leslie Van Beek, DSD Planning Official Dan Lister, Todd Lakey, Patrick Colwell, Alan Mills, Curtis Chrystal, Bill Werhane, Keri Smith, other interested citizens, and Deputy Clerk Monica Reeves. The Board previously heard this case on February 15, 2023 and voted unanimously to provide conditional approval and directed staff to amend the FCO's for items A, B, and G and to also amend the development agreement. Because the decision was a material change to the P&Z Commission's recommendation, a second public hearing was required and is being held today. Dan Lister gave the oral staff report and reviewed the history of the case and discussed the changes to the development agreement based on direction from the Board. The conditional rezone is only for a portion of the 12.6-acre parcel. The proposal is for a three-phased request:

Phase 1: Gas station with a convenience store at the corner of Farmway Road and Karcher Road on a 3-acre lot; and

Phase 2: A seasonal farmers market on a one-acre lot; and

Phase 3: A carwash accessory to the gas station and some commercial lots along Karcher Road. As part of the development agreement, Phase 3 would not occur until city services are available.

Following his report, Mr. Lister responded to questions from the Board.

### The following people testified in support of the proposal:

Todd Lakey, the applicant's representative, testified that staff's initial recommendation to the P&Z Commission was for approval and he appreciates the thorough analysis. The Obendorfs are a longtime Canyon County Ag family and their conditional rezone applies only to the 12 acres. The proposal fits with the City of Caldwell's comprehensive plan and the County's comprehensive plan. It meets the requirements of the zoning ordinance and is compatible with the surrounding area. Mr. Lakey testified we need more commercial and industrial designations in Canyon County and this proposal accomplishes that with the fuel station, farmers market, and the carwash uses. A traffic impact study was completed. There is a signalized intersection at Farmway Road and there

will be a right-in and a right-out and the applicant has to contribute to the design and construction of a center median. Mr. Lakey testified that a C-2 designation is more appropriate in this area than an agricultural designation on the 12 acres.

Pat Colwell testified about the technical aspects of the proposal and reported that the applicant has worked with the following agencies to obtain approval: Southwest District Health, the Idaho Department of Water Resources, Canyon Highway District #4, and the Idaho Transportation Department.

Curtis Chrystal offered testimony regarding the site plan and amenities that will come with the site which include a fuel station, car canopy, EV charging stations; landscaping, the approach from Farmway Road; a dog walking area for travelers; and an outdoor seating area for eating.

Alan Mills offered testimony about the positive impacts to the tax base and the County and how the proposal will bring balance to the area.

Upon the motion of Commissioner Brooks and the second by Commissioner Van Beek, the Board voted unanimously to close public testimony. Commissioner Van Beek said the applicant was responsive to questions at the last hearing and they have been willing to work with the Board. The proposal represents ag tourism and support agriculture through the sale of those products. The highway improvements will take out the ability of Lakeview Fruit to continue to operate there as it exists today. She supports the request with the phased planning. Commissioner Brooks said he voted in favor of the application at the last hearing and he has heard nothing that causes him to second guess his decision. Commissioner Holton agreed, and said the development agreement cannot be signed today as the applicants have not signed it. Upon the motion of Commissioner Van Beek and the second by Commissioner Brooks, the Board voted unanimously to approve the request by Gregory and Ann Obendorf, represented by BRS Architects, for a conditional rezone of a 12.6-acre portion of parcel R32686 from an "A" (Agricultural) zone to a "C-2" (Service Commercial) zone, with the approval documents to be signed at a later date. The hearing concluded at 3:05 p.m. An audio recording is on file in the Commissioners' Office.

MAY 2023 TERM

CALDWELL, IDAHO    MAY 24, 2023

APPROVED CLAIMS

- The Board has approved claims 595025 to 595073 in the amount of \$250,104.37
- The Board has approved claims 594807 to 594849 in the amount of \$79,760.28
- The Board has approved claims 594858 to 594898 in the amount of \$36,010.93
- The Board has approved claims 594899 to 594913 in the amount of \$6,383.00
- The Board has approved claims 594914 to 594932 in the amount of \$15,844.00

- The Board has approved claims 594980 to 595024 in the amount of \$118,273.55
- The Board has approved claims 595074 to 595106 in the amount of \$51,273.61
- The Board has approved claims 595107 to 595155 in the amount of \$69,447.14
- The Board has approved claims 595156 to 595198 in the amount of \$50,236.01
- The Board has approved claim 595199 ADV in the amount of \$1,500.00
- The Board has approved the May Elections claim in the amount of \$16,346.00

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Legends Sports Pub & Grill to be used 7/1/23.

RESOLUTIONS GRANTING RENEWAL BEER/WINE/LIQUOR ALCOHOLIC BEVERAGE LICENSES

The Board approved resolutions granting beer/wine/liquor alcoholic beverage license renewals as follows:

- 23-134 RENEWAL: Beer/Liquor: Red Robin International, Inc. dba Red Robin Gourmet Burgers & Brews; Tacos Y Mariscos El Compa, LLC dba Tacos Y Mariscos El Compa; IOU Sushi II, LLC dba IOU Sushi II; Salon Columbia Event Center, LLC dba Salon Colombia Event Center; Grit Ground Game, LLC dba Grit
- 23-135 TRANSFER: Beer/Wine: Sawtooth Sockeyes, LLC dba Sawtooth Sockeyes
- 23-136 RENEWAL: Beer/Wine: Sawtooth Sockeyes, LLC dba Sawtooth Sockeyes

FY2024 PRELIMINARY BUDGET WORKSHOP FOR THE FLEET DEPARTMENT

The Board met today at 9:02 a.m. for FY2024 preliminary budget workshop for the Fleet Department. Present were: Commissioners Brad Holton, Zach Brooks, and Leslie Van Beek, Fleet Director Mark Tolman, Clerk Chris Yamamoto, Controller Zach Wagoner, Auditing Supervisor Sarah Winslow, COO Greg Rast, and Deputy Clerk Monica Reeves. Director Tolman reviewed his budget which is very similar to last year’s budget, less the car wash. This year’s Fleet budget is similar to last year’s, less \$172,600 which included the carwash. Highlights were as follows:

Capital Asset Requests

- Ford Explorer SUV or Hybrid \$48,000
- Contingency to cover expense of vehicle changes \$12,000
- Replace two 12,000 # vehicle lifts \$17,200

FY2024 Vehicle Requests:

**Sheriff: \$796,000**

14 patrol units \$50k each  
2 CID vehicles @ \$48k

**DSD: \$100,000**

2 pickups @ \$50k

**Juvenile Probation: \$96,000**

2 pickups @ \$48k

**Facilities: \$110,000**

1 super duty truck @ \$60k

1 pickup @ \$50k

**Fleet: \$60k**

1 motor pool replacement at \$60k

**Prosecuting Attorney: \$48k**

1 vehicle @ \$48k

**Solid Waste: \$53,000**

1 pickup @ 53k

**Weed/Pest: \$60,000**

1 F-350 @ \$60k

Total cost of vehicles: \$1,323,000

**2024 Machinery line request/notes**

Fair

1 side-by-side utility can am @ \$18k

Facilities

1 truck tailgate lift @ \$8k

Total: \$26,000

Shop fees: Director Tolman planned on \$70,000, but he estimates there is another \$70,000-\$80,000 of work for outside agencies. The cost of overhead has gone up so the shop fees were increased.

