

MAY 2026 TERM

CALDWELL, IDAHO MAY 1, 2026

No meetings were held this day.

MAY 2026 TERM

CALDWELL, IDAHO MAY 4, 2026

No meetings were held this day.

MAY 2026 TERM

CALDWELL, IDAHO MAY 5, 2026

EMPLOYEE STATUS CHANGE FORMS

The Board approved an employee status change form for:

- Lauren Wilson, County Fair

CATERING PERMITS

The Board approved an Idaho Liquor Catering Permit for:

- Swirl Wine Shop and Lounge LLC to be used 5/9/26

ALCOHOLIC BEVERAGE LICENSE

The Board approved the following alcoholic beverage licenses for renewal:

- Garden City Bar LLC dba 1918 Lounge; Albertsons LLC dba Albertsons #1602; Pantera Market LLC dba Pantera Market (Resolution No. 26-098)
- Danelion Brewery LLC dba Danelion Brewery; Pantera Market & Mexican Restaurant #2 LLC dba Pantera Market #2; Jalapeno's Bar & Grill LLC dba Jalapeno's Bar & Grill (resolution no. 26-101)

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

The Board met today at 9:32 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, Deputy P.A. Ben Cramer, Assistant Solid Waste Director Daniel Pecunia, Clerk Jess Urresti, Director of Court Operations Matt Alarcon, Court Training and Development Manager Raena Bull, HR Director Marty Danner, HR Business Partner Anna Gray, and Deputy Clerk Jenen Ross. The action items were considered as follows:

Consider Langston & Associates Engagement Letter: Mr. Wesley explained this is the same form and term that have been used previously. This particular engagement letter is related to the Solid Waste department, and the property location is noted on the front of the agreement. Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to sign the engagement letter with Langston & Associates (agreement no. 26-050).

Consider Canyon County Board of Community Guardians By-Laws: Mr. McRae said the bylaws have not been updated/changed in 15-20 years. The BOCG Board made some changes, Mr. McRae made additional changes, and the Board has now approved and would like to move forward with adoption of the updated bylaws. Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to approve the Canyon County Board of Community Guardians By-Laws.

Consider Resolution Adopting Changes to the Wage Grade for Twenty-Seven (27) Positions for the Clerk of the Court Department: Director Danner said that in evaluating positions for FY27 they found another area that was questionable. The positions of Court Clerk II and Court Clerk III were placed in the same pay grade and need to be corrected prior to FY27. Court Clerk III needs to be moved from a grade 12 to grade 13. Commissioner Van Beek feels that making adjustments outside of the budget process is not the way to go about this and that it invites other departments and offices to do the same. Commissioner Brooks requested an executive session prior to making any comment.

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

Commissioner Van Beek made a motion to go into Executive Session at 9:41 a.m. pursuant to Idaho Code, Section 74-206(1)(b), (d), and (f), regarding personnel matters, records exempt from public disclosure, and to communicate with legal counsel regarding pending/imminently likely litigation. The motion was seconded by Commissioner Brooks. 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, county legal staff, and other participants. The Executive Session concluded at 9:56 a.m. with no decision being called for in open session.

Following the executive session, Commissioner Holton asked Clerk Urresti to provide an overview of the 'A' budget for this division and the potential impact; he is confident that the budget will be able to handle the increase. Commissioner Holton expressed his concern about other offices and departments trying to do the same thing. Commissioner Brooks does not feel this sets any kind of precedent as it is just fixing a compensation rubric which has been an issue for many years. Commissioner Van Beek still believes this is an issue that could be corrected during the budget cycle. Commissioner Brooks made a motion to sign the resolution and approve changes to the

wage grade for twenty-seven (27) positions for the Clerk of the Court department. The motion was seconded by Commissioner Holton. The motion carried in a 2-to-1 split vote with Commissioners Holton and Brooks voting in favor and Commissioner Van Beek voting in opposition. Resolution no. 26-099.

Prior to the action item of considering small claims litigation settlement agreement there was a request to go into executive session as follows:

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

Commissioner Van Beek made a motion to go into Executive Session at 10:03 a.m. pursuant to Idaho Code, Section 74-206(1)(b), (d), and (f), regarding personnel matters, records exempt from public disclosure, and to communicate with legal counsel regarding pending/imminently likely litigation. The motion was seconded by Commissioner Brooks. 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, county legal staff, and other participants. The Executive Session concluded at 10:15 a.m. with no decision being called for in open session.

Following the executive session, Commissioner Brooks made a motion to sign the small claims litigation settlement agreement as presented by legal. The motion was seconded by Commissioner Van Beek and carried unanimously. (Agreement No. 26-049)

Mr. Bazzoli said legal will plan to provide a litigation update to the Board during an upcoming legal staff update meeting.

Consider a Resolution Granting a New Alcoholic Beverage License to Tacos El Rey LLC dba Tacos El Rey: Commissioner Brooks said he has reviewed the application which is for an additional location and ISP has already signed off. Upon the motion of Commissioner Brooks and second by Commissioner Van Beek the Board voted unanimously to sign the resolution granting a new alcoholic beverage license to Tacos El Rey LLC dba Tacos El Rey (resolution no. 26-100).

Commissioner Van Beek motioned to adjourn the meeting at 10:18 a.m. The motion was seconded by Commissioner Brooks and carried unanimously. An audio recording and supporting documents are on file in the Commissioners' Office.

MAY 2026 TERM
CALDWELL, IDAHO MAY 6, 2026

No meetings were held this day.

EMPLOYEE STATUS CHANGE FORMS

The Board approved employee status change forms for:

- Allie Cimolino, Court Clerk
- Edna Bullon Valdes, Court Clerk
- Jamie Gearhart, Court Clerk
- Joshua Gallup, Court Clerk
- Julie Holm, Court Clerk
- Karmen Whitmire, Court Clerk
- Kieley Kennedy, Court Clerk
- Nereida Mireles, Court Clerk
- Nicole Beverlin, Court Clerk
- Robin Dorris, Court Clerk
- Sogol Ghadiri-King, Court Clerk
- Stephanie Hutchings, Court Clerk
- Tammy Breiner, Court Clerk
- Valerie Cruz, Court Clerk
- Zachary Snively, Court Clerk
- Karlie Robles, Court Clerk
- Melissa Guzman, Court Clerk
- Steven R. Cushman, Constituent Services

ALCOHOLIC BEVERAGE LICENSE

The Board approved the following alcoholic beverage licenses for renewal:

- Raising Our Bar LLC dba Raising Our Bar; Riveras Market LLC dba Riveras Market; Swirl Wine Shop and Lounge LLC dba Swirl Wine Shop and Lounge; Prefunk Beer Bar II LLC dba Prefunk Beer II; Albertsons LLC dba Albertsons #166; City of Nampa dba Ridgecrest Golf Club; Calle Café Inc. dba Calle (Resolution No. 26-102)
- Amano Restaurante LLC dba Amano; Stewards Hospitality & Service LLC dba Stewart's Bar and Grill; Roots and Company LLC dba Roots and Company (Resolution No. 26-103)

MEETING WITH COUNTY ATTORNEYS FOR A LEGAL STAFF UPDATE

The Board met today at 10:36 a.m. for a legal staff update. Present were Commissioners Brad Holton and Zach Brooks; Chief Deputy PA Aaron Bazzoli; Deputy PA Zach Wesley; and Deputy Clerk Diana Hoffman.

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

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

Upon a motion by Commissioner Brooks and a second by Commissioner Holton, the Board voted unanimously to enter into Executive Session pursuant to Idaho Code § 74-206(1)(f) to communicate with legal counsel regarding pending/imminently likely litigation. The Board entered into Executive Session at 9:38 a.m. The Executive Session concluded at 10:24 a.m. with no decisions being reached and no business being brought forward.

Commissioner Holton adjourned the meeting at 10:25 a.m. An audio recording is on file in the Commissioners' Office.

DSD GENERAL BUSINESS

The Board met today at 10:30 a.m. for DSD general business. Present were Commissioners Brad Holton and Zach Brooks; Deputy PA Zach Wesley; Director of DSD Jay Gibbons; Assistant Director of DSD Joshua Johnson; Code Enforcement Supervisor Eric Arthur; and Deputy Clerk Diana Hoffman.

