

MAY 2025 TERM

CALDWELL, IDAHO MAY 1, 2025

APPROVED EMPLOYEE STATUS CHANGE FORMS

The Board approved an employee status change forms for:

- Kassie Odenborg, Criminal Legal Assistant II – add lead pay
- Veronica Garcia, Criminal Legal Assistant III – add lead pay
- Andrew Haws, Deputy Prosecuting Attorney III – pay adjustment
- Trent McRae, Deputy Prosecuting Attorney II – pay adjustment
- Ted Lagerwall, Deputy Prosecuting Attorney IV – pay adjustment
- Virginia Bond, Deputy Prosecuting Attorney IV - pay adjustment
- Angela Callanan, Deputy Prosecuting Attorney II – pay adjustment
- Ryan Shores, Deputy Prosecuting Attorney II – pay adjustment
- Stephanie Morse, Deputy Prosecuting Attorney III – pay adjustment
- Matthew Dyal, Deputy Prosecuting Attorney III – pay adjustment
- Janice Beller, Deputy Prosecuting Attorney III – pay adjustment
- Enrique Guiterrez, Deputy Prosecuting Attorney III – pay adjustment
- Angela Stevens, Deputy Prosecuting Attorney III – pay adjustment
- Scott Vermeer, Deputy Prosecuting Attorney II – pay adjustment
- Delia Hanes, Deputy Prosecuting Attorney II – pay adjustment
- Patrick Miller, Deputy Prosecuting Attorney II – pay adjustment
- Karson Vitto, Deputy Prosecuting Attorney II – pay adjustment
- Kyra Venecia, Deputy Prosecuting Attorney II – pay adjustment
- William Clark, Deputy Prosecuting Attorney I – pay adjustment
- Melody McCombs, Deputy Prosecuting Attorney I – pay adjustment
- Spencer Guier, Deputy Prosecuting Attorney I – pay adjustment
- Zach Wesley, Deputy Prosecuting Attorney IV – pay adjustment
- Laura Keys, Deputy Prosecuting Attorney III – pay adjustment

APPROVED CATERING PERMITS

The Board approved Idaho Liquor Catering Permits for:

- Spicoli LLC dba Lucky 13 to be used 5/15/25 for the Crotz wedding
- Windridge LLC dba The Eddy to be used on 5/10/25 for the Brook and Nicolai wedding
- County Line Wine Co. to be used on 5/17/25 for the Bohlmann wedding
- County Line Wine Co. to be used on 6/1/25 for the Justin wedding
- County Line Wine Co. to be used on 6/14/25 for the Schreck wedding
- County Line Wine Co. to be used on 6/21/25 for the Browning wedding
- County Line Wine Co. to be used on 8/22/25 for the Souza wedding
- County Line Wine Co. to be used on 9/13/25 for the Pena wedding
- County Line Wine Co. to be used on 9/20/25 for the Gruber wedding
- County Line Wine Co. to be used on 9/27/25 for the Kukla wedding

- County Line Wine Co. to be used on 10/10/25 for the Martes wedding
- County Line Wine Co. to be used on 5/24/25 for the Chryssy wedding

MEETING WITH COUNTY ATTORNEYS FOR A LEGAL STAFF UPDATE

The Board met today at 9:38 a.m. with county attorneys for a legal staff update. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Prosecutor Chris Boyd, Senior Chief Deputy Ingrid Batey, Chief Deputy P.A. Aaron Bazzoli, Deputy P.A. Zach Wesley, Deputy P.A. Ben Cramer, Chief Deputy Sheriff Doug Hart (left at 10:10 a.m.), Lt. Chad Harrold (left at 10:10 a.m.), Animal Control Deputies Loretta Tweedy and Diana Little (left at 10:10 a.m.), COO Greg Rast, and Deputy Clerk Jenen Ross.

Commissioner Holton said he would like to have a workshop type meeting to discuss animal control issues and possible implementation of an ordinance. Chief Hart explained that they have reviewed the City of Greenleaf ordinance as well as county and state ordinances pertaining to this issue, he noted that some parts of the Greenleaf ordinance, specifically the citizen board presents some challenges and adds a level of complexity that likely wouldn't be good. A document showing a summary of CCSO dog-at-large, dog bite and vicious dog incidents statistics for 2023, 2024, and 2025 YTD was provided to the Board. Lt. Harrold reviewed the summary numbers with the Board. He noted that many of the dog bite calls they receive happen when the dog is protecting private property. Chief Hart said that he feels confident the structure as it stands right now is providing good service to the citizens and ensuring proper steps are taken with the animal. Deputy Tweedy spoke about the process that was previously in place in order to deem a dog vicious. She would prefer to leave that determination to a judge to make an impartial decision vs. a board of citizens.

Chief Hart feels the process in place right now is working well and really doesn't want to move to a citizen board. In response to a question from Commissioner Van Beek, Chief Hart and Lt. Harrold spoke about how incidents in public settings vs. protection of private property are handled. The Sheriff's Office will work with the Prosecutor's Office to update county code and fees regarding animal control.

EXECUTIVE SESSION – TO COMMUNICATE WITH LEGAL COUNSEL REGARDING PENDING/IMMINENTLY LIKELY LITIGATION

Commissioner Van Beek made a motion to go into Executive Session at 10:11 a.m. pursuant to Idaho Code, Section 74-206(1) (f) to communicate with legal counsel regarding pending/imminently likely litigation. The motion was seconded by Commissioner Brooks. Commissioner Holton took a roll call vote where he along with Commissioners Van Beek and Brooks voted 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, Prosecutor Chris Boyd, Senior Chief Deputy Ingrid Batey, Chief Deputy P.A. Aaron Bazzoli,

Deputy P.A. Zach Wesley, Deputy P.A. Ben Cramer, and COO Greg Rast. The Executive Session concluded at 10:35 a.m. with no decision being called for in open session.

The meeting concluded at 10:35 a.m. and an audio recording of the open portion of the meeting is on file in the Commissioners' Office.

DSD GENERAL BUSINESS

The Board met today at 10:36 a.m. for a DSD general business meeting. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Assistant DSD Director Josh Johnson, Director of Constituent Services Aaron Williams, COO Greg Rast, Deputy Clerk Jenen Ross. Mr. Johnson updated the Board on the following:

- The first AOI (Area of Impact) meeting took place yesterday with most cities being represented. A secondary meeting is scheduled for the remainder of the cities to attend. Mr. Johnson spoke to some of the topics discussed during the meeting which include a rough schedule, state's criteria for the boundary and examples of what to expect for approving the criteria.
- Private road workshop will be held on May 8th.
- A document was provided and reviewed which details zoning application counts and revenues.

Commissioner Brooks motioned to adjourn the meeting. The motion was seconded by Commissioner Van Beek and carried unanimously.

The meeting concluded at 10:47 a.m. and an audio recording is on file in the Commissioners' Office.

PUBLIC HEARING – REQUEST BY MASON & ASSOCIATES, REPRESENTING VAN SLYKE FARMS, LLC FOR A COMPREHENSIVE PLAN MAP AMENDMENT FROM AN "AGRICULTURE" DESIGNATION TO A "RESIDENTIAL" DESIGNATION, AND A CONDITIONAL REZONE FROM AN "A" (AGRICULTURAL) ZONE TO "CR-R-1" (CR-SINGLE FAMILY RESIDENTIAL) ZONE, CASE NOS. OR2021-0012 AND RZ2021-0027)

The Board met today at 1:32 p.m. to conduct a public hearing in the matter of a request by Mason & Associates, representing Van Slyke Farms LLC, for the signing of a comprehensive plan map amendment (Case No. OR2021-0012) which was approved by the Board of Commissioners to amend a 4.66-acre portion of parcels R33211 and R33212 from an "Agriculture" designation to a "Residential" designation. The request includes a conditional rezone (Case No. RZ2021-0027) of a 26.2-acre portion of the subject parcels from an "A" (Agricultural) zone to "CR-R-1" (CR-Single Family Residential) zone subject to a development agreement with the County.

Commissioner Holton made the declaration that he is the Mayor of the City of Greenleaf and their P&Z administrator submitted a written comment but as Mayor he was not directly involved with it nor did it represent his personal opinion; he does not have any conflicts of interest or any means of financial gain or loss from this decision as being the Mayor and also serving as a Canyon County Commissioner.

Elizabeth Koeckeritz testified on behalf of the applicants. The comprehensive plan map amendment was approved in 2022, but because of the various continuances and to do a conditional rezone with a development agreement, the findings were never signed, but they are asking for those FCOs to be signed today. The Van Slyke's have owned and operated the farm for over 105 years. They participated in the Garrett Ridge Subdivision development to the west and they are now hoping to develop the Van Slyke Farms Ridge. The proposal consists of 26.2 acres of a much larger parcel. The comprehensive plan map amendment was approved by Commissioners Keri Smith and Leslie Van Beek to residential. The property is currently zoned agriculture and there is some rural residential to the north. It is difficult to farm and although there has been some farming over the years, right now they have offered it for free to various tenants, but no one wants to farm it. They intend to farm their other property in the area. The request came before the Board in 2022, and they submitted the conditions to the County but with a lot of staff turnover and back and forth, they are finally back for the second hearing. They are requesting a single-family residential zone, and they are only requesting 14 residences on the site with an average minimum lot size of 1-acre and when they come forward with the plat it will meet the zoning code. R-1 zoning is more compatible than the agriculture zone; the purpose of the ag zone, in large part, is for the protection of viable farmland and farming operations but this is a small piece of property that has a mix of class iv to class VIII soils. It is not great property for farming which makes this a perfect location for a low-density infill type development that doesn't have a lot of other uses it can be used for. A sizable chunk of it is within the Greenleaf area of impact and it will not have any effect on any of the surrounding ag uses in the area. This development is compatible with the Garrett Ranch Ridge Subdivision to the west; it's similar property that also had poor soils for farming and it was developed at the 1.4 average lot size and in this case, they are proposing a 1.87 average lot size gross, but once you take out the roads it comes to 1.35-acre average lot size. The Property has steep slopes and is not conducive to pivot irrigation. Howard Van Slyke tried to farm it for years and his former renters have said it's not farmable by not continuing to actively farm it rent free. It has been occasionally planted over the years, mostly to try to reduce erosion on the property. It is in a nitrate priority area and some lots will have to have enhanced treatment, but DEQ has not said they could not be or nor have they said it's an area that could not have septic systems. Southwest District Health will review the well and septic locations to make sure there is adequate separation, and as a condition the applicant will make sure the future homebuyers are aware of potential nitrate and other issues in this area. They have an irrigation water right that will be converted into their pressurized irrigation system, and they are proposing individual wells for homes, which will be beneficial to the water table instead of the water being used and evaporated. The request is consistent with the comp plan, and it meets all necessary findings for approval, and they agree with all the conditions of approval. With the way this area is developing it will be predominately residential. They do not need any secondary dwellings.

Principal Planner Debbie Root gave the oral staff report. The case was formerly before the Board as a comprehensive plan amendment and a straight rezone to develop the property as R-1 single-family residential. The request is to rezone approximately 26 acres from agriculture to single-family residential. The applicant has revised their preliminary plat, which is not before the Board today, from 18 lots to 14 lots with the intent to fall below a DSD engineering requirement for a community water system. The County engineer at the time recommended that the property have a community water system due to concerns with water quality in the area, wells testing for high arsenic and uranium as well as elevated nitrates. At the very least there should be a note on the final plat and disclosed to future buyers that there are high nitrates, arsenic and uranium on area wells that are above the limits that are typical for approvals in well testing. The property also lies in an area with slopes that are 15% or greater. The applicants revised the lot layout to provide for somewhat better areas for development on the lots that are in the 15% slope or greater. The applicant chose not to do any soil reports or hillside development plans. That leads to future concerns and issues with erosion control and grading and drainage. A previous Board recommended approval of 5.44 acres for residential. The criterion for the conditional rezone is identified in the staff report. There is some residential development in the area but it is primarily agricultural in nature. The existing shop that's on the property will have to be removed should this be approved because it does not meet setback requirements. The property has been in agricultural production, and it appears that around 2010 they put the entire property into crop production. A ground water right was amended and applied to 21 acres of the 26-portion of the property, and the remainder was where the barnyard and equipment storage had been near Van Slyke Road; it did not have a water right available and was not in crop production. Planner Root referred to the Williamson rezone that was approved in 2008 for future residential development noting however there has been no residential development on that property since that time. The Williamsons contracted it to an orchard for an extended period. The property around the golf course was approved with a 2.65-acre average lot size - calculated with the open space of the golf course - even though the residential lots are smaller in nature, about a ½ acre in size. Other developments in the area are due to building permit transfers and clustering, for the preservation of farmland, including a small development created by the Van Slyke Family and they did not choose to put it on this nonviable, difficult to farmland. At the time the property was viable and was being used for ag purposes and was in that type of production until 2018. There are four platted developments in this area that were done in 2006, 2007 & 2011. There has not been a development trend towards residential. The property consists of moderately suited soils that are not considered prime farmland; however, the USDA cropland report indicates the property and surrounding properties are used for sugar beets, alfalfa, and is actively farmed south of the Mora Canal. There is a ridge where there is less viable properties for cropland, but not necessarily for ag purposes: there is a feedlot, dairy, vineyards that thrive in sloped areas. Staff believes this is viable ag land and that residential development is creating a residential note that may set precedent for additional development in area that does not have services readily available in the near area and could provide stress to the existing services. A nutrient pathogen study identified that they could have no more than 19 lots; they presented a plat with 18 lots and the County engineer and the engineer for DEQ said there needed to be careful attention to the location of septic systems to ensure that migration of contaminants did not exceed the limits at the property lines. The applicant has reduced the number of lots which should help the situation, but the area has some

water quality concerns. There was a review of agency comments and public comments and the potential impacts. Should the request be approved, it would set a precedent and support low-density in an area not currently planned for low-density residential growth and development. There are no established services to meet the needs of continued residential sprawl where services are already taxed in and around cities where growth is planned and forecasted. The City of Greenleaf sent a letter waiving the subdivision improvement requirements but expressed the following recommendations and concerns: property creation should preserve agricultural uses as long as possible and limit threats to crop dusting practices in the area. Preplanning future residential uses is necessary, which includes infrastructure pathways and annexation path. There currently is no path to annexation. The revised plat from 2023 made no plans pathways or open space to be included in the development. Walking paths should be considered; there are concerns about individual wells in a high nitrate area and a community water system is highly recommended. The P&Z Commission recommended approval of the comprehensive plan, the rezone to R-1, and they recommended approval of the preliminary plat that had been presented at that time. The current plat is much more complete and does not reflect what the P&Z Commission approved. Planner Root recommends denial of the comprehensive plan map amendment and zoning map amendment, although the comprehensive plan map amendment has been formerly approved.

Commissioner Van Beek disclosed that she had a conversation on April 24, 2025, with James Hibbs, formerly of Hibbs Laboratory where she was employed 30 years ago, and it is now known as Analytical Labs. She needed help interpreting what the data meant, and Mr. Hibbs reported that both uranium and arsenic were high and the information she had was that the arsenic in particular was unsafe at a level that it was not potable for either animals or humans, and that a water treatment system would be required with the values that were listed on the report. Commissioner Van Beek had follow-up questions for Deputy PA. Zach Wesley regarding the failure to sign the FCO's for the comprehensive plan map amendment decision.

Deputy PA Zach Wesley said a Board majority voted to approve the comprehensive plan map amendment and then the parties were asked to come back with the changes that were requested or the new ideas that were proposed. That is not unusual, and typically we would sign all the findings at one time and not separate them individually. The unusual thing in this case is that it took this amount of time to get back to the Board of Commissioners from that initial direction to have the case looked at in a different way, to re-evaluate their application for the conditional rezone and so his opinion is that the comprehensive plan map amendment is valid and the only question today is of the conditional rezone. Although there was a failure to sign the FCOs in 2021/2022, we should honor the decision. Dan Lister said the change to the comprehensive plan is only to the 2020 future land use map; it does not change the 2030 map. Ms. Root said the comp plan amendment was specific to 5.44 acres of the 26 acres. The balance of the 26 acres under consideration are designated for residential on the 2020 comprehensive plan future land use map.

The following people testified in favor:

Will Mason testified that when they originally submitted the application they submitted a preliminary plat which went to hearing at the P&Z Commission but was pulled before the Commissioners had a chance to hear it as a separate item. While they were going through the pre plat analysis with the County engineer there were things pointed out before they ever submitted the plat and they knew they were in a high nitrate priority area, so they had an NP study done and DEQ had some questions and they asked for additional well analysis and it came back saying 18-19 lots would fit in this area without contamination going off the site. Since then, they have reduced the number of lots because of the water quality and the request of the County engineer at the time. They have to look at the cost to provide the clean water to the homeowners; the reverse osmosis systems can take out 95% of the arsenic and 95% of the nitrates. With the idea that the future homeowners are told they have to test their wells and see what they need to treat for is the most cost-effective way for them to have water for their house without having a system that costs a lot to maintain. With the reduction in the number of lots, they believe the NP study will show it will have even less impact on adjacent property owners than they would have had when they met DEQ's requirements back in 2021. They have met all the requirements of the Golden Gate Highway District. Following his testimony, Mr. Mason responded to questions from the Board.

Brandon Van Slyke is the vice president and partial owner of Van Slyke Farms. He grew up on the farm and testified about the 26.2-acre portion of the property and said a significant factor is around the viability for crop production. He doesn't have full history back to 1917 when the farm was originally homesteaded but he can confirm that before 2012 there was no water right associated with the property, and the best use of the land in his youth was to turn out cattle in the winter months to get them out of the mud on a sandy dry hillside. Until 2012, the groundwater right was associated with the farm ground below the canal; it was supplemental irrigation to the surface water right from the Mora Canal. His father, Howard Van Slyke, last actively farmed in 2010 and they have been renting the farmable property to other farm operators since. The goal of moving the water right to above the canal was to turn that land into viable crop production and to rent it. It was planted in grain and farmed from 2012 on; however, ultimately, they were not successful. The property was last rented and farmed in 2018 for \$50 an acre. That same year, they received \$400 per acre for the farm ground below the canal. Contributing factors are lack of automated irrigation; poor soil; steepness; and irregular shape. In 2019, they offered to rent it at no charge, but the farmer declined and since that time they have had no interest from any farm operator to rent or farm that land. There is one lot below the canal that has surface water from the Mora Canal, but the 13 lots above the canal would be part of the groundwater right. The right is for 120,000 gallons per day; they estimate the development would be less water required than if someone were to farm it. He is concerned the Board's decision could be influenced because of a perceived precedence of future developments and he hopes the case is weighed on its own merits.

Angie Cuellar with Mason & Associates gave a summary of the reports for the 26 wells in the area which included the average well depth of 268.3 feet, and the average static water level was 137 feet, and the average gallon per minute of water is 59.9 gpm, and the average house needs 7. Of the 26 wells, two were in bad shape and at risk of failure. Most people do not install the screen

casing to protect the aquifer inlets, they use solid casing down and no screen casing to protect the water coming because it's expensive. A shift of the earth can cause that unprotected area to collapse resulting in no aquifer water getting into the well casing. If the wells are done properly with lid casing and screen casing to protect the areas where the aquifer inlets come in there should be no issues about getting water into the wells with the average gallons per minute. Ms. Cuellar responded to questions from the Board following her testimony.

The following people testified in opposition to the request:

Sharon Burdine voiced concerns about the lack of findings of facts on the comprehensive plan map amendment; area safety; and the negative impacts on emergency services as well as the proposal being incompatible with the surrounding area.

Richard Burdine testified that the proposal is not more appropriate than the current zoning designation nor is it compatible with the surrounding area. It is surrounded by production ag ground with pivots, and he said the property is prime ground for a vineyard. He stated he valley loses two farms a month due to expansion and development which should be a cause for alarm and to hold on to the ground we have. Mr. Burdine responded to questions from the Board.

Greg Parker agrees with those who have testified in opposition to the proposal, and he testified about his concerns with the impact of rapid development that has put a strain on public services such as the ambulance service. He said some communities have imposed a 6-month moratorium on new development that has allowed schools and essential services to catch their breath and evaluate and assess how to move forward and he believes the County should do the same.

John Tavares agrees with the testimony that has been given in opposition to the proposal.

Nathan Piercey testified that the area is in unincorporated Canyon County and the land is productive with minimal government interference and maximum output. Development will impact wildlife in the area and approval will set a precedent that will be used again and again to destroy the culture and character of the area. He asked when is incompetence or laziness a valid reason for regulatory relief? What makes an area worth conserving?

Heather Easterday has experience as a volunteer paramedic and testified there is not enough coverage for this area. Growth has impacted the Homedale schools, EMS, fire, and roads. The proposal is not a good idea.

Shawna Kondo agrees with the testimony that has been given in opposition to the rezone. Her concerns include increased residential traffic and road safety issues, preservation of ag land and the rural character of the area. She said the conversion of the land to a residential subdivision will fundamentally alter the landscape and will diminish the rural quality of life that residents deeply value and it will threaten the longtime viability of local agriculture, both economically and culturally. She submitted the water quality test results and said it's been mentioned that arsenic, nitrate and uranium levels are high, but it's not been mentioned that the arsenic level in their well is 10 times higher than the maximum contamination level set federally. She has a PhD in physics

and pharmaceuticals and further testified about analytical lab results and her concerns about the harmful effects on water quality and the importance of having water tested for contamination. Paul Garcia agrees with the people who oppose this project. He embraces the culture in the area and it comforts him to see there is so much production coming off the land and having all of these houses is not what he came here for.

George Crookham commended the Van Slyke Family for being here over 100 years. He said the most important thing in farming is water and the second most important thing is management of how you water your crops and the type of crops you prefer. He said they look for a farmer before they look for soil types.

Rebuttal testimony was offered by Elizabeth Koeckeritz. The highway district has no problems with the proposal which will be limited to no more than 14 residences. Van Slyke Road is a collector road and can handle that amount of traffic. There are slopes that are greater than 15% and there are other issues with the land that will be brought forward at the time of the preliminary plat hearing. The developer has no intention of developing on slopes they are not allowed to legally develop on. There are quite a few lots surrounding the property that have been turned into residential lots including those owned by almost everyone who testified today who lives on 2-5-acre lots on Everose Lane. Those lots exist because the Van Slykes did a nice job subdividing the property and preserving other property and making sure this was an area where people wanted to live and that is what they intend to do with this property as well. This is a small subdivision on a small parcel that is not farmable in a way that they are able to make any sort of reasonable money on and to their knowledge no one has ever approached them about wanting to turn it into a vineyard. This property has been vacant and this a great option to have another small development that fits in well with the neighborhood that offers a rural lifestyle. The water can be treated through a reverse osmosis system which is not as expensive as a community water system. There will be a plat note about the high level of water contaminants and they will have real disclosures at the time of closing.

Upon the motion of Commissioner Van Beek and the second by Commissioner Brooks, the Board voted unanimously to close public testimony. The Board's deliberation included a review of the criteria.

Commissioner Van Beek said with the decision in 2021 she finds value in the statement that surrounding rezones and comprehensive plan amendments do influence, even though there is a statement in our ordinance they should not, but she appreciates the refresher from Planner Root that the 2030 comp plan was not passed until the fall of 2022 so when this was presented to the Board it was a 5-acre piece inside of that and it was done because the rest was listed as residential. She has relatives who live in Timberstone Subdivision and so that is in close proximity and she is familiar with the area that has hillsides and slopes.