There was discussion regarding the vehicle consolidation proposal to put funds for fleet vehicles in one budget line item. Controller Wagoner prefers to use other monies before using county taxpayer monies; for instance, when we have lottery tax or cigarette tax money from the state we can use it to purchase vehicles and that's why those dollar amounts are in specific budgets.

Commissioner Van Beek is in favor of the Fleet Director having the purchasing authority to negotiate the deals. The object number becomes attached to the division of the department/office that is purchasing the vehicle and that contingency will go back into the Fleet program. It's greater transparency and dedicates the funds toward the intended purposes. Controller Wagoner said that's how it's being done now where we know which budgets have dollar amounts for vehicles and Director Tolman knows what the plan is and he makes the deals. It's merely an accounting exercise to take it from the right bucket of money. Commissioner Brooks asked why it's spread out in multiple departments, and he said the line items could be under the Fleet budget. Controller Wagoner said that could be done, but the preference would be to use the state money first instead of local property tax. The Fleet budget is in the current expense fund. The juvenile probation fund receives lottery tax money, specific to that fund so we would need to show that the lottery tax monies purchased a vehicle. Greg Rast asked what it would look like to put current expense into Fleet and separate the rest because consolidation could help Director Tolman with bulk buying. Controller Wagoner spoke about how they are trying to show the full true cost of offices/departments. Director Tolman said it's not so much about bulk buying as it is if one department goes over and other is under budget then he could utilize that money. Can we work out a way to see what the balances are to make sure it was paid out in order to close out his process with a purchase? If someone budgets \$96,000 for two pickups and they only purchase one and use the money for something else it causes issues with the vehicle rotation. Commissioner Holton said if the amounts have been budgeted for vehicles they cannot use it for something else. The money has to be committed for vehicles. Controller Wagoner said the Auditor's Office sees it the same way. Commissioner Van Beek has concerns about transparency and she believes it's wrong to not empower the Fleet Director to have the buying authority, and it deserves a bigger conversation. Commissioner Holton said the Controller gives the Fleet Director a list of all vehicles in the budget that he has the availability and power to purchase. Maybe it requires a workshop so we can make sure we are doing what's the most transparent to the taxpayer. Clerk Yamamoto said putting the vehicle purchases in the department/office that they're actually used is transparent and utilizing the nontaxpayer funds and having them in the specific funds is what the outside Auditor wants to see. This topic will be discussed further at a later date

#### Staffing:

The wage grade for the specialty technicians having mechanical and upfitting years of experience are considered a wage range 12 and should be at least a 13 in order to competitive with both local government and private business. Losing employees could put the department two years behind in getting the vehicle upfitting work completed. If the wage ranges can't be adjusted he requests approval of specialty pay for the technician/upfitter positions. For FY2024 he has a part-time position and is working on the job description for implementation. Commissioner Holton said the Board needs to have another meeting to discuss staffing needs for Fleet.

The meeting concluded at 9:53 a.m. An audio recording is on file in the Commissioners' Office.

## FY2024 PRELIMINARY BUDGET WORKSHOP FOR THE FACILITIES DEPARTMENT

The Board met today at 10:08 a.m. for FY2024 preliminary budget workshop for the Facilities Department. Present were: Commissioners Brad Holton, Zach Brooks, and Leslie Van Beek, Facilities Director Rick Britton, Maintenance Superintendent Carl Dille, Clerk Chris Yamamoto, Controller Zach Wagoner, Auditing Supervisor Sarah Winslow, COO Greg Rast, Facilities Office Manager Becky Kearsley, Customer Service Specialist Jodi Edwards, and Deputy Clerk Monica Reeves. Highlights were as follows:

Last year Director Britton budgeted \$50,000 for overtime, but this year he is requesting \$60,000 due to increased duties at the lake parks.

### **Staffing Requests:**

- 1 Construction Project Manager position to help with procurement and contracts. Would assist or act as the County owner's rep.
- 2 Housekeeping positions – 1 new additional floor care specialist and 1 new position to help cover the Fair expo after large events and partnering the juvenile detention center maintaining staff bathrooms and deep cleaning the facility.
- 2 Maintenance Tech positions to set up for events at the new Fair event center and at the old fairgrounds.
- Hazard pay for 1 jail maintenance employee
- Upgrade 2 Maintenance Tech II positions to Maintenance Specialist positions
- Apprenticeship program for Apprentice Electrician finished 1st year and passed the final

### **Capital Asset Requests:**

Courthouse fire sprinklers \$753,361.29  
animal shelter flat roof \$54,284  
replacement

Fleet vehicle shop heating \$72,000  
and air conditioning

Elevator Control Upgrade \$81,878

Pump and Motor East side \$100,000  
cooling tower

Window film for Admin  
Building south side for heat \$18,000  
and glare

New awning for Facilities \$50,000

Used Scissor Lift                      \$12,500

### Animal Shelter

Need to replace the washer and dryer.

The West Valley Humane Society (WVHS) has requested a few upgrades, but Director Britton wants a workshop with the Board about who is paying for it. They want a modular to help with office space and they want to do their own cremation but there is a lot of infrastructure involved with that.

The County budgets \$200,000 for shelter operation, and in the past has budgeted \$100,000 but this year we budgeted \$60,000 for maintenance/building upkeep. The Board will meet with the WVHS staff. The County has dedicated funds for the maintenance of the facility. Greg Rast asked how the \$100,000 got in the Director Britton's budget. Controller Wagoner said it has been used in the past, the line item was there. Director Britton said he entered the \$100,000 amount associated with the line item.

The Board will have a workshop for the Clerk and Facilities to talk about how to maintain the animal shelter.

Director Britton said the Fair Director wants to purchase new pig pens, which he supports due to safety concerns and the amount of time it takes staff to work with the current configuration.