Mr. Gibbons explained that he had a quick review of departmental tracking from April 2025–2026 2026 year-to-date. Josh provided the numbers.

- Administrative Land Divisions are up from last year
 - It has been a full year since the fees increased
 - Fee increases do not appear to be affecting application numbers
- Hearing numbers are steady
 - Hearing examiner will come on board in June or July
- Building activity is down
 - A couple of commercial applications could bring fee revenue in line with last year's.
- Code enforcement numbers are steady
 - The Nampa area is the highest
 - Urbanized areas create more violations
- FULL SUMMARY OF NUMBERS:

Revenue Comparison			
Revenue Source	2026	2025	Difference
Planning	\$128,858	\$60,807	\$68,051
Building	\$857,074	\$1,070,270	-\$213,196
Total	\$985,932	\$1,131,077	-\$145,145

Call Summary	
Inbound	954
Outbound	1,006
Internal	87
Total Calls	2,047
Total Talk Time	83:41:27
Average Duration	2:32

Open Code Enforcement	
Area Violations	
1	38
2	91
3	47
Total	176

General Business: Projects and Activities

- Administrative Land Division Ordinance
 - Nearing a final draft
 - Working on it with the PA's Office
 - Will bring it back before the Board for a final review prior to releasing it to the public
- Comprehensive Plan Project
 - Working to develop a list of issues and solutions
 - The list will be presented to the Board 5/28

Mr. Gibbons shared his appreciation with the Board for their handling of questions, comments, and concerns from the community regarding DSD. Some issues will be resolved once the hearing examiner is in place.

Discussion was held regarding ag-exempt buildings on non-ag land. The current code precludes these buildings in residential districts, yet animals are still allowed. The decision was made at the beginning of the year to allow these buildings until the code can be addressed. A detailed letter of intent is required.

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

Upon a motion by Commissioner Brooks and a second by Commissioner Holton, the Board voted unanimously to enter into Executive Session pursuant to Idaho Code § 74-206(1)(d) and (f) regarding records exempt from public disclosure and to communicate with legal counsel regarding pending/imminently likely litigation, to deliberate matters pertaining to records that are exempt as they relate to law enforcement records. The Board entered into Executive Session at 10:44 a.m. The Executive Session concluded at 10:55 a.m., with no decisions reached and no business brought forward as a result. The meeting was adjourned at 10:55 a.m. An audio recording is on file in the Commissioners' Office.

MEETING TO CONSIDER MATTERS RELATED TO COUNTY ASSISTANCE

The Board met today at 11:16 to discuss matters related to County Assistance. Present were Commissioners Brad Holton and Zach Brooks, Director of County Assistance Yvonne Baker, and Deputy Clerk Diana Hoffman.

Ms. Baker presented Case No. 2019-125. This is a request by the applicant to subordinate the County lien to a new mortgage lien as she is purchasing a house. The case was approved on March 21, 2019. Monthly reimbursement payments have been consistent. The total expenses paid were \$17,579.79. A total of \$8,544 has been paid to date, leaving a remaining balance of \$9,035.79. Ms.

Baker noted that the County lien is always subordinate to a mortgage lien. The lenders are looking for a contract. This puts the County in a better position, as there is collateral for the lien. Ms. Baker provided the Board with information about the home and a letter from the applicant.

Upon a motion by Commissioner Brooks and a second by Commissioner Holton, the Board voted unanimously to approve the request around Case No. 2019-125 as presented.

The meeting was adjourned at 11:19 a.m. An audio recording is on file in the Commissioners' Office.

PUBLIC HEARING TO CONSIDER A REQUEST BY COLBY AND AMY BROWN TO REZONE APPROXIMATELY 6.19 ACRES FROM AN "A" (AGRICULTURAL) ZONE TO AN "R-R" (RURAL RESIDENTIAL), CASE NO. RZ2025-0003

The Board met today at 1:32 p.m. for a public hearing to consider a request by Colby and Amy Brown to rezone approximately 6.19 acres from "A" (agricultural) to "R-R" (rural residential), case no. RZ2025-0003. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, DSD Principal Planner Karla Nelson, Colby and Amy Brown, Other interested parties, and Deputy Clerk Jenen Ross.

Colby Brown offered testimony as follows:

- Intention is to create a place on the property for their son to build a house.
- Feels it is compatible with the comprehensive plan.
- It will have its own well and septic.
- Emergency access has been discussed with pertinent agencies.
- There was no real opposition from the neighborhood meeting.
- They are not opposed to a conditional rezone but don't want to be restricted by the elimination of ADUs.

Karla Nelson gave the staff report and reviewed a PowerPoint presentation which addressed the following:

- Request
- Rezone criteria
- Criteria A: Generally consistent with at least 8 goals and 7 policies of the 2030 Comprehensive Plan
- Criteria B, C, & D: P&Z could not find in the affirmative for criteria B,C, and D. P&Z found that the proposed zoning without any conditions is not more appropriate than the current zoning and that the proposal would not be in character with or compatible with surrounding land uses. The proposed conditional rezone could potentially result in three parcels and up to six dwelling units if secondary residences are constructed and the

potential density would be out of character with the area and would have a negative effect on surrounding properties.

- Review of Criteria E – H
- Site photos
- Notification & comments

Commissioner Van Beek motioned to close public testimony. The motion was seconded by Commissioner Brooks and carried unanimously.

Commissioner Van Beek spoke about the information she feels is missing or unclear for her such as interfering with the CC&Rs, lack of a road users maintenance agreement, lack of exact frontage on the north/south footage. She thinks there possibly could be a better option for the applicants.

Commissioner Brooks agrees with staff's findings and in this particular case, although in general he is not always opposed to ADUs, in this particular case he would not be in favor of approving them.

Commissioner Van Beek made a motion that, based on the findings of fact and the conclusions of law and order contained herein, and the applicant's request in exhibit 4, the Board denies case no. RZ2025-0003 which is a straight rezone from ag to rural residential.

Commissioner Holton spoke about how he is reluctant to approve a split this small without any schematical drawings and can't see how there could be an ADU on a lot this narrow; for him, this changes the character of the area.

The motion was seconded by Commissioner Brooks and carried unanimously.

Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to adjourn the hearing at 1:57 p.m. An audio recording and supporting documents are on file in the Commissioners' Office.

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

The Board met today at 3:04 p.m. with the Assessor's Office to consider various new and renewing property tax exemptions under codes 63-602P, 602W, 602D, 602P, 602B, 602C, 602E, 602GG, and 50-2014. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Deputy P.A. Laura Keys, Deputy P.A. Trent McRae, Assessor Brian Stender, Chief Deputy Assessor Roger Craig, Business Manager Lisa Walker, Administrative Analyst Ebony Ferreira, Administrative Property

Appraiser Supervisor Holly Hopkins, and Deputy Clerk Jenen Ross. The exemptions were considered as follows:

63-602W – 15 exempt lots w/1 common lot

Britannia Lakes, parcel nos. 30608130 0, 30608128 0, 30608124 0, 30608126 0, 30608122 0, 30608112 0, 30608119 0, 30608120 0, 30608129 0, 30608105 0, 30608111 0, 30608127 0, 30608125 0, 30608109 0, and 30608123 0. Commissioner Holton made a motion to approve the exemptions as presented. Commissioner Van Beek amended the motion to note this is for approval under code 63-602W for 15 parcels and then seconded the motion which carried unanimously.