Is the request generally consistent with the comprehensive plan?

Commissioner Van Beek said an R-1 designation is an improper zone. Commissioner Brooks said it's the same piece as Garrett Ranch and is within .05 of the same average and that is why he asked if the Board could limit it to a lower number of lot sizes to increase the average lot size. He can figure out two different ways to substantiate question no. 1.

Is the proposed conditional rezone more appropriate than the current zoning designation?

Commissioner Van Beek said she cannot support that with a yes. Commissioner Brooks said it depends on whether we are conditioning it to have fewer lots; he wholeheartedly disagrees with the precedent being set. This ground is unique in its soil composition and in its ability to produce; it's not what the ground is on the south side of the canal. We can make it R-R with a condition. He has concerns with the slopes. Usually, applications with steep slopes have larger lots to compensate for the steep slopes. Commissioner Holton said the burden is on the applicant to demonstrate that the one-acre lots with a steep setting is functional and he didn't hear substantiation that it's not a problem. By the time you put in a drain field and wells things would be tight and we usually see designated building envelopes.

Is the proposed conditional rezone compatible with the surrounding land uses?

Commissioner Van Beek said she cannot find an affirmative finding for this question given the emergency services discussion, the fact there is prime agriculture surrounding it, and every time there are additional homes in a large-scale diversified ag area it makes it more difficult for farmers. Commissioner Brooks said the Board of Commissioners also sits as the ambulance board, but not once does he recall a discussion evolving into growth in unincorporated Canyon County being the source of our problems; it has revolved around money and legislative actions that restrict the ambulance district's ability to levy enough money to staff what we have. He has a hard time believing 14 homes will break EMS; it's already broken financially. The City of Nampa is looking at adding thousands of homes via the annexation process. Commissioner Van Beek said it's a legitimate consideration for the Board when adding more homes in a rural area is a compounding problem. Commissioner Holton said the school district, fire district, Sheriff's Office, and the ambulance district chose not to respond so the Board is tasked with making a conclusion in an information vacuum.

Will the proposed conditional rezone negatively affect the character of the area; what measures will be implemented to mitigate impacts?

Commissioner Van Beek said this will negatively affect the area and to change that small section will introduce a variable and a factor that sways the character of the area. From the City of Greenleaf's comments, it was stated that it appears to meet only the County's most basic subdivision standards; there are no meaningful open spaces or amenities provided, only large residential lots surrounded by agriculture, orphaned for future haphazard redevelopment. There is an opportunity to change some of the lack of clear direction by previous Boards on what development in rural Canyon County should look like. Commissioner Holton spoke of the Williamson property and the adjacent 311 acres.

Will adequate facilities and services, including water, sewer, drainage, irrigation, and utilities, be provided to accommodate the proposed conditional rezone?

Commissioner Van Beek said the former engineering review said there should be a water treatment system, and we should be valuing the quality of life and the quality of what we are providing out there and the monetary amount should be secondary. Commissioner Holton inquired whether the County is protected from liability by including a notice on the plat regarding health risks associated with the area's water. Deputy PA Wesley stated that he prefers not to discuss liability to the County on the record. He noted that there are agencies with authority over such matters, although he is uncertain about the specific regulations concerning individual wells for drinking water. Commissioner Holton said if the Board contemplates a community system it must automatically meet the regulatory requirements, but private wells do not. He is not comfortable receiving the data from a certified lab that his city uses on a weekly basis; he does not question the data that's been presented because of where it comes from. Commissioner Van Beek said what she heard from the analytical labs technician is that the amount of arsenic is 10 times more than the tolerance level; that is not safe for animals. The information on the record speaks sufficiently to her. Commissioner Holton wants to make sure he does not make a decision that puts the County in a bad situation.

The Board recessed into Executive Session as follows:

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

Commissioner Van Beek made a motion to go into Executive Session at 4:04 p.m. pursuant to Idaho Code, Section 74-206(1)(d) and (f), to discuss records exempt from public disclosure and to communicate with the legal counsel regarding pending/imminently likely litigation. The motion was seconded by Commissioner Brooks. A roll call vote was taken on the motion with Commissioners Holton, Van Beek, and Brooks 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, and Deputy PA Zach Wesley. The Executive Session concluded at 4:16 p.m. with no decision being called for in open session.

While in open session, Deputy PA Wesley said the Board adjourned into Executive Session not to talk about the merits of the case, but to talk about the County's role in water quality. Generally, the County does not provide a water system like a city; we don't provide, and we generally don't deal with water. It's not a part of our zoning code or our building code as far as water quality. With platting we do consider the availability of water but we never make a particular finding about water quality or water health. The County has no existing regulatory authority over water quality for these wells. There is one method to get the state involved, which is if there is a community water system that is large enough to be regulated by the state, then the state will do all the permitting and they have their practices and policies on that. The applicant has the burden to

prove their case and one way to address this may be to have some additional testimony either from an applicant as far as what they are going to do to address these issues, maybe more expert testimony on what the water quality is out there to get us over this question that's been raised that is outside of our norm. Commissioner Van Beek said it is the water quality, or the lack of testimony brought forward by the applicant, but there are other criteria of the 8 criteria that the Board is evaluating that would not allow her to go forward and her motion would be to deny the application rather than request additional information. Commissioner Brooks said he is in favor of allowing the applicant the opportunity to bring back information. Commissioner Holton made a motion to give the applicant 45 days to submit documentation and provide expert witness testimony on water quality and how they might address and manage the arsenic, nitrates, and uranium, and come back to the Board with a plan. The motion was seconded by Commissioner Brooks. Commissioner Van Beek was opposed to the motion. The motion carried by a two-to-one split vote. Upon the motion of Commissioner Holton and the second by Commissioner Brooks, the Board voted unanimously to continue the hearing to Monday, June 23, 2025 at 1:30 p.m. There were follow-up comments. Commissioner Holton made a motion to continue the application to June 23, 2025 at 1:30 p.m. with testimony being limited to water quality health issues in this area, not across the valley. Written comment will be accepted during the 45 days related to water quality health issues in this immediate area. The motion was seconded by Commissioner Brooks. Commissioner Van Beek was opposed to the motion. The motion carried by a two-to-one split vote. The Board voted unanimously to adjourn at 4:28 p.m. An audio recording is on file in the Commissioners' Office.

CONSIDER NOTICE OF LIEN FOR PROPERTY LOCATED AT 20233 LINDA LANE, CALDWELL IDAHO

The Board met today at 4:46 p.m. to consider a notice of lien for property located at 20233 Linda Lane, Caldwell Idaho. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Director of DSD Jay Gibbons, Assistant DSD Director Josh Johnson, Code Enforcement Supervisor Eric Arthur, and Deputy Clerk Jenen Ross.

Mr. Arthur explained that during abatement of the property the contractor and code enforcement realized the structure itself is beyond repair and has been deemed uninhabitable. Considering danger to the public due to excessive tires and human waste inside the structure and throughout the property, it was determined it would be best to demolish the structure as well. As of today, the total for removal of approx. 7000 tires, clean-up and demolition is \$48,650; that does not include the demolition permit.

Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to sign the notice of lien for property located at 20233 Linda Lane, Caldwell Idaho.

Commissioner Holton motioned to adjourn the meeting. The motion was seconded by Commissioner Brooks and carried unanimously.

MAY 2025 TERM

CALDWELL, IDAHO MAY 2, 2025

No meetings were held this day.

MAY 2025 TERM

CALDWELL, IDAHO MAY 5, 2025

APPROVED EMPLOYEE STATUS CHANGE FORMS

The Board approved employee status change forms for:

- Ethan Calderwood, Deputy Sheriff – add Honor Guard pay
- David Mitchell, Deputy Sheriff – add Honor Guard pay
- Tanner Bieker, Deputy Sheriff – add Honor Guard pay
- Coby Nickel, Maintenance Technician – new hire
- Ayden Jensen, Deputy Sheriff – seasonal marine deputy
- Scott Barder, Deputy Sheriff – new hire
- Francisco Garcia, Maintenance Technician – transferring from part-time to fulltime
- Ryki J. Bowen, Customer Service Specialist – transfer from Motor Vehicle department to Reappraisal department
- Sarah E. Kaley, Criminal DPA I, status change from temporary to full time upon graduation from law school

ALCOHOLIC BEVERAGE LICENSE

The Board approved the following alcoholic beverage licenses for renewal:

- 25-089 RENEWAL ALCOHOL LICENSES: Diamante Restaurant LLC dba Diamante Restaurant; Labyrinth Escape Games LLC dba Labyrinth Escape Games; Jak*s Place Inc dba Jak*s Place Neighborhood Grill; LB Fall River LLC dba Longboards
- 25-090 RENEWAL ALCOHOL LICENSES: City of Nampa dba Centennial Golf Course; SBS Enterprises, LLC dba Valhalla Pub; Family Dollar LLC dba Family Dollar #27267; Messenger LLC dba Messenger; Family Dollar LLC dba Family Dollar #30025; Family Dollar LLC dba Family Dollar #27513; Family Dollar LLC dba Family Dollar Store #30004; Family Dollar LLC dba Family Dollar Store #26963; La Esperanza Market LLC dba La Esperanza Market; Aguililla Restaurant Inc dba Aguililla Restaurant

25-091 RENEWAL ALCOHOL LICENSES: D&S Panasiuk LLC dba Grocery Outlet of Nampa; Walgreen Co. dba Walgreens #05648; Walgreen Co. dba Walgreens #07276; Walgreen Co. dba Walgreens #10672; Walgreen Co. dba Walgreens #11541; Walgreen Co. dba Walgreens #12483; Williamson Orchards Inc. dba Williamson Vineyards

INFORMATION TECHNOLOGY 2024 YEAR IN REVIEW

The Board met today at 4:00 p.m. for the Information Technology 2024 year in review report. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, COO/CIO Greg Rast, Deputy CIO Steve Webb, Business Manager Caiti Pendell, Project Manager Shawn Adamson, IT Operations Manager Jairo Rodriguez, Project Manager Aaron Lasley, Programmer Analyst II Ryan Cronrath, and Deputy Clerk Jenen Ross.

Statistics for the following projects were reviewed:

- Processed mail
- County wide printer click counts
- Print shop printer click counts
- Digitizing paper records
- Service desk tickets
- Calls to operator
- Email count
- Website comparison
 - Views on the site
 - Top pages visited
 - Locations of users
 - Types of devices
- Project report
 - Completed/closed
 - In progress
- Project hours
 - Weekly hours
 - Year-over-year
 - Total project hours

A copy of the report reviewed is on file with this day's minutes.

Commissioner Holton motioned to adjourn the meeting. The motion was seconded by Commissioner Brooks and carried unanimously.

The meeting concluded at 4:26 p.m. and an audio recording is on file in the Commissioners' Office.

MAY 2025 TERM

CALDWELL, IDAHO MAY 6, 2025

APPROVED CATERING PERMITS

The Board approved Idaho Liquor Catering Permits for:

- Taqueria Mexico Chiquito, LLC, to be used on 5/25/25 for catering at a rodeo
- Brixx Craft House to be used on 6/14/25 for the Campbell wedding

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. Aaron Bazzoli, Deputy P.A. Zach Wesley, Fleet Director Mark Tolman (left at 9:37 a.m.), Facilities Director Rick Britton (left at 9:53 a.m.), HR Director Marty Danner (left at 9:48 a.m.), Director of Constituent Services Aaron Williams, Assessor Brian Stender (arrived at 9:38 a.m.), COO Greg Rast, and Deputy Clerk Jenen Ross. The action items were considered as follows:

Consider a Resolution Consenting to the Sale of Surplus County Property: Mr. Bazzoli explained this is for two (2) retired CCSO vehicles. They will be sold to the City of Wilder for fair trade-in value of \$17,700 for both vehicles. Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to sign the resolution consenting to the sale of surplus county property (resolution no. 25-092).

Consider Project Scope/Agreement with Treasure Valley IT: Mr. Rast explained this agreement provides direct access to Microsoft and allows for assistance with the Microsoft 365 implementation. A history of this project was given by Mr. Rast noting that the contract has a NTE amount of \$53,625. Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to sign the project scope/agreement with Treasure Valley IT (agreement no. 25-043).

Consider Dayforce Subscription for Human Resources and/or Payroll System: Director Danner said this contract has been negotiated between the county and Dayforce. This program will replace ADP and JobScore and be a more complete HR/payroll system. A review of the costs was provided by Ms. Danner and Mr. Wesley. Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to sign the Dayforce subscription for Human Resources and/or Payroll System (agreement no. 25-042).

Consider estimate of \$10,500 by J.C. Wallace Construction LLC: Mr. Rast said a house that was recently purchased by the county needs to be demolished in order to create a parking lot. He suggests using the same reserve fund that was used to purchase the house for the demolition as this was not a budgeted expense in the Facilities budget. Director Britton spoke about how he's had several project come in over budget this fiscal year. Commissioner Brooks made a motion to consider and approve the estimate of \$10,500 by J.C. Wallace Construction LLC to be paid out of the reserve budget. The motion was seconded by Commissioner Van Beek and carried unanimously. Mr. Britton will create a purchase order for Board approval.

Mr. Rast said a new intake form has been created for PA civil requests which Mr. Bazzoli said will be pushed out to all Elected Officials and Department Administrators soon. At the request of Commissioner Van Beek, Mr. Rast and Mr. Bazzoli spoke about how the tracking system works for submissions, priority, and reporting.

Upon the motion of Commissioner Holton and second by Commissioner Brooks the Board voted unanimously to adjourn the meeting.

The meeting concluded at 10:00 a.m. and an audio recording is on file in the Commissioners' Office.

MEETING TO CONSIDER ACTION ITEMS

The Board met today at 10:31 a.m. to consider action items. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, HR Director Marty Danner, Director of Constituent Services Aaron Williams, Assistant Solid Waste Director Daniel Pecunia (left at 10:36 a.m.), EOM Christine Wendelsdorf (left at 10:39 a.m.), Auditing Supervisor Sarah Winslow (left at 10:39 a.m.), COO Greg Rast, Chief Deputy Treasurer Steve Onofrei (arrived at 10:38 a.m.), Banking and Finance Manager Melissa Tucker (arrived at 10:48 a.m.), Deputy Clerk Jenen Ross. The action items were considered as follows:

Consider resolution to approve the change of the job title of one (1) position and the wage grade of two (2) positions within the Solid Waste department: Director Danner explained this grade

change should have been requested last year as part of the budget process but was missed. At the current pay grade, they have not been able to find a qualified applicant with the main competitors being private sector employers. There is no fiscal impact to FY25 but the change will need to be accounted for in the FY26 budget. Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to sign the resolution to approve the change of the job title of one (1) position and the wage grade of two (2) positions within the Solid Waste department (resolution no. 25-093).

Consider resolution to approve the fund re-designation of two (2) positions in the Sheriff's Office: Director Danner explained that this resolution was created at the request of the Sheriff's Office. Ms. Winslow said these positions have been budgeted for in the Emergency Communications budget but based on the work done it would be better to account for them in Field Services and then adjust accordingly at the end of the year. Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to sign the resolution to approve the fund re-designation of two (2) positions in the Sheriff's Office (resolution no. 25-094).

Consider resolution adopting new job description for an Economic Development Coordinator in the Constituent Services Department: This is a part- time position requested by Director Williams who will assist with the 63-602NN applications. Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to sign the resolution adopting new job description for an Economic Development Coordinator in the Constituent Services Department (resolution no. 25-095).

Consider resolution adopting one (1) new position and job description in the Facilities department: Director Danner explained the position was approved as part of the FY25 budget and this resolution is specifically approving the job description. Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to sign the resolution adopting one (1) position and job description in the Facilities Department (resolution no. 25-096).

The meeting concluded at 10:52 a.m. and an audio recording is on file in the Commissioners' Office.

CONSIDER TREASURER'S TAX CHARGE ADJUSTMENTS BY PIN FOR APRIL 2025

The Board met today at 11:01 a.m. to consider the Treasurer's tax charge adjustments by PIN for April 2025. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Chief Deputy Treasurer Steve Onofrei, Banking and Finance Manager Melissa Tucker, Director of Constituent Services Aaron Williams, and Deputy Clerk Jenen Ross.

Mr. Onofrei addressed Commissioner Brooks' question regarding the warrants of distraint providing an explanation as to why there are three names on both the uncollectible delinquent personal property taxes and the tax charge adjustments.

Upon the motion of Commissioner Brooks and second by Commissioner Van Beek the Board voted unanimously to sign the Treasurer's tax charge adjustments by PIN for April 2025.

Commissioner Holton motioned to adjourn the meeting. The motion was seconded by Commissioner Brooks and carried unanimously.

The meeting concluded at 11:07 a.m. and an audio recording is on file in the Commissioners' Office.

PUBLIC HEARING – REQUEST BY GARY GOODWIN FOR CONDITIONAL REZONE OF PARCEL R31008 FROM AN “A” (AGRICULTURAL) ZONE TO A “CR-M-1” (CONDITIONAL REZONE - LIGHT INDUSTRIAL) ZONE, CASE NO. RZ2022-0016

The Board met today at 2:02 p.m. to conduct a public hearing in the matter of a request by Gary Goodwin for a conditional rezone of Parcel R31008 from an “A” (Agricultural) Zone to a “CR-M-1” (Conditional Rezone - Light Industrial) Zone, Case No. RZ2022-0016. Present were: Commissioners Brad Holton, Zach Brooks, and Leslie Van Beek, DSD Planning Supervisor Dan Lister, DSD Assistant Director Josh Johnson, Gary Goodwin, Debra Goodwin, and Deputy Clerk Monica Reeves.

Gary Goodwin testified in favor of his request and stated that years ago they put a fence around their property and parked RVs within the fenced area, and the County later notified them that they were in violation and would need to apply for a rezone to park RVs on their property. Per staff's direction they later changed their application to a conditional rezone. There are 46 lots in the rezoned parcel and their home is also located there and it will be considered a caretaker's residence. They do not want to be annexed into the City of Nampa. They were told that since the property is in a flood zone they will have to accommodate that. Mr. Goodwin testified that he notified the RV owners that in the event of a flood they will have to move until the area is stabilized. He said if the property floods it would come from Mason Creek which has not flooded in over 150 years. He also stated no one is allowed to live in an RV or a vehicle on his property.

DSD Planning Supervisor Dan Lister gave the oral staff report. The applicant is requesting a conditional rezone of Parcel R31008 from an “A” (Agricultural) zone to an “M-1” (Light Industrial). A development agreement is included to restrict future use to an RV storage facility, outdoor equipment rental, and caretaker residence for the existing dwelling. The property is located at 16982 Madison Avenue in Nampa.

General Background

Parcel R31008, 1.31 acres, created June 20, 1979. Dwelling and detached garage circa 1960.

2017: RV storage facility and U-Haul rental business established

- Hours: 9am to 5pm, Monday –Saturday.
- Signage: 3’x3’, 8’ in height
- Number of storage spaces: 46

RV storage and outdoor equipment rentals are prohibited in the “A” Zone. A code violation was opened on November 21, 2022. A zoning map amendment was submitted on December 15, 2022. After considering all information and testimony, the P&Z Commission tabled the hearing to allow the applicant time to revise their application to a conditional rezone. The applicant agreed and submitted a revised application requesting a conditional rezoning of the subject parcel to an “M-1” zone on January 6, 2025. In consideration of the application, the P&Z Commission concluded on March 6, 2025, that the proposed conditional rezone is compliant with Canyon County Ordinance Section 07-06-07(6)A, subject to four conditions of the development agreement.

Analysis Summary

Without conditions, all uses listed in the “M-1” zone must be considered. Uses such as a bulk storage of flammable liquids, impound yard, light and heavy manufacturing, sale of heavy machinery, sale of salvage goods, trucking terminal, and warehousing may potential impact existing and future residential uses north of Cherry Lane. Most of the uses require city services which are available. The City of Nampa recommends denial due to annexation being available. As conditioned, the request does not impact planned County and City industrial/residential growth.

Conditions

1. All development shall comply with all applicable federal, state, and county laws, ordinances, rules, and regulations that pertain to the subject property and the proposed use. Within 90 days from the date the development agreement is signed a floodplain development permit shall be submitted to DSD per CCCO Section 07-10A-09. Floodplain development compliance, meeting the minimum requirements of CCCO Section 07-10A-11 must be obtained within 180 days of floodplain development permit submittal.

2. Development of the subject parcel shall be restricted to the following land uses:

RV Storage: The use shall not exceed 46 storage spaces. Hours of operation shall be from 9 am to 5 pm, Monday through Saturday. Outdoor Equipment Rental: The existing U-Haul rental area and signage area shall not be expanded or extended. Caretaker Residence: The existing dwelling is the caretaker residence.

3. All other land uses are prohibited. A land use change will require the development agreement to be terminated and require city annexation or a new rezoning application to be approved.

4. The developer shall comply with CCZO §07-06-07(4) Time Requirements: “All conditional rezones for a land use shall commence within two (2) years of the approval of the Board.”

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

Gary Goodwin testified that he does not believe there is a floodplain problem with his property and said unless he is able to review the development agreement and the conditions, he is not going to spend thousands of dollars on the property.

Debra Goodwin testified that they submitted a permit, but they were told to hold off until it was approved before they spend any money on the property. She wants to know what the objection was to their floodplain development permit.

Mr. Lister said at the time the floodplain application was submitted a fee was not paid and it was decided to wait and see if the rezone would be approved. The floodplain administrator will want to know what type of anchoring will be placed on the RVs and what the evacuation plan looks like, and they will work with the applicants to make sure it meets the minimum requirements. The development agreement is for the rezone and it says the applicant will maintain the uses and follow the floodplain development code, which is a permit and the details of that will be between the permit and the floodplain administrator.

Mr. Goodwin said he is not accepting any anchoring because it's not his property to anchor, and he said anytime he goes against something an administrator comes up with, it costs him a great deal of money, and he doesn't want that to happen in this case. Discussion ensued and at 2:34 p.m., the Goodwins stepped out of the hearing for a few minutes. The Board took a recess from 2:36 p.m. to 2:38 p.m. Discussion then resumed regarding the conditions. Mr. Goodwin said they cannot agree to the entire development agreement without knowing what it will do to them. Commissioner Brooks said unless the language about the development agreement is included the Goodwins cannot get what they want; it's a contingency, and they are getting the approval so they can move to the next step and if they do not want to spend the money to come into compliance the property will revert back to what it is today and the Goodwins would then have to remove the RVs to be in compliance with the County ordinance. Commissioner Holton said signing today does not demand that the Goodwins go broke trying to please the flood agency; but they will lose the conditional land use that allows them to rent the trailers, and they would be in violation. He believes it's an asset to the community and he would like to work together to keep the small business going. Further discussion ensued about the floodway/floodplain and potential conditions.