There was discussion on the following topics:

- Upcoming fiber work, and the possibility of using ARPA funds for work on the Elections building and A&E fees
- Benefits of buying in bulk
- Process of breakouts and chargebacks to departments/offices
- Consolidation of the Facilities budget (to simplify tracking process)

Controller Wagoner said departments/offices are asked to track and record so we can utilize those unique funding sources outside of regular property tax or sales tax. Mr. Rast said there are so many inconsistencies throughout the County with knowing what the true cost is for the offices/departments and so consolidation/bulk buying makes sense to him for current expense. If we are going to do this with capital improvements we should be probably look throughout the County, such as with the printshop for example. He wants to be careful about burning up staff time for an accounting exercise versus doing the work. Clerk Yamamoto said bulk buying in Facilities makes sense where we are talking about thousands of items as opposed to the Fleet budget where we're talking about 15 cars. He said they are trying to utilize all of the non-property tax money and they do it where it makes sense. The Auditor's Office wants to make sure they have the tracking in place as to what the money was expended for and where. In order to utilize every penny of the non-property tax money we need to track it. Controller Wagoner said they are



trying to protect the taxpayer. When juvenile detention is trying to determine what to bill other entities they are looking at what came out of their specific budget and if we have the costs for larger projects in another budget we are not recouping the full cost of providing that service and the taxpayers are on the hook to make up the difference. When it makes sense for significant projects we want to make sure we do the best we can to capture the full cost so we get a full reimbursement to protect the taxpayers. Commissioner Van Beek said the directors are able to track costs and bill a line item with an object number and they can generate a report that showing it. Discussion ensued with Director Britton explaining his process for tracking and billing for projects. Mr. Rast said consolidation of these costs of current expense allows that extra bulk buying to do ad hoc projects. There are so many projects happening through the year that are not planned and are not charged back to the offices/departments (such as the construction of the Chief Operating Officer's office in the Commissioners' office area) and it's not a true reflection of that office/department. Clerk Yamamoto said if we have all of that money that is specific to juvenile detention or misdemeanor probation for instance and it goes into the Facilities budget instead and they bill them and we get audited it is not going to work. It was determined that this topic requires further discussion.

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

#### FY2024 PRELIMINARY BUDGET WORKSHOP FOR THE WEED AND PEST DEPARTMENT

The Board met today at 11:46 a.m. for FY2024 preliminary budget workshop for the Weed and Pest Department. Present were: Commissioners Brad Holton, Zach Brooks, and Leslie Van Beek Facilities Director Rick Britton, Facilities Office Manager Becky Kearsley, Clerk Chris Yamamoto, Controller Zach Wagoner, Auditing Supervisor Sarah Winslow, COO Greg Rast, and Deputy Clerk Monica Reeves. Director Britton was recently assigned to manage the Weed and Pest Department and his budget review highlights were as follows:

##### Weed budget:

- \$2,500 for comp time/OT this year. The expense is worth the benefit of getting the job done. Part-time employment is not working so Director Britton is consider changing the weed and pest part-time positions to 1 or 2 temporary positions to work 5 months of the year, or, combine those positions into fulltime staff.
- Cancelled service contract for bottled water
- Increase in chemical costs
- \$60,000 truck replacement
- \$10,000 for machinery (update pumps)

- Request for laptops in all tech vehicles so they can do field reports and view GIS

Commissioner Holton said he's gravely concerned about the weed control fees income because we are grossly upside down on what the going rate is. The fees need to be significantly increased. Director Britton agreed and said he is scheduled to meet with the Board on May 30 to consider a rate increase. Controller Wagoner said this is a conversation they've had every year with the prior director and he is glad to hear Commissioner Holton wants to charge a fair, reasonable fee for the cost of services.

Pest budget:

- OT budget has increased \$2,500.
- Staff will be certified to spray weeds and if we get caught up on the pest side they can help on the weeds, if needed.
- Thus far \$10,366 has been paid out of the \$25,000 gopher bounty budget.

There was discussion regarding the breakdown on what it costs to build owl boxes, and whether there is value in having more owl boxes in circulation. The meeting concluded at 12:13 p.m. An audio recording is on file in the Commissioners' Office.

FY2024 PRELIMINARY BUDGET WORKSHOP FOR PARKS, CULTURAL, AND NATURAL RESOURCES

The Board met today at 1:31 p.m. for the Parks, Cultural, and Natural Resources Department FY2024 preliminary budget workshop. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Clerk Chris Yamamoto (left at 2:13 p.m.), Controller Zach Wagoner (left at 2:13 p.m.), Accountant Sarah Winslow (left at 2:13 p.m.), Parks Director Nicki Schwend (left at 2:23 p.m.), Assistant Park Director Laura Barbour (left at 2:23 p.m.), COO Greg Rast, Facilities Director Rick Britton (arrived at 1:34 p.m. and left at 2:13 p.m.) and Deputy Clerk Jenen Ross.

Director Schwend reviewed the following with the Board:

- Revenues: grant monies that are reimbursement grants
- Part-time staffing: budget to remain the same
- \$21,600 for the Canoe Science Camp program
- Requesting 2 additional fulltime staff – Person to oversee operations at Celebration Park and a Historic Preservation Officer
- Misc. professional services: engineering/design services, erosion mitigation and assistance with grant writing
- Gun Range: initiating long-term plan and some construction at Board direction
- Exhibits: additional interpretive signage at Celebration Park and archaeological materials for the mezzanine space at Celebration Park
- Office supplies: additional mezzanine and staff

- Building supplies and materials: base request at \$10,000; window actuators for the Crossroads Museum; A/C unit for the mezzanine
- Ground maintenance supplies: due to increased cost of supplies
- Repair and maintenance supplies: contingency line
- Security systems: upgraded radios for staff at Celebration Park
- Janitorial supplies: line has been separated from maintenance supplies for better tracking
- Uniforms: vests for employees to wear at Celebration Park to more clearly identify staff from visitors
- Computer equipment: per IT recommendations
- Office furniture: mezzanine space
- Other improvements: HPC grant reimbursement
- Capital construction contracts: decking at an estimated cost of \$225,000
- Other improvements: Idaho Department of Parks and Waterways Improvement Fund grant match requirement
- Nothing has been included in the budget for acquiring land; Director Schwend feels she needs clearer direction from the Board as to what they'd like to see for expansion; an appraisal is set to be done on a potential property purchase. Commissioner Van Beek would like to see money added to the budget for possible acquisition of land.

***Consider resolution reappointing Nicki Schwend to the Historic Preservation Commission:*** Director Schwend gave a brief review of the HPC and upon the motion of Commissioner Van Beek and second by Commissioner Holton the Board voted unanimously to sign the resolution reappointing Nicki Schwend to the Historic Preservation Commission (see resolution no. 23-137).

Director Schwend let the Board know that HPC funding recommendations will be forthcoming.

***Consider resolution approving an alcoholic beverage transfer license for Sawtooth Sockeyes:*** Upon the motion of Commissioner Brooks and second by Commissioner Van Beek the Board voted unanimously to sign the resolution approving an alcoholic beverage transfer license for Sawtooth Sockeyes (see resolution no. 23-135).