63-602D – 34 applications

64942071 0	ST LUKES NAMPA MEDICAL CENTER LTD
60664500 0	ST LUKES REGIONAL MEDICAL CENTER
64940185 0	ST LUKES REGIONAL MEDICAL CENTER
64940186 0	ST LUKES REGIONAL MEDICAL CENTER
64940243 0	ST LUKES REGIONAL MEDICAL CENTER
64941410 0	ST LUKES REGIONAL MEDICAL CENTER
64941482 0	ST LUKES REGIONAL MEDICAL CENTER
64941492 0	ST LUKES REGIONAL MEDICAL CENTER
64941624 0	ST LUKES REGIONAL MEDICAL CENTER
64941625 0	ST LUKES REGIONAL MEDICAL CENTER
64941679 0	ST LUKES REGIONAL MEDICAL CENTER
64936391 0	ST LUKES REGIONAL MEDICAL CENTER LTD
64937764 0	ST LUKES REGIONAL MEDICAL CENTER LTD
64941896 0	ST LUKES REGIONAL MEDICAL CENTER LTD
32043142 0	ST LUKES NAMPA MEDICAL CENTER LTD
01649000 0	ST LUKES REGIONAL MEDICAL CENTER LTD
30995011 0	ST LUKES REGIONAL MEDICAL CENTER LTD
30995011B0	ST LUKES REGIONAL MEDICAL CENTER LTD
30995011F0	ST LUKES REGIONAL MEDICAL CENTER LTD
30995012 0	ST LUKES REGIONAL MEDICAL CENTER LTD
64932721 0	ST ALPHONSUS PHYSICIAN SERV INC
64935408 0	SAINT ALPHONSUS PHYSICIAN SERVICES INC
64937538 0	MERCY PHYSICIAN CARDIOLOGY
64940645 0	NAMPA HOSPITAL
64940651 0	NHP STARS
64940654 0	NHP WOUND HYPERBARIC
64940655 0	SAMG NAMPA OB GYN
64940656 0	GENERAL SURGERY NAMPA
64941099 0	BIRKELAND MATERNITY CENTER & HEART CARE CENTER

64941628 0 SAINT ALPHONSUS PHYSICIAN ADMIN OFFICES
 64941585 0 SAINT ALPHONSUS EMERGENCY DEPARTMENT NEIGHBORHOOD HOSPITAL
 64941293 0 ST ALPHONSUS MEDICAL CENTER KARCHER CLINIC
 64940734 0 SAINT ALPHONSUS REGIONAL MEDICAL CENTER STARS
 64940652 0 NHP OCC MED

63-602GG – 1 application

06438102 0 ADVOCATES AGAINST FAMILY VIOLENCE INC

63-602C – 17 applications w/ 1 revision

11905200 0 LIFEWAYS INC
 13447000 0 SOCIETY OF ST VINCENT DE PAUL SOUTHWEST ID DIST COUNCIL INC
 35723100 0 YOUNG MENS CHRISTIAN ASSOC OF BOISE INC
 35723101 0 YOUNG MENS CHRISTIAN ASSOCIATION OF BOISE INC
 27333105 0 CORP OF PRESIDING BISHOP OF JESUS CHRIST OF LDS
 27333106 0 CORP OF PRESIDING BISHOP OF JESUS CHRIST OF LDS
 13286000 0 AMERICAN LEGION JOSEPH H MURRAY POST 18
 35141010 0 CALDWELL ODD FELLOW LODGE NO 10
 34971000 0 CALDWELL CHAPTER OF THE IZAAK WALTON LEAGUE OF AMERICA
 31328012 0 BOISE RESCUE MISSION INC
 17607030 0 AMERICAN LEGION DIVEN SLONECKER POST 126
 01788000 0 LINC LIVING INDEPENDENCE NETWORK CORP
 38762010 0 PARMA AREA SR CITIZS CNTR INC
 19896000 0 V F W POST 11065
 02530505 0 COMMUNITY COUNCIL OF IDAHO INC
 02530501D0 COMMUNITY COUNCIL OF IDAHO INC
 02530502 0 COMMUNITY COUNCIL OF IDAHO INC
 01114000 0 CALDWELL ELKS HOME ASSN – This was approved for a full exemption on March 12, 2026 but upon further review by the Assessor’s Office it was determined the a partial exemption would be more appropriate.

63-602B – 73 applications (82 was the number noted on the record)

70230000 0 BIBLE MISSIONARY CHURCH OF GREENLEAF IDAHO INC
 21150000 0 BUDDHIST SOCIETY OF IDAHO
 31394000 0 CALVARY CHAPEL NAMPA INC
 31395000 0 CALVARY CHAPEL NAMPA INC
 23113000 0 CALVARY CHAPEL OF NAMPA
 23118000 0 CALVARY CHAPEL OF NAMPA INC
 23112000 0 CALVARY CHAPEL OF NAMPA INC
 19191000 0 CHURCH OF CHRIST OF PARMA IDAHO INC
 15502000 0 CHURCH OF THE LIVING GOD INC

11205000 0	COLLEGE CH OF THE NAZ INC
11204000 0	COLLEGE CH OF THE NAZARENE
25279000 0	CORP OF PRES BIS OF THE CHURCH OF JESUS CHRIST OF LDS
34324000 0	CORP OF PRES BIS OF THE CHURCH OF JESUS CHRIST OF LDS
29411100 0	CORP OF PRESIDING BISHOP
14926000 0	CORP OF PRESIDING BISHOP
29179000 0	CORP OF PRESIDING BISHOP
34443011A0	CORP OF PRESIDING BISHOP OF
25279010 0	CORP OF PRESIDING BISHOP OF
32900101 0	CORP OF PRESIDING BISHOP OF
04152000 0	CORP OF PRESIDING BISHOP OF JESUS CHRIST OF LDS
00631000 0	CORP OF PRESIDING BISHOP OF JESUS CHRIST OF LDS
00632000 0	CORP OF PRESIDING BISHOP OF JESUS CHRIST OF LDS
01367000 0	CORP OF PRESIDING BISHOP OF JESUS CHRIST OF LDS
01368000 0	CORP OF PRESIDING BISHOP OF JESUS CHRIST OF LDS
01369000 0	CORP OF PRESIDING BISHOP OF JESUS CHRIST OF LDS
01379000 0	CORP OF PRESIDING BISHOP OF JESUS CHRIST OF LDS
04100010A0	CORP OF PRESIDING BISHOP OF JESUS CHRIST OF LDS
08988000 0	CORP OF PRESIDING BISHOP OF JESUS CHRIST OF LDS
14096000 0	CORP OF PRESIDING BISHOP OF JESUS CHRIST OF LDS
16101000 0	CORP OF PRESIDING BISHOP OF JESUS CHRIST OF LDS
16195000 0	CORP OF PRESIDING BISHOP OF JESUS CHRIST OF LDS
19148000 0	CORP OF PRESIDING BISHOP OF JESUS CHRIST OF LDS
20155000 0	CORP OF PRESIDING BISHOP OF JESUS CHRIST OF LDS
20157000 0	CORP OF PRESIDING BISHOP OF JESUS CHRIST OF LDS
23934019 0	CORP OF PRESIDING BISHOP OF JESUS CHRIST OF LDS
24709010 0	CORP OF PRESIDING BISHOP OF JESUS CHRIST OF LDS
25279011 0	CORP OF PRESIDING BISHOP OF JESUS CHRIST OF LDS
28688000 0	CORP OF PRESIDING BISHOP OF JESUS CHRIST OF LDS
29336013A0	CORP OF PRESIDING BISHOP OF JESUS CHRIST OF LDS
29729000 0	CORP OF PRESIDING BISHOP OF JESUS CHRIST OF LDS
30666011 0	CORP OF PRESIDING BISHOP OF JESUS CHRIST OF LDS
31065000 0	CORP OF PRESIDING BISHOP OF JESUS CHRIST OF LDS
32041010 0	CORP OF PRESIDING BISHOP OF JESUS CHRIST OF LDS
32400000 0	CORP OF PRESIDING BISHOP OF JESUS CHRIST OF LDS
32558010 0	CORP OF PRESIDING BISHOP OF JESUS CHRIST OF LDS
32566010 0	CORP OF PRESIDING BISHOP OF JESUS CHRIST OF LDS
33912000 0	CORP OF PRESIDING BISHOP OF JESUS CHRIST OF LDS
33945011 0	CORP OF PRESIDING BISHOP OF JESUS CHRIST OF LDS
34349100 0	CORP OF PRESIDING BISHOP OF JESUS CHRIST OF LDS
34513011 0	CORP OF PRESIDING BISHOP OF JESUS CHRIST OF LDS