Upon the motion of Commissioner Holton and the second by Commissioner Brooks, the Board voted unanimously to close public testimony. The Board reviewed the zoning ordinance evaluation criteria as part of deliberation. Commissioner Holton agrees with the FCOs as presented with the exception of the conditions; he is comfortable with modifying condition no. 1 to two (2) years just like condition no. 4 states. He cannot see how an RV on wheels is going to measurably impact a floodplain. He would prefer the applicant be given the standard two years and the Board could impose a condition that if the application brings into question compliance with the floodplain, then this could be reopened and a cease and desist could be issued. It is a problem for him if it triggers a legal problem for the County on floodplain insurance. Commissioner Van Beek said the

property has been operating for eight years in a noncompliant status and that it feels like a long time. Commissioner Brooks is in favor of allowing them 90 days to file an application and after that they will have the full two years to comply. Mr. Lister said if the application is denied the property will be in violation again. He recommended 180 days because it gives them time to comply within a 6-month period. If it's denied there should be a process to bring this before the Board for revocation. Commissioner Brooks wants to modify the language pertaining to annexation (Exhibit 3, Page 9). Staff will make sure those sections match the condition. Commissioner Van Beek made a motion to approve Case No. RZ2022-0016, a conditional rezone for Gary and Debra Goodwin of Parcel R31008 from an "A" (Agricultural) Zone to a "CR-M-1" (Conditional Rezone – Light Industrial) Zone, with a specified purpose of an RV storage facility with conditions, and to approve the development agreement which shall reflect the discussion regarding item no. 1 and the bifurcation of potential conditions with that either a denial or lack of activity, and an ensuing decision on the part of the Board with either one of those conditions that take place, and to amend the language regarding annexation or a new rezone as discussed and presented by staff. The motion was seconded by Commissioner Brooks and carried unanimously. Staff will bring back the FCOs, development agreement, and the ordinance at a later date. Upon the motion of Commissioner Holton and the second by Commissioner Brooks, the Board voted unanimously to adjourn at 3:21 p.m. An audio recording is on file in the Commissioners' Office.

MAY 2025 TERM

CALDWELL, IDAHO MAY 7, 2025

APPROVED EMPLOYEE STATUS CHANGE FORMS

The Board approved employee status change forms for:

- Alyvia Moffis, Communications Coordinator - new hire
- Nicole Beverlin, Court Clerk III – removal of on call specialty pay
- Kathi Cannon, Court Clerk III – removal of on call specialty pay
- Marah Meyer, Court Clerk Lead – removal of on call specialty pay
- Sofia Aguilera, Legal Assistant I - Criminal Division (part-time to full-time)

RENEWAL ALCOHOL LICENSES: Nampa Aerie #2103, Fraternal Order of Eagles dba 2103 Aerie; Las Tias LLC dba Tin Roof Tacos; American Legion Joseph H Murray Post 18 dba Post No. 18 The American Legion; Terry W Dice dba Tiny's Lounge; Dan's Ferry Service LLC dba Dan's Ferry Service; Blazin Wings Inc dba Buffalo Wild Wings #592; Kenal LLC dba Kenal Leasing; Yogi Farms LLC dba H&M meats and Catering (Resolution no. 25-097)

FY2026 BUDGET WORKSHOP FOR CANYON SOIL CONSERVATION DISTRICT

The Board met today at 9:33 a.m. for a FY2026 budget workshop for the Canyon Soil Conservation District. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Clerk Rick Hogaboam, Auditing Supervisor Sarah Winslow, COO Greg Rast, Director of Constituent Services Aaron Williams, Tyson Meeks, Brad McIntyre, and Chris Gross (arrived at 9:36 a.m.) representing Canyon Soil Conservation District, and Deputy Clerk Jenen Ross.

Mr. McIntyre, Ms. Gross and Mr. Meeks spoke about their partnerships, the work they do and goals for the future. The funding request for fiscal year 2026 is \$30,000. A copy of the PowerPoint reviewed is on file with this day's minutes.

The meeting concluded at 9:52 a.m. and an audio recording is on file in the Commissioners' Office.

FY2026 BUDGET WORKSHOP FOR WESTERN ALLIANCE FOR ECONOMIC DEVELOPMENT

The Board met today at 10:01 a.m. for a FY2026 budget workshop for the Western Alliance for Economic Development. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Clerk Rick Hogaboam, Auditing Supervisor Sarah Winslow, COO Greg Rast, Director of Constituent Services Aaron Williams, David Lincoln and Lee Belt representing Western Alliance for Economic Development, and Deputy Clerk Jenen Ross.

Mr. Lincoln and Mr. Belt spoke about the work done by Western Alliance and priorities moving forward. The funding request for fiscal year 2026 is \$20,000.

Mr. Lincoln will be forwarding a template letter of intent for a grant application to Administrative Supervisor, Monica Reeves. The letter will provide Board support of a grant application to expand broadband to rural areas.

The meeting concluded at 10:28 a.m. and an audio recording is on file in the Commissioners' Office.

FY2026 BUDGET WORKSHOP FOR WEST VALLEY HUMANE SOCIETY

The Board met today at 10:35 a.m. with West Valley Humane Society for a FY2026 budget workshop. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Clerk Rick Hogaboam, Auditing Supervisor Sarah Winslow, Facilities Director Rick Britton, COO Greg Rast, Director of Constituent Services Aaron Williams, Nick Lippincott and Tyler Byers representing West Valley Humane Society, Chief Deputy Treasurer Steve Onofrei (arrived at 11:08 a.m.), and Deputy Clerk Jenen Ross.

A PowerPoint presentation was reviewed which addressed the following topics:

- FY2026 requested budget
 - Operational: \$240,000 (increase of \$40,000)
 - Maintenance: \$100,000 (requesting the remainder be disbursed to WVHS at the end of the fiscal year)
- Budget justification numbers
 - Comparison of Nampa, Caldwell and Canyon County
- Comparative budget/per capita (2024)
 - Comparison of other regional municipalities – population, budget, dollar amount per capita, and notes on service provided
- Contract overview
 - Service provided and what is paid by contract and what is paid by WVHS
- Progress made in 2025
- Challenges ahead
- Largest barriers to progress
- Future opportunities
- Local response demonstrates public support

Mr. Rast reviewed in-kind donations provided by the county as follows:

- IT
 - Internet service
 - Network equipment
 - Wireless equipment
 - Phone infrastructure and service
 - Reduced rate on technical support
- County contribution:
 - Building rental of \$12 annually
- Facilities/maintenance:
 - Funds allocated for a new roof, kennel and central air
 - Maintenance of the washers and dryers
 - No cost for groundskeeping and preventative maintenance

Commissioner Holton noted the budget request will be taken under consideration.

Commissioner Holton made a motion to adjourn the meeting. The motion was seconded by Commissioner Van Beek and carried unanimously.

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

FY2026 BUDGET WORKSHOP FOR SOUTHWEST DISTRICT HEALTH

The Board met today at 1:31 p.m. for the FY2026 budget workshop for Southwest District Health. Present were: Commissioners Brad Holton, Zach Brooks, and Leslie Van Beek, Auditing Supervisor Sarah Winslow, SWDH Executive Director Nikki Zogg, SWDH Financial Officer Aaron Howard, Constituent Services Director Aaron Williams, COO Greg Rast, and Deputy Clerk Monica Reeves. Clerk Rick Hogaboam arrived at 1:51 p.m. Dr. Zogg submitted the FY2026 Budget Book as well as the Fiscal Year July 2023 to June 2024 Impact Report. Financial information was reviewed by Dr. Zogg and Mr. Howard.

- County contributions are forecasted to rise by 2.25%
- Seven (7) new positions are requested for FY26
 - \$110.7k
- 3% COLA
- FY26 budget request is \$2,452,835*, which is a \$56,150 increase over last year. (*July through June)

Other topics of discussion were:

- *Services provided by SWDH staff*
- *Budgeted Interest:* Commissioner Brooks said it doesn't seem transparent that SWDH is putting all of the interest toward the county contribution and saying we're only requesting a 2.25% increase when that doesn't account for the 13.1% increase that they've hidden. Director Zogg said the interest is projected and is part of the revenue that helps cover the costs of services. Historically, they have never asked for more than a 3% increase and if they've needed to they have shrank staffing or services.
- *High nitrate priority areas:* Commissioner Holton said the Board receives reports as part of land use hearings about cross contamination of percolation of a drain field crossing a property line and he wants to know who enforces that, who is liable? Can the County and SWDH work together to make sure we're being fair to the public and the County going forward? Director Zogg said that would be a great conversation to have with the County and SWDH environmental staff because there are new laws regarding domestic wells that we need to be mindful about with new development, and their team is trying to encourage well water testing for residents and have better mapping so we can make better land use decisions.

- *Pre-Prosecution diversion program:* Commissioner Holton noted this is an important program.
- *Cost of restaurant inspections:* In response to a question from Commissioner Van Beek, the Director Zogg said there are things SWDH does that are regulatorily required such as the food protection program, which is subsidized by the taxpayers where half the cost is covered by taxpayers and there is a philosophy on the health board and staff that it should be the cost of doing business, but unfortunately those fees are set in statute and they have worked a few times, successfully, over the last 30 years to try to change the fees closer to cover the costs, but that's where we are today. She said last fall the health board adopted several policy positions and resolutions and one of those was related to the food protection program. They will try to work with the legislators on it this summer ahead of the upcoming session to try for change. A resolution was passed that bans the marketing of illicit drugs like marijuana.
- *Use of fund balance:* Commissioner Brooks wants the increase to come out of fund balance. There is an ask of \$45,000 and we have enough to cover it in health district fund balance and it would be nice if the board would go along with that. They had \$1.7M in fund balance and the proposed overall budget is around \$17M. He wants this year's request to be soaked up by fund balance rather than any additional increase or decrease to the counties in the district. Director Zogg said they are working through it as part of work group that Commissioner Brooks sits on. Commissioner Holton said the County is trying to dig out of a \$14M deficit and he recommends Director Zogg challenge her board to get a clear policy so a future board can understand why you have fund balance and why it needs to stay. Director Zogg is thankful to have the conversations so they can set up the organization for future success.

The meeting concluded at 2:28 p.m. and an audio recording is on file in the Commissioners' Office.

FY2026 BUDGET WORKSHOP FOR THE STATE ANIMAL DAMAGE CONTROL DISTRICT

The Board met today at 2:36 p.m. for the FY2025 budget workshop for the State Animal Control District. Present were: Commissioners Brad Holton, Zach Brooks, and Leslie Van Beek, Clerk Rick Hogaboam, Auditing Supervisor Sarah Winslow, Constituent Services Director Aaron Williams, Doug Hansen, USDA Wildlife Services, George Quenzer, District 2 Representative, COO Greg Rast, and Deputy Clerk Monica Reeves. The state program is seeking \$2,000 in funding this year. They contract with the USDA APHIS Wildlife Services to prevent and control damage or conflicts caused by predatory animals and other vertebrate pests on federal, state, public, and private lands. The

request will be included in the budgetary process. The meeting concluded at 2:51 p.m. An audio recording is on file in the Commissioners' Office.

FY2026 BUDGET PRE-WORKSHOP FOR THE COMMISSIONERS' OFFICE

The Board met today at 3:35 p.m. for the FY2026 budget pre-workshop for the Commissioners' Office. Present were: Commissioners Brad Holton, Zach Brooks, and Leslie Van Beek, COO Greg Rast, Sr. Administrative Specialist Jenen Ross, and Deputy Clerk Monica Reeves. There was a review of the draft budget that COO Rast prepared for the Commissioners' Office:

- The FY2025 budget was \$936,492; year-to-date it is \$518,286
- Unspent amount for "A" Budget: \$34,000
 - Salary tracking: COO Rast's specialty pay for CIO duties is \$22,300, and the specialty pay of \$10,000 for the 911 funds for the being IT Technical advisor to the Sheriff will be transferred back to the Commissioners' budget.
 - 6 fulltime staff (3 Commissioners; 1 COO, 2 administrative staff - no new positions will be requested for FY26). At one point there were 7 positions but one was given up to the Constituent Services Department for the communication specialist position.
 - "A" Budget might go up if compensation is considered
- Unspent amount for "B" Budget: \$25,000
- FY2026 budget request is \$926,484. This amount does not include merit or COLA compensation if it's added countywide.
 - There is a quote for \$9,447 to add more displays in the BOCC meeting room for the benefit of the PA's Office.
 - Remodel costs and a full list of capital improvement projects will come through the workshop process with the Facilities Dept.

The Commissioners' FY2026 budget workshop is scheduled for next week. Upon the motion of Commissioner Holton and the second by Commissioner Brooks, the Board voted unanimously to adjourn at 3:57 p.m. An audio recording is on file in the Commissioners' Office.

MAY 2025 TERM

CALDWELL, IDAHO MAY 8, 2025

APPROVED EMPLOYEE STATUS CHANGE FORMS

The Board approved employee status change forms for:

- Garic Austin Hayes, DPA I – status change from temporary to full-time upon graduation from law school

- Brogan D. Howard, DPA I – status change from temporary to full-time upon graduation from law school
- Kate M. Bell, DPA I – status change from temporary to full-time upon graduation from law school
- Cameron Witgenstein, Corporal – transfer from patrol to CID
- Justin Hambley, Deputy Sheriff – transfer from CID
- Christopher Odenborg, Deputy Sheriff – demotion to Deputy and transfer
- Jared George, promotion to Corporal
- Antanacio Montes, Deputy Sheriff – transfer from patrol to CID
- Jason Bettencourt, Deputy Sheriff – add CERT team pay
- Cobey Christoffersen, Deputy Sheriff – add CERT team pay
- Holden Layton, Deputy Sheriff – add CERT team pay
- Michael Ketterling, Programmer Analyst II – lead pay addition
- Matthew Tarpley, Programmer Analyst II – promotion
- Ryan Cronrath, Development Manager, promotion
- Desiree Brumley, Construction Project Manager – new hire

ALCOHOLIC BEVERAGE LICENSE

The Board approved the following alcoholic beverage licenses for renewal:

25-098 Swirl Wine Shop and Lounge LLC dba Swirl Wine Shop and Lounge; THD LLC dba Mongolian Fire Grill

DETAILED MINUTES TO FOLLOW:

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

- Action Item: Consider agreement with Euna Solutions, Inc.
- Action Item: Consider Idaho Department of Parks and Recreation Request for Reimbursement/Close-out Report and Progress Report

PUBLIC HEARING: REQUEST BY CHRIS & MARY JAGGERS, REPRESENTED BY TREASURE VALLEY PLANNING, LLC, FOR AN AMENDMENT TO THE OFFICIAL ZONING MAP TO CONDITIONALLY REZONE PARCEL R37468012A AND R3768012A1, FROM AN “A” (AGRICULTURAL) ZONE TO “R-R” (RESIDENTIAL RURAL) ZONE, CASE NO. RZ2023-0003

The Board met today at 1:30 p.m. to conduct a public hearing in the matter of a request by Chris and Mary Jagers, represented by Treasure Valley Planning, LLC, for an amendment to the official zoning map to conditionally rezone parcel R37468012A and R3768012A1 from an “A”

(Agricultural) Zone to an “R-R” (Rural Residential). The request includes a development agreement limiting the parcels to meet a five-acre minimum lot size. The properties are located at 25744 Kingsbury Lane, in Middleton. Present were: Commissioners Brad Holton, Zach Brooks, and Leslie Van Beek, DSD Assistant Director Josh Johnson, DSD Planning Supervisor Dan Lister, Deputy PA Zach Wesley, Chris Jagers, Keri Smith, other interested citizens, and Deputy Clerk Monica Reeves.

Keri Smith, the owner of Treasure Valley Planning, testified on behalf of the Jagers Family. They filed an original application in 2022, and at that time the requirement was to complete a flood study which has been completed. The Jagers have done everything they can throughout the process to meet the requirements in a timely fashion which has brought them here today with a recommendation of approval from staff and the P&Z Commission. The property is zoned agriculture; however, the existing use follows closely with the rural residential district. The request is compliant with the comprehensive plan and falls closely with the designation of an AC-5 designation as both parcels will have an average of 5 acres or greater. Multiple properties in the area have been rezoned including a recent rezone to the south to single-family residential and there are the platted subdivisions on Willow Creek Drive that occurred during the days of CUPs on agricultural ground so the zoning did not occur. The request is for larger parcels than what you see in most of those subdivisions south of the property. They are closely related to the six parcels that are directly south. There is large-scale agriculture to the north and the west of the property, and both property owners support the Jagers’ application for the additional permit. When the Jagers met with staff a few years ago they discussed their desire to build a new home on the other 5-acre parcel. They are friends with the Averys who purchased the other 5 acres, and at the time it was their understanding that they were able to split the land and could move forward with the zoning process and the subdivision process on their own 5-acre parcel. That would have created a non-conforming parcel; all the land has been included in this as well as the subdivision that will be coming as part of the next process. The existing home on the western boundary would be the only property that could impact agriculture and since that home already exists and there have been no concerns or conflicts identified to those ag operations, Ms. Smith believes the Board can find that this fits with the character of the area and provides a nice buffer to ag operations. There were no agency concerns with the division, and the Jagers will comply with all requirements that were identified. They agree with the conditions of approval in the development agreement; however, they would like the Board to remove the requirement that prohibits secondary residences. All parcels to the south of the property of similar size are allowed to have secondary residences; the Jagers will care for their son permanently and they also have aging parents which are reasons there could be a need in the future for a secondary residence. It is not a deal breaker for them if the Board finds that the requirement should remain in place.

DSD Planning Supervisor Dan Lister gave the oral staff report. The land division was created in 1996 as an 11.05-acre parcel. In 2022, the Jagers applied for a conditional rezone to “R-R” but withdrew the application due to floodplain discussions. In 2023, the 11.05-acre parcel was divided by deed outside of County Code. The rezone to correct the division was submitted in April 2023 and amended in August 2023 to a conditional rezone. Once the rezone application is decided, DSD will process the plat. The P&Z Commission recommended approval subject to conditions. As conditioned, the request is generally consistent with the 2030 Canyon County Comprehensive

Plan. Per Page 26 of the 2030 Comp. Plan, the agriculture designation allows for commercial agriculture (AC-5): “The AC-5 district (five-acre lot sizes) provides a variety of rural and farming lifestyles, including hobby farms, while protecting the commercial agricultural activities in the vicinity.”

The request, as conditioned, meets the AC-5 designation and aligns with property rights, population, and land use/community design goals and policies.

The subject parcels consist of best to moderately suited soils (Class II & III) and are considered prime farmland if irrigated. Average lot size is 22.23 acres with a median of 5.88 acres. As conditioned, the request will allow the subject parcels to maintain a five-acre minimum lot size. The parcels will be subject to the standards, use, and requirements of the “A” Zone to ensure consistency with the surrounding area. As conditioned, the request maintains the “A” zoning designation.

Similar Land Use:

- Between 2020-2023, 8 land decisions were made within a one-mile regarding residential rezones and subdivision platting.
- Within a one-mile radius, there are seven (7) subdivisions (120 lots, 1.81-acre lot size).
- In a mapped floodplain (A Zone, No BFE). Applicant provided BFE study. Floodplain development permit and floodplain dev. compliance is required at the time of plat.

The project will have adequate facilities which will be demonstrated through the platting process.

- Water: Individual domestic wells.
- Sewer: Individual septic systems.
- Irrigation: Surface water rights from Willow Creek via Black Canyon Irrigation District.
- Drainage: All stormwater drainage will be maintained on-site.
- Utilities: Currently provided to the existing dwelling.

The existing dwelling is served by an open, unmaintained public right-of-way (Kingsbury Road). The other parcel has frontage along Edna Lane, a minor collector. At the time of platting, access will need to meet Highway District 4 requirements including a license agreement to use the Kingsbury right-of-way. ITD and Highway District 4 do not anticipate traffic impacts created by the request. Essential services are not anticipated to be impacted by the requested use.

Proposed conditions:

1. The development shall comply with all applicable federal, state, and county laws, ordinances, rules, and regulations that pertain to the subject property and the proposed use.
2. The subject parcels, R37468012A and R37468012A1 shall be recognized through the division application process in compliance with Chapter 7, Article 17 of the Canyon County Code of Ordinances subject to the following restrictions:

- a. The parcels shall maintain a five-acre average lot size.
- b. Other than the minimum lot size, the subject parcels shall meet the uses and minimum requirements of the “A” (Agricultural) Zone.
- c. Future division of the subject parcels is prohibited.
- d. Secondary residences per 07-02-03, 07-10-27, and 07-14-25 of the Canyon County Code of Ordinance are prohibited.

3. The request shall comply with CCCO §07-06-07(4) Time Requirements: “All conditional rezones for a land use shall commence within two (2) years of the approval of the board.

The Board had follow-up questions for Mr. Lister.

Commissioner Holton asked Ms. Smith to go through the basis why this proposal is a good fit on agricultural ground that is immediately adjacent to other prime agricultural ground, and to establish how this is unique. Ms. Smith said they support ag land that is more large-scale production; when you look at the land south of the creek, west of Kingsbury, all that land between Edna Lane and the creek has a very different topography and it has been utilized all the way into Ada County as rural property. There are amazing rural homesteads along that property that are filled with horse properties more suited towards 4-H-type project homes, but this is about topography. From the creek there is a 13-foot grade change from the bottom of where the highwater mark is to the property and up from Edna Lane there is another major grade change for another canal. The topography alone sets this apart. The parcels that are similar to the two 5-acre parcels they are seeking are on the higher area and they were dry. The Jaggers have a plan where they will be keeping all of the land in pasture land with animals and it will be very characteristic of what is in that area. The intent behind the AC-5 district is to support a transitional zone between more of the major agricultural uses to provide that buffer. The Jaggers have lived on the property for a very long time and have been great neighbors to the ag users. There would be a change to the zoning map, but it matches the buffer to the south, and there is the single-family zone that’s been approved less than a ¼ mile away. This proposal helps establish the transitional buffer to protect the agriculture to the north and to the west.

Upon the motion of Commissioner Brooks and the second by Commissioner Van Beek, the Board voted unanimously to close public testimony. Commissioner Brooks supports what staff and the P&Z Commission came up with in the FCOs, and he doesn’t see a path forward for this lot considering the history that has been presented to rectify past mistakes. He supports what the P&Z Commission presented in the FCOs although he does not like referencing things that are mentioned but not completed as far as the AC-5 comprehensive plan, but he doesn’t see any way around it. It has been conditioned to make it work so he can live with it; he just doesn’t want to get in a habit of continuing to refer back to that. Commissioner Van Beek supports the points raised by Commissioner Brooks about basing a decision on intent instead of having it well defined and not having it adopted. She is not in favor of removing the prohibition of secondary residences because Mr. Lister has a good argument for keeping it in there and to develop in a rural area that

is transitional it is appropriate to have that condition in place. There is the ability to go through another hearing, but that's another process. Commissioner Holton is not comfortable with basing a determination on a zoning designation that hasn't fully been implemented nor fully described. He asked legal counsel how to navigate around this in the FCOs.

Deputy PA Wesley said he thinks the P&Z Commission took that definition from the comprehensive plan and pulled it into some of their later decision questions that made it confusing. On the 2030 comprehensive plan map it is designated as agriculture; under the 2030 plan an agricultural use could be the AC-5 that doesn't quite exist yet - now it's rural residential so your options are to do something like this where you do what some may argue is a spot zone because your zone is not going to match the comprehensive plan but he thinks a court would support this decision. It wouldn't be an impermissible spot zone; it would be permissible because it's compatible. The other way to do this would be to amend the comprehensive plan to make this a residential designation and then rezone it as rural residential which also doesn't make a lot of sense. We could pull back on the FCOs if the Board wants and limit the discussion of the comprehensive plan to that one question about the comprehensive plan and then go through the rest of the findings discussing the conditions of the area as we normally would.