The meeting concluded at 2:25 p.m. and an audio recording is on file in the Commissioners' Office.

MAY 2023 TERM  
CALDWELL, IDAHO    MAY 25, 2023

COMMISSIONERS ATTENDING IDAHO ASSOCIATION OF COUNTIES SPRING TRAINING FOR COUNTY OFFICIALS

Today the Board attended the IAC spring training for County Officials Conference which was held at the Riverside Hotel, 2900 W. Chinden Blvd., in Boise.

#### MAY 2023 TERM

CALDWELL, IDAHO    MAY 26, 2023

#### APPROVED PURCHASE ORDERS

The Board approved the following purchase orders:

- Right! Systems, Inc., in the amount of \$2,464.00 for the Information Technology Department
- Dell in the amount of \$1,538.24 for the Information Technology Department
- Eco Motors in the amount of \$8,995.00 for the Fleet Department
- Salt Lake Wholesale Sports in the amount of \$7,215.00 for the Sheriff's Office
- Hanson Janitorial in the amount of \$3,699.30 for the Sheriff's Office
- Hanson Janitorial in the amount of \$16,608.00 for the Sheriff's Office
- Salt Lake City Wholesale in the amount of \$7,137.00 for the Sheriff's Office

#### APPROVED EMPLOYEE STATUS CHANGE FORMS

The Board approved employee status change forms for Bruce Mauldin, Deputy Judicial Marshal; Jason Bettencourt, Deputy Sheriff - Inmate Control 51003; Holden Allen Layton, Deputy Sheriff - Inmate Control 51003; and Kevin Josue Valenzuela Bravo, Deputy Sheriff – Inmate Control 51003.

#### APPROVED CATERING PERMITS

The Board approved Idaho Liquor Catering Permits for Danelion Brewery to be used 6/3/23, 6/17/23, 8/26/23; The End Zone to be used 6/3/23; The Blue Eye to be used 6/5/23 and 6/10/23.

#### RESOLUTIONS GRANTING RENEWAL BEER/WINE/LIQUOR ALCOHOLIC BEVERAGE LICENSES

The Board approved resolutions granting beer/wine/liquor alcoholic beverage license renewals as follows:

23-140 RENEWAL: Beer/Liquor: Salinas Foods, LLC dba Yita's Family Restaurant King Legend Hall; and Shewil, LLC Slicks Bar

23-141 RENEWAL: Beer/Wine: Thrifty Payless, Inc. dba Rite Aid #5409; Fast Mart Nampa, Inc, Fast Mart; Eva Contreras De Cuevas dba Tacos El Centro; Paddles Up Ventures, LLC dba Paddles Up Poke; CBOCS West, Inc., dba Cracker Barrel #683

23-142 RENEWAL: Beer/Wine: The Stil, LLC dba The Stil; Campos on Lonestar dba Campos on Lone Star; Crescent Brewery, LLC dba Crescent Brewery; and Umbra, LLC dba Mongolian BBQ Nampa

MEETING TO CONSIDER MAKING APPOINTMENTS TO THE CANYON COUNTY PLANNING AND ZONING COMMISSION AND ASSOCIATED ACTION ITEMS

The Board met today at 10:36 a.m. to consider making appointments to the Canyon County Planning and Zoning Commission. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, COO Greg Rast, DSD Director Sabrina Minshall, Robert Geoffrey Mathews and Matt Dorsey, Keri Smith and Deputy Clerk Jenen Ross. The action items were considered as follows:

***Consider resolution appointing members to the P&Z Commission:*** The Board spoke about the qualifications of each appointee and the knowledge they will bring to the commission. Commissioner Van Beek made a motion to appoint Robert Geoffrey Mathews to the P&Z Commission. The motion was seconded by Commissioner Brooks and carried unanimously (see resolution no. 23-138). Commissioner Brooks made a motion to appoint Matt Dorsey to the P&Z Commission. The motion was seconded by Commissioner Van Beek and carried unanimously (see resolution no. 23-139).

The meeting concluded at 10:42 a.m. and an audio recording is on file in the Commissioners' Office.

MEETING TO CONSIDER ACTION ITEMS

The Board met today at 10:45 a.m. to consider action items. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Chief Deputy P.A. Carl Ericson, Deputy P.A. Alex Klempel, Case Manager Kellie George (left at 10:51 a.m.), Keri Smith and Deputy Clerk Jenen Ross.

***Matters related to medical indigency:***

- Case no. 2023-61 is no longer eligible for county assistance 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. 2023-62 meets the eligibility criteria for county assistance and upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to issue an approval on the case.
- Case no. 2023-60 does not meet eligibility criteria; however, the husband of the decedent has requested county assistance with cremation. Commissioner Van Beek made a motion

to deny the case based on the lack of meeting the eligibility criteria. The motion was seconded by Commissioner Brooks and carried unanimously.

The Board took a brief recess from 10:51 a.m. to 11:00 a.m.

***Consider signing a legal notice of public hearing regarding proposed updated admission fees for the Canyon County Fair:*** Commissioner Brooks made a motion to sign the legal notice of public hearing regarding proposed updated admission fees for the Canyon County Fair. The motion was seconded by Commissioner Van Beek and carried unanimously.

The meeting concluded at 11:01 a.m. and an audio recording is on file in the Commissioners' Office.

#### CONSIDER ADOPTING CHANGES TO THE EMPLOYEE HANDBOOK AND VEHICLE USE POLICY

The Board met today at 11:01 a.m. to consider adopting changes to the employee handbook and vehicle use policy. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks Chief Deputy P.A. Carl Ericson, Deputy P.A. Alex Klempel, HR Director Kate Rice, HR Investigator Rich Soto (left at 11:09 a.m.), Fleet Director Mark Tolman, COO Greg Rast and Deputy Clerk Jenen Ross.

#### **Vehicle use policy:**

Chief Rast explained the current policy is 10 years old. When the county changed insurance carriers late last year they requested an updated policy and to add in regular, ongoing driver license checks. The new policy will direct that HR and the HR Investigator to conduct quarterly license checks. Mr. Rast spoke to the process that has happened in order to get this policy updated. Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to adopt the updated vehicle use policy and agreement and the areas of responsibilities documents.

#### **Employee handbook**

HR Director Rice reviewed the major changes which are as follows:

- Update to Board member names and core values
- Bereavement policy
- Unauthorized leave of absence
- Workers comp policy
- Sexual abuse and harassment policy
- Reporting harassing behavior policy
- Layoff policy

Other changes made were typographical or grammatical in nature. Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to

approve the employee handbook. At the request of Chief Rast, Director Rice will compile a summary of the changes made.