38686011A0	CORP OF PRESIDING BISHOP OF JESUS CHRIST OF LDS
34366201 0	CORP OF PRESIDING BISHOP OF THE CH OF JESUS CHRIST OF LATTER-DAY SAINTS
32419253 0	CORP OF PRESIDING BISHOP-CHURCH OF JESUS CHRIST OF LDS
34356011 0	CORP OF THE PRESIDING BISHOP OF THE CHURCH OF JESUS CHRIST OF LATTER-DAY SAINTS
30381000 0	FELLOWSHIP BAPTIST CHURCH INC
15436000 0	FIRST CHRISTIAN CH
15437000 0	FIRST CHRISTIAN CH-NA
15439000 0	FIRST CHRISTIAN CH-NA
15441000 0	FIRST CHRISTIAN CH-NA
07347000 0	FIRST CHURCH OF CHRIST SCIENTIST
33715011 0	HOMEDALE CHURCH OF NAZARENE
02090011 0	IGLESIA MISIONERA PENTECOSTES INC
02091000 0	IGLESIA MISIONERA PENTECOSTES INC
02092000 0	IGLESIA MISIONERA PENTECOSTES INC
04774000 0	NEW LIFE CELEBRATION
04778000 0	NEW LIFE CELEBRATION
12829000 0	ROSA DE SARON PENTACOSTAL HOLINESS CHURCH INC
37691000 0	SANDHOLLOW FIRST BAPTIST
32273000 0	SUNNYRIDGE ASSEMBLY OF GOD
16040000 0	WESLEYAN HOLINESS CH OF NA
78097000 0	WESLEYAN HOLINESS CHURCH
32135000 0	MESSIAH EVANGELICAL LUTHERAN CHURCH INC
73481000 0	MESSIAH LUTHERAN CHURCH

63-602E- 24 applications

07311000 0	COLLEGE OF IDAHO
07314000 0	COLLEGE OF IDAHO
00838000 0	COLLEGE OF IDAHO INC
00841000 0	COLLEGE OF IDAHO INC
00842000 0	COLLEGE OF IDAHO INC
00843000 0	COLLEGE OF IDAHO INC
00845000 0	COLLEGE OF IDAHO INC
00848000 0	COLLEGE OF IDAHO INC
00851000 0	COLLEGE OF IDAHO INC
00865000 0	COLLEGE OF IDAHO INC
03820000 0	COLLEGE OF IDAHO INC
03955000 0	COLLEGE OF IDAHO INC
07216000 0	COLLEGE OF IDAHO-CAMPUS
64933876 0	CANON FINANCIAL SERV INC (WI)
60686650 0	CANON FINANCIAL SERVICES INC

64941394 0	CANON FINANCIAL SERVICES INC
60724001 0	GREATAMERICA FINANCIAL SERVICES CORPORATION
60724000 0	GREATAMERICA FINANCIAL SERVICES CORPORATION
64940104 0	GREATAMERICA FINANCIAL SERVICES CORPORATION
64940103 0	GREATAMERICA FINANCIAL SERVICES CORPORATION
64941673x0	GREATAMERICA FINANCIAL SERVICES CORPORATION
61111011 0	TREASURE VALLEY COMMUNITY COLLEGE
32504100 0	3900 OVERLAND LLC
60204000x0	GREATAMERICA FINANCIAL SERVICES CORPORATION

Upon the motion of Commissioner Van Beek and second by Commissioner Holton the Board voted unanimously to approve the applications under codes 63-602D, 63-602G, 63-602C, 63-602B, 63-602E and 50-2014 as presented with the accompanying detail.

New applications for 2026

63-602D

St. Luke's Regional Medical Center, Ltd., parcel no. 11766000 0: This was approved in April but upon further review it appears the full exemption should not have been granted. Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board motioned to deny motion to deny the exemption.

63-602GG

Leap Charities, Inc., parcel no. 12985525 0: Commissioner Van Beek made a motion to approve the exemptions. The motion was seconded by Commissioner Holton and then withdrawn. Commissioner Van Beek withdrew her motion. Following the presentation by the Assessor's Office, Commissioner Van Beek made a subsequent motion to deny the application for parcel no. 12985525 0. The motion was seconded by Commissioner Holton and carried unanimously.

Leap Trinity New Hope Inc., parcel no. 12983500 0: Commissioner Van Beek made a motion to deny the exemption. The motion was seconded by Commissioner Brooks and carried unanimously.

63-602C

Leap Charities, Inc, parcel no. 085770100: Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to deny the exemption.

Leap Charities Inc, parcel no. 12985525 0: Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to deny the exemption.

Brigham Young University Benson Institute, parcel no. 78085000 0: Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to deny the exemption.

Salvation Army of California Corp. parcel no. 34343206 0: Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to deny the exemption.

Lake Lowell Animal Rescue Inc., parcel no. 23631000 0: Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to approve the exemption.

Pet Haven Inc., parcel no. 29224010 0: Legal needed additional time to review; the application will be taken up later.

Young Men's Christian Association of Boise City Idaho dba Treasure Valley Family YMCA, parcel no. 35719000 0: Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to deny the exemption.

Izaak Walton League of America Caldwell Chapter (aka The Caldwell Gun Club), parcel no. 79840000 0: Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to approve the exemption.

Pet Haven Inc., parcel no. 29224010 0: Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to deny the exemption.

63-602B

Treasure Valley Free Church, parcel no. 01647000 0: Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to deny the exemption.

Morrow Aspen Layson/Marrow Christopher Lane (aka Treasure Valley Free Church), parcel no. 01442000 0: Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to deny the exemption.

Treasure Valley Free Church, parcel no. 01443000 0: Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to deny the exemption.

Commissioner Van Beek motioned to adjourn the meeting. The motion was seconded by Commissioner Brooks and carried unanimously. The meeting concluded at 3:34 p.m. and an audio recording is on file in the Commissioners' Office.

MAY 2026 TERM

CALDWELL, IDAHO MAY 8, 2026

No meetings were held this day.

MAY 2026 TERM

CALDWELL, IDAHO MAY 11, 2026

No meetings were held this day.

MAY 2026 TERM

CALDWELL, IDAHO MAY 12, 2026

EMPLOYEE STATUS CHANGE FORMS

The Board approved employee status change forms for:

- Brandon A. Amaro, PA's Office

ALCOHOLIC BEVERAGE LICENSE

The Board approved the following alcoholic beverage licenses for renewal:

- Parma Ridge Wine & Spirits Co. LLC dba Parma Ridge and Evergreen Restaurant LLC 1313 dba Outback Steakhouse (Resolution No. 26-105)
- Berracos Grill LLC dba The Berracos Grill, Mi Tierra inc. dba Mi Teirra, Nampa Wings, LLC dba Winger's Restaurant & Alehouse, Texas Roadhouse Holdings LLC dba Flying Pie Pizzaria, Redfort ID LLC dba Red Fort Cuisine of India; Precent Brands LLC dba Ste Chapelle Winery/Sawtooth Winery (Resolution No. 26-107)

CATERING PERMITS

The Board approved an Idaho Liquor Catering Permit for:

- Banbury Management LLC dba Banbury Golf Club to be used 5/30
- County Line Wine Company LLC to be used 6/20; 6/27; 7/11; 8/8; 8/15; 8/22; 9/26; and 10/3
- Three Girls Catering LLC dba Three Girls Catering to be used 6/6

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

The Board met today at 9:30 a.m. for a legal staff update and to consider action items. Present were Commissioners Leslie Van Beek, Bard Holton, and Zach Brooks; Chief Deputy PA Aaron Bazzoli; Deputy PA Zach Wesley; Planning Supervisor Dan Lister; Assistant Director of DSD Joshua Johnson; Director of DSD Jay Gibbons; Director of HR Marty Danner; HR Business Partner Anna

Gray; Director of Court Operations Matt Alarcon; County Interpreter Coordinator Grace Almeida; Director of Facilities Rick Britton; and Deputy Clerk Diana Hoffman.

Consider a Resolution Adopting Changes to the Job Title, Job Description, and Wage Grade for One (1) Position in Development Services Department: Ms. Danner explained that while working with DSD during budget conversations, it was discussed that DSD has a position that was created under the previous director: Engineering Supervisor. The original intent was to have this role supervise engineer coordinators and staff under an engineering subdivision within DSD. Currently, the PCN that was established as an engineering coordinator has been retitled to an Associate Planner. There is no supervisory responsibility or intent for this role to assume supervisory responsibilities. Therefore, a change in title is requested, reducing the pay grade from 17 to 15, creating no fiscal impact. The current employee with this title is paid within a grade of 15. This request would change the position title from Engineer Supervisor to Principal Engineer, as well as adjust the pay grade.