Commissioner Van Beek would like to eliminate the reference to the AC-5, AC-20, and AC-40 discussion. A transition area should exist between agriculture and residential development of a rural nature so it would still make sense even leaving those references out. You could still say the 5 acres would provide for a variety of rural farming lifestyles, including a hobby farm, while protecting commercial agricultural activities. Section 2B says that zoning designation has not been adopted so that makes her uncomfortable. We could state the request does not impact the City of Star's future land use plan for rural residential if it's annexed. Commissioner Holton concurs with the intent, but he is reluctant to limit legal counsel on what they can/cannot do on draft FCOs, and he said Deputy PA Wesley can see where the Board is uncomfortable with how the term was used by the P&Z Commission and he is capable of modifying it in a way that is defensible. Deputy PA Wesley said he will work with staff, and they will present the FCOs next week with some minor tweaks to match the Board's intent. Commissioner Brooks wants criteria no. 2 looked at as well. Commissioner Holton wants the condition that prohibits secondary dwellings left in place. Upon the motion of Commissioner Brooks and the second by Commissioner Van Beek, the Board voted unanimously to approve Case No. RZ2023-0003 which is a conditional rezone of parcels R37468012A and R3768012A1 from an "A" (Agricultural) Zone to "CR-R-RR" subject to the conditions of the development agreement and today's discussion concerning criteria no. 1 and no. 2 as well as any other criteria they may have missed in reference to the AC-5 designation. The FCO's will be modified and returned within the next two weeks. Upon the motion of Commissioner Holton and the second by Commissioner Brooks, the Board voted unanimously to adjourn at 2:20 p.m. An audio recording is on file in the Commissioners' Office.

No meetings were held this day.

APPROVED EMPLOYEE STATUS CHANGE FORMS

The Board approved an employee status change form for:

- Dave Larson, Network Administrator – promotion adjustment

APPROVED CATERING PERMITS

The Board approved Idaho Liquor Catering Permits for:

- Boise Bubbly & Taps to be used 6/7/25 for the Dice wedding
- Raising Our Bar to be used on 6/1/25 for the Gardner wedding
- Raising Our Bar to be used on 6/2/25 for the Fine wedding
- Raising Our Bar to be used on 6/7/25 for the Schlenz wedding
- Raising Our Bar to be used on 6/8/25 for the Palmer wedding
- Raising Our Bar to be used on 6/20/25 for the George wedding
- Raising Our Bar to be used on 6/21/25 for the Funke wedding
- Raising Our Bar to be used on 6/25/25 for the Cox wedding
- Raising Our Bar to be used on 6/27/25 for the Scanlan wedding
- Raising Our Bar to be used on 6/28/25 for the Clark wedding
- Raising Our Bar to be used on 6/29/25 for the Nagle wedding
- Raising Our Bar to be used on 5/20/25 for a catering meeting

MAY 2025 TERM

CALDWELL, IDAHO MAY 12, 2025

APPROVED EMPLOYEE STATUS CHANGE FORMS

The Board approved employee status change forms for:

- Jenen Ross – Sr. Admin. Specialist - Commissioners - Reclassification with Lead Pay
- Micki Schlapia - Sr. Finance Specialist - Information Technology - Lead Specialty Pay
- Ricardo Cordova - Fleet Shop Technician - New Hire
- Megan Mawyer - Desktop Support Specialist - Transfer from Dispatch to ETS
- John Patrick McMahon - Deputy Sheriff - Inmate Control - New Hire
- Angela Terry - Part-Time Customer Service Specialist - Warrants - New Hire

25-099 RENEWAL ALCOHOL LICENSES: Nampa Lodge #1389 BPOE, Inc., Nampa Elks Lodge #1389; Garden City Bar, LLC dba 1918 Lounge; Valley Wide Cooperative, Inc., dba Valley Country Store; Valley Wide Cooperative, Inc., dba Valley Country Store; Mi Tierra, Inc., dba Mi Tierra

25-101 RENEWAL ALCOHOL LICENSES: Pantera Market, LLC dba Pantera Market; JX Sushi, LLC dba Momiji Sushi and Steak Bistros; Texas Roadhouse Holdings, LLC dba Texas Roadhouse; 4T Sports Bar, LLC dba 4T Sports Bar; M&R Ruszoni's, LLC dba Ruszoni's Pizza

FY2026 BUDGET WORKSHOPS

The Board met today at 10:00 a.m. for FY2026 budget workshops. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Clerk Rick Hogaboam, Controller Kyle Wilmot, Auditing Supervisor Sarah Winslow, Director of Constituent Services Aaron Williams, Assessor Brian Stender (left at 10:58 a.m.), Chief Deputy Assessor Greg Himes (left at 10:58 a.m.), Administrative Appraisal Supervisor Holly Hopkins (left at 10:58 a.m.), Business Manager Jennifer Loutzenhiser (left at 10:58 a.m.), Treasurer Jennifer Watters (left at 10:58 a.m.), Facilities Director Rick Britton (left at 10:58 a.m.), COO Greg Rast, Assistant Parks Director Michael Farrell (arrived at 10:07 a.m.), Parks Director Nicki Schwend (arrived at 10:09 a.m.), and Deputy Clerk Jenen Ross. The budget workshops were as follows:

Assessor

Reappraisal:

Assessor Stender spoke to factors that are affecting the workload in his office. A spreadsheet of new subdivision lots in Canyon County was presented.

'A' budget:

- Re-fund a Customer Service position, eliminate a part-time position and a 5-month temporary position
- Put in \$300,000 as a reserve, instituted an internal compensation plan, added a 3% COLA as placeholders

'B' budget:

- \$125,000 for Fit Gap Analysis for Aumentum upgrade (this is a program is split with the Treasurer's Office – total upgrade cost is \$250,000). Assessor Stender noted the county may be able to take advantage of software changes implemented by the state but that has not yet taken place

'C' budget:

- \$100,000 in the Facilities budget. \$76,000 for glass in the front office/plat room project, and \$6500 for a remodel of Assessor Stender's office

- Professional Services, 521101 – increased \$9000 for an ongoing district court case
- Misc. Professional Services, 521120 - increased due to higher costs in processing assessment notices
- Postage, 543305 – increased due to postage costs and more mailings
- Computer Equipment, 577100 – decreased as several computers were replaced this fiscal year and won't need replacement in FY26

In response to a question from Commissioner Van Beek, discussion ensued about how salary adjustments in the Assessor's Office were calculated last year.

Motor Vehicles:

Assessor Stender spoke to factors that are affecting the workload at the DMV, changes being made by ITD that have impacted revenues and provided a packet of statistical information. He noted there are many fees that do not cover the cost of service and feels should be adjusted. Last month \$4M was collected in sales tax revenue, the county kept \$2300-\$2400 with the remaining being sent to the state.

- Other misc. charges and fees, 341620 – added \$10,000 due to the adjustment of the fund fees are credited to
- Eliminated a part-time position
- Not looking to reduce any full-time positions, there are several open positions but they will monitor transactions to determine if positions need to be reduced next year.
- \$45,000 added to the compensation plan for COLAs and to account for the step program implemented last year

'C' budget: \$30,000 for a new entry storefront as it is currently a single door; \$4500 for an extended customer counter; a few smaller projects which total less than \$5000 are included in the Facilities budget

The Board recessed from 10:58 a.m. to 11:05 a.m.

Constituent Services

Director Williams gave a PowerPoint presentation with reviewed the background of the department, goals, accomplishments, and objectives.

'A' budget:

- Requesting increase of \$15,000 to \$35,000 for a part-time Economic Development Coordinator

- Increase of \$9319.64 for the Director position (The Board is supportive of adding this to the Constituent Services budget request)

'B' budget:

- Software
 - Public records request software, \$25,186.25 (+\$10,490 annual fee)
 - Push notification and newsletter software, \$700 (Board supports the request to move to Service Contracts)
 - Canva account, \$200 (Board supports the request to move to Service Contracts)
- Parking
 - \$150 annual parking permit
- Association dues
 - \$1500 for chamber events
- Uniforms
 - \$550 for county branded shirts and jackets
- Professional consultant
 - \$50,000 to continue with the impact fee study

The Board recessed from 11:25 a.m. to 11:29 a.m.

Commissioners

Mr. Rast explained a pre-workshop was held on May 7th where the budget numbers were reviewed.

A brief review was given of the increased and decreased line items.

- Lines reduced included cellular phone, advertising, hotel, air fare, education & training, subscriptions, hospitality events, office supplies, computer equipment
- Increased lines include \$3500 in misc. professional services for consultation, appraisals, or conflict counsel, \$500 for association dues and \$9500 in machinery to expand the AV system in the BOCC meeting room.

Discussion ensued regarding the Board possibly doing a site visit to Georgia where the new jail system is manufactured. The Board is supportive of increasing the lines for meals, hotels, and airfare to account for this.

Commissioner Holton motioned to adjourn the meeting. The motion was seconded by Commissioner Brooks and carried unanimously.

The meeting concluded at 11:44 a.m. and an audio recording is on file in the Commissioners' Office.

ACTION ITEM: CONSIDER A RESOLUTION TO APPROVE CHANGES TO THE JOB TITLE, AND SALARY GRADE OF ONE (1) POSITION; AND TO APPROVE CHANGES TO THE SALARY GRADE OF ONE (1) POSITION UNDER THE BOARD OF COUNTY COMMISSIONERS; AND DISCUSS HR CHANGES ON THE COUNTY COMPENSATION PROGRAM AND PROPOSED PERFORMANCE MANAGEMENT REVIEW PROCESS

The Board met today at 1:33 p.m. to consider a resolution to approve changes to the job title, and salary grade of one position, and to approve changes to the salary grade of one position under the Board of Commissioners. Present were: Commissioners Brad Holton, Zach Brooks, Leslie Van Beek, HR Director Marty Danner, COO Greg Rast, Clerk Rick Hogaboam, Controller Kyle Wilmot, Auditing Supervisor Sarah Winslow, Treasurer Jennifer Watters, Banking and Finance Manager Melissa Tucker, Public Information Officer Joe Decker, Senior Finance Specialist Bree Ann Kilbourne, Finance Manager Dave Ivers, Director of Constituent Services Aaron Williams, Senior Chief Deputy PA Ingrid Batey, Captain Ray Talbot, and Deputy Clerk Monica Reeves. With the upcoming retirement of Deputy Clerk Monica Reeves, HR Director explained the proposed job title and salary grade changes:

One (1), Commissioners Admin Supervisor, salary grade 15, min. \$72,488.00, mid. \$86,257.60, max. \$100,027.20, position control number 02 205 524, FLSA Exempt
To

One (1) Sr Administrative Specialist- BOCC, salary grade 13, min. \$52,228.80, mid. \$62,160.80, max. \$72,092.80, position control number 02 205 524, FLSA Exempt

One (1) Sr Administrative Specialist, salary grade 12, min. \$44,803.20, mid. \$54,121.60, max. \$63,440.00, position control number 02 205 527, FLSA Exempt

To

One (1) Sr Administrative Specialist-BOCC salary grade 13, min. \$52,228.80, mid. \$62,160.80, max. \$72,092.80, position control number 02 205 527, FLSA Exempt

The positions are deputized clerks and are specialized positions that perform duties for the Clerk of the Board and furthermore there is a brand-new job description that will need to be adopted. Upon the motion of Commissioner Van Beek and the second by Commissioner Brooks the Board voted unanimously to approve the job title, and salary grade change from one Commissioners' Administrative Supervisor with a salary grade 15, to one Sr. Administrative Specialist salary grade 13, and one Sr. Administrative Specialist with a salary grade of 12 to one Sr. Administrative Specialist - BOCC with a salary grade of 13 as presented by Director Danner. Upon the motion of Commissioner Van Beek and the second by Commissioner Brooks the Board voted unanimously to

adopt the job description for the Sr. Administrative Specialist position for the Board of County Commissioners with a pay grade of 13 as presented by Director Danner. (Resolution No. 25-100.) The next topic of discussion was:

HR CHANGES ON THE COUNTY COMPENSATION PROGRAM AND PROPOSED PERFORMANCE MANAGEMENT REVIEW PROCESS

Director Danner has done a compensation review on the current grades for FY25 and she wants to elongate from 12 steps to 16 steps within a grade to reduce the amount between each step to 2.25% in between each level in the grade. This is more doable for people who need to stay in the same grade if there isn't a way to promote out of that grade into the next level, and it will give some wiggle room with using performance to help people move up through the grade. It will align with the performance review program they are hoping to put in place for this year. The goal is to have performance reviews by September for all departments, excluding the Sheriff's Office, through the ADP system; the measured competencies will be different for each department and the performance review process will include a significant amount of training for the supervisors and directors. HR will review the evaluations and is hoping to use anywhere between 1.5% and 2.5% to be able to award merit increases to help people move up through the grade. The end goal is that performance reviews will be done by mid-December and reviewed by HR by mid-February and then they will speak with directors and elected officials on the amount of money that would be distributed as performance review merit increases. COO Rast said we need to get away from the 16 levels within a grade; they do not equate to years in position or years of experience. We have used years in positions and steps as one of the same so that's kind a shift and he likes that we are potentially splitting merit and COLA. Theoretically, if the County can afford a COLA it would go into effect on October 1st and if merit applies it would go into effect on April 1st, rather than doing increases once every 2-3 years or once every 5-6 years. By leaving the grades the same all of the work they have gone through the last 2 ½ years in grading positions is not lost. All the positions that have been graded appropriately will stay within the grade they have been assigned, it just splits it to more of a 16-level so it's not a big overhaul of the gradings. The Board is supportive of going with 16 levels rather than staying at 12 levels.

Director Danner said they are in the middle of implementing the performance review module within ADP for this year, and then it will be Day Force used through the HRIS system. COO Rast said the documentation will be written by Director Danner explaining the compensation programs so that all directors and elected officials know how this works, and it will come before the Board once the program is fully articulated and defined. The Board is in concurrence.

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

EXECUTIVE SESSION – PERSONNEL MATTER AND COMMUNICATE WITH LEGAL COUNSEL REGARDING PENDING/IMMINENTLY LIKELY CLAIMS

Commissioner Van Beek made a motion to go into Executive Session at 1:55 p.m. pursuant to Idaho Code, Section 74-206(1) (b) and (f) to discuss a personnel matter and to

communicate with legal counsel regarding pending/imminently likely litigation. The motion was seconded by Commissioner Brooks. A roll call vote was taken on the motion with Commissioners Holton, Van Beek, and Brooks 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, COO Greg Rast, HR Director Marty Danner, and Senior Chief Deputy Ingrid Batey. The Executive Session concluded at 2:30 p.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.

MAY 2025 TERM
CALDWELL, IDAHO MAY 13, 2025

No meetings were held this day

MAY 2025 TERM
CALDWELL, IDAHO MAY 14, 2025

ALCOHOLIC BEVERAGE LICENSE

The Board approved the following alcoholic beverage licenses for renewal:

- | | |
|--------|--|
| 25-102 | RENEWAL ALCOHOL LICENSES: Caldwell Housing Authority dba Farmway Store; Sol Invictus Vineyard LLC dba Sol Invictus Vineyard; Macabi Inc dba Acapulco Mexican Restaurant; Muniz Family Grocers Inc. dba Grocery Outlet of Caldwell; Prabhu G Kripa LLC dba PK Mini Mart |
| 25-103 | RENEWAL ALCOHOL LICENSES: Holy Cow Idaho, LLC dba Holy Cow!; Alejandra's 1, LLC, dba Alejandra's Mexican Restaurant; Crescent Brewery, LLC dba Crescent Brewery; Umbra, LLC dba Mongolian BBQ Nampa |

FY2026 BUDGET WORKSHOP FOR THE SHERIFF'S OFFICE

The Board met today at 10:00 a.m. for a FY2026 budget workshop for the Sheriff's Office. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks (Commissioner Brooks left at 10:55 a.m.), Clerk Rick Hogaboam, Controller Kyle Wilmot, Auditing Supervisor Sarah Winslow, Chief Deputy Sheriff Doug Hart, CCSO Financial Manager David Ivers, Cpt. Harold Patchett, Lt. Travis Engle, Cpt. Ray Talbot, CCSO PIO Joe Decker, Emergency Communications Officer IV Roxanne Wade, Other CCSO personnel, COO Greg Rast, Facilities Director Rick Britton (arrived at 10:07 a.m.), and Deputy Clerk Jenen Ross. Chief Hart reviewed a budget outline as follows:

- Female Detention Facility
 - At this time there is no solidified cost for a new facility. \$1.9M was set aside in FY25 for the purchase of Pod 6 (which was not purchased) along with \$500K in the facilities budget for a total of \$2.4M available toward a new facility.
- FY2026 Proposed projects (1-5)
 1. Replacement of carriers/soft armor for SWAT - \$61,522
 2. Mats for new Sheriff's Office training room - \$8,668
 3. Equipment for new Sheriff's Office gym - \$50,000
 4. Furniture for new Sheriff's Office - \$300,000
 5. Specialized surveillance/operational equipment - \$14,000
- CCSO Overall FY2026 proposed initial budget – See FY2026 budget worksheets for details
 - 410 Field Services, currently \$460,315.05 more than the FY25 budget but this number may be reduced in subsequent budget workshops
 - 510 Security Services, decreased by \$1.3M from FY25 budget
 - 610 Dispatch, decreased by \$20,706.23 from FY25 budget
 - 390 Emergency Communications, \$2.1 over FY25 budget
 - 354 CCNU, \$24,555.37 over FY25 budget
 - 250 Emergency Management, decreased \$197,447.20 from FY25 budget
 - 329 Waterways, decreased \$6628.06 from FY25 budget
 - 807 Boating Safety, decreased \$1,112.40

In response to a question from Commissioner Van Beek, Chief Hart spoke about how Sgt. Roberts is seeking alternate funding sources for a marine patrol boat. There is a grant application in for a new substation facility in the southern part of the county. Additionally, in relation to the new CCSO building, they are still working to pursue an emergency management grant in order to fund the construction and outfitting portion of the emergency operations center.

Mr. Rast spoke about the next gen 911, stating that the \$1,876,000 will be covered thru grant funding and 911 but it is on a tight timeline, it needs to be in place prior to dispatch being moved to the new building.

In regard to the Sheriff's training facility at the George Nourse gun range, although it was inadvertently left out of the budget, chief Hart believes there may be some federal asset forfeiture sharing available and there are ways for funds to be put toward this project without a substantial increase to the budget request.

- FY2026 cost of step-scale for commissioned staff, \$52,000 less than the cost of the step last year
- Market adjustments for some professional staff

- Chief Hart requested additional time to meet with Director Danner to review market adjustments for certain employees. There could then possibly be a short executive session to discuss the adjustments related to specific employees.

The Clerk and Controller noted that they anticipate full expenditure of the ARPA monies but anything over those will need to be charged to another line and contemplated within the CCSO budget. There is interest from ARPA monies which is not restricted, and discussion ensued regarding ways to ensure it is all accounted for and tracked within the budget. Additionally, a \$2M Emergency Management grant has been applied for through the federal government but it is still unknown if that will be awarded; if awarded the county is required to have a 25% match.

A second budget workshop for the Sheriff's Office will be held on June 9, 2025.

Commissioner Holton motioned to adjourn the meeting. The motion was seconded by Commissioner Van Beek and carried unanimously. The meeting concluded at 11:04 a.m. and an audio recording is on file in the Commissioners' Office.

FY2026 BUDGET WORKSHOP FOR THE CLERK'S OFFICE

The Board met today at 1:31 p.m. for FY2025 budget workshops for the Clerk's Office and the Coroner's Office. Present were: Commissioners Brad Holton, Zach Brooks, and Leslie Van Beek, COO Greg Rast, Clerk Rick Hogaboam, Controller Kyle Wilmot, Director of Court Operations Jess Urresti,

Recording Supervisor Emily Howell, County Assistance Director Yvonne Baker, Elections Supervisor Haley Hicks, Facilities Director Rick Britton, and Deputy Clerk Monica Reeves.

Clerk Hogaboam summarized the monetary effects of his budgets as follows:

- Focused on budget cuts, where possible, increased efficiency, and pursuing revenue sources other than property taxes.
- Auditor Budget: Will be a net reduction after the adjustment to analyst PCN; shows a \$19,144 increase, currently, but it's double counting a position that will roll out, leaving a net reduction in the budget of at least \$15K; this includes Clerk's full salary in this division, with a reduction in consolidated elections. v
- Clerk of the Court: Lowered by \$41,325, with \$34,403 in payroll (ongoing reduction)
- County Assistance: Lowered by \$7,909, but revenues also lowered by \$20,900, so a net increase of \$12,991. Budgeting conservatively on the county repayment revenues, but may go up with more collections efforts.
- Election (current expense) Budget: Lowered by \$5,037
- Elections (consolidated): Lowered by \$13,820, plus added more revenue by \$15K = net positive \$28,820.
- Recorder Budget: Increased expenditure line by \$14,711, but increased revenues by \$138,450, so this nets to \$101,080 in positive contribution to current expense.

- COMBINED FISCAL IMPACT: Net impact of \$178,271 in savings to the FY26 budget over the FY26 budget for clerk's divisions. Closer to \$240,000 of positive impact to county as a whole when accounting for the PCN adjustment from the Assessor and Treasurer budgets.

Auditor:

- The Clerk's full salary amount will be under the Auditor's Office; it's currently split between Audit and Elections
- Adjust the line item for where they had software; they are split between miscellaneous and service contracts, and they are now combined.
- Implementation fees for budget and financial software; implementation for payroll will be in FY26

Clerk of the Court:

- The "A" Budget includes a \$4,500 step and grade adjustment for a position that has been vetted through HR.
- The "B" Budget will have a net savings of \$12,000 because they are forgoing out-of-state conferences for the next year to stay tighter on the budget.
- Requesting to change the title and job description of the Training and Development Manager to Assistant Director of Court Operations. No financial impact.
- The Clerk IV PCN's that have set dormant will be downgraded to Clerk III positions.

County Assistance:

- Added a new administration fee revenue line to capture the reimbursement amount that's going to the state catastrophic fund and the 30% the County would take from that amount.
- When the state public defender's office left the County there were guardian ad litem expenses that were put into the budget but they have yet to pay out any of those expenses so those line items are reduced both in the expenses and in the reimbursement. They have been decreased because we budgeted too much.
- Submitted a request to HR for a possible grade change for the Case Manager position. (\$1 per hour change)

Elections:

- Most line items have remained unchanged; however, a couple require minor changes due to the increased cost in annual license fees, and the repair costs line item due to the aging voting equipment. There is a decrease in suggested computer equipment.
- Clerk Hogaboam spoke about the 50/50 split between consolidated elections and the elections budget.
- Requesting a salary adjustment for the Elections Supervisor position to a grade 16 with a new base salary of \$85,300. HR also recommends a lead specialty pay of \$2,500 annually for the Elections Technical Administrator. The total benefits calculation is \$23,800. The Board is supportive.

Recorder:

- Revenue is projected to increase due to recording fees and the requested fee adjustment for adding the credit card payment option, but that will open an increase in requests for copies to e-mailed/mailed.

- Commissioner Brooks wants the fee to include handling charges. Clerk Hogaboam said they are still working on an estimate.
- A position will be shared between the Recorder, County Assistance, and Auditing and the person would spend 1-2 days in the Recorder's Office every week except for the L-2 season.
 - HR supports adjusting an existing PCN for this new position and advertising for the position. It might require a budget amendment at the end of the year with a yet to be determined amount.

Upon the motion of Commissioner Holton and the second by Commissioner Brooks, the Board voted unanimously to adjourn at 2:15 p.m. An audio recording is on file in the Commissioners' Office.