The meeting concluded at 11:26 a.m. and an audio recording is on file in the Commissioners' Office.

MAY 2023 TERM  
CALDWELL, IDAHO      MAY 30, 2023

#### APPROVED CLAIMS

- The Board has approved claim 595336 in the amount of \$11,057.33

#### APPROVED EMPLOYEE STATUS CHANGE FORMS

The Board approved employee status change form for Ebony Ferreira, Customer Service Specialist; and Norma Jimenez, Appraiser.

#### RESOLUTIONS GRANTING RENEWAL BEER/WINE/LIQUOR ALCOHOLIC BEVERAGE LICENSES

The Board approved resolutions granting beer/wine/liquor alcoholic beverage license renewals as follows:

- 23-146 RENEWAL: Beer/Wine: Las Tias, LLC dba Tin Roof Tacos; and Valley Wide Cooperative, Inc., dba Valley Country Store; and
- 23-147 RENEWAL: Beer/Liquor: SAS Restaurant Ventures, Inc., dba Denny's Restaurant

#### MEETING WITH COUNTY ATTORNEYS FOR A LEGAL STAFF UPDATE AND 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. Alex Klempel, Deputy P.A. Zach Wesley, Fair Director Diana Sinner (left at 9:45 a.m.), Director of Juvenile Probation Elda Catalano (left at 9:39 a.m.), Facilities Director Rick Britton, DMV Supervisor Kimbra Asqueta (left at 9:39 a.m.), Assessor Brian Stender and Chief Deputy Assessor Joe Cox (arrived at 9:33 a.m. – left at 9:39 a.m.), COO Greg Rast and Deputy Clerk Jenen Ross. The action items were considered as follows:

***Consider Memorandum of Agreement to Support the Community Based Alternative Services (CBAS) Program and The Substance Use Disorder Services (SUDS) Program:*** This MOA has been reviewed by legal and is a regular agreement with no material changes. Director Catalano spoke about the

program, what it provides and answered questions posed by Commissioner Van Beek. Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to sign the MOA to support the community based alternative services (CBAS) program and the Substance Use Disorder Services (SUDS) program (see agreement no. 23-057).

***Consider reasonable accommodation and settlement agreement with Moonlight Mountain Recovery, Inc. and D & W Investments 201, LLC for 13963 Purple Sage Rd, Caldwell, ID:*** This item will be removed from the calendar/agenda for the time being. Mr. Wesley will request it be rescheduled after he has the pertinent information.

***Consider resolution establishing an administrative fee charged by the Canyon County Assessor for vehicle title services:*** Per the calculations, the county could charge up to \$6.19 but for ease on the staff they chose an even number of \$6.00 for the administrative fee. Upon the motion of Commissioner Brooks and second by Commissioner Van Beek the Board voted unanimously to sign the resolution establishing an administrative fee charged by the Canyon County Assessor for vehicle title services (see resolution no. 23-145). No inquiries have been received regarding these fees and no one appeared to offer comment.

***Consider resolution approving the increase in the facility rental fees for the Fair Building and establishing facility rental fees for The Center:*** This resolution is to establish fees for The Center and update fees for the fair building. Director Sinner gave a review of each building and the new/revised fees. Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to sign the resolution approving the increase in the facility rental fees for the fair building and establishing facility rental fees for The Center (see resolution no. 23-144). No members of the public were in attendance to offer comment.

***Consider a resolution authorizing an increase to the fee schedule for the Weed and Pest Department:*** Director Britton has been reviewing rates of similar operations with the most similar being Ada County. Additionally, he reviewed the rates and spoke about how they were calculated. No comments were received from the public regarding the fees. Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to sign the resolution authorizing an increase to the fee schedule for the Weed and Pest Department (see resolution no. 23-143). New rates will be in effect today regardless of when the workorder was received. Director Britton and his staff will reach out to people with current workorders letting people know the rates have changed.

The meeting concluded at 10:01 a.m. and an audio recording is on file in the Commissioners' Office.

ACTION ITEM: CONSIDER SIGNING APPROVAL DOCUMENTS FOR THE OBENDORF CONDITIONAL REZONE, CASE NO. RZ2022-0007



The Board met today at 10:36 a.m. to consider the approval documents for the Gregory and Ann Obendorf conditional rezone, Case No. RZ2022-0007. Present were: Commissioners Brad Holton, Zach Brooks, and Leslie Van Beek, and Deputy Clerk Monica Reeves. At a public hearing on May 23, 2023, the Board voted unanimously to approve the request by Gregory and Ann Obendorf, represented by BRS Architects, for a conditional rezone of a 12.6-acre portion of parcel R32686 from an "A" (Agricultural) zone to a "C-2" (Service Commercial) zone. The proposal is for a three-phased request:

Phase 1: Gas station with a convenience store at the corner of Farmway Road and Karcher Road on a 3-acre lot; and

Phase 2: A seasonal farmers market on a one-acre lot; and

Phase 3: A carwash accessory to the gas station and some commercial lots along Karcher Road.

As part of the development agreement, Phase 3 would not occur until city services are available. At the public hearing on May 23<sup>rd</sup>, staff advised that the applicants had not signed the development agreement and so it was recommended the approval documents be scheduled at a later, and they were subsequently scheduled for today, May 30, 2023. Today, the Board wanted staff to be in attendance and put comments on the record regarding the documents. Upon the motion of Commissioner Van Beek and the second by Commissioner Brooks the matter was continued to tomorrow, May 31, 2023 at 9:30 a.m. The meeting concluded at 10:41 a.m. An audio recording is on file in the Commissioners' Office.

PUBLIC HEARING: REQUEST BY JOHN AND SHERRY ANDERSON FOR A CONDITIONAL REZONE OF PARCELS R36368 & R36368011 FROM AN "A" (AGRICULTURAL) ZONE TO A "CR-M-1" (CONDITIONAL REZONE – LIGHT INDUSTRIAL) ZONE, CASE NO. CR2022-0024

The Board met today at 1:34 p.m. to conduct a public hearing in the matter of a request by John and Sherry Anderson for a conditional rezone of Parcels R36368 & R36368011 from an "A" (Agricultural) zone to a "CR-M-1" (Conditional Rezone - Light Industrial) Zone, Case No. CR2022-0024. Present were: Commissioners Zach Brooks and Leslie Van Beek, DSD Planning Official Dan Lister, DSD Planner Sage Huggins, Deputy PA Zach Wesley, John Anderson, Sherry Anderson, Tarah Knowlen, Suzan Boyer, Keri Smith, Ryan Whittig, Kassi Chadwick, Sonnie House, Lynn Whittig, Dave House, Cindy Roberts, Brad Benke, Vivian Ferkin, Mike Johnston, and Deputy Clerk Monica Reeves.