Upon a motion by Commissioner Brooks and a second by Commissioner Van Beek, the Board voted unanimously to sign the resolution adopting changes to the job title, job description, and wage grade for one position in Development Services as presented. (Resolution No. 26-106)

Consider Independent Contractor Agreements for Interpreter Services with Shirin Chowdhury, Erdene-Ochir Erdenechimeg, and Mark Conta: Commissioner Holton explained that Canyon County interpreters are wonderful support to the Courts with their thorough work.

Ms. Almeida explained that Canyon County is very diverse, with many residents who speak Latin American languages. Recently, translation services were needed for a Cuban-speaking individual, and those services were able to be provided. We have Spanish, Mongolian, and Bengali. Canyon County is becoming more diverse with the languages spoken in the area.

Upon a motion by Commissioner Van Beek and a second by Commissioner Brooks, the Board approved the independent contractor agreements for interpretive services for the four (4) individuals as outlined. The motion was corrected to three (3) individuals as listed. (Agreement Nos. 26-054, 26-053, 26-052)

Ms. Almeida shared her praise for her supervisor, Matt Alarcon, for his support and teamwork within Court Operations.

Consider a Resolution Granting a Transfer Alcoholic Beverage License to La Villa Family Restaurant LLC dba La Villa Restaurant: Commissioner Brooks explained that this license is changing owners and business names, while the location and services remain the same.

Upon a motion by Commissioner Brooks and a second by Commissioner Holton, the Board voted unanimously to approve the resolution granting the transfer of the alcoholic beverage license to La Villa Family Restaurant LLC dba La Villa Restaurant. (Resolution No. 26-104)

Consider a Settlement and Release of Claims with Hummel: Mr. Wesley explained that the County initiated a claim/dispute with Hummel Architecture over some interior design elements in the Sheriff's Administration Building. Some design elements submitted to the County in writing and approved did not match the oral representations made by Hummel. Corrections were made to align the design elements with what the County intended. This release of claims is specific to this incident and is not a general release for the entire project. The resolution is that the County will release the claim, and Hummel will donate \$15,000.00 to the County to make the County whole. This does not constitute any admission of guilt.

Upon a motion by Commissioner Van Beek and a second by Commissioner Holton, the Board voted unanimously to sign the settlement and release of claims with Hummel Architects as presented. (Agreement No. 26-051)

Mr. Bazzoli explained that a new process is being implemented to outline the topics for Executive Session. This new form will be used going forward. This allows the Board to reach out to staff or the PA's Office to share ideas and items that need to be addressed in Executive Session. A litigation update will be presented during Executive Session on Thursday.

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

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

Upon a motion by Commissioner Van Beek and a second by Commissioner Brooks, the Board voted unanimously to enter into Executive Session pursuant to Idaho Code § 74-206(1)(d) and (f) to communicate with legal counsel regarding records that are exempt from public disclosure and pending/imminently likely litigation in regard to County zoning ordinance, possible litigation, County property use litigation, lawful use and protection use litigation. The Board entered into Executive Session at 9:45 a.m. The Executive Session concluded at 10:28 a.m. with no decisions being reached and no business being brought forward. The Meeting was adjourned at 10:29 a.m. An audio recording is on file in the Commissioners' Office.

2027 BUDGET WORKSHOP: COMPENSATION DISCUSSION/PROPOSAL

The Board met today at 10:34 a.m. for a FY2027 Budget Workshop regarding compensation. Present were Commissioners Leslie Van Beek, Brad Holton, and Zach Brooks; Director of HR Marty Danner; Clerk Jess Urresti; Controller Kyle Wilmot; Auditing Supervisor Sarah Winslow; Chief

Deputy PA Aaron Bazzoli; Director of Parks Nichole Schwend; Assistant Director of Parks Michael Farrell; Director of Facilities Rick Britton; Assessor Brian Stender; Chief Deputy Assessor Roger Craig; Lieutenant Martin Flores; Trial Court Administrator Benita Miller; Prosecuting Attorney Chris Boyd; Other Interested Canyon County Employees and Deputy Clerk Diana Hoffman.

Commissioner Holton explained that over the last few years this budget workshop has been at the end of the budget season. After discussion with the Clerk and Controller, it was decided to discuss compensation at the beginning of the budget season. Canyon County is a service organization that has over 1,400 unfunded mandates by the State Legislature. This makes the County different from organizations in the private sector. Institutional knowledge is a finite resource that supports taxpayers. In the last three years, Canyon County has been growing by over \$3,000,000 in real assets and the County budget increases have not kept that same pace. This puts a priority on compensation.

Ms. Danner noted that last week a compensation positioning project that HR had been working on was completed last week. That presentation will be reviewed today with consent of the Board. The Board consented to the presentation. The presentation consisted of the following, based on all County employees in all departments and offices, excluding Commissioners' staff.

CANYON COUNTY CURRENT COMPENSATION:

- Grades 11 – 20
 - All positions have been evaluated and placed in appropriate grades
- Grade 11:
 - 139 Employees in this pay grade
 - 108 Sit below midpoint of pay
 - Approximately 78% of grade 11 employees
 - \$18-\$25.46
 - Entry Level

Ms. Danner explained that this is an inconsistent compensation methodology. Commissioner Van Beek inquired about who or what the pay structure is being compared to in order to come to this conclusion. Ms. Danner is of the belief that the grades were measured against the State and neighboring Counties when they were established. Canyon County is aligned with how the positions are graded, but not necessarily how the positions sit within the grade. Ms. Danner explained that her presentation would address each grade individually, while listing the employees' tenure with the County.

- Grade 12:
 - 164 Employees in this pay grade
 - 116 Sit below midpoint of pay

The intent is to show that lower-level employees and the heart of operations within the County show the biggest discrepancies. An accurate compensation fix will likely take multiple years to correct the current deficiencies. Consistent compensation methodology would provide midpoint pay after five (5) years of service as analysis shows that by that time, they should have all skills necessary to productively and efficiently do their job. If adopted, this would be the standard performance and compensation expectation.

The majority of employees are in grades 11, 12, or 13.

- Grade 13:
 - 127 Employees in this pay grade
 - 100 Sit below midpoint of pay
 - Approximately 79% of grade 13 employees

Ms. Danner clarified that the tenure for these employees is all over the board. This is to be expected, as each new employee has different experience and skills.

- Grade 14:
 - 82 Employees in this pay grade
 - 68 Sit below midpoint of pay
 - Approximately 83% of grade 14 employees
- Grade 15:
 - 77 Employees in this pay grade
 - 52 Sit below midpoint of pay
- Grade 16:
 - 38 Employees in this pay grade
 - 24 Sit below midpoint of pay

The tiered pay-grade system was adopted in either 2022 or 2023, when Ms. Danner started her career with the County in 2024. Grades 17, 18, and 19 are the higher-level employees, and there is less of a discrepancy between the number of employees below and above the midpoint.

- Grade 17:
 - 12 Employees in this pay grade
 - 5 Sit below midpoint of pay
- Grade 18:
 - 13 Employees in this pay grade
 - 6 Sit below midpoint of pay
- Grade 19:
 - 2 Employees in this pay grade
 - Both sit below midpoint of pay

- Grade 20:
 - 1 Employee in this pay grade
 - Above midpoint of pay

Ms. Danner expressed the need to remain competitive with neighboring public agencies, but also with the private sector for overall recruitment and retention, a compensation focus is vital.

Clerk Urresti provided his appreciation to Ms. Danner for her thorough and in-depth presentation. He went on to thank Commissioner Holton for the words he started out the meeting with that were in support of County employees, and the need to invest in human capital. He went on to thank everyone for their insight and knowledge.

Commissioner Brooks inquired about the amount the County would be able to levy for the upcoming fiscal year. Mr. Wilmot stated the current projection is \$3.8 million. It was noted that it is based on preliminary information. Discussion was held regarding income sources and when expected projections would be received.

Commissioner Brooks expressed his support for the Clerk's thoughts on wage increases. He inquired if other avenues had been reviewed.

Commissioner Holton noted that he does not feel that a sweeping COLA increase would address the situation that has been presented.

Commissioner Van Beek expressed concern regarding the conversation based on other needs of the County and unknown revenue.