MAY 2025 TERM
CALDWELL, IDAHO MAY 15, 2025

APPROVED EMPLOYEE STATUS CHANGE FORMS

The Board approved employee status change forms for:

- James Wulf - Misdemeanor Probation Officer - New Hire
- Emily McMahon - Canoe Camp Field Instructor - Transferring to summer camp position
- Mark Stradley - Canoe Camp Field Instructor - Transferring to summer camp position
- Robyn Foust - Canoe Camp Field Instructor - Transferring to summer camp position
- Paige Calley - Canoe Camp Field Instructor - Transferring to summer camp instructor
- Lacey Findley - Canoe Science Camp Instructor - Rehire

APPROVED CATERING PERMITS

The Board approved Idaho Liquor Catering Permits for:

- Raising our Bar to be used to be used 5/26/25 for the Doster wedding
- Grant's Grill to be used 5/18/25 for the Gares wedding
- Grant's Grill to be used 6/8/25 for the Humphrey wedding
- Liberty Lounge to 5/24/25 for the Shulda wedding; 5/31/25 for the Hutten wedding; 6/4/25 for the Wilder Wednesday concert; 6/7/25 for the Loens wedding; 6/7/25 for the Peters wedding; 6/11/25 for the Wilder Wednesday concert; 6/14/25 for the Frantz Witte Nursery exhibit; 6/18/25 for the Wilder Wednesday concert; 6/20/25 for the Condie wedding; 6/21/25 for the Gibbons wedding; 6/25/25 for the Wilder Wednesday concert; 6/28/25 for the Smith wedding; and 7/2/25, 7/9/25, 7/16/25, 7/23/25, & 7/30/25 for the Wilder Wednesday concerts

DETAILED MINUTES TO COME AT A LATER TIME

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

- Action Item: Consider Memorandum of Agreement Between the Canyon County Sheriff's Office and Idaho Public Safety Communications Commission
- Action Item: Consider Right! Systems Inc. Arctic Wolf Core User Agreement
- Action Item: Consider Digline Membership Agreement

Supporting Documents:

Executive Session Pursuant to Idaho Code § 74-206(1)(c), (d) and (f) regarding acquisition of an interest in real property, to consider records exempt from disclosure and to communicate with legal counsel regarding pending/imminently likely litigation

DSD General Business

- Action Item: Consider a resolution to issue a refund to Streetlights LLC, requested by Marcel Lopez - Case no. CU2024-0017

Supporting Documents:

ACTION ITEM: CONSIDER APPLICATION FOR CANCELLATION OF PROPERTY TAXES FOR THE ASSEMBLY OF GOD CHURCH OF CALDWELL

The Board met today at 1:32 p.m. to consider the application for cancellation of property taxes for the Assembly of God Church of Caldwell. Present were: Commissioners Brad Holton, Zach Brooks, and Leslie Van Beek, COO Greg Rast, Chief Civil Deputy PA Aaron Bazzoli, Assessor Brian Stender, Assessor's Business Manager Jennifer Loutzenhiser, Administrative Analyst Helena Thompson, Treasurer Jennifer Watters, Deputy PA Trent McRae, and Deputy Clerk Monica Reeves. Assessor Stender said his office received information that the applicant was no longer using the facility as a church, and so his office did not mail the courtesy exemption application. The Assessor toured the property yesterday and said they are still using portions of it and if there hadn't been miscommunication and had they filed an application it's likely they would have received an exemption for most of the property. Helena Thompson explained the process the Assessor's Office follows in sending courtesy applications to organizations. There was discussion regarding sending courtesy applications and the costs involved. Commissioner Holton said sending the application is a courtesy and the property had the appearance of not being and there was a change in use. The burden is on the applicant and they have not met the minimum requirements to demonstrate their hardship. Commissioner Van Beek said the Assessor said the property would qualify for the exemption and she believes the right thing to do is grant the exemption. Commissioner Brooks suggested splitting the taxes 50/50 and said the church representatives should have filed the exemption application. Commissioner Van Beek said the property deserves the tax exemption because it qualifies and the County did not send a courtesy application which is outside of the normal process. Commissioner Van Beek made a motion to grant the hardship application as presented for cancellation of taxes. The motion died for lack of a second. Commissioner Van Beek made a motion to grant the tax exemption for 50% of the taxes and waive \$750 in penalty and interest. Assessor Stender offered clarifying comments related to parcel 02657 and parcel 02653. Commissioner Van Beek amended her motion to waive \$10,764.35 in taxes and \$712.64 in late charge and interest for Account No. 02653, and to waive \$59.79 in late charge and interest for Account No. 02657. The amended motion was seconded by Commissioner Brooks. Commissioner Holton was opposed to the motion. The motion carried by two-to-one split vote. The meeting concluded at 1:55 p.m. An audio recording is on file in the Commissioners' Office.

ACTION ITEM: CONSIDER RESOLUTION APPROVING AN ALCOHOLIC BEVERAGE TRANSFER LICENSE FOR TAQUERIA MEXICO CHIQUITO 2, LLC DBA TAQUERIA MEXICO CHIQUITO

The Board met today at 1:57 p.m. to consider a resolution approving an alcoholic beverage transfer license for Taqueria Mexico Chiquito 2, LLC dba Taqueria Mexico Chiquito. Present were: Commissioners Brad Holton, Zach Brooks, and Leslie Van Beek, and Deputy Clerk Monica Reeves. The change in ownership is from one LLC to another; all of the other information is still the same. Upon the motion of Commissioner Brooks and the second by Commissioner Van Beek, the Board voted unanimously to approve the alcoholic beverage transfer license for Taqueria Mexico Chiquito 2, LLC dba Taqueria Mexico Chiquito. (Resolution No. 25-104.) The meeting concluded at 1:59 p.m. An audio recording is on file in the Commissioners' Office.

FY2026 BUDGET WORKSHOP FOR THE TREASURER'S OFFICE

The Board met today at 2:01 p.m. for the FY2026 budget workshop for the Treasurer's Office. Present were: Commissioners Brad Holton, Zach Brooks, and Leslie Van Beek, Treasurer Jennifer Watters, Banking and Finance Manager Melissa Tucker, Clerk Rick Hogaboam, Controller Kyle Wilmot, Audit Supervisor Sarah Winslow, COO Greg Rast, and Deputy Clerk Monica Reeves. Treasurer Watters reviewed her office's accomplishments and highlights from the year including her appointment as County Treasurer which occurred upon the retirement of longtime Treasurer Tracie Lloyd. Highlights included:

- Revenue investments exceeded what was projected and are expected to remain consistent for 2026, however, as the market goes down so will the rates, but they purchased investments during COVID that are starting to mature, and they can invest with today's rates.
- Interest on savings: Last year they recorded \$1.5M and dropped it down to \$600,000 for current expense only. Last year it was for all the interest we earned including ARPA and this year they asked her to drop it down to current expense only.
- A major increase is a placeholder for the computer network software for \$125,000, a cost that will be shared with the Assessor's Office to complete the Fit-Gap Analysis and subsequent upgrade of the Aumentum software system. (Total of \$250,000). Discussion ensued.
- The overall total budget for FY2026 is \$1,095,482 reflecting an increase of \$45,000 over the prior year's budget driven by essential service areas and operational costs. It does not include the Fit-Gap analysis if the Board were to approve it.
- The Chief Deputy Treasurer is continuing to work with the Clerk's Office and is receiving additional pay and she believes he should continue to receive that until the position in the Clerk's Office is filled. Clerk Hogaboam said that financial arrangement was not discussed with the Clerk's Office. COO Rast will look into where the specialty pay is being paid from.
- There was a review of collection efforts and how investments are laddered.

- The \$20 NSF (nonsufficient funds) fee is insufficient; the actual cost is \$30-\$35. The Board asked Treasurer Watters to work with legal on making sure the fee covers the actual cost.
- Commissioner Holton said the Board is contemplating funding the women's facility with reserve funds that could be several million dollars spread over two fiscal years. Treasurer Watters said she needs to know sooner rather than later because they have several the low investments coming due and they could reinvestment someplace else where it would be available to the County as needed. Commissioner Holton said the Board is working with the Facilities Dept., and the Clerk and once they have project dates they will let the Treasurer know. They do not yet have any close cost estimates on the facility.
- Commissioner Holton wants to make sure it's determined when Mr. Onofrei's salary is paid from. Clerk Hogaboam said the PCN is being reworked, and the Assessor's budget has reported once that PCN is reworked it will relieve \$35,000 from what's in their budget now. The position that Mr. Onofrei held is not being backfilled as a PCN shared three ways; the PCN still exists in the system so when creating the baseline budget it's being shared among all three but in talking with the Treasurer and the Assessor, the HR Director is trying to get that PCN reworked to where it falls on the Clerk's budget for a position that will not be compensated nearly as much as Mr. Onofrei's PCN is. He hopes to hire someone as soon as possible so they can benefit this L-2 season with Mr. Onofrei's oversight. The specialty pay is coming out of the Treasurer's budget, but she is not incurring the cost for funding his former position. There will be some cost savings realized. There were follow-up comments with COO Rast saying when Steve Onofrei became the Chief Deputy Treasurer, he assumed the new PCN that was funded, and he thinks the Clerk is correct about the specialty pay difference and the funded PCN because the Chief Deputy is funded out of the Treasurer's budget and it has enough to cover it. With the FY2026 budget on October 1st, it will all work out and he will be paid appropriately. Clerk Hogaboam said his is the only budget that will see a hit because if the Board approves the repurposing of the PCN it will not be split three ways, it will be entirely under the Clerk. Director Danner is recommending a grade 12 with a salary around \$55,000 which is far less than the other salary but that is more than what one-third of the shared position's salary was so the Clerk's budget will absorb the increase. It will be made clear that the position will not be funded three ways.

Upon the motion of Commissioner Brooks and the second by Commissioner Van Beek, the Board voted unanimously to adjourn at 2:32 p.m. An audio recording is on file in the Commissioners' Office.

FY2026 Budget Workshop for the Treasurer's Office

MAY 2025 TERM

CALDWELL, IDAHO MAY 16, 2025

APPROVED EMPLOYEE STATUS CHANGE FORM

The Board approved employee status change form for:

- Michael Bruce Mauldin - Deputy Judicial Marshal - Rehire

APPROVED CATERING PERMITS

The Board approved Idaho Liquor Catering Permits for:

- O'Michael's Pub & Grill to be used 6/7/25 for the Anderson wedding
- O'Michael's Pub & Grill to be used 6/28/25 for the Sanchez wedding
- Old State Bar Catering to be used 6/22/25 for the Buffington wedding

ALCOHOLIC BEVERAGE LICENSE

The Board approved the following alcoholic beverage licenses for renewal:

- Nampa Wings, LLC dba Winger's Restaurant & Alehouse
- Dunning Estates LLC dba Dunning Estates
- Red Robin International, Inc. dba Red Robin Gourmet Burgers & Brews
- Maria Sarmiento dba Alondras Store
- McNabbs Vape Lounge LLC dba McNabbs Vape Lounge
- Scoria Vineyards & Winery LLC dba Scoria Vineyards & Winery
- Cunningham Pastured Meats Inc dba Cliff's Country Market
- The Brick Office, LLC dba The Brick Office

Resolution No. 25-106

FY2026 BUDGET WORKSHOP FOR THE CORONER'S OFFICE

The Board met today at 10:03 a.m. for the Coroner's Office FY2026 budget workshop. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Clerk Rick Hogaboam, Auditing Supervisor Sarah Winslow, Coroner Jennifer Crawford, Director of Constituent Services Aaron Williams, COO Greg Rast, and Deputy Clerk Jenen Ross. Coroner Crawford addressed the following:

- No new positions or vehicles are being requested this year

- Unsure if the contracts with Owyhee County or Gem County will be renewed; revenues from those contracts is \$28,500
- Increase to the autopsy services line to \$23,000 for forensic pathology/autopsy services
- Increase of \$250 for association dues
- Uniform budget decreased by \$500
- Misc. supplies decreased by \$3550
- \$7,565 requested for computer equipment

Net change from FY2025 is \$930.

In response to a question from Commissioner Van Beek, Coroner Crawford spoke to the comparison/savings in employing an in-house pathologist vs. contracting with Ada County.

Other topics Coroner Crawford spoke about include instances when an autopsy is not necessary, Baby Haven and the Community Baby Shower partnerships that Chief Deputy Tokasha Huskey is involved with, vehicle rotation schedule and the new 12-hour shift rotations which will start at the end of June, the training program implemented within the Coroner's Office and certifications, turnover rate, and chain of custody process. Commissioner Holton requested that Coroner Crawford work with legal regarding some kind of retention agreement following provided training.

Discussion ensued regarding the move to overtime payout vs. comp time accruals. The Board is supportive of moving to this in most departments and Offices.

Commissioner Van Beek moved to adjourn the meeting. The motion was seconded by Commissioner Brooks and carried unanimously. The meeting concluded at 10:29 a.m. and an audio recording is on file in the Commissioners' Office.

DETAILED MINUTES TO COME AT A LATER TIME

Meeting to consider action items

- Action Item: Consider a resolution adopting a position job description and wage grade; and the wage grade of two (2) positions in the Misdemeanor Probation department
- Action Item: Consider a resolution adopting one (1) new position and job description in the Parks, Cultural, and Natural Resources department
- Action Item: Consider a resolution to change the job title, and job description of one (1) position; and defunding of one (1) position in the Human Resources department

MAY 2025 TERM

CALDWELL, IDAHO MAY 19, 2025

FY2026 BUDGET WORKSHOP FOR THE COUNTY AGENT

The Board met today at 9:32 a.m. for the County Agent's FY2026 budget workshop. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Clerk Rick Hogaboam, Controller Kyle Wilmot, Auditing Supervisor Sarah Winslow, County Agent Tasha Howard, Office Coordinator Diana Hoffman, COO Greg Rast, Director of Constituent Services Aaron Williams (arrived at 9:35 a.m.), and Deputy Clerk Jenen Ross.

Ms. Howard provided a background on what the county agent does and the programs they run. Budget highlights were as follows:

- Requesting \$2000 for overtime with the change from comp. time to overtime, mainly related to Fair
- No changes to personnel
- Budget bottom line is the same as last year, although some numbers were adjusted within the line items
 - Increase of \$1930 to the mileage line, based on planned trips

Commissioner Holton motioned to adjourn the meeting. The motion was seconded by Commissioner Van Beek and carried unanimously.

FY2026 BUDGET WORKSHOP FOR THE COUNTY FAIR

The Board met today at 2:02 p.m. for the FY2026 budget workshop for the County Fair. Present were: Commissioners Brad Holton, Zach Brooks, and Leslie Van Beek, Fair Director Diana Sinner, Clerk Rick Hogaboam, Controller Kyle Wilmot, Auditing Supervisor Sarah Winslow, COO Greg Rast, Director of Constituent Services Aaron Williams, Facilities Director Rick Britton, Project Manager Desiree Brumley, Juvenile Probation Supervisor II Jose Orozco, other interested employees, and Deputy Clerk Monica Reeves. Director Sinner reviewed the 2024 highlights as well as the goals and objectives for the County Fair.

2024 Fair Highlights

- Attendance of 57,788 - second highest, only behind 2021
- Record revenue for a Friday night
- Latino Fair Festival - record attendance and revenue, second year in a row

FY 24 Facility Rental

- First full year of rental for The Center
- Achieved 115% of budgeted revenue

FY 25 Facility Rental

- Will exceed budgeted revenue

FAIR REVENUE/EXPENSE

FY 26 REVENUE

- 5.75% increase through proposed price increases
- Previous admission price increase was in 2022
- Adult Admission - increase from \$8 to \$10
- Youth/Senior Admission - increase from \$6 to \$8
- Admission Wristbands - increase from \$15 to \$20 (four-day admission)
- Reserved Concert Seats - increase from \$35 to \$40 (includes Fair admission)

FY 26 EXPENSES

- Maintaining same budget as FY25

FAIR FACILITY REVENUE/EXPENSE

FY 26 REVENUE

- No revenue planned for rental of the Fair Building due to lack of adjacent parking
- The budget will remain consistent with FY 25, as rental revenue from The Center has exceeded projected targets
- Potential price increase for weekend meeting room rental due to staffing needs

FY 26 EXPENSES

- Service plan for audio/visual equipment in The Center, transfer from IT - \$27,500
 - COO Rast said this will undergo heavy scrutiny as far as negotiations, so the amount may come down
- Fair Expansion Plan - \$46,000

FAIR EXPANSION PLAN

- Detailed Site Analysis and Program Creation
- Deliberate Fair and non-Fair Planning - Layout for Future Site Infrastructure Requirements
- Market Right-Sized Solutions
- Phased Budget Development
- Smart Operational Choices
- Would work with an experienced master planner that has a lot of experience with Fairs
- The Fair has undergone a master plan in 2002 (the bond measure failed) and 2012

FAIR STAFFING

FULL TIME STAFF

- No vacancies

OVERTIME

- Full time Fair staff have traditionally received comp time
- Hours during Fair range from 15-18 per day, including the weekend
- Overtime budget for FY 26 - increase of \$15,000

Clerk Hogaboam had comments regarding the levied amount and fund balance, and said depending on how the budget is squeezed in other areas you might have an opportunity to levy slightly less into the Fair but that's an operational decision. COO Rast said in FY25 the intent was to build the fund balance to recoup some of the money spent in the past. He also said there is \$265,000 left on URA and if those projects come through we need budget capacity to do that project to expend those funds with the revenue. We need to discuss if we want to put that in the budget as an expense. If the project doesn't come to fruition, no money is spent. Director Sinner said they have a plan for how to spend those funds right now, and they are working with the City of Caldwell but she doesn't have any information on how quickly that will move forward. Ideally, they would have the funds spent by the end of FY25 but the reality is probably need to add them back in just to make sure. She is happy to include them as if we are not going to spend this fiscal year, she will put it on the revenue and expense side to make sure we're safe. Chair Holton agreed. Clerk Hogaboam said we need a bigger discussion about if we are going to grow a fund balance when there are other needs throughout the County.

COO Rast recommended a project in the Fair expo hall is hoping the \$27,500 cost will be reduced. \$10,000 will cover the needed microphones in the expo. The meeting concluded at 2:31 p.m. An audio recording is on file in the Commissioners' Office.

FY2026 BUDGET WORKSHOP FOR THE JUVENILE DETENTION CENTER

The Board met today at 2:35 p.m. for the FY2026 budget workshop for the Juvenile Detention Center. Present were: Commissioners Brad Holton, Zach Brooks, and Leslie Van Beek, Juvenile Detention Center Supervisor Sean Brown, Juvenile Detention Supervisor III Shawn Anderson, Sr. Administrative Assistant Sue Britton, Clerk Rick Hogaboam, Controller Kyle Wilmot, Auditing Supervisor Sarah Winslow, COO Greg Rast, Juvenile Probation Supervisor II Jose Orozco, Director of Constituent Services Aaron Williams, Facilities Director Rick Britton, Project Manager Desiree Brumley, other interested employees, and Deputy Clerk Monica Reeves. Director Brown reviewed the FY2026 Goals and FY2025 Accomplishments/Highlights.

Revenue Sources:

National School Breakfast and Lunch Program

SWJDC participates in the federally funded National School Breakfast and Lunch Program, which provides reimbursement for meals served. Compliance with all federal regulations is required.

- **Breakfast Program Projected Revenue:** \$25,000 (No Change)
- **Lunch Program Projected Revenue:** \$35,000.00 (No Change)

Idaho Juvenile Detention Clinician Program

This program, established in SFY2009, provides fixed annual funding through a grant to support our Clinician position:

- **Revenue Projection:** \$103,000 (No Change-Standard rate set by the Idaho Department of Juvenile Corrections-Detention Clinician Program)

Housing Fees-Contracting Counties

Revenue generated from contracts with Boise, Elmore, Gem, Owyhee, Payette, Valley, Washington, and the Idaho Department of Juvenile Corrections, as well as Baker and Malheur Counties in Oregon.

- **Revenue Projection:** \$500,000 (Increase of \$50,000)

CTEL Inmate Phone Services

Phone services for youth are provided through CTCL, with funds deposited by parents, grandparents, or legal guardians. SWIJDRC receives commission-based revenue:

- **Revenue Projection:** \$5,000 (Decrease of \$4,000)
 - *Reduction due to lower commission returns observed in FY25*

TOTAL Revenue Increase: \$46,000.00

"A" Budget – Personnel Budget

Extended Shift - Requesting \$96,512

- Increasing \$3,332
- 24/7 operation

Overtime - Requesting \$48,048

- Increasing \$1,312
- Mandatory Training plus \$10,000 for actual overtime.

Holiday Pay – Requesting \$89,320

- Increasing \$3,080
- 28 employees

Part Time – Requesting \$57,200

- Decreasing \$4,160
- 5 employees

"B" Budget – Operating Expenditures

Misc. Professional Services - Requested \$12,500

- Increase due to a mandated PREA inspection, occurring once every three years, at an estimated cost of \$7,000.00. Additionally, \$1,000.00 previously allocated under Risk Assessment is being reallocated to this line item. *(A separate line item will be created for tracking UA's.)*

Inmate Medical Services -Requested \$170,000

- Vital Core has proposed a standard annual increase of 2%

- Increase \$3,500

Service Contracts - Requested \$30,000

- Increase of \$15,000 due to Data works, which is our fingerprint machine. We are at an end of life with the hardware components and need to purchase new ones. This happens once every 5 years. Looking into alternative ways to pay for this.

Food- Requested \$147,000

- Summit foods has proposed a 5% increase.
- Increase \$7,000

Radio Equipment

- Decrease by \$4,685. We do not need to buy new radios this year.

Janitorial Supplies

- Decrease of \$3,000 since janitorial services for staff bathrooms are now being handled by the Facilities Department.

Computer Equipment

- Decrease of \$8,000. We only need two computers next year. We will be keeping \$10,000 for monitor, camera and computer replacements as needed.

Small Office Equipment:

- Requesting \$1,000

"C" Budget - Capital Budget

- The padded safety cell promotes respect for vulnerable youth by providing a humane space that reduces the risk of self-harm during mental health crises. The padded safety cell also reduces the risk of injuries and liability claims related to both youth and staff, potentially avoiding costly medical expenses, legal settlements, or insurance increases.
 - Est Cost \$43,500
- The no-contact visitation rooms support service by helping the facility meet state-mandated visitation standards in a secure, structured environment. These rooms foster unified communication between youths and their families, legal representatives, and external providers.
 - Est Cost \$25,000
- Continued Flooring throughout facility.
 - Est Cost \$14,270

Upon the motion of Commissioner Holton and the second by Commissioner Brooks, the Board voted unanimously to adjourn at 3:01 p.m. An audio recording is on file in the Commissioners' Office.

