

JUNE 2024 TERM
CALDWELL, IDAHO JUNE 3, 2024

Commissioners Holton and Brooks attending the Idaho Association of Clerks and Commissioners Annual Conference in Idaho Falls.

JUNE 2024 TERM
CALDWELL, IDAHO JUNE 4, 2024

Commissioners Holton and Brooks attending the Idaho Association of Clerks and Commissioners Annual Conference in Idaho Falls.

JUNE 2024 TERM
CALDWELL, IDAHO JUNE 5, 2024

Commissioners Holton and Brooks attending the Idaho Association of Clerks and Commissioners Annual Conference in Idaho Falls.

APPROVED CLAIMS

- The Board has approved claims 606476 to 606493 in the amount of \$23,011.57
- The Board has approved claims 606427 to 606475 in the amount of \$242,342.88

JUNE 2024 TERM
CALDWELL, IDAHO JUNE 6, 2024

Commissioners Holton and Brooks attending the Idaho Association of Clerks and Commissioners Annual Conference in Idaho Falls.

APPROVED CLAIMS

- The Board has approved claims 606202 to 606242 in the amount of \$65,669.96
- The Board has approved claims 606243 to 606253 in the amount of \$6,841.00
- The Board has approved claims 606298 to 606350 in the amount of \$233,710.12

- The Board has approved claims 606351 to 606390 in the amount of \$43,596.73

JUNE 2024 TERM

CALDWELL, IDAHO JUNE 7, 2024

APPROVED EMPLOYEE STATUS CHANGE FORMS

The Board approved an employee status change form for:

- Bryan Zechmann, Deputy Sheriff, add PTO pay
- Julio Ortega, Computer network tech., add on-call pay
- Kyle Wilmot, Controller, new hire
- Hailey Barr, Deputy Prosecuting Attorney I – Criminal, new hire

APPROVED CATERING PERMITS

The Board approved an Idaho Liquor Catering Permit for:

- Palace Event Center to be used 6/22/24
- Danelion Brewery to be used 6/15/24
- County Line Wine Co. to be used 6/15/24, 6/29/24 and 7/27/24
- Boise Bubbly & Taps to be used 6/15/24
- The Undiscovered Barrel to be used 6/15/24

FILE IN MINUTES

- Treasurer’s monthly report for April 2024

DETAILED MINUTES TO COME AT A LATER TIME

FY2025 Budget Workshops:

- Clerk's Office
- Coroner's Office

Meeting to consider action items

Consider Addendum No. 2 to the Solicitation of Bids for the Fleet Shop HVAC Project

Consider a resolution granting a new alcoholic beverage license to SuperHost Hospitality Idaho LLC dba EverHome Suites by Choice-Nampa

Executive session pursuant to Idaho Code Section 74-206 (1) (b) and (d) regarding personnel matters and records exempt from public disclosure

JUNE 2024 TERM

CALDWELL, IDAHO JUNE 10, 2024

APPROVED CLAIMS

- The Board has approved claims 606254 to 606297 in the amount of \$131,269.70
- The Board has approved the May Elections claim in the amount of \$43,865.00
- The Board has approved claims 606391 to 606426 in the amount of \$86,319.52

DETAILED MINUTES TO COME AT A LATER TIME

FY2025 Budget Workshops

- Commissioners' Office and Constituent Services Department
- Sheriff's Office

Public Hearing: Request by Middleton 187, LLC, and TBC Land Holding, LLC, for a Conditional Rezone, and a Preliminary Plat for Farmington Hills Subdivision

The request is to conditionally rezone approximately 217 acres from an "A" (Agricultural) zone to "CR-R1" (Single Family Residential) zone to be provided with municipal sewer and water subject to a pre-annexation agreement with the City of Middleton and subject to a development agreement with Canyon County. Also requested is approval of a preliminary plat, phasing plan, landscape plan, irrigation plan, grading and drainage plan, and a hillside development plan for Farmington Hills Subdivision.

THE BOARD VOTED UNANIMOUSLY TO DENY BOTH CASES

JUNE 2024 TERM

CALDWELL, IDAHO JUNE 11, 2024

APPROVED CATERING PERMITS

The Board approved Idaho Liquor Catering Permits for:

- Boise Bubbly & Taps to be used 6/21/24
- The Curb Bar & Grill to be used 8/17/24

APPROVED PURCHASE ORDERS

The Board approved the following purchase orders:

- Dell in the amount of \$5804.31 for the Information Technology department (PO #6043)
- BOE in the amount of \$6044 for the Information Technology department (PO #6044)

DETAILED MINUTES TO COME AT A LATER TIME

Meeting with County Attorneys for a Legal Staff Update and Consider Action Items:

- Action Item: Consider signing addendum no. 1 to Request for Qualifications for Architecture/Engineering Services for the George Nourse Gun Range Four-year Phased Construction Plans