Discussion was held regarding possibilities to increase wages for the lower grade staff. Ms. Danner noted that she has worked out three (3) different scenarios. They do not currently account for PERSI and benefit increases. Mr. Wilmot noted the County should receive notification this month if an increase is occurring for PERSI and that any PERSI increases would only affect the County for the final three (3) months of the County's FY2027. Discussion was held on the suspected PERSI employer contribution expectations.

Commissioner Holton requested the Clerk and HR draft multiple proposal options, including non-traditional COLA blanket raises during another conceptual proposal workshop. It was recommended another meeting take place in the next two (2) to four (4) weeks.

Upon a motion by Commissioner Van Beek and a second by Commissioner Brooks, the Board voted unanimously to adjourn the meeting at 11:04 a.m. An audio recording is on file in the Commissioners' Office.

MEETING WITH THE TREASURER'S OFFICE TO DISCUSS UPDATING THE INVESTMENT POLICY

The Board met today at 1:40 p.m. with the Treasurer's Office to discuss updating the investment policy. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Treasurer Jennifer Watters, Chief Deputy Treasurer Steve Onofrei, Banking and Finance Manager Melissa Tucker, Chris Bateman with Time Value Investments via Teams, and Deputy Clerk Jenen Ross.

Treasurer Watters gave an introduction of Mr. Bateman with TVI. Mr. Bateman explained there are a couple ways to update a policy – start from scratch with a whole new policy or revise the current policy. The Treasurer's Office has chosen to make revisions and updates to the existing policy. A document comparing the 2013 policy vs. the draft 2026 policy was provided to the Board and Ms. Tucker and Ms. Watters reviewed the changes with the Board. A copy of the document is on file with this day's minutes.

Mr. Bateman addressed several questions posed by Commissioner Van Beek and provided information on investment options.

In response to a question from Commissioner Holton, Treasurer Watters is comfortable with what has been proposed.

Today's meeting was informational only; there were no action items for Board consideration.

Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to adjourn the meeting at 2:23 p.m. An audio recording is on file in the Commissioners' Office.

FY2027 BUDGET WORKSHOP – EMPLOYEE HEALTH TRUST

The Board met today at 2:32 p.m. for a FY2027 budget workshop regarding the employee health trust. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Deputy P.A. Ben Cramer, Clerk Jess Urresti, Controller Kyle Wilmot, Auditing Supervisor Sarah Winslow, HR Director Marty Danner, Lt. Martin Flores, Roger Craig, Nicki Schwend, Michael Farrell, Steve Onofrei, Jeff Breach, Raena Bull, Debra Smart, Rick Britton, Scott Howard with Gallagher, and Deputy Clerk Jenen Ross.

Mr. Flores gave a brief background, stating that the Health Trust has worked with Mr. Howard with Gallagher in order to start the process to "right the ship". In the last budget cycle, there were changes made to contributions on both the employee side and the County's side.

The following documents were provided to the Board:

- Health Trust Income Statement – Fiscal Year October 1 to September 30 (fiscal years 2021 through 2026 to date)
- Health Insurance Fund Income Statement – October 1, 2025 to September 30, 2026
- Income Statement Fund YTD Plan Year
- 2026 Employee Benefit Open Enrollment

A PowerPoint was also reviewed containing the following:

- Employer and employee contributions for FY2021 through FY2025
- Total Health Trust contributions for FY2021 through FY2025
- Health insurance fund total expenses for FY2021 through FY2025
- Medical claims for FY2021 through FY2025
- Pharmaceutical claims for FY2021 through FY2025
- Medical admin fees for FY2021 through FY2025
- Health Trust fund cash balance
 - Current balance \$2,253,746
 - Down \$1,506,117 from the start of FY2026
- Current county contribution
- Current employee contribution
- Total revenue
- FY2026 projected cost
- Revenues vs. expense
- FY2027 Request
 - Allocate unspent medical and dental premiums to the Health Trust
 - Raise county medical contributions

Mr. Flores noted that the Health Insurance Fund is currently funded based on enrollment, not the total number of full-time employees.

Commissioner Holton asked Mr. Flores to come back with a suggested plan of what participants can anticipate being asked to contribute.

Director Danner asked Mr. Howard to speak about what an increase next year may look like. Currently they are seeing medical claims increasing at about 9-10% a year and pharmacy claims increasing at about 12-13% a year. At this time, the recommendation would be to budget for an anticipated 12% increase next year. Ms. Danner explained that presented budget numbers will be based on expected increase since the plan year and the fiscal year do not align.

Commissioner Van Beek motioned to adjourn at 3:12 p.m. The motion was seconded by Commissioner Brooks and carried unanimously.

FY2027 BUDGET WORKSHOP – BOCC/CONSTITUENT SERVICES

The Board met today at 3:32 p.m. for a FY2027 budget workshop for the BOCC and Constituent Services. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Clerk Jess Urresti, Controller Kyle Wilmot, Auditing Supervisor Sarah Winslow, Parks Director Nicki Schwend, Parks Assistant Director Michael Farrell, and Deputy Clerk Jenen Ross. The Board reviewed each budget as follows:

BOCC:

- Computer equipment: Replacement for Commissioner Holton and D. Hoffman: \$3200 for two computer replacements and \$550 for a replacement printer in Constituent Services.
- Association dues: Chamber of Commerce for Nampa and possibly Caldwell
- PRR software: Board needs to discuss with the PA's office; this is something the new Constituent Services Director can evaluate with the Prosecutor's Office.
- Air fare: \$4500
- Hotel: \$5200
- Car rental: \$0
- Taxi: increase to \$1000
- Education & Training: \$2500

Constituent Services

- Part-time: reduced by \$2680
- Cell phone: reduced by \$460
- Local mileage: \$0, car has been provided
- Uniforms: reduced by \$50
Commissioner Van Beek would like a policy regarding uniform expenses.
- Computer equipment: \$550 for a printer
- Software: \$11,000 for the annual fee for FOIA software. Commissioner Van Beek said she would contact IT about this annual cost.

Commissioner Van Beek made a motion to adjourn the meeting at 3:56 p.m. The motion was seconded by Commissioner Brooks and carried unanimously. An audio recording is on file in the Commissioners' Office.

MAY 2026 TERM

CALDWELL, IDAHO MAY 13, 2026

EMPLOYEE STATUS CHANGE FORMS

The Board approved employee status change forms for:

- Abigail George, Parks

ALCOHOLIC BEVERAGE LICENSE

The Board approved the following alcoholic beverage licenses for renewal:

- JP Thailand Express LLC dba JP Thailand Express; Video Mexico Nampa LLC dba Video Mexico Nampa; Mother Earth Brew Co. LLC dba Mother Earth Micro Bews; Tacos Y Mariscos El Compa LLC dba Tacos Y Mariscos El Compa; Hat Ranch Winery LLC dba Val Wine Company/Hat Ranch Winery; Prabhu G Kripa LLC dba PK Mini Mart; Nampa Hotel Partners LLC dba Towneplace Suites Nampa (Resolution No. 26-108)

FY2027 BUDGET WORKSHOP: SHERIFF'S OFFICE

The Board met today at 9:32 a.m. for a fiscal year 2027 budget workshop with the Sheriff's Office. Present were Commissioners Leslie Van Beek, Brad Holton, and Zach Brooks; Clerk Jess Urresti; Controller Kyle Wilmot; Auditing Supervisor Sarah Winslow; Sheriff Kieran Donahue; Chief Doug Hart; Lieutenant Martin Flores; Director of Information Technology Steve Webb; Deputy Chief Information Officer Scott Phillips; Captain Ray Talbot; Public Information Officer Joe Decker; Emergency Manager Christine Wendelsdorf; Director of Facilities Rick Britton; Additional County Staff; and Deputy Clerk Diana Hoffman.

Chief Hart noted that he has put together a brief PowerPoint. Mr. Hart noted that this will be the leanest budget he has ever presented. Staff have been diligent about making cuts and the Clerk's Office has been wonderful to work with.