MAY 2025 TERM

CALDWELL, IDAHO MAY 20, 2025

APPROVED EMPLOYEE STATUS CHANGE FORMS

The Board approved employee status change form for:

- Curtis Long - IT Network Engineer - Add Lead Pay
- Abigail Nickel - Senior Admin. Specialist - PCN & Job Title Change
- Brian Kinney - Systems Administrator III - Add Lead Pay
- Cindy Robinson - Court Clerk IV - Add Lead Pay
- Jessica Forkner - Court Clerk I - New Hire

APPROVED CATERING PERMIT

The Board approved Idaho Liquor Catering Permit for:

- Indian Creek Steakhouse, LLC to be used 5/31/25 for the Njilayi wedding

ALCOHOLIC BEVERAGE LICENSE

The Board approved the following alcoholic beverage licenses for renewal:

- Nampa Hospitality LLC dba Best Western Plus
- Campos on Lonestar dba Campos on Lone Star
- The Orchard House Inc dba The Orchard House

ALCOHOLIC BEVERAGE LICENSE

The Board approved the following alcoholic beverage licenses for renewal:

- Taqueria Mexico Chiquito 2, LLC dba Taqueria Mexico Chiquito
- Tacos Y Mariscos El Compa, LLC dba Tacos Y Mariscos El Compa
- New Empire, LLC dba The Blue Eye
- The Hop House, LLC dba The Hop House
- El Rico Pan Bakery, Inc., dba El Rico Pan Bakery
- GMRI, Inc., dba The Olive Garden Italian Restaurant #1731
- Sawtooth Sockeyes, LLC dba Sawtooth Sockeyes
- Caldwell Treasure Valley Rodeo, Inc., dba Caldwell Night Rodeo
- 2C Wine Down, LLC dba 2C Wine Down

Resolution No. 25-115

DETAILED MINUTES TO COME AT A LATER TIME

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

Items:

- Action Item: Consider a Construction Contract with Veritas for the 2025 Boater Improvements Project – Phase 1

Meeting to consider action items:

- Action Item: Consider a resolution granting a new alcoholic beverage license to the Warehouse Nightclub
- Action Item: Consider a resolution granting a new alcoholic beverage license to the Devil's Bedstead

MEETING TO CONSIDER ACTION ITEMS

The Board met today at 1:32 p.m. to consider action items. Present were: Commissioners Brad Holton, Zach Brooks, and Leslie Van Beek, HR Director Marty Danner, Auditing Supervisor Sarah Winslow, Controller Kyle Wilmot, COO Greg Rast, and Deputy Clerk Monica Reeves. The action items were considered as follows:

Consider Resolution Approving changes to the Job Title, and Salary Grade of One (1) Position in the Sheriff's Office: HR Director Danner said they are re-examining everything as they have compensation discussions and they identified that they needed to take another look at the Sheriff's Sr. Administrative Specialist position and noted in looking at the job duties and comparing it to similar positions it is worthy of an increase from a grade 12 to a 13. There will be no FY25 budget impact, but the Sheriff's Office will include it as part of their FY26 budget. Upon the motion of Commissioner Van Beek and the second by Commissioner Brooks, the Board voted unanimously to approve the grade change from a 12 to a 13. (Resolution No. 25-112.)

Consider Resolution Approving Changes to the Job Title, Grade, FLSA Status, Location, and Job Description of one (1) position in the Clerk's Office: This is a current PCN and it was split between the Assessor, Treasurer and Clerk. The Clerk has a need for a support specialist so they want to reassign the current PCN to the new job description, and change it to a nonexempt position and reduce the grade from a 16 to a 12. Upon the motion of Commissioner Brooks and the second by Commissioner Van Beek, the Board voted unanimously to sign the resolution approving the changes to the job title, grade, FLSA status, location, and job description of one position in the Clerk's Office as presented. (Resolution No. 25-113.) Once the position is filled the funding will come from the Clerk's Office.

Consider letter appointing Commissioner Zach Brooks to the Southwest District Health Board of Health: Commissioner Van Beek was complimentary of Commissioner Brooks' position as a board member for Southwest District Health and she recommends he continuing serving. Commissioner Holton referred to

an email he received from Commissioner Brooks regarding the SWDH budget committee, a copy of the email is on file with this day's minute entry, and it states: *"Mr. Chairman, Upon attending the SWDH budget committee meeting today, 14% of the population represented by 4 counties told 86% of the population represented by 2 counties, including Canyon, that we would pay more. This needs to change."* Commissioner Holton said Commissioner Brooks is in a position that's very uncomfortable and challenging with the way the state has set up the funding mechanism and the boards that direct the funds and how they are assessed so he appreciates him taking the job which is frustrating because of inequalities. Upon the motion of Commissioner Holton and the second by Commissioner Van Beek, the Board voted unanimously to nominate Zach Brooks to the Southwest District Health Board of Health. Upon the motion of Commissioner Holton and the second by Commissioner Brooks, the Board voted unanimously to adjourn at 1:42 p.m. An audio recording is on file in the Commissioners' Office.

FY2026 BUDGET WORKSHOP FOR THE PROSECUTOR'S OFFICE

The Board met today at 2:00 p.m. for the FY2026 Budget Workshop for the Prosecutor's Office. Present were: Commissioners Brad Holton, Zach Brooks, and Leslie Van Beek, Prosecutor Chris Boyd, Senior Chief Deputy PA Ingrid Batey, Prosecutor's Office Manager Melinda, Chief Civil Deputy PA Aaron Bazzoli, Controller Kyle Wilmot, Auditing Supervisor Sarah Winslow, COO Greg Rast, and Deputy Clerk Monica Reeves. Highlights included:

- The "A" Budget will be deferred to the next workshop. The total will not be over what it is right now, and they are confident they will be able to give back a few positions and pay for the market adjustments with a leaner office.
- Chief Civil Deputy PA Bazzoli reviewed the budget line items noting the two main increases in the overall "B" budget were primarily expert witness fees and computers.
- The FY2025 the budget was \$1,311,004 for FY2026 it is \$1,310,821
- \$13,600 in Facilities budget for PA Office - redoing tables, chairs, and possible remodel around PA Civil Dept to provide support staff more private desk areas and add more space for improvements.
- Nampa Prosecution Contract: They are in negotiations with the City of Nampa and they anticipate that to rise by some amount. They have asked for \$900,000. The contract will be reviewed annually.
- Controller Wilmot said the SAUSA revenue will be moved from the PA's budget to the revenue line in the SAUSA fund so it's tracked together.

Upon the motion of Commissioner Holton and the second by Commissioner Brooks, the Board voted unanimously to adjourn at 2:29 p.m. An audio recording is on file in the Commissioners' Office.

MAY 2025 TERM
CALDWELL, IDAHO MAY 21, 2025

APPROVED EMPLOYEE STATUS CHANGE FORMS

The Board approved employee status change form for:

- Joshua Hunsucker - Deputy Sheriff - Add K-9 Pay
- Tedford Winslow - Systems Administrator II
- Nicholas Talbot - Deputy Sheriff - Add K-9 Pay
- Pete Madison - Deputy Sheriff - Add K-9 Pay
- Dylon Starry - Park Supervisor - Promotion
- Ashely Richardson - PT Housekeeper - New Hire
- Caulin Nickel - Seasonal Weed & Pest Technician - New Hire
- Angela Terry - Part-time Customer Service Specialist - New Hire

ALCOHOLIC BEVERAGE LICENSE

The Board approved the following alcoholic beverage licenses for renewal:

- Parma Ridge Wine & Spirits Co, LLC dba Parma Ridge
- La Ranchera Nampa, Inc., dba La Ranchera – Nampa
- Hat Ranch Winery, LLC dba Vale Wine Company/Hat Ranch Winery
- Casa Anejo, LLC dba Casa Anejo
- Montucky Brewing, LLC dba White Doge Brewing Co.
- Clifford Randall Raymond dba Red Dog Saloon

Resolution No. 25-116

APPROVED CATERING PERMITS

The Board approved Idaho Liquor Catering Permits for:

- O'Michael's Pub & Grill to be used 6/7/25 for the Cooper wedding
- Eastside Tavern to be used on 6/6/25 for the Cook wedding reception
- Swirl Wine Shop and Lounge, LLC to be used 5/24/25 & 5/25/25 for the Memorial Weekend event at Koenig Distillery
- Lost Creek Investments, LLC to be used 5/24/25 for the Parmentier wedding; and on 5/30/25 & 5/31/25 for the MidStar Days

MEETING WITH FACILITIES DIRECTOR TO DISCUSS COURTHOUSE REMODEL PLANS

The Board met today at 2:04 p.m. with the Facilities Director to discuss courthouse remodel plans. Present were: Commissioners Brad Holton, Zach Brooks, and Leslie Van Beek, Facilities Director Rick Britton, Assistant Director of Facilities Carl Dille, Project Manager Desiree Brumley, COO Greg Rast, Clerk Rick Hogaboam, Chief Deputy Jess Urresti, Controller Kyle Wilmot, Deputy Trial Court Administrator Chris Paulsen, Director of Constituent Services Aaron Williams, and Deputy Clerk

Monica Reeves. Director Britton presented the Board with a preliminary conceptual plan for courthouse remodel plans for FY2027, with some of the work starting in mid-FY2026 once the Sheriff's Office has moved into their new facility. The goal is to move the public-facing areas to the first floor; all three floors will be impacted:

First Floor

- Space formerly used by Sheriff's Office will house the Commissioners' Office; Facilities Dept.; and Clerk's "201". There is potential to move the Constituent Services Dept. to that space as well.
- Courts and transports
- Re-do the lobby area to improve traffic flow

Second Floor and Third floors will have minimal remodeling

- New court room
- Magistrate court clerks

Third Floor

- Move district court clerks to the side with judges which will open up the area to the Prosecutor's Office so they can utilize that space.
 - Commissioner Brooks wants an evaluation of the space utilized by the PA's Office to ensure there is an efficient use of their existing space.

Director Britton will meet with all the stakeholders and continue discussions on preliminary design ideas. Upon the motion of Commissioner Van Beek and the second by Commissioner Brooks, the Board voted unanimously to adjourn at 3:22 p.m. An audio recording is on file in the Commissioners' Office.

MAY 2025 TERM
CALDWELL, IDAHO MAY 22, 2025

DETAILED MINUTES TO COME AT A LATER TIME

Meeting with County Attorneys for a Legal Staff Update

DSD General Business

Meeting to consider lien releases and releases of certificates of non-compliance

Release of Lien on the following properties:

- 26393 Riverview Drive, Wilder, ID and Parcel No. 25894000 0
- 221 Amber Street, Caldwell, ID and Parcel No. R22606

Release of Certificate of Non-compliance on the following properties:

- 15680 Longhorn Drive, Caldwell, Id (Parcel No. 21772)

- 18774 11th Avenue N. Nampa, Id (Parcel No. 34437010)
- 17175 Pride Lane, Caldwell, Id (Parcel No. 33151)
- 719 W. Locust Lane, Nampa, Id (Parcel No. 29345)

PUBLIC HEARING: REQUEST BY MASON & ASSOCIATES, INC. FOR A REZONE FROM AN “A” (AGRICULTURAL) ZONE TO AN “R-1” (SINGLE-FAMILY RESIDENTIAL) ZONE, CASE NO. RZ2021-0053

The Board met today at 1:32 p.m. to conduct a public hearing in the matter of a request by Mason & Associates Inc., for a rezone on parcel number R34479, from an “A” (Agricultural) zone to an “R-1” (Single Family Residential) zone, Case No. RZ2021-0053. The subject property is approximately 31.39 acres and is located at 14180 Gadsden Lane (formerly 23442 Freezeout Road), in Caldwell, Idaho. The Planning and Zoning Commission recommended denial of the request. Present were: Commissioners Brad Holton, Zach Brooks, and Leslie Van Beek, DSD Principal Planner Michelle Barron, DSD Planning Supervisor Dan Lister, DSD Director Jay Gibbons, Deputy PA Zach Wesley, Elizabeth Koeckeritz, Earl Burchard, Debbie White, Juli Woods, Felipe Cabillo, Denia Cabillo, Timothy Hunihan, Brian Falck, William Mason, Jon Koch, LeAnn Stephens, Darryl Smith, Rorque Wood, Angie Cuellar, Christopher Codde, Vicki Codde, Judy Cordeniz, Glenn Koch, David DeBlasio, and Deputy Clerk Monica Reeves.

Elizabeth Koeckeritz, the attorney representing the applicants, Pioneer Homes, testified that the property is zoned residential on the future land use map and it is located within the Middleton area of city impact. It is currently zoned agriculture, and the applicants are seeking R-1 zoning on 31.41 acres with 21 single-family lots with a minimum lot size of one acre. The future plat will meet all standards. There are subdivisions surrounding the property with predominately single-family homes on primarily one to five acres. There are no large agricultural tracts remaining that are still used for predominately ag purposes. The proposed lot size of 1.5-acres is comparable and compatible with the area. They are in a nitrate priority area; four lots had an NP study and will require extended treatment. Some concerns were voiced about wetlands and endangered species being on the property, but none of the locations showed evidence of the presence of the three criteria for wetland identification. The highway district has approved access, and services are available to the property. There was a review of agency comments. The applicant agrees to the following conditions of approval:

- No more than 21 buildable lots
- A pressurized irrigation system
- No secondary dwelling units or additional lots unless approved by SWDH or an updated nitrate study
- The school district has asked for bus loading zone
- Will do dark-sky-friendly outdoor lighting

DSD Principal Planner Michelle Barron gave the oral staff report. The parcel was created by an administrative land division in 1994. The applicant is applying for a rezone without conditions but has provided a concept plan for analysis for a future subdivision with 21 residential lots and public roads. A phase one environmental assessment was completed and updated, and a Level 1 nutrient pathogen study was completed. In response to neighbor concerns regarding endangered species,

the applicant reached out to the US Fish and Wildlife Services and provided information on endangered species. Since the Planning and Zoning Commission hearing in December, the applicant has also completed a Natural Resources and Hazards Assessment. The Future Land Use Map from the 2020 Comprehensive Plan designates this parcel as Residential. The proposed development aligns with policies and goals from Chapter 1, Property Rights; Chapter 2, Population; Chapter 4, Economic Development; Chapter 5, Land Use; Chapter 11, Housing Component as seen on pages 3 and 4 of the Staff Report. There are 48 subdivisions with an average lot size of 1.78 acres, the parcel is in the residential designation in both the 2020 and the 2030 Canyon County Comprehensive Plan as well as a residential designation on the Future Land Use Map for the City of Middleton, and the area is predominantly residential. There are several subdivisions in the area that are still zoned agricultural, but the lot sizes and the uses are consistent with a residential designation. The Planning & Zoning Commission believed this change would interfere with the agriculture way of life of the individuals living in the area. The surrounding land uses are predominantly residential. The parcel is surrounded by residential subdivisions with lot sizes ranging from .32 acres to 6.33 acres. There is minimal production agriculture in the area. The parcel is designated residential in both Canyon County and the City of Middleton's Comprehensive Plans. The City of Middleton entered into a pre-annexation agreement with the developer recognizing that the city will be progressing out toward this area and will require annexation once it becomes adjacent. The city requested easements be put in place for future water and sewer connections. The project will have adequate facilities and services. The lots will be serviced by individual septic systems and wells. The drainage along the proposed roads will be reviewed at preliminary plat stage and individual lot owners will be responsible for retention of stormwater runoff. The parcel has a valid water right for 20.52 acres and the developer is working with Black Canyon Irrigation on rerouting a lateral that runs through the property. The irrigation plan details will be reviewed at the preliminary plat stage. Utilities are available, as there are residential structures on the parcel. Legal access does exist and in 2024, the property owner of parcel R34480010 applied for a private road through this parcel to be able to obtain a building permit. In the future the road will become a public road to serve this development. During Highway District No. 4's review, it was noted that parcel number R34482012 was owned by Canyon County and was in the way of access to this development. With coordination through Development Services and the Prosecuting Attorney's Office, the Board of County Commissioners and the Highway District have come to an agreement to transfer ownership of this .04-acre parcel to Highway District No. 4 for right-of-way. The proposed zoning map amendment will require public street improvements completed by the developer to provide adequate access to and from the proposed development. A traffic impact study will not be required because the approximately 218 new vehicle trips per day are not anticipated to have significant direct effect on the public roadway intersections at Freezeout/SH 44 or Freezeout/Willis Road. The developer is proposing public road infrastructure to access the proposed development. Kuna School District stated they had no comment. Development Services reached out to Middleton School District and received a response from Superintendent Gee which can be found in exhibit 4 b. The Middleton Rural Fire responded and stated the development will be served by the fire district with a response time of 7 minutes under ideal driving conditions. The P&Z Commission felt there would be impact to schools and fire because there is overcrowding in the Middleton School District and according to public testimony, this is a wildland urban interface, and the fire district will have a difficult time

reaching this development in 5 to 7 minutes. The City of Middleton did not respond with comments to the County. They did, however, enter into an agreement with the developer for a pre-annexation agreement along with requirements for easements for future sewer and water services. Development Services reached out to Roberta Stewart from the City of Middleton and the City does not have any comments to make regarding the developer's current application with the County. She noted that the developer entered into a "mini" pre-annexation agreement. The P&Z Commission heard the case on December 19, 2024. Staff recommended approval with conditions. After deliberation, the Commission recommended denial of the request based on the opinion that this rezone did not meet Criteria b, c, d and h. Following her report, Planner Barron responded to questions from the Board.

The following people testified in support of the request:

William Mason testified they have access to the public right-of-way at Freezeout Ridge with the transfer of the property from the County to the highway district. Although it's a sharp corner, they decreased the speed limit to 10 mph. The mini annexation is for the city's future utilities; it is not for the utilities for this project; they wanted to ensure they had a future route in case there was problems or extensions of city services. They want to make sure they can get through the subject property even if these systems were brand new if someone requested it. Currently there is no path for annexation.

Brian Falck testified that the previous owner approached them regarding their desire to sell and inquired as to their possible interest in buying the ground. The owner liked the homes they were building in Saddleback Ridge, and she had made the decision to move to southern Idaho and established the terms and they accepted. In October of 2021 the initial application for the Freezeout Ridge plat was submitted. They purchased 8 lots, built 7 and are finalizing plans for the last vacant lot. Mr. Falck stated they will build semi-custom and custom homes maintaining a rural residential character and design in materials as there is market interest in rural residential semi-custom and custom-built homes. The subject property is enclaved by residential properties; the rezone does not impose an incompatible land use, nor does it prevent or interfere with the neighbors' ability to continue with their current uses. The project affords the opportunity for a rural residential way of life for others to enjoy. He reviewed the quality projects they have worked on, and he reported on the well driller's reports on the 7 lots he built on. Commissioner Van Beek had questions for staff regarding fire district permits.

Angie Cuellar with Mason & Associates testified regarding information from the Idaho Department of Water Resources (IDWR) regarding the depth to surface and surface to groundwater. The property is in the highest groundwater level in the valley, per the IDWR. The underground aquifer flows directly towards this area of Middleton. The average depth of the well is 101 feet; the average static level is 37 feet from the surface; the average gallons per minute is 42. In some of these wells they hit ground water at 6 feet, and 48 feet. A neighbor was concerned about the height of the elevation of the test well - the elevation is 2,430 and the elevation of the subject property is 2,440.

The following people testified in opposition to the request:

Debbie White testified that the homes in the community are zoned agriculture or rural residential which provides for a country lifestyle. New development is required to be sensible, seamless and blend in with current land use and community parcels. R-1 zoning does not fit in with this community criteria; it is designed for city neighborhoods where growth will continue. It is a dead-end property landlocked on all sides by agricultural and rural residential zoning and granting anything other than rural residential zoning is not sensible and would be inconsistent with the surrounding area and lot sizes. It will decrease the quality of life. The cities of Caldwell and Middleton should also have concerns about the impact of adding this size of population to this rural area and ask why development outside the scope of current zoning.

Juli Woods gave testimony regarding the fire district and current levy situation and said the proposed R-1 development poses difficulties for the Middleton Rural Fire District. The property is situated in an area devoid of fire hydrants necessitating that fire trucks carry water to extinguish fires. She cited the fire chief's concerns about development impacting the resources and response time for fire district. A recent levy failed, and the closest fire station is not currently being manned.

Denia Cabillo is opposed to the rezone because it threatens the quality of life; will increase traffic on roads that are not designed for this volume; disrupts peace and safety of neighborhoods; contributes to well water issues; endangers the water security; dense lots will sacrifice privacy, and it will impact the tranquility of the area.

Timothy Hunihan testified that 5-acre lots would be more compatible with the area, and he spoke about how the schools, police and fire services are burdened. He is concerned about how the development will impact septic systems and wells, additional traffic on the dangerous hairpin corner, and the disruption to the quality of life.

Jon Koch testified about traffic concerns; his driveway dumps out on Freezeout Road and is approximately 50 yards from the sharp corner. He spoke about how the traffic in the area has picked up significantly and it's a problem during peak times with solid traffic going both ways. The project will add more traffic to dangerous situations.

LeAnn Stephens testified that had the neighbors known the property was for sale they would have banded together to buy it and keep it as an open area for the wildlife that's there or return it to agriculture and farm it. She purchased the property in 2020 to return to her rural roots; she opposes the development for the following reasons: reduction and elimination of natural resources; county service issues, and safety and overcrowding in the schools. Approving the development as proposed would interfere with their way of life and it would be a dereliction of duty to the citizens of Canyon County. She has concerns with the manner Mr. Falk has gone about development.

Darryl Smith has lived on freezeout since 1988 and he testified about the many times he has had to replace his fence due to vehicle accidents, and he doesn't see in getting better with more homes

and traffic. The road is not made for traffic that travels it, and it will have to be widened and the residents in the area will have to bear the cost. Mr. Smith also has concerns regarding fire protection and water concerns, and he wants the Board to look at the road before approving the development.

Rorque Wood testified about safety concerns. He referenced the final existing corridor conditions report - state Highway 44, I-84 to Star Road (*This exhibit starts on Page 690 of the staff report.*) 2018-2022: The volume of crashes increased from 3% to 35% depending on the section; and the areas of Freezeout, River, Stone, and Old Hwy 30 have the highest frequency of crashes. There is a dairy one mile north of the subject property.

Christopher Codde and Vicki Codde are opposed to the request, and they chose to live in the area for the rural lifestyle. They plan to have fruit trees, vegetables, chickens, pigs and a cow, and their neighbors have goats, sheep, and alpacas. There are 17 parcels that surround the development, and he has spoken with those neighbors and except for one lot that the developer owns, they are unanimously opposed for the reasons raised today.

Judy Cardeniz-Burchard lives on Freezeout Road, and her lane comes out on the top of the S curve, and she has replaced several mailbox posts on that 10mph curve. She purchased two parcels in 1997 totaling 9.4 acres and they have pastured horses and cows and are currently raising grass hay. They have raised pigs, chickens, and goats and are teaching animal husbandry to their kids. Her land borders the development and contains a buffer of cottonwood trees and an irrigation drainage pond. The area could qualify as a riparian zone which is dense with plants and organic soil and provides habitat for wildlife and many species rely on it for food, water shelter and breeding and she believes the proposal will disrupt the native eco system as well as some protected wildlife. The planned development slopes toward the wetland which will result in runoff from chemicals generated by dense residential development. She urged the developer to maintain the area in its nature state. She testified they had been willing and proposed the purchase of it so that it remains as a visual and sound buffer. The proposal will impact the neighbors with livestock, and she is concerned about trespassing issues into their property from residents who are not respectful of country rules.

Glenn Koch has lived on Freezeout Road for 65 years and he testified about the “weird and dangerous” corner that affects the proposed subdivision. The corner was designed to correct a county surveyor’s costly mistake; but they did not visualize today’s heavy traffic on Freezeout Road. It’s not a gentle S curve normally found in a 90-degree intersection; it’s what is found in a city intersection and in the winter, it gets slick, and cars have wiped out the neighbors’ fences. Mr. Koch said this creates the crux of the problem with the subdivision on how to load/unload the school kids in a dangerous situation.

