

# CANYON COUNTY DEVELOPMENT IMPACT FEE ADVISORY COMMITTEE

1115. Albany Street  
Caldwell, Idaho 83605  
P. (208) 614-5011  
C. (208) 590-3533

Alan Mills  
Desiree Hess  
Glen Rimbey  
Larry Olmsted

Michael Wilson  
Stewart Hyndman  
Tara Wensel



*The purpose of the Canyon County Development Impact Fee Advisory Committee is to assist the Board of Canyon County Commissioners in the adoption, implementation, and updates of the Canyon County Development Impact Fee Study and Capital Improvement Plan. The Committee also may make recommendations on how the funds collected from development impact fees should be used and when assumptions or studies need to be updated.*

## AGENDA FOR JUNE 3, 2024, 3:00 P.M.

### IN PERSON MEETING

The meeting will be conducted at 111 N. 11<sup>th</sup> Ave. Caldwell, ID. 83605 County Administration Building. If you need help in finding where to go please contact Aaron Williams. He can be reached at [aaron.williams@canyoncounty.id.org](mailto:aaron.williams@canyoncounty.id.org) or (208) 614-5011.

### I. CALL TO ORDER – 3:00pm

### II. ROLL CALL & INTRODUCTION OF GUESTS

Members			Guests			Staff	
+	Alan Mills	+	Michael Wilson			+	Aaron Williams, Staff
+	Desiree Hess	+	Stewart Hyndman				
X	Glen Rimbey	+	Tara Wensel				
+	Larry Olmsted						

### III. AGENDA ADDITIONS / CHANGES

### IV. NEW BUSINESS:

#### A. Introductions

#### B. Elections/ Nominations (Chair and Vice Chair)

- a. *Larry Olmsted made a motion to nominate Michael Wilson as the Chair of the Canyon County Development Impact Fee Advisory Committee. This motion was seconded by Tara Wensel and Desiree Hess. The motion carried and the Committee chose to elect Michael Wilson unanimously as the Chair for the Canyon County DIFAC.*
- b. *Tara Wensel made a motion to nominate Desiree Hess as the Committee Vice-Chair. This motion was seconded by Stewart Hyndman. The motion carried and the Committee chose to unanimously elect Desiree Hess as the Vice-Chair for Canyon County DIFAC.*

#### C. (Action Item) By-Law Adoption

- a. *Larry Olmsted had a minor correction on page 1 in Article 1. The resolution the By-Laws referred to was plural when it should have been singular. The committee discussed whether or not they would allow Zoom in meetings and votes. Ultimately, the majority of the Committee chose to be in person if voting was taking place. Desiree Hess made a motion to adopt the Canyon County Development Impact Fee Advisory Committee By-Laws with the edit that Larry Olmsted brought up. The Committee unanimously chose to adopt the By-Laws.*

#### D. (Action Item) Committee Term

- a. *The members of the Committee were able to develop a consensus on the terms of service as near as possible for an equal number of terms for two (2), three (3), and four (4) years.*

- b. *Alan Mills -2 year term*
- c. *Larry Olmsted- 2 year term*
- d. *Stewart Hyndamn-3 year term*
- e. *Tara Wensel-3 year term*
- f. *Desiree Hess- 4 year term*
- g. *Glen Rimbeby- 4 year term*
- h. *Michael Wilson- 4 year term*

E. Impact Fee Overview

- a. *Staff presented to the Committee a high-level PowerPoint of impact fees and what they can be used for. The presentation helped set the foundation of what impact fees are. Following the conversation, the Committee started talking about their background of impact fees and why we as a County must start collecting them. The members made it a point to keep impact fees balanced and fair for both the developers and long-term property owners.*

F. CIP Development

- a. *Staff walked the Committee through what the Capital Improvement Plan is and how data from current capital investments is utilized in the impact fee process. Staff gave a brief update on where the County is at on hiring a consultant to start the CIP. Currently, Staff is reviewing TischlerBise request for proposal (RFP). Staff brought up that, TischlerBise is not currently under contract with the county for any work related to the Development Impact Fee Advisory Committee.*

G. Discussion of setting a Regular Meeting Time

- a. *The Committee will meet quarterly (4 times a year).*

**V. UNFINISHED BUSINESS:**

**VI. APPROVAL OF MINUTES:**

A.

**VII. ADJOURNMENT – 4:17 Pm**

- A. Next Scheduled Meeting: **TENTATIVE** September 16<sup>th</sup>, 2024 3:00 pm-5:00 pm