- Emergency Management Program/Position
 - HISTORY:
 - This Department is overseen by the Board and CCSO.
 - Under a previous Board there was a second position that struggled to be filled.
 - Reclassified as a Radio Tech Position
 - Currently vacant
 - Would like to add an Emergency Management Planner/Training Coordinator (Grade 14) for FY2027

Ms. Wendelsdorf spoke about her department, and its needs. She explained that emergency management is growing rapidly, there are needs that the county must address. Currently there is a focus on getting plans updated and creating plans in some areas, such as the EOP. Plans should be updated every five (5) years, Canyon County is approaching seven (7) years. The WUI (Wildland-Urban Interface) is 19 years old. This plan is tied to being able to update the County's Comprehensive Plan. Currently there is no Continuity of Operations Plan. That means, if there was a larger cyber security issue and there was no access to electronic equipment, the County does not have a plan in place to maintain essential functions that are required by law. Sheltering and Evacuation Plans, the County currently does not have a plan that identifies shelter locations or evacuation protocols. A Flood Response Plan needs to be created. Canyon County has a lot of flood areas. If a flood occurs there is no plan in place to handle the needs. Emergency operations plans

are also tied to grants. We could miss out on grants if we don't have plans. The Emergency Operations Plan and the All-Hazard Mitigation Plan are tied to grant funding such as grants for updating critical infrastructure within the County. If something were to happen and the plans remain out of compliance, it would be difficult to receive assistance. There are many needs to address.

Mr. Hart reminded that Board that last year an outside entity was hired to update and complete the Emergency Operation Plan. There is now a complete 89-page document that costs \$100,000. That is a very inexpensive price for a single plan. If the position is approved and filled, plans could be developed in-house.

Mr. Flores explained that since FY2023 and moving forward, there have been two (2) positions budgeted inside of Emergency Management. Originally for the Senior Customer Service Position. In 2024 the positions were reclassified as Senior Radio Engineer, that position was under Emergency Management. The Radio Engineer positions have been moved under a more corresponding department. Since those changes happened outside of budget time, the salary capacity was still budgeted under Emergency Management. There is a budget of \$160,758 in salary allocated funds unused from FY2026. This year the line item is being reset just to accommodate just the one (1) position. The total financial impact comes to \$2,500 increase should this position be approved.

Mr. Hart explained that the salary cost would ultimately save the County money, as plans could be created and maintained internally.

Mr. Hart presented the FY2027 Budget Narrative Review as follows:

- The three-year (3) strategic plan has concluded
 - Accomplishments:
 - CCSO is better staffed than ever in history.
 - Vacancy rate sits at about 3%
 - First two (2) years CCSO added 8 positions
 - We have enough positions to form a 5th patrol team
 - This team has been in place for about 18 months
 - Includes: 1 Sergeant, 1 Corporal, and 3 deputies
 - In the first year of implementation
 - 162 arrests
 - 299 traffic stops
 - 59 K9 assists
 - 672 calls for service
 - The City/County Narcotics Unit seized 42 lbs. narcotics last week
 - 77 identified projects in the plan
 - The plan is 87% complete
 - Priority projects are 100%
 - New weaponry

- New body cameras
 - New Equipment
 - Drones
 - New building almost complete
 - New building furnished
 - New range/training facility
- Biggest challenge moving forward is growth
 - In the last 2 years calls for deputies have increased by 7%
 - Jail is overcrowded
- Technology challenges
 - Many tools available for a cost
 - Project this year is radios
- All equipment purchased during the 3-year strategic plan has a life cycle
 - We have been tracking the life cycle with software
 - In the coming years a rotation replacement plan will be place
- FY2027
 - Currently there are 11 Ad-Techs in the jail
 - Looking to reclassify these positions to Jail Tech
 - Increase in pay grade
 - This would free up a deputy
 - Allow some duties to be done at a lower staffing rate
 - Salary and benefits to reclassify: \$69,827
 - Staffing requests for 2027:
 - For the female detention center that is being built
 - 3 New Corporals
 - 2 New Jail Techs
 - Salary and Benefits
 - 3 corporals: \$389,367
 - 2 Jail Technicians: \$120,968
 - Budget review
 - 2 revenue sources were found that were being unreimbursed
 - Medical reimbursement for IDOC inmates in Canyon County jail
 - \$45,000-\$50,000 a month in unrealized funds
 - Started billing for this at the beginning of the fiscal year
 - Housing reimbursement for sentenced inmates
 - Potential annual reimbursement of \$100,000
 - This potential revenue would fund the reclassified positions and new positions, if realized

Discussion on how and when the funds would come to fruition. This is unknown at this time. Sheriff Donahue explained that there is the possibility of revenue coming to the County once the women's facility is completed, as housing for females is a commodity for counties across the state.

Mr. Hart presented a market analysis and a request for a 2% COLA for commissioned staff as well as a tiered adjustment for the professional staff. Canyon County Sheriff's Office continues to lose staff due to salaries.

It was noted that in FY2024 and FY2025 CCSO was allowed to retain unrealized funds to make purchases for equipment. The intent is to create a budget that reflects actual costs for the department and not rely on unutilized funds. For FY2026 CCSO is on track to have a 92% budget utilization. Revenue projections are up more than \$1,000,000.

Mr. Martin explained the CCSO salary step increases, noting that the overall cost of increases is down \$96,000 from FY2026. The trend appears to be \$800-\$850,000 year-over-year.

Mr. Hart noted that they have calculated the step increase with a 2% COLA for the Board to see as well.

FY2027 PROPOSED BUDGET OVERVIEW

116-410 Field Services

116-510 Security Services

- 410 & 510 are the biggest line items
 - Decrease of \$489,000 for 116 Budget
 - Projecting an additional 1.3 million in revenue this year
 - Capital drop in 410 Capital
 - \$6.9 million drop
 - 510: has a large increase with inmate food and medical cost
 - \$949,000
 - 510: capital cost of the women's facility
 - Increase of 5.9 million new capital
 - Total 510 increase: 6.49 million

125-610 Dispatch & 118-390 E-911

- Overall decrease of \$59,000
- Revenue up approximately \$89,000
 - Renegotiated dispatch agreements
- 390
 - Reduction by 4 million in capital
- Total reduction of \$4.7 million

001-250 Emergency Management

- Increase \$2,400 for new proposed position
- New line item created "Emergency Fund"
 - This is an annual allocated amount for the Emergency Manager to access during an emergency
 - This concept is being modeled after other emergency management departments in other areas
- Hopeful to receive federal grants this next year

115-329 Waterways

- Increase \$36,000
 - Seasonal staff placed under this budget
 - New equipment requests

116-354 CCNU

- Increase this year
- Have a HEIDA grant

FY2027 PROPOSED PROJECTS: \$118,434

- 27-1: Police Reports AI Software: \$52,475
 - Software saves thousands on labor and time to get deputies back in the field faster
 - Can listen to a jail call and summarize and depict criminal activity in the jail
 - Improve the quality of the report
 - It is assumed that half of the cost of the software can be recouped by its effect on overtime expenses
- 27-2: Field Services Binoculars: \$13,500
 - Deputies currently do not have binoculars
 - Found a great deal
- 27-3: Modular Wall System: \$5,177
 - Allows us to create housing schematics for training
- 27-4: Halt Suite and Training Cartridges: \$3,054
 - For taser training
- 27-5: Cell Extraction Body Armor: \$9,114
 - This equipment is currently not available in the jail
- 27-6: Computer for Detention Academy: \$14,900
 - We can start hosting our own detention academies
 - There is a laptop requirement for students
 - Can train to POST standards in-house
- 27-7: Ballistic Plates for SWAT: \$20,214
 - 5-year expiration date
 - They are bound by that replacement timeline

Mr. Hart explained that these are the projects that CCSO would ask to be funded this year. Those numbers are included in the budget numbers that were reviewed.

Commissioner Holton inquired if the detention academy would be available for other facilities to host their own training. It is available but would likely not be a revenue generator.

It was recommended that the PA's Office review and vet the AI software for the quality of the reports that are generated.

Upon a motion by Commissioner Holton and a second by Commissioner Van Beek, the Board voted unanimously to take the information under advisement and to adjourn the meeting at 10:53 a.m. An audio recording is available in the Commissioners' Office.