Commissioner Holton recused himself from today's hearing since he is also the Mayor of Greenleaf and the subject property is in the Greenleaf impact area. Commissioner Van Beek disclosed that she had a land use decision concerning this parcel with the previous Board but the prior case/information will not be a hindrance in her ability to issue a decision in this case. Planning Official Dan Lister advised that this property has not been before the Board and he believes the case Commissioner Van Beek referred to is located approximately 2,000 feet east of this property along Weitz Road.

DSD Planner I Sage Huggins gave the oral staff. The applicants are requesting a conditional rezone of 48.17 acres for Parcels R36368 & R36368011 from an "A" (Agricultural) zone to a "CR-M-1" (Conditional Rezone - Light Industrial) Zone. Parcel R36368 is an original parcel and the other parcel was created in 1994 as portions of it have been split off by deed through a series of record of surveys. The subject property is located at 19372 Lower Pleasant Ridge Road in Caldwell and it has been in agricultural use with agricultural and light industrial uses surrounding it. On March 15, 2023 the Hearing Examiner recommended approval subject to the development agreement with conditions. Ms. Huggins reviewed the conditions as well as photos of the site, soils information, agency comments, and public comments. The property is in Greenleaf's area of city impact the properties to the north and west are zoned M-1 light industrial and the properties to the south and east zoned agricultural. Active agricultural and sporadic rural residential homesites and active light industrial uses are located within the one-mile perimeter of the property. Due to the location of the site and the various uses in the immediate area, the zoning change of the site will not fragment farmland. The applicant is requesting to restrict mineral extraction uses in the development agreement. The future land use designation is industrial. The City of Greenleaf designates the property as industrial on their comprehensive plan. The City has concerns for facilities and services, public street improvements, traffic pattern impact, and impact to essential public services and they requested conditions to mitigate the concerns. The City of Greenleaf is not in opposition to the application. The proposed development does not have a declared use yet, but is estimated to exceed 50 new peak hour trips and Canyon Highway District has stated it does not oppose the zoning change. Public comments include concerns regarding the loss of farm ground, pollution, noise, traffic, and the negative impact to quality of life and property values. Following her report Ms. Huggins responded to questions from the Board.

The following people testified in support of the request:

John Anderson testified he and his wife have resided in the area for 27 years and are seeking a rezone with the following conditions: the following land uses are not to be allowed on this property: church, theater, batch plant, ethanol plant, impound yard, rendering plant, slaughterhouse, vehicle sales lot, sale of salvage, firewood sales, mineral extraction (long-term or short-term), mortuaries, cremation, funeral homes, rehabilitation of manufactured homes, vehicle fueling station with convenience stores, bulk storage or wholesale distribution for any flammable liquids above or below ground. In consideration to the impact area they have presented the list of conditions at the neighborhood meeting held on February 1, 2022. The request to M-1 is more appropriate than the current zoning. There are many industrial uses in the area along the Simplot corridor. The conditional rezone would not create additional negative impact to the area. The property has been designated as M-1 for many years and it is contiguous to M-1 on the north and west. Mr. Anderson reviewed the property history and uses in the area. There is a growing need for more industrial-zoned ground in Idaho, and the rezone would not only supply jobs for the influx of people but would generate added tax revenue to the County. Mr. Anderson asked the Board to eliminate conditions set forth by the Hearing Examiner as there was not adequate time to research or investigate those restrictions. The additional limitations do not benefit the County's future development plan nor the commitment to ag-type businesses. He proposes the removal of the following conditions: Kennel, transit or trucking facility, animal facility, large fertilizing

processing plant. The CAFO would remain as a condition. The subject property has been in the County's comprehensive plan since 2000 and contiguous with five parcels already zoned for M-1 light industrial use since 1977. Mr. Anderson hopes to sell the property once it's rezoned. Following his testimony he responded to questions from the Board.

The following people offered neutral testimony:

Keri Smith testified that she represents a developer north of Simplot Blvd on Pinto Road on existing M-1 land and there are not adequate services in the area. The property is over 20 acres and the developer is only allowed to build one structure at this time because there is not adequate power. She said one of the areas that is deficient in the staff report is that Idaho Power is not referenced and there is not enough power in the area to serve additional uses, and especially when looking at the existing M-1 zoning in the area. Furthermore, there are not services from Greenleaf to the property for water and sewer, and the developer she represents is installing a community system and septic at a very high cost. Greenleaf has historically been denying residential subdivisions, and there are no housing opportunities for the employees. A zoning change to M-1 in this area is not more appropriate because there are not enough services, and the services that are available to the property would fit a normal agricultural use. She said until we have additional services that are brought south of west end drain it's not appropriate. Nampa, Caldwell and Middleton have developed urban renewals areas. There are over 220 acres in the Greenleaf Impact area being proposed as a conditional rezone for M-1 which is much larger and there are no services. You need a lot more than individual septic and well for an industrial use especially to get a high quality user.

The following people testified in opposition to the request:

Ryan Whittig lives in the area and farms 350 acres and he testified about the effect this type of development has on agriculture. His concerns include additional traffic from businesses in the area, a lack of services, and roads that cannot handle additional traffic or use. He spoke of the uses in the area, and the access those businesses use as well as his experience with farming equipment on the roadways.

Kassi Chadwick lives in the area and agrees with the testimony offered by Ryan Whittig. Agricultural land is rapidly depleting and must be preserved. Once land is rezoned to M-1 a farmer who may want to expand their operation cannot afford it with that kind of price tag. There are three properties ranging in size from 54-72 acres that have been zoned industrial which brings a price point ranging from \$5.5M to \$13.8M. All three listings are being farmed or were recently farmed. Ms. Chadwick said M-1 zoning has drastically changed the atmosphere of her property; she is the fourth generation family member living on what was her family's homestead. She spoke about safety concerns with people running stop signs and tragic accidents that have occurred. Power is often knocked out when large trucks hit the power lines in the area.

Lynn Whittig testified he has a longtime family farming operation in the area and he is concerned about the negative impacts development, whether it's M-1 or residential, has on farming

operations such as crop dusting, fumigation, and the moving of farm equipment on roadways. Commissioner Van Beek disclosed that her husband is familiar with the Whittigs farming operation.

Brad Benke opposes the rezone because the area is not set up for light industrial zoning. He spoke about the prime farm ground in the area and how there is light industrial zoning north of the west end drain which seems like a logical division of keeping buildings and light industrial away from farming operations. There are three properties south of the drain that have tried to be zoned light industrial and they have been for sale for 2-5 years.

Vivian Ferkin lives directly across from the subject property and she spoke of the need to preserve ag ground. Her concerns include traffic, lack of infrastructure, noise and light pollution, and the impacts to farming operations. The property is prime ground that's been used for cattle grazing and for growing crops. Ms. Ferkin leases her property to a farmer who produces crops.