JUNE 2024 TERM
CALDWELL, IDAHO JUNE 12, 2024

APPROVED CLAIMS

- The Board has approved claims 606495 to 606540 in the amount of \$181,988.64

APPROVED JUNE 14, 2024 PAYROLL

- The Board approved the June 14, 2024 payroll in the amount of \$2,340,423.75

APPROVED EMPLOYEE STATUS CHANGE FORMS

The Board approved an employee status change form for:

- Melissa Kershaw, Livestock Show Office Assistant - County Fair
- Jessica Rodriguez, Legal Assistant I (Underfill) Criminal Division of Prosecutor's Office

JUNE 2024 TERM
CALDWELL, IDAHO JUNE 13, 2024

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 Brad Holton and Zach Brooks, Deputy P.A. Oscar Klaas, Deputy P.A. Laura Keys, Director of Juvenile Probation Elda Catalano (left at 9:35 a.m.), Assistant Director of Juvenile Probation Jose Orozco (left at 9:35 a.m.), COO Greg Rast and Deputy Clerk Jenen Ross. The action item was considered as follows:

Consider signing Memorandum of Agreement to Support the Community Based Alternative Services (CBAS) Program and the Substance Use Disorder Services (SUDS) Program: Mr. Klaas said that legal has reviewed this MOA and has no concerns. Director Catalano explained this is the 12th year for this agreement and spoke to what each of the programs cover and what the funding can be used for. Upon the motion of Commissioner Holton and second by Commissioner Brooks the Board voted unanimously to sign the memorandum of agreement to support the Community Based Alternative Services (CBAS) program and the Substance Use Disorder Services (SUDS) program (agreement no. 24-046).

Ms. Keys referenced an email she received from Commissioner Brooks noting that she is looking into the issue regarding amateur radio repeater.

The meeting concluded at 9:37 a.m. and an audio recording is on file in the Commissioners' Office.

FY2025 BUDGET WORKSHOP FOR THE COUNTY AGENT

The Board met today at 10:30 a.m. for a FY2025 budget workshop with the County Agent. Present were: Commissioners Brad Holton and Zach Brooks, Clerk Rick Hogaboam, Auditing Supervisor Sarah Winslow, Sr. Systems Analyst Steve Onofrei, County Agent Tasha Howard, Office Coordinator Diana Hoffman, COO Greg Rast and Deputy Clerk Jenen Ross.

Ms. Howard reviewed a PowerPoint presentation which covered the following:

- Department responsibilities
- Mission
- FY23 Accomplishments
- Data measures
- 'A' budget
 - Requesting a new position: 4-H Program Coordinator – this is a position that is already filled but would allow transition from a university position to a full-time county employee. In previous years this position has been funded at 90% by the county as part of the 'B' budget. The difference would be approximately \$5900.
 - 3 full-time employees which are considered "loaned employees" – slight equity adjustment for the Office Coordinator position and COLAs for the two Sr. Customer Service Specialists.
- 'B' budget
 - It appears there are is a 37% reduction in the 'B' budget but the majority comes from moving the 4-H Coordinator position to the 'A' budget. Overall the reduction is closer to 10% with the majority of the categories having reductions and only 3 having increases
 - Total estimated 'B' budget operating expenditures is \$93,462.
- 'C' budget
 - No capital improvements are being requested.
- Top priorities and goals for FY25

The Board is supportive of accepting this initial proposal. The meeting concluded at 11:12 a.m. and an audio recording is on file in the Commissioners' Office.

DETAILED MINUTES TO COME AT A LATER TIME

FY2025 Budget workshops

- Juvenile Detention department
- Juvenile Probation department

FY2025 Budget workshop for the Misdemeanor Probation department

FY2025 Budget workshop

- Parks, Cultural and Natural Resources department
- Consider FY2025 funding recommendations from the Historic Preservation Commission

Meeting to consider matters related to Indigent Services

Action Item: Consider Treasurer's tax charge adjustments by PIN for May 2024

JUNE 2024 TERM
CALDWELL, IDAHO JUNE 17, 2024

JUNE 2024 TERM
CALDWELL, IDAHO JUNE 18, 2024

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CALDWELL, IDAHO JUNE 20, 2024

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CALDWELL, IDAHO JUNE 21, 2024

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CALDWELL, IDAHO JUNE 24, 2024

JUNE 2024 TERM
CALDWELL, IDAHO JUNE 25, 2024

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CALDWELL, IDAHO JUNE 26, 2024

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CALDWELL, IDAHO JUNE 27, 2024

JUNE 2024 TERM
CALDWELL, IDAHO JUNE 28, 2024

There were no Board of Equalization matters that came before the Board this month.

THE MINUTES OF THE FISCAL TERM OF JUNE 2024 WERE READ AND APPROVED AND FOUND TO BE A PROPER RECORD OF THE PROCEEDINGS OF THE BOARD OF CANYON COUNTY COMMISSIONERS, CANYON COUNTY IDAHO.

DATED this _____ day of _____, 2024.

CANYON COUNTY BOARD OF COMMISSIONERS

Commissioner Leslie Van Beek

Commissioner Brad Holton

Commissioner Zach Brooks

ATTEST: RICK HOGABOAM, CLERK

By: _____, Deputy Clerk