Rebuttal testimony was offered by Elizabeth Koeckeritz who stated that the fire district has said they can service this development, and they have not expressed any concerns that they cannot serve it. The average lot size in the surrounding area is 1.78 acres and the lots that are currently in platting are 1.53 acres and since 2020, four subdivisions have been approved in the direct

vicinity that were zoned R-1. The highway district said the access is fine. There are improvements slated for the various intersections surrounding this property and it looks like there will be a roundabout at Willis Road and they are going to install over the next 10 years turn lanes on Willis Road and they are proposing a traffic signal at the corner of Freezeout and Hwy 44. As of 2021, they provided that the intersection by the highway district standards was operating at an acceptable level of service. (The information is from the MidStar Capital improvement Plan.) The properties will pay their fair share into those changes into the impact fees, and each one will pay over \$5,050 for its pro rata share of the impacts. They only are required to pay for the impact on the roads associated with this development, not deferred maintenance or other issues, but for the impacts associated with this development. ITD did not have any comments on this proposal. The request will not impact people's ability to use their private property whatsoever; this is the individual's ability to look at this property and provide these similar opportunities to others in the neighborhood. Some of the commenters are people that are living in some of the areas most recently developed applicant. They are proposing a 1.5-acre lot size which is comparable with the area. The Board has confirmed that residential is appropriate for this area and the R-1 designation is one of the zones that is very compatible with residential use. Following her rebuttal remarks, Ms. Koeckeritz responded to questions from the Board. Upon the motion of Commissioner Brooks and the second by Commissioner Van Beek, the Board voted unanimously to adjourn at 3:37 p.m. for a 10-minute break. The hearing resumed at 3:50 p.m., with Ms. Koeckeritz and staff responding to questions from the Board.

Upon the motion of Commissioner Brooks and the second by Commissioner Van Beek, the Board voted unanimously to close public testimony. As part of the Board's deliberation there was an evaluation of the criteria (07-06-05), and a review of the Planning and Zoning Commission's FCO's. *(The audio portion of the discussion can be found from mark 4:54 to 55:41.)* Commissioner Brooks made a motion based upon the findings of fact, conclusions of law, and order contained herein, to deny Case No. RZ2021-0053, a zoning map amendment of Parcel R36679. The motion was seconded by Commissioner Van Beek with the caveat of the amendments to the findings/criteria. Staff will draft the FCO's for review at a later date. The motion carried unanimously. The hearing concluded at 4:45 p.m. An audio recording is on file in the Commissioners' Office.

MAY 2025 TERM

CALDWELL, IDAHO MAY 23, 2025

ALCOHOLIC BEVERAGE LICENSE

The Board approved the following alcoholic beverage licenses for renewal:

- Abdu Utaev Holdings, LLC dba Utaev Stores
- Birreria El Semaforo, LLC dba Birreria El Semaforo
- La Michoacana Mexican Restaurant, LLC dba La Michoacana
- El Guero, LLC dba Pollos Y Mariscos El Guero
- East Cleveland Beverage & Tackle, LLC dba East Cleveland Beverage

- Flying Pie Pizzeria 2, LLC dba Flying Pie Pizzeria
- Resolution No. 25-117

ALCOHOLIC BEVERAGE LICENSE

The Board approved the following alcoholic beverage licenses for renewal:

- Shewil, LLC dba Slicks Bar
- HarWest Group, LLC dba The Syringa Lounge
- Ovations Food Services, LP dba Ford Idaho Center - OFS 3840 (16200 Idaho Center Blvd., Nampa)
- Ovations Food Services, LP dba Ford Idaho Center - OFS 3840 (311 3rd Street South, Nampa)
- Taqueria El Gallito, LLC dba Taqueria El Gallito
- El Patron 2, LLC dba El Patron Event Center
- Paleteria Y Neveria Mi Linda Michoacana Ice Cream, LLC dba Paleteria Y Neveria Mi Linda Michoacana Ice Cream, LLC
- Italian ToGo Co., LLC dba Bit of Italy

Resolution No. 25-118

DETAILED MINUTES TO COME AT A LATER TIME

Meeting with HR to discuss Juvenile Probation compensation issues

Meet with Assessor's Office regarding Market Trends

MAY 2025 TERM

CALDWELL, IDAHO MAY 27, 2025

ALCOHOLIC BEVERAGE LICENSE

The Board approved the following alcoholic beverage licenses for renewal:

- Pilot Travel Centers, LLC dba Pilot Travel Center #638
- Dynasty Diner, LLC dba Coffee Cup Café
- Target Corporation dba Target Store T-2206
- The Stil, LLC dba The Stil (712 Arthur St., Suite B, Caldwell)
- The Stil, LLC dba The Stil (1225 1st Street South, Nampa)

Resolution No. 25-119

APPROVED EMPLOYEE STATUS CHANGE FORMS

The Board approved an employee status change forms for:

- Buffi Krug, Customer Service Specialist - New Hire

- Isaac Nordstrom - Customer Service Specialist - New Hire
- Joe Cox - Economic Development Coordinator - Rehire to new position
- Brenda Pennington - HR Benefits and WC Administrator

ADD FLEET FORM HERE

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

The Board met today at 9:33 a.m. with county attorneys for a legal staff update and to consider action items. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Chief Deputy P.A. Aaron Bazzoli, Deputy P.A. Zach Wesley, Deputy P.A. Trent McRae, Director of Juvenile Detention Sean Brown (left at 9:46 a.m.), COO Greg Rast, and Deputy Clerk Jenen Ross. The action item was considered as follows:

Consider Southwest Idaho Juvenile Detention Center's Policies and Procedures manual: There has been a significant update mainly related to body scans and use of the WRAP restraint system. In updating the policy, Director Brown reviewed state code and standards in order to enhance what was already in place. This policy is reviewed annually and will be brought before the Board for review and consideration. Additionally, if there are other changes throughout the year, those will also be brought before the Board for review and consideration. At the request of the Board, Director Brown provided a high-level overview of the major changes and will forward a redlined version so the revisions can be easily identified. Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to sign the Southwest Idaho Juvenile Detention Center's Policies and Procedures manual.

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 9:46 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. Commissioner Holton took a roll call vote where he along with Commissioners Van Beek and Brooks voted 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. Aaron Bazzoli, Deputy P.A. Zach Wesley, Deputy P.A. Trent McRae, and COO Greg Rast. The Executive Session concluded at 10:12 a.m. with no decision being called for in open session.

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

MEETING TO CONSIDER MATTERS RELATED TO COUNTY ASSISTANCE

The Board met today at 10:15 a.m. to consider matters related to county assistance. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Director of County Assistance Yvonne Baker, Case Manager Kellie George, COO Greg Rast, and Deputy Clerk Jenen Ross.

Case no. 2025-16 was presented to the Board for consideration. An application was submitted from All Valley Cremation on May 21, 2025. The decedent reported to health and welfare that he had a house and vehicle but that there was a \$152,000 lien on the home. Following the decedent's passing, the body was deemed abandoned by the funeral home, however, a brother eventually came forward to take responsibility for the cremation which automatically releases the county. It was later discovered that the brother taking responsibility is also in a nursing home and the house owned by the decedent is also equally owned by the brother. The assessed value of the home is \$70,850 and County Assistance did not find any lien attached to it. In communications from All Valley Cremation, they have cited several codes they feel obligates the county for payment. Following discussion between the Board and County Assistance, the Board would like a legal review of this case. Commissioner Holton made a motion to defer this case to a future date and time to allow staff to meet with the civil team for review of the argument that has been presented. Commissioner Van Beek seconded the motion with discussion noting that she would like legal to be present when the case is presented again. Commissioner Holton amended his motion to have civil in the room the next time this case is considered. Commissioner Van Beek seconded the modified motion which carried unanimously. The meeting concluded at 10:29 a.m. and an audio recording is on file in the Commissioners' Office.

FY2026 BUDGET WORKSHOP FOR THE INFORMATION TECHNOLOGY DEPARTMENT AND TO CONSIDER A RESOLUTION APPROVING CHANGES TO THE JOB TITLE AND JOB DESCRIPTION OF TWO (2) POSITIONS IN THE INFORMATION TECHNOLOGY DEPARTMENT

The board met today at 10:31 a.m. for the Information Technology Department's FY2026 budget workshop. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Clerk Rick Hogaboam, Controller Kyle Wilmot, Auditing Supervisor Sarah Winslow, COO/CIO Greg Rast, Network Administrator Dave Larson, Business Manager Caiti Pendell, IT Operations Manager Jairo Rodriguez, Information Security Officer Boon Singpraseuth, Deputy

CIO Steve Webb, Project Manager Aaron Lasley, Facilities Director Rick Britton, HR Director Marty Danner (left at 10:35 a.m.), and Deputy Clerk Jenen Ross.

Resolution approving changes to the job title and job description of two (2) positions in the Information Technology Department: Director Danner explained that she's been working with Mr. Rast on a restructure within the IT department. There is a new job description for a Sr. Desktop Support Specialist – this is a new position using existing PCN numbers. One System Administrator I position will be changed to a Sr. Desktop Support Specialist; and one Lead Technical Services position will be changed to one Sr. Desktop Support Specialist. Both positions will be grade 14 with no fiscal impact. Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to sign the resolution approving changes to the job title and job description of two (2) positions in the Information Technology Department (resolution no. 25-120)

FY2026 BUDGET WORKSHOP FOR THE INFORMATION TECHNOLOGY DEPARTMENT:

Mr. Rast reviewed a PowerPoint presentation which covered the following items:

- IT organization structure
- IT overview of roles and responsibilities
- Project hours
- FY2025 major accomplishments
- FY2026 top priority strategic goals and objectives
- Statistical graphs
- 2024 website report

'A' budget:

- \$60,235 has been added to specialty pay
 - Lead pay for 5 positions
 - On-call pay for tier 1 and 2 levels
 - CIO specialty pay
 - Certification pay
- \$72,000 requested for part-time
- \$500 requested for overtime as a placeholder

'A' Revenue Projections:

- Print shop – requesting \$2500
- Copier machines – requesting \$1000
- Services
 - Hourly services – animal shelter/ambulance district/CCM – requesting \$15,000

- Services – family court web hosting – requesting \$2400
- Services – Canyon County Mosquito Abatement – requesting \$2400
- Services – Ambulance District (2 server hosting) – requesting \$800

'B' Expenses

- Professional consultants – requesting \$24,000
- Misc. professional services – requesting \$15,000
- Voice and data wiring – requesting \$2500
- Shredding – requesting \$400
- Service contracts – requesting \$1,087,757
- Internet – decreased from \$106,000 to \$90,000
- Education and training – decreased from \$73,536 to \$65,183
- Air fare – increased from \$4600 to \$8960
- Computer equipment (577100) – increased from \$71,900 to \$116,500
- Software – increased from \$114,000 to \$136,000
- Communications equipment (577138) – increased from \$31,000 to \$77,500
- Computer/Networks/Software (680421) – increased from \$13,500 to 15,000
- Machinery – increased to \$17,500
- Computer equipment (684240) – decreased from \$205,000 to \$191,000
- Communications equipment (684250) – increased to \$230,000

In total, the 'B' budget request is \$2,296,190.

Mr. Rast noted that \$27,000 has been included in the Facilities budget for some remodeling in the IT space.

A copy of the presentation which provides details of each line item is on file with this day's minutes. The Board is in favor of moving this forward in the budget process.

Commissioner Holton motioned to adjourn the meeting. The motion was seconded by Commissioner Van Beek and carried unanimously.

The meeting concluded at 11:32 a.m. and an audio recording is on file in the Commissioners' Office.

ACTION ITEM: CONSIDER RESOLUTION TO ADOPT CHANGES TO THE JOB TITLE, JOB DESCRIPTION AND GRADE FROM THE ELECTIONS OFFICE MANAGER TO DIRECTOR OF ELECTIONS; AND FY2026 BUDGET WORKSHOP FOR THE HUMAN RESOURCES DEPARTMENT

The Board met today at 1:33 p.m. to consider a resolution to adopt changes to the job title, job description and grade from the Elections Office Manager to Director of Elections; and to conduct the FY2026 budget workshop for the Human Resources Department. Present were: Commissioners Zach Brooks and Leslie Van Beek, HR Director Marty Danner, Clerk Rick Hogaboam, Controller Kyle Wilmot, Auditing Supervisor Sarah Winslow, COO Greg Rast, Chief Deputy Clerk Jess Urresti, Elections Office Manager Haley Hicks, Facilities Director Rick Britton, HR Business Partner Anna Gray, DSD Office Manager Jennifer Almeida, and Deputy Clerk Monica Reeves. Commissioner Brad Holton arrived at 1:42 p.m. Director Danner presented a resolution that changes the Elections Office Manager position from a grade 14 to a Director of Elections position at a grade 16 give the level of responsibility of the position. Clerk Hogaboam spoke about the shared roles and restructuring within the office where additional job duties that were shifted to the current office manager. Savings within their budget will cover this cost and the Clerk is confident there is no need for a resolution to use contingency money nor a resolution for a budget amendment. The approval of this will be absorbed in the current budgetary year based on savings in the "A" budget. Following additional comments by the Board, Commissioner Brooks made a motion to sign the resolution to adopt changes to the job title, job description, and grade from the Elections Office Manager to the Director of Elections as presented. The motion was seconded by Commissioner Van Beek and carried unanimously. (Resolution No. 25-121.)

FY2026 BUDGET WORKSHOP FOR THE HR DEPARTMENT

The FY2026 budget workshop for the HR Department began at 1:49 p.m. Present were: Commissioners Brad Holton, Zach Brooks and Leslie Van Beek, HR Director Marty Danner, Clerk Rick Hogaboam, Controller Kyle Wilmot, Auditing Supervisor Sarah Winslow, COO Greg Rast, Facilities Director Rick Britton, DSD Office Manager Jennifer Almeida, HR Business Partner Anna Gray, and Deputy Clerk Monica Reeves. Director Danner reviewed the department's FY2025 accomplishments as well as the FY2026 goals and objectives. Major changes include:

- Un-funding one fulltime position
- Splitting the cost 50/50 between the Auditor's Office and HR for the DayForce program
- Requested \$8,500 for preemployment drug screens
- Increased education and training from \$12,000 to \$16,000
- Increased National Public Service HR Association dues

The meeting concluded at 2:01 p.m. An audio recording is on file in the Commissioners' Office.

FY2026 BUDGET WORKSHOP FOR THE DEVELOPMENT SERVICES DEPARTMENT

The Board met today at 2:31 for the FY2026 Budget workshop for the Development Services Department. Present were: Commissioners Brad Holton, Zach Brooks, and Leslie Van Beek, DSD Director Jay Gibbons, DSD Office Manager Jennifer Almeida, Clerk Rick Hogaboam, Controller Kyle Wilmot, Auditing Supervisor Sarah Winslow, COO Greg Rast, and Deputy Clerk Monica Reeves. Director Gibbons reviewed the FY2025 accomplishments as well as the goals and objectives for FY2026. Highlights include:

- FY2026 Budget Request is \$3,558,311; the FY2025 approved budget was \$3,473,628
- No new positions requested for FY26

- Requesting \$27,000 for overtime
- The “B” Budget includes \$50,000 to augment code enforcement abatement

Clerk Hogaboam said in the current year’s budget we have \$56,000 in the other miscellaneous revenue line but so far, we have brought in \$2,200 so the Clerk will adjust it this historical amount of \$10,000. The Clerk also offered comments regarding growth funding its own costs.

Upon the motion of Commissioner Holton and the second by Commissioner Brooks, the Board voted unanimously to adjourn at 3:27 p.m. An audio recording is on file in the Commissioners’ Office.

MAY 2025 TERM

CALDWELL, IDAHO MAY 28, 2025

APPROVED EMPLOYEE STATUS CHANGE FORMS

The Board approved employee status change forms for:

- Nicole Nieves, promotion to Sr. Desktop Support Specialist
- Evelyn Copardo, Desktop Support Specialist, new hire
- Jacob McFaul, Desktop Support Specialist, new hire
- Sara Thomas, PT Sr. Administrative Specialist, new hire
- Ryan Moore, Systems Administrator, PCN & Job title change
- Victor Holliday, Sr. Desktop Support Specialist, title change/lead specialty pay

FY2026 BUDGET WORKSHOPS

The Board met today at 9:39 a.m. for FY2026 budget workshops. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Clerk Rick Hogaboam, Controller Kyle Wilmot, Auditing Supervisor Sarah Winslow, Fleet Director Mark Tolman (left at 10:15 a.m.), Facilities Director Rick Britton, Director of Constituent Services Aaron Williams, COO Greg Rast, Assistant Parks Director Michael Farrell (arrived at 9:49 a.m.), Recording Supervisor Emily Howell (arrived at 10:03 a.m.), HR Director Marty Danner (arrived at 10:05 a.m.), Weed & Pest Superintendent Cory Flatt and Sr. Administrative Specialist Hayli Marcilliat (arrived at 10:09 a.m.), Facilities Project Manager Desiree Brumley (arrived at 10:10 a.m.), Assistant Facilities Director Carl Dille and Facilities Office Manager Becky Kearsley (arrived at 10:15 a.m.), Parks Director Nicki Schwend (arrived at 10:25 a.m.), and Deputy Clerk Jenen Ross. Budget workshops were considered as follows:

Fleet:

- ‘A’ budget: Working with HR to have 2 positions reclassified.
- ‘B’ budget:

- Oil – increased \$2000 to accommodate taking on work for the Ambulance District
- Service contracts – reduced by \$70,000
- Radar equipment – increased by \$2000
- Computer equipment – reduced by \$5225
- Small equipment – increased by \$8000 to install shelving in the new building
- Upfitting vehicles – increased by \$10,000
- Police vehicles – reduced by \$30,000 by removing a few patrol vehicles but accounting for a new animal control truck and box
- General vehicles – reduced \$180,000

Following a discussion regarding the overtime line item and accounting for the move from comp. time to overtime, Director Tolman would feel comfortable in increasing the overtime line to \$3000. The Board is supportive of this revision.

Based on a question from Commissioner Brooks regarding the shop fees revenue line item, Director Tolman feels confident in the number he's included in his budget.

The mileage line item will be reduced due to the usage of fleet pool vehicles vs. actual mileage payouts. This line will be changed to \$21,000 with Board support.

The Board encouraged Director Tolman to evaluate the auction of fleet vehicles, suggesting that some could be sold at auction through the county service and others through a private auction company.

Discussion ensued regarding the number of technicians and available space. KPI numbers indicate that 9 technicians would be the appropriate number for work done by the fleet shop, however, Director Tolman currently only has 4 technicians. Additionally, the current shop space would not support more technicians. It is believed that with the increased space incorporating the Poly Farm and increased work from outside sources, the revenue could support adding personnel. Commissioner Holton suggested adding the expense of 1-2 technicians to the budget to account for the expense even if they don't end up being filled. Commissioner Holton noted that he has concerns about compensation for the diesel mechanics and would like to make sure those pay rates are comparable.

The presented budget will be taken under advisement.

The Board recessed from 10:14 a.m. to 10:19 a.m.

Facilities:

Director Britton reviewed a PowerPoint presentation which covered the following areas:

- Data highlights
 - FY26 \$7,145,256 this is an increase of \$305,841.62 from FY25 \$6,839,414.38

- Accomplishments of fiscal year 2025
- Fiscal year 2026 goals and objectives
- Revenues
 - 333166, Capital grants: \$24,750 – 3 HVAC units via grant money
 - 369158, LED Lights: \$12,000 – Idaho Power reimbursement for LED lights
 - 369159, Paramedics maintenance: \$32,000 – Paramedics maintenance reimbursements
 - 554427, Paramedic's maintenance: \$35,000 – Paramedics maintenance supplies
- 'A' budget
 - Part-Time - \$20,280
 - 2 Additional Part-Time Housekeeping Staff for Sheriff's Building for 6 months
 - New/Reclassified positions - \$28,166.72
 - Journeymen Apprenticeship Certification Pay 1 Electrical 1st Year Apprenticeship (Finished 5-18-2025) - \$2,601.23 1 HVAC 2nd Year Apprenticeship (Finished 5-18-2025) - \$2,601.23
 - Applicators License PCN # 367 & PCN # 272 Cert pay at \$.50 for Ornamental Applicators License - \$2,608.00
 - Grade Changes \$3,625.40 PCN# 874 Grade change to 12, 5 years of service - \$3,625.40
 - Step Increase PCN #367 This step increase reflects 11 years of service and a move to Maintenance Tech 2. The employee should have been reclassified five years ago. This is a level-based adjustment, not a merit increase, in the amount of \$7,752.78
 - Job Title Change PCN #416 Working on resolution with HR to move to Sr. Administrative Specialist current staff member has wrong job title not consistent. \$6,370.08
- 'B' budget
 - 521109 – Engineers - \$10,000
 - Decrease \$5,000 (33%) from FY25
 - 531101 – Water/Sewer - \$226,204
 - Increase of 6% from City of Caldwell \$12804 New Sheriffs Building 6-month budget \$8400
 - 531102 – Irrigation - \$30,000
 - Increase \$4,000 Irrigation increased due to new parking lot and Sheriffs Building
 - 531130 – Idaho Power - \$764,850
 - 5% increase \$34,350
 - New Sheriffs Building for 6 months \$43500
 - 531104 – Intermountain Gas - \$126,905

- 3% increase \$3,405
 - New Sheriffs Building for 6 months \$10,000
- 533301 – Service Contracts - \$59,800
 - Increase \$1,300
 - Acco service \$11,900
 - Northwest Powers \$16,500
 - SunBelt \$26,000
 - GIS \$2050
 - Desktop Alert Renewal \$3,350
- 533302 – Elevator Maintenance - \$54,000
 - Increase \$3,000
 - Young Elevator Service Contract \$26,500
 - Elevator Maintenance \$27,500
- 533309 – Fire Alarm Services - \$59,360
 - 6% increase \$3,360
 - Fire Alarm Testing
 - Fire Sprinkler Testing
 - Fire Extinguisher Testing and recertification
 - New Elections
 - New Warehouse
 - Building Alarm Monitoring
- 542215 – Satellite Equipment - \$12,500
 - Decrease \$2,500 (20%) from FY25
- 546610 – Education and Training - \$17,500
 - Decrease \$7,232 (41.5%) from FY25
- 554401 – Building Supplies & Materials - \$128,500
 - Increase \$26,500
 - Materials purchased for the upkeep of the buildings such as furniture, lamps, ceiling tile, carpet, fixtures, etc.
 - Fair Grounds added to Budget \$10,000
 - Parks added to Budget \$5,000
 - Build frame for picture at Celebration Park, add storage room under stairs in museum and build kiosk at the east end of the complex at Celebration Park \$5,000
 - Install Led lights throughout the county buildings \$12,000 Rebate available
- 554402 – Ground Maintenance Supplies - \$147,500
 - Increase \$6,000
 - Facilities \$72,000
 - Fertilizers Lawn Food Programs

- Annual plantings
- Increase \$10,500 Replacement trees, bark, shrubs & bushes and sod
- Sprinkler system upgrades, replacements and repairs
- Ice melt, Liquid De-Icer, Snow shovels, Spreaders Added building to maintain both in winter and summer and price inflation
- New Warehouse Building
- New Elections Building
- Fair grounds budget \$15,000
- Parks grounds budget \$50,000
- Add signs at DMV \$500
- New Light generator \$4,000
- 554410 - Janitorial Supplies - \$100,000
 - Increase \$13,000
 - Price increase for cleaning product
 - New Sheriff's Building
 - Parks Budget \$10,000
 - Fair Budget \$ 10,000
- 554418 - Jail Repair & Maint Supplies - \$100,000
 - Increase \$5,000
 - New line item 3rd year to track Jail expenditures for Dale Haile, Annex, Pod 5, and Pod 6 Added budget number for maintenance and repair work orders
- 554420 – Shop Supplies - \$55,000
 - Increase \$5,000
 - Items purchased in larger quantities to be used across multiple small projects. For example, purchasing a bulk package of screws, connectors, or a spool of wire to cover several individual outlet installations
- 554427 Paramedics Maintenance Supplies \$35,000
 - New Line item for equipment for the paramedics that is reimbursed
- 554438 – Batteries - \$7,500
 - Increase \$1,000
 - Batteries for Facilities, Janitorial, grounds and security
 - Replace batteries in UPS systems
- 554445 – Uniforms- \$13,500
 - Increased budget \$1,000
- 554455 – Pest Supplies - \$28,500
 - Increase \$8,000
 - Western Exterminator Service Contract \$28,500
- 554491 – SWIJDRC Repair & Maint. Supplies - \$31,200
 - Increase \$3,200
 - New line item to track Juvenile Detention Center expenditures
 - Added budget number for maintenance and repair work

- Buy 2 Cortech beds for the behavioral cells \$3,200
- 577100 – Computer Equipment - \$4,000
 - Decrease \$14,684 (78%) from FY25
- 577110 – Software - \$14,900
 - Increase \$4900
 - Software Licensing for:
 - AutoCAD
 - MicroMain \$4,536
 - Continental
 - Alarm Lock
 - Lennel
 - New Elections Building ISR
 - Apex

- 'C' budget:

BUDGET CODE	CODE COST	COST	DESCRIPTION	DEPARTMENT
680220		\$6,500.00	Remodel Bryans office in Assessor's	Assessor's
680220		\$7,000.00	Old misdeameanor remodel for Juvenile Probation	Juvenile Probation
680220		\$13,600.00	Frame in 7' wall near mechanical room and add storage cabinet/ Frame wall at end of Civil, remove existing cubicles plus removing 2 stub walls / New Tables in conference room, Replace cubicles in Civil area replace with 6 county built in cubicles/ build counter tops	Prosecuting Attorneys
680220 ->	\$35,100.00	\$8,000.00	Clerks Vault build additional cabinets	Clerk
680260		\$14,000.00	Remove old transformer that was used for Pod 6	Facilities
680260		\$5,000.00	Cut in door into existing office	Sheriff's Dale Haile Jail
680260 ->	\$29,000.00	\$10,000.00	Polyseal fix showers in pod 2 G	Sheriff's Dale Haile Jail
680270 ->	\$14,270.00	\$14,270.00	Install new flooring in Juvenile Detention	Juvenile Detention
680330 ->	\$9,000.00	\$9,000.00	Rebuild Fence for Bullpen at CCNU	Facilities
680340		\$10,000.00	Install New power at the Fair Expo inside and outside for vendors	Facilities
680340 ->	\$15,000.00	\$5,000.00	Justice park moving historical signs and making it ADA accessible and use old courthouse bricks	Facilities
680410		\$35,000.00	DDC controls ,fleet shop, exhaust fan jail roof, morgue	Facilities
680410		\$13,500.00	New griding equipment for floors and shower areas	Facilities
680410		\$15,800.00	2 New Metal Detector	Facilities
680410		\$24,750.00	3 new hvac units for Juvy Detention (possible grant)	Facilities
680410 ->	\$101,183.00	\$12,133.00	Ada push button front entry	
682250		\$43,500.00	Padded room Juvenile Detention	Juvenile Detention

- Discussion regarding line 680260, possible other options to \$14,000 removal cost.