Mike Johnson lives a ½ mile south of the property and said there is no direct route to the property, the roads are narrow which make it difficult when encountering truck traffic. He is concerned about the loss of farm ground as well as the noise that can be heard from Gayle Manufacturing.

Rebuttal testimony was offered by John Anderson. He said the acreage is not feasible to support a family above the poverty level with ag production on this property. According to the neighborhood petition dated March 10, 2022, the community is not opposed to the zone change, but they are not in agreeance with the County's proposed use of light industrial. Currently, the property is not bordered with personal working ag production. There are no documents stating the west end drain is a distinctive boundary for M-1 light industrial, and since 1977 multiple parcels south of the west end drain have been zoned M-1. The boundary for M-1 is Lower Pleasant Ridge Road which borders his property to the south. Since the 2000 the comprehensive plan has identified the property as future use M-1 light industrial, and since 1995 the Canyon County Commissioners have identified the property's best future use as M-1 light industrial.

Upon the motion of Commissioner Van Beek and the second by Commissioner Brooks, the Board voted unanimously to close public testimony. The Board took a brief recess at 2:47 p.m. and went back on the record at 2:51 p.m. Commissioner Van Beek said she has difficulty finding positive findings. There are businesses out there, but it is a heavy agricultural area and there is a lot of going on in the area. Weitz Road is not a collector road. At this time the conditional rezone is not more appropriate than the current zoning designation. The character of the area is undefined and there are many competing interests out there, and this should be a subarea the Board looks at with guidance from DSD to figure out what we want to do with it and how it needs to be treated. We do not know what the property would develop into and it is problematic to put more traffic on undersized roads. She cannot find proof that a zoning change is appropriate, and the Board must consider the impact for those who live in the area.

Commissioner Brooks asked if he is allowed to base a decision on how the ground is going to be used if the zoning is changed? Deputy PA Wesley said the simple answer is yes, that is something

the Board can consider and it's something Commissioner Van Beek stated when she said it's not the right time. The Hearing Examiner attempted to mitigate that potential concern of not knowing what the use is by removing some of the uses, but today the applicant said they want a few of those added back in. Commissioner Brooks said that's his biggest issue is the list of uses that could come to the property with a wide array of impacts on the surrounding communities. Not knowing what the entity is that will come in he does not know how he can answer what the impacts will be, and he agrees with Commissioner Van Beek's summation. Commissioner Van Beek said she does not have information to be able to say the change in zoning will not cause undue traffic interference. Planning Official Lister said he understands from the Board's discussion that findings 2, 5, 6, and 8 cannot be made because there is no known use and without that the impacts to the area are unknown unless the applicant comes back with a use or development plan for the property where it could answer those findings. Commissioner Van Beek said there was testimony regarding the inadequate power grid, but an analysis was not provided. Also, the cumulative effects on the water supply. Upon the motion of Commissioner Van Beek and the second by Commissioner Brooks, the Board voted unanimously to deny the request by John and Sherry Anderson for a conditional rezone, Case No. CR2022-0024. A second public hearing will be held because the Board's decision is a material change to the Hearing Examiner's recommendation. Staff was directed to change the findings and come back with a denial and another public hearing will be scheduled and if the Board maintains its denial it will formally sign the FCO's. The hearing concluded at 3:07 p.m. An audio recording is on file in the Commissioners' Office.

#### MAY 2023 TERM

CALDWELL, IDAHO    MAY 31, 2023

#### APPROVED PAYROLL

The Board approved the June 2, 2023 payroll in the amount of \$2,282,814.78

#### APPROVED PURCHASE ORDERS

The Board approved the following purchase orders:

- Intermountain Wood in the amount of \$4,279.04 for the Facilities Department
- Nemo Q, Inc., in the amount of \$1,335.00 for the Information Technology Department
- Dell in the amount of \$6,514.08 for the Information Technology Department
- Avolve Software Corporation in the amount of \$2,638.35 for the Development Services Department
- Seal1, LLC, in the amount of \$1,656.00 for the Sheriff's Office

#### APPROVED EMPLOYEE STATUS CHANGE FORM

The Board approved employee status change form for Estefany Alvarez, Sr. Administrative Specialist.

#### APPROVED CATERING PERMITS

- The Board approved an Idaho Liquor Catering Permit for The Curb Bar & Grill to be used 6/10/23; The Tower Grill to be used 6/9/23 and 10/6/23; and County Line Wine to be used 6/2/23.

#### RESOLUTIONS GRANTING RENEWAL BEER/WINE/LIQUOR ALCOHOLIC BEVERAGE LICENSES

The Board approved resolutions granting beer/wine/liquor alcoholic beverage license renewals as follows:

23-148 RENEWAL: Beer/Wine: Hat Ranch Winery dba Vale Wine Company/Hat Ranch Winery; and El Cafetal Colombian Restaurant dba El Cafetal

23-149 RENEWAL: Beer/Wine: MCO Idaho, LLC dba Mesquite Creek Outfitters

23-150 RENEWAL: Beer/Liquor: Amano Restaurante, LLC dba Amano

23-151 RENEWAL: Beer/Liquor: M & R Ruszonis, LLC dba Ruszoni's Pizza

#### ACTION ITEM: CONSIDER SIGNING APPROVAL DOCUMENTS FOR THE OBENDORF CONDITIONAL REZONE, CASE NO. RZ2022-0007

The Board met today at 9:30 a.m. to consider the approval documents for the Gregory and Ann Obendorf conditional rezone, Case No. RZ2022-0007. (This item was continued from May 30, 2023). Present were: Commissioners Brad Holton, Zach Brooks, and Leslie Van Beek, DSD Planning Official Dan Lister, and Deputy Clerk Monica Reeves. At a public hearing on May 23, 2023, the Board voted unanimously to approve the request by Gregory and Ann Obendorf, represented by BRS Architects, for a conditional rezone of a 12.6-acre portion of parcel R32686 from an "A" (Agricultural) zone to a "C-2" (Service Commercial) zone. The proposal is for a three-phased request:

Phase 1: Gas station with a convenience store at the corner of Farmway Road and Karcher Road on a 3-acre lot; and

Phase 2: A seasonal farmers market on a one-acre lot; and

Phase 3: A carwash accessory to the gas station and some commercial lots along Karcher Road. As part of the development agreement, Phase 3 would not occur until city services are available.

At the public hearing on May 23<sup>rd</sup>, staff advised that the applicants had not signed the development agreement and so it was recommended the approval documents be scheduled to a later date. Today Mr. Lister said the applicant has signed agreement and the approval documents are ready for Board signature. Upon the motion of Commissioner Van Beek and the second by Commissioner Brooks, the Board voted unanimously to sign the FCO's for Case No. RZ202-0007 as

well as the development agreement (No. 23-058) and ordinance (No. 23-005). The meeting concluded at 9:35 a.m. An audio recording is on file in the Commissioners' Office.

#### MEETING WITH CODE ENFORCEMENT TO DISCUSS AND CONSIDER ACTION ITEMS

The Board met today at 10:00 a.m. with Code Enforcement to discuss and consider action items related certificates of non-compliance. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Code Enforcement Supervisor Eric Arthur, Code Enforcement Officer Gary Westerfield, DSD Director Sabrina Minshall, Office Manager Jennifer Almeida and Deputy Clerk Jenen Ross.

Mr. Arthur and Mr. Westerfield provided brief reviews of each property and the violations. Additionally, Mr. Arthur answered questions posed by Commissioner Van Beek regarding their processes and updating ordinances.

The following properties were reviewed with the Board to consider issuing certificates of non-compliance:

- 9466 S. Happy Valley Rd, Nampa (R28990)
- 6735 Horse Heaven Ln, Nampa (R29963012)
- 6823 Horse Heaven Ln, Nampa (R29963)
- 0 Southside Blvd, Nampa (R29963012A)
- 0 Southside Blvd, Nampa (R29963014)

*The properties located at 0 Southside Blvd. have been merged with the Horse Heaven Ln. properties so they have been omitted.*

- 22021 Rio Vista Dr, Caldwell (R25857) - *Mr. Arthur needs to work with legal and the highway district in regard to abatement of animal waste disposal along the side of the roadway.*
- 0 Howe Rd, Wilder (R36736010)
- 15938 Sunbeam St, Caldwell (R27027)
- 9221 Northview Rd, Middleton (R23744010) – *This property is in the process of being sold and Code Enforcement is recommending to not move forward with the certificate of non-compliance at this time as clean-up seems to be moving forward and they don't want to disrupt the process. At this point they are recommending holding on this case for 30-days to ensure clean-up continues.*

Release of Certificate of Noncompliance on the following property:

- 20147 Linda Lane, Caldwell (R27215011A)

Commissioner Van Beek made a motion to issue certificates of non-compliance on the above listed properties, excluding 9221 Northview Rd., Middleton, and to release the certificate of non-compliance on the property located at 20147 Linda Lane, Caldwell. The motion was seconded by Commissioner Brooks and carried unanimously.

The meeting concluded at 10:34 a.m. and an audio recording is on file in the Commissioners' Office.

PUBLIC HEARING – APPEAL BY MANUEL GUTIERREZ FOR A CONDITIONAL USE PERMIT, CASE NO. CU2022-0038-APL

The Board met today at 1:34 p.m. to conduct a public hearing in the matter of an appeal by Manuel Gutierrez for a conditional use permit for a staging area, Case No. CU2022-0038. The property is located at 17087 on N. Franklin Blvd., in Nampa. Present were: Commissioners Brad Holton, Zach Brooks and Leslie Van Beek, DSD director Sabrina Minshall, DSD Planner Madelyn Vander Veen, DSD Planner Michelle Barron, Lonnie Tustison, Manuel Gutierrez, Elbia Limon, and Deputy Clerk Monica Reeves. Maddy Vander Veen gave the oral staff report. The applicant is appealing P&Z Commission's denial of a CUP for a staging area located on Parcel R30792. The requested use includes storage of landscaping materials and equipment for use off-site. It can be argued that the proposed use is both a staging area and a landscape business. In an agricultural zone a staging area requires a CUP while a landscape business is an allowed use. A CUP may be needed since the use does fit the staging area definition, but this could be a matter of interpretation and for this case code enforcement staff recommended the applicant submit the original case and the subsequent appeal out of an abundance of caution. A code enforcement violation case was opened in February 2021 for the staging area operating without a CUP. Approval of the application would resolve the code violation. Ms. Vander Veen reviewed the site photos, agency comments and public comments as well as the proposed conditions. Staff is recommending approval of the request. Following her report, Ms. Vander Veen responded to questions from the Board.

The following people testified in support of the appeal:

Manuel Gutierrez offered testimony in support of the appeal and is representing Progressive Lawn Care. He believes the reasoning for the denial was unreasonable and was due to noise coming from the house on the property. The property owners and the neighbor who complained have spoken and have come to a mutual agreement that this is not the forum to argue about noise and they have an agreement to be less noisy and more neighborly. He is hoping everything is up to par with the permit and they plan to follow all the rules and set aside the noise factor and get the permit approved. He is part owner of the house and is the son of the owner of the business. They had a renter at the house who had subwoofers in his car and liked loud music but he is no longer



on the property and they have not had any other noise issues. Following his testimony, Mr. Gutierrez responded to questions from the Board.

Lonnie Tustison, a neighboring property owner, testified in support of the appeal and said he has heard music in the past but he has not heard it for quite some time. They are a good business and he has no complaints about them.

Upon the motion of Commissioner Brooks and the second by Commissioner Van Beek, the Board voted unanimously to close public testimony. Upon the motion of Commissioner Van Beek and the second by Commissioner Brooks, the Board voted unanimously to the Board accepted Exhibit #5, an email dated January 18, 2023 from the City of Nampa. Commissioner Van Beek is in favor of accepting staff's recommendation to approve the appeal for a CUP. She finds the applicant congenial and respectful and one of his neighbors testified today that the music/noise issue has been rectified. Commissioner Holton had questions of staff about whether the conditions go with the existing property owner and whether they sunset when they sell or change the business. Ms. Vander Veen will add a condition that says the permit shall be transferable to any other property or individual and is not valid for any business or use other than that specifically approved by the Board. Commissioner Holton has a concern about the renter who choosing not to be a good neighbor (playing loud music); he wants the business owners to keep it quite because the neighborhood cannot differentiate between the residence and the business. Noise complaints shall not be tolerated after hours. He wants to explore options if there are repeated noise complaints there is the possibility of losing the CUP. Discussion ensued. DSD Planner Michelle Barron said conditions put on a CUP should be directly for that CUP. There is already an ordinance in place for noise after 11:00 p.m. Additionally, the applicant has testified that he is working towards being a good neighbor and they have worked it out with the other neighbors. Upon the motion of Commissioner Brooks and the second by Commissioner Van Beek, the Board voted unanimously to approve the appeal of Case No. CU2022-0038-APL approving the CUP for a staging area on Parcel 30792 subject to the conditions as enumerated as #1 through #9. The signed FCO's are on file with this day's minute entry.

The hearing concluded at 2:16 p.m. An audio recording is on file in the Commissioners' Office.

THE MINUTES OF THE FISCAL TERM OF MAY 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 20<sup>th</sup> 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: UROSS, Deputy Clerk