682270 ->	\$27,000.00	\$27,000.00	Remodel main office add 3 new offices and build 17 new cubicles	IT
683270 683270 ->	\$106,000.00	\$76,000.00 \$30,000.00	Glass for Assessor's office and plat room glass Install New storefront door at DMV	Assessor's DMV
683340 683340 683340 ->		\$400,000.00 \$24,575.00 \$55,000.00	New Parking Lot off of Albany Parking lots reseal coat (Fleetshop, Admin Building, Justice Park parking lot) Judges parking gate replacement, add door into Courthouse, remove concrete to add more parking spots	Facilities Facilities Facilities
684110 ->	\$22,100.00	\$22,100.00	New Lawn mower	Facilities
684230 684230 684230 ->		\$82,500.00 \$19,000.00 \$15,000.00	Furniture for New Sheriffs Building 55 offices 6 confrence tables, 2 tables for breakrooms, 2 tables for for polygraph room Juvenile Probation 10 rise up desk, new counters and removeing offices	Sheriff's New Building Sheriff's New Building Juvenile Probation
684240 ->	\$55,000.00	\$55,000.00	Install new Lenel VRX storing system and cameras	Facilities
684375 ->	\$160,000.00	\$160,000.00	Boilers for Dale Haile Jail.	Facilities
117-80-355-12-682270 ->	\$20,000.00	\$20,000.00	Remodel JJC Judges chambers, build new table for jury deliberation room courthouse third floor, Re-skin existing JJC courtroom judge benches.	TCA
\$ 1,282,908.00		FACILITIES CAPITAL BUDGET TOTAL		

The Board would like to tour a couple of these projects sites prior to making a decision.

Mr. Rast brought to the Board's attention a MOA that was received from the City of Caldwell regarding the "quiet zone" effort for 9th and 12th avenues. The City of Caldwell has been working with Union Pacific and been presented a 50/50 cost share between Caldwell and Canyon County for \$30,000 each. For the time being, the Board is supportive of adding this expense to the budget.

Commissioner Holton would also like to see a generator considered for the morgue.

The Board will take the budget as presented, with the changes noted, under advisement.

The Board recessed from 11:14 a.m. to 11:24 a.m.

Weed:

Director Britton reviewed a PowerPoint presentation which covered the following areas:

- Data Highlights
 - FY26 \$543,750 this is an increase of \$7,304.56 from FY25 \$536,445.44
- Accomplishments of Fiscal Year 2025

- Fiscal Year 2026 Goals and Objectives
- FY26 Revenue
 - \$180,000
- 'A' budget
 - Overtime - \$20,000
 - Requesting overtime funding as we plan to phase out the use of comp time
 - New/Reclassified Positions - \$15,046
 - Certification adjustments still working with HR on certification adjustments. \$1.50 per Technician (3 certifications) \$15,046 – PCN 581, PCN 067, PCN 066, PCN 457
- 'B' budget
 - 531103 Idaho Power - \$3400
 - Increased by \$400, percentage increase
 - 533301 Service Contracts - \$1275
 - GIS Services - \$1025
 - Idaho Springs Water - \$250
 - 548370 Gopher Bounty - \$27,000
 - Increase by \$2,000
 - 554420 Shop Supplies - \$2500
 - Increased \$500
 - 554440 Small Tools - \$800
 - Increased \$600
 - 554445 Uniforms - \$6000
 - Increased \$200 3.5%
- 'C' budget
 - Shop awning addition – enclose awning to keep trucks out of the weather in the colder winter months - \$32,500 (total cost is \$65,000 but split with pest)

Board is supportive of moving the budget forward as presented.

A brief recess was taken for a break in the audio record.

Pest:

Director Britton reviewed a PowerPoint presentation which covered the following areas:

- Data highlights
 - FY26 \$354,248 this is an increase of \$36,469.54 from FY25 \$317,778.46
- Fiscal year 2025 accomplishments
- Fiscal year 2026 revenue
 - \$18,500
- 'A' budget
 - Overtime - \$12,000

- Requesting overtime funding as we plan to phase out the use of comp time
- New/Reclassified Positions - \$7,523
 - Certification Adjustments Still working with HR on certification adjustments. \$1.50 per Technician (3 certifications) \$7,523 – PCN 997, PCN 996
- ‘B’ budget - FY26 \$111,150 this is an increase of \$24,075 from FY25 \$87,075
 - 531103 Idaho Power - \$3400
 - Increased by \$400, percentage increase
 - 533301 Service Contracts - \$1275
 - GIS Services - \$1025
 - Idaho Springs Water - \$250
 - 548370 Gopher Bounty - \$27,000
 - Increase by \$2,000
 - 554420 Shop Supplies - \$2500
 - Increased \$500
 - 554440 Small Tools - \$800
 - Increased \$600
 - 554445 Uniforms - \$6000
 - Increased \$200 3.5%
- ‘C’ budget - FY26 \$32,500 this is an increase of \$31,000 from FY25 \$1,500
 - Shop awning addition – enclose awning to keep trucks out of the weather in the colder winter months - \$32,500 (total cost is \$65,000 but split with weed)

Commissioner Holton motioned to adjourn the meeting. the motion was seconded by Commissioner Brooks and carried unanimously.

Copies of all documents reviewed are on file with this day’s minutes.

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

FY2026 BUDGET WORKSHOP FOR THE LANDFILL

The Board met today at 1:35 p.m. to conduct the FY2026 budget workshop for the landfill. Present were: Commissioners Brad Holton, Zach Brooks, and Leslie Van Beek, Clerk Rick Hogaboam, Controller Kyle Wilmot, Auditing Supervisor Sarah Winslow, Landfill Director David Loper, Landfill Deputy Director Daniel Pecunia, COO Greg Rast, Facilities Director Rick Britton, and Deputy Clerk Monica Reeves. HR Director Marty Danner arrived at 1:53 p.m. Director Loper reviewed his budget with the following highlights:

- Total revenues proposed: \$10,488,013
- Total expenses: \$8,883,000
- \$1,604,000 addition to the reserve account

- FY2026 B budget request is \$140,000 more than last year primarily due to landfill expansion plans.
 - Install 2 new groundwater monitoring wells: \$450,000
- Landfill fees are on track to reach \$9,700,000
 - Board wants to increase this amount by 3%

Director Loper reviewed the “A” Budget, which includes an overtime amount of \$60,000, as well as the individual line items of the “B” Budget. There was discussion on the following topics:

- Lobbyists
- SILD program
- Dust control options, evaporation pond
- Emergency generator
- Grader
- Credit card fees

Upon the motion of Commissioner Holton and the second by Commissioner Brooks, the Board voted unanimously to take the landfill budget under advisement and adjourn at 2:30 p.m. An audio recording is on file in the Commissioners’ Office.

FY2026 BUDGET WORKSHOP FOR JUVENILE PROBATION

The Board met today at 2:40 p.m. to conduct the FY2026 budget workshop for the landfill. Present were: Commissioners Brad Holton, Zach Brooks, and Leslie Van Beek, Clerk Rick Hogaboam, Controller Kyle Wilmot, Auditing Supervisor Sarah Winslow, Juvenile Probation Supervisor III Elda Catalano, Juvenile Probation Supervisor II Jose Orozco, COO Greg Rast, HR Director Marty Danner, and Deputy Clerk Monica Reeves. Mr. Orozco reviewed the FY2025 accomplishments and FY2026 goals.

Projected Revenues:

JCA/Parole Block: \$399,092
 Cigarette/Tobacco: \$515,112
 Lottery: \$75,000
 SUDS Reimbursement: \$15,000
 Community-Based Services: \$250,000
 Court Order Fees: \$25,000
 Probation Fees: \$25,000

“A” Budget

Overtime: \$10,000
 Step & Grade adjustments for 9 JPO positions: \$47,827

“B” Budget

Computer Equipment: \$13,000
 Office Furniture \$12,000

Upon the motion of Commissioner Holton and the second by Commissioner Brooks, the Board voted unanimously to take the budget under advisement and adjourn at 3:07 p.m. An audio recording is on file in the Commissioners' Office.

MAY 2025 TERM

CALDWELL, IDAHO MAY 29, 2025

ALCOHOLIC BEVERAGE LICENSE

The Board approved the following alcoholic beverage licenses for renewal:

- 25-122 ALCOHOL LICENSE RENEWALS: IOU Sushi II LLC dba IOU Sushi II; Short Stop Inc. dba Lake Lowell Market; Caldwell Bowling Center Inc. dba Caldwell Bowl; Kindred Vineyards LLC dba Kindred Vineyards; Red Top Market, LLC dba Red Top Market, LLC; and Tiki's Shave Ice, LLC dba Tiki's Shave Ice & Bar

APPROVED CATERING PERMITS

The Board approved an Idaho Liquor Catering Permit for:

- The Syringa Lounge for the Ketchum wedding reception on 6/8/25
- Ruszoni's Pizza for the Graham Wedding on 5/30/25
- Craft Lounge for a Silo event on 7/12/25
- Craft Lounge for a Silo event on 7/5/25
- Craft Lounge for a Silo event on 6/28/25
- Craft Lounge for a Silo event on 6/21/25
- Craft Lounge for a Silo event on 6/14/25
- Craft Lounge for a Silo event on 6/7/25

DETAILED MINUTES TO COME AT A LATER TIME

Meeting with County Attorneys for a Legal Staff Update

Action Item: Consider Resolution Approving an Alcoholic Beverage Transfer License for 2 Goat Moms, LLC dba White Horse Saloon – resolution no. 25-123

Meeting with the Administrative District Judge and the Trial Court Administrator

FY2026 BUDGET WORKSHOP FOR PARKS, CULTURAL & NATURAL RESOURCES

The Board met today at 1:34 p.m. for the FY2026 budget workshop for Parks, Cultural & Natural Resources. Present were: Commissioners Brad Holton, Zach Brooks, and Leslie Van Beek, Clerk Rick Hogaboam, Controller Kyle Wilmot, Auditing Supervisor Sarah Winslow, Director Nicki Schwend, Assistant Parks Director Michael Farrell, COO Greg Rast, Facilities Director Rick Britton, and Deputy Clerk Monica Reeves.

Director Schwend reviewed the FY2025 highlights; the completed capital improvement projects; grant award successes; FY2026 goals; and a review of the department-generated revenues.

The Parks Revenue Budget Line 334154 will total \$593,680, the addition of \$328,140 and \$265,540 in anticipated State Parks reimbursements.

During FY26, they will request BOCC action to increase user fees at Celebration Park. These fees (\$2/vehicle for day use and \$5/vehicle overnight) have not been reviewed in 20+ years and are low compared to rates at similar recreational sites with similar amenities in our region.

- Idaho State Parks: \$7 motor vehicle entrance fee all State Parks, \$14/night for a basic (nonelectric) campsite at Bruneau Dunes State Park.
- Boise National Forest: \$20+ per night for standard nonelectric campsite at Bad Bear and Edna Creek Campgrounds (Hwy 21 near Idaho City).
- Idaho Power: \$15-20 per night for tent site, \$20-25 per night for RV site at C.J. Strike Campgrounds.
- Army Corps of Engineers: \$20/night for standard nonelectric tent or RV site at Macks Creek Park near Arrowrock Reservoir.

Impacts of this fee adjustment on revenue projections will depend on the amount of the fee increase, and when it takes effect. For park visitors, it would make the most sense for the increase to take effect at the beginning of the calendar year (January 2026) so that we can honor current season passes through the end of calendar year 2025.

"A" Budget - Personnel

Parks historically has used comp time for unscheduled and unanticipated events, staffing issues, and emergencies. Parks is proposing to move to overtime pay. Based on a review of comp time usage from 2024 to current, we are proposing to budget for \$5,000 in overtime for FY26.

Part-Time \$232,000

4 P/T employees year-round (51 weeks) for winter coverage

12 P/T (35 weeks, Oct-Nov and March-Sept) for main field trip season

- In the first seven months of FY24, 9,200 students took advantage of our educational fieldtrips. We expect to exceed FY23 numbers by 10% or more.
- Increased demand and classroom sizes have forced our Stories in Stone and Lake Lowell fieldtrip programs to increase our annual scheduling capacity by two solid weeks since FY 2023 –

Temporary \$17,280

4 Temporary Full-Time Canoe Science Camp employees for 6 weeks in June and July

"B" Budget – Operating Expenditures

\$2,000 for computer expenditures

Excluding Capital Improvements, the Parks "B" budget request decreases by \$11,700 for FY26.

A comparison of the Capital Improvements Parks, “B” Budget is as follows:

The Purchase of Land request of \$400,000 is a rollover request of unused FY25 funds into FY26. No new taxes are needed for this request in FY26, it can simply carry forward.

The Capital Construction Contracts request of \$480,000 for the Celebration Park Boater Improvement Phase 1, grant project is comprised as follows):

- a rollover of \$250,000 of unused FY25 funds
- new taxes in the amount of \$230,000 in FY26
- anticipated reimbursement of \$328,140 at project completion in FY26.

The Capital Improvements Contracts request of \$275,000 for the anticipated award of Celebration Park Boater Improvement Phase 2 Barb, grant project is comprised as follows:

- new taxes in the amount of \$275,000
- anticipated reimbursement of \$265,540 at project completion

The other improvements request of \$150,000 is for continuation of improvements to the Canyon County Gun Range & Training Complex. This is the same amount as requested in FY25.

As a total, the FY26 Capital Improvements, Parks “B” Budget appears to increase by \$385,000 (\$1,305,000 – \$920,000), however \$650,000 of the total \$1,305,000 request is from unused FY25 funds; Parks is requesting to have that \$650,000 of previously taxed funds rollover into FY26. That \$650,000 requires nothing in new taxes, meaning only \$655,000 of the total FY26 request needs new tax money. Factoring these rollover funds into the equation, Parks FY26 request is \$265,000 lower than in FY25.

FY26 Capital Improvements Budget Request	\$1,305,000
Rollover Funds from FY25	- \$650,000
FY26 Capital Improvement new tax needs	\$655,000
FY26 Capital Improvement new tax needs	\$655,000
FY25 Capital Improvement Budget	-\$920,000
FY26 Capital Improvement (decrease)	-\$265,000

Of the \$655,000 in new taxes needed for Parks FY26 Capital Improvements projects, there are anticipated reimbursements in the amount of \$593,680 that will be realized upon the completion of the two Phases of the Celebration Park Boater Improvement grants.

“C” Budget – Capital Budget

WIF Grant (Celebration Park Boater Improvement, Phase 1) \$480,000
WIF Grant (Celebration Park Boater Improvement, Phase 2,) \$275,000
Gun Range Improvements \$150,000
Purchase of Land \$400,000
Archival Exhibit Display Cases (Crossroads Museum) \$5,000

Following Director Schwend’s review, Clerk Hogaboam had comments regarding the levy and said this level of gap will necessitate a discussion about levying. The meeting adjourned at 2:25 p.m. An audio recording is on file in the Commissioners’ Office.

FY2026 BUDGET WORKSHOP FOR MISDEMEANOR PROBATION

The Board met today at 2:43 p.m. for the FY2026 budget workshop for Misdemeanor Probation. Present were: Commissioners Brad Holton, Zach Brooks, and Leslie Van Beek, Clerk Rick Hogaboam, Controller Kyle Wilmot, Auditing Supervisor Sarah Winslow, Misdemeanor Probation Supervisor II Jeff Breach, Misdemeanor Probation Supervisor I Mary Gomez, COO Greg Rast, and Deputy Clerk Monica Reeves. Mr. Breach reviewed the FY2025 accomplishments and the FY2026 goals and objectives.

Revenue Sources:

Two forms of revenue are generated: The first is Cost of Supervision (Idaho Code 20-225 and Idaho Code 31-3201D) which is set at \$60 per month by the Board of Commissioners and Administrative District Judge. It should be noted that the Court can reduce or waive this fee if they deem appropriate. The law also requires that the first \$1 of the payment go to POST to fund the Misdemeanor Probation Officer Academy. The second form of revenue that we generate is the Community Service Workers Comp Fee (Idaho Code 31-3201C) which is set by statute at \$0.60 per hour. This fee is used to pay the workers comp fees for the community service workers. This is largely a pass through, but the \$0.60 per hour tends to be more than is needed to pay the state workers comp. Thus, a small revenue is generated. This fee can also be waived by the Court if deemed appropriate

FY2026 Revenue Projection of \$459,445

- Mr. Breach is forecasting \$448,445 in cost of supervision revenue for FY26. I came to this projection by using the 3-year average for FY24, FY23, and FY22. This is down from the revenue that was projected for FY25 (\$452,626). In looking at the cost of supervision collections for this year, it is likely that we will not meet our forecasted FY25 cost of supervision revenues.
- Mr. Breach found the workers comp fee to be harder to predict. A 3-year average of our three most recent completed fiscal years gives us an average of \$12,334, but the reality is that the number of referrals to this program have gone down in recent years. They are not on track to meeting the FY25 projected revenue of \$13,041. He chose to forecast a more conservative amount of \$11,000 for FY26.

FY2026 Requested: \$1,220,954

A Budget

- \$1,191,389
 - \$5,000 for Overtime
 - No new positions requested
 - No recommended step in grade adjustments from HR

B Budget

- \$29,565
 - FY26 requested down from FY25 by \$10,385

COO Rast said the budget should include an adjustment for the Mr. Breach that was recommended by the HR Director. He will have a conversation with the Director Danner and come back with more information. Upon the motion of Commissioner Holton and the second by Commissioner Brooks, the Board voted unanimously to take the budget under advisement noting that some changes will be made and a follow-up

meeting will include HR Director Danner, and to adjourn at 3:13 p.m. An audio recording is on file in the Commissioners' Office.

FY2026 BUDGET WORKSHOP FOR TRIAL COURT ADMINISTRATOR

The Board met today at 3:33 p.m. for the FY2026 budget workshop for the Trial Court Administrator. Present were: Commissioners Brad Holton, Zach Brooks, and Leslie Van Beek, Clerk Rick Hogaboam, Chief Deputy Clerk Jess Urresti, Controller Kyle Wilmot, Administrative District Judge Thomas Whitney, Auditing Supervisor Sarah Winslow, TCA Benita Miller, Deputy TCA Chris Paulsen, Court Budget Analyst Tammy Brown, Marshal Jim West, other interested employees, and Deputy Clerk Monica Reeves. TCA Miller reviewed the budgets under Trial Court Administration which include: District Court; Drug Court; Misdemeanor DUI Court; Juvenile Drug Court; Veteran's Court; Court Facilities; Mental Health Court; Family Court Services; and Court Device. The TCA is seeking a fulltime court assistance officer position to replace the part-time position that was approved last year. The TCA is also asking HR to look at four (4) judicial assistant positions. Commissioner Holton read a note from COO Rast, who had to leave, regarding his concern with the part-time and fulltime amounts and the number of positions requested. Clerk Hogaboam said the treatment court 122 fund is spending more than they bring in and the fund balance has gone down four years in a row and at some point, fund balance won't be sufficient to carry this. TCA Miller spoke about the decreases in revenue and she believes it is balancing out. She plans to ask the state for assistance. A copy of the FY2026 budget narrative and related budget documents are on file with this day's minute entry. Upon the motion of Commissioner Holton and the second by Commissioner Brooks, the Board voted unanimously to take under advisement and accept it as-is and wait for the updates. Upon the motion of Commissioner Holton and the second by Commissioner Van Beek, the Board voted unanimously to adjourn at 4:51 p.m. An audio recording is on file in the Commissioners' Office.

MAY 2025 TERM

CALDWELL, IDAHO MAY 30, 2025

APPROVED CATERING PERMITS

The Board approved an Idaho Liquor Catering Permit for:

- Heritage Social to be used on 6/7/25 for the Price wedding

ALCOHOLIC BEVERAGE LICENSE

The Board approved the following alcoholic beverage licenses for renewal:

25-124 ALCOHOL LICENSE RENEWALS: Melba Pizza Extreme LLC dba Melba Extreme Pizza;
Gallegos Meat Market 2 LLC dba Gallegos Meat Market #2