PUBLIC HEARING TO CONSIDER A REQUEST FROM CALVIN & REBECCA GORDON, REPRESENTED BY SKINNER LAND SURVEY, FOR THE TUCKER HILL SUBDIVISION PRELIMINARY PLAT CONSISTING OF TWO RESIDENTIAL LOTS; CASE NO. SD2024-0010

The Board met today at 1:36 p.m. for a public hearing to consider a request by Calvin & Rebecca Gordon, represented by Skinner Land Survey, for the Tucker Hill Subdivision preliminary plat consisting of two residential lots, case no. SD2024-0010. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Planning Supervisor Dan Lister, Zane Laufenberg, Jordan Child, and Deputy Clerk Jenen Ross.

Mr. Laufenberg gave a brief overview as follows:

- This is a two-lot subdivision on approximately 12.2 acres
- The property was conditionally rezoned rural residential in 2021, and this application is consistent with that prior approval and development agreement
- The applicant's grandchildren would like to build individual homes on the property
- There will be two 5-acre lots each served by individual wells and septic
- SWDH has approved the subdivision engineering report
- Access to the property will be via a shared driveway off Tucker Rd. through a joint access easement; Golden Gate Highway District and ITD have indicated there are no traffic or safety concerns
- Existing pressurized irrigation will remain in place and continue serving the property
- Stormwater will be retained onsite
- The property is not located within a floodplain
- No development will take place on the slopes over 15%
- The project is a low impact rural residential subdivision

Mr. Lister gave the staff report and reviewed a PowerPoint presentation which addressed the following:

- Request
- Approval/denial criteria
- Subdivision overview including total acreage, total number of lots, zoning, area of city impact, water/sewage disposal, irrigation, drainage, hillside development, and roads/access
- Agency comments
- P&Z recommendation of approval with 11 conditions

Conditions of Approval

1. All subdivision improvements (including but not limited to shared driveways, irrigation, and drainage swales/basins) and amenities shall be bonded or completed prior to the Board of County Commissioners' signature on the final plat.
2. Finish grades at subdivision boundaries shall match existing finish grades. Runoff shall be maintained on subdivision property unless otherwise approved.
3. Development shall comply with the requirements of the local highway district. The district signature must be on the final plat prior to the Board of County Commissioners' signature on the final plat.
4. Development shall comply with irrigation district requirements. A letter from Wilder Irrigation District approving the final plat shall be submitted prior to the Board of County Commissioners' signature on the final plat.
5. Development shall comply with Southwest District Health requirements. The district signature must be on the final plat prior to the Board of County Commissioners' signature on the final plat.
6. Development shall comply with Fire District requirements. A letter from Caldwell Rural Fire District approving the final plat shall be submitted prior to the Board of County Commissioners' signature on the final plat.
7. The recorded development agreement (DA21-081, Exhibit C.5) shall be referenced as a plat note on the final plat.
8. All development (structures, mining, dredging, filling, grading, excavation, or drilling) on slopes 15% or greater is prohibited. Any changes requiring hillside development will be reviewed per CCCO Section 07-17-33(1) through the preliminary and final plat application process.
9. The proposed easement can only serve two primary dwellings. Since a private road lot is not proposed per 07-17-31, secondary residences per CCCO 07-10-27 and 07-14-25 are prohibited. A re-plat is required to establish a private road and to allow secondary residences.
10. Before the Board signs the final plat, a road user's maintenance agreement per CCCO §07-10-03(1)B3 shall be recorded, and the instrument number shall be added as a plat note on the final plat.
11. Before the Board signs the final plat, a water user's maintenance agreement (per DA21-081, Exhibit C.5) shall be recorded, and the instrument number shall be added as a plat note on the final plat.

- Staff recommends approval as they find it meets the intent of the development agreement as well as the minimum requirements of the code

Jordan Child offer testimony stating his only concern is with the irrigation and how the applicant plans to get it to their property. Mr. Lister indicated that Wilder Irrigation through Boise Project Board of Control has issued comment stating that they've reviewed the plan and found it adequate.

Commissioner Holton said that Mr. Child needs to raise his concerns with Wilder Irrigation/Boise Project Board of Control as his issues fall under their jurisdiction.

Following the discussion, Commissioner Holton suggested he would like to see a condition included asking Boise Project Board of Control and Wilder Irrigation District to re-review the irrigation issues in light of Mr. Child's concerns. Mr. Lister said this would just need to be done prior to signatures on the final plat.

Mr. Laufenberg offered rebuttal comments asking the Board to approve the preliminary plat and the final plat can be worked towards based on the discussion today.

Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to close public testimony.

Board discussion and deliberation ensued with the Board in favor of the approval by Planning and Zoning but with either an additional condition or more specificity added to condition number 4.

The Board feels there needs to be a more in-depth evaluation vs. a sign-off that the minimum conditions have been met.

Commissioner Holton made a motion to approve the preliminary plat, case no. SD2024-0010 and that the changes come back to the Board at a later time for consideration. The motion was seconded by Commissioner Brooks and carried unanimously.

Upon the motion of Commissioner Holton and second by Commissioner Van Beek the Board voted unanimously to adjourn at 2:29 p.m. An audio recording and supporting documents are on file in the Commissioners' Office.

FY2027 BUDGET WORKSHOP – SOUTHWEST DISTRICT HEALTH

The Board met today at 2:34 p.m. for a FY2027 budget workshop with Southwest District Health. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Clerk Jess Urresti, Controller Kyle Wilmot, Auditing Supervisor Sarah Winslow, Nikki Zogg, Michele Hanrahan, and Daniel Adams with SWDH, and Deputy Clerk Jenen Ross.

Director Zogg reviewed their budget book highlighting the following:

- Page 2 – Expenditures
 - Landscape and signage repairs necessitated by the Highway 55 expansion along the southern border (this is a carryover from FY2026)
 - Facility improvements
 - IT upgrades related to cybersecurity
 - Increase of approximately \$1400 per employee for healthcare coverage premiums
 - 2.6% employee compensation adjustment
 - The proposed FY2027 budget totals \$15,750,411 which represents an 8.15% decrease from FY2026
- Page 11 – FY27 new positions
 - Communications Specialist position is moving from part-time to full-time
- Page 15 – County request of 3%
 - FY2027 request of Canyon County is \$2,561,302 minus \$95,335 offset; total request is \$2,465,967 which is the same as FY2026.

Following the budget presentation, Daniel Adams provided information on some of programs and partnerships that support citizens in Canyon County.

Commissioner Van Beek motioned to adjourn the meeting at 3:25 p.m. The motion was seconded by Commissioner Brooks and carried unanimously. An audio recording and supporting documents are on file in the Commissioners' Office.

FY2027 BUDGET WORKSHOP – TORT

The Board met today at 3:42 p.m. for a FY2027 budget workshop for the tort fund. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Clerk Jess Urresti, Controller Kyle Wilmot, Auditing Supervisor Sarah Winslow, and Deputy Clerk Jenen Ross.

Mr. Wilmot said he has reached out to Hartwell to ask about liability related to a potential new detention facility – the general rule is about a 10% increase which would be about \$180,000. The new Sheriff's Admin building will also be coming online soon and will need to be accounted for. In response to a question from Commissioner Van Beek, Controller Wilmot said that as of the end of March the tort fund balance was at \$1.8M. Commissioner Holton suggested adding the 10% for now knowing that the number will likely increase once the detention facility comes online; increase will be \$180,000.

Miscellaneous: This line will be left as-is until there can be a conversation with the civil team.

The Board would also like to have a follow-up meeting with Brian Baughman with The Harwell.

Upon the motion of Commissioner Holton and second by Commissioner Van Beek the Board voted unanimously to adjourn the meeting. The meeting concluded at 3:52 p.m. and an audio recording is on file in the Commissioners' Office.

FY2027 BUDGET WORKSHOP – GENERAL FUND

The Board met today at 3:53 p.m. for a FY2027 budget workshop regarding the general fund. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Clerk Jess Urresti, Controller Kyle Wilmot, Auditing Supervisor Sarah Winslow, and Deputy Clerk Jenen Ross.

Several expense lines were reviewed as follows:

- Outside Auditor: Increase by 5% until the quote is received from Eide Bailly
- Dues:
 - IAC - anticipated to be approximately \$26,000
 - TVP - should remain the same as FY26
 - COMPASS - \$138,893
 - NACO – same as FY26
- Water Assessment and Drain: leave as-is for now
- Subscriptions: \$1500 for the Amazon account

- Misc.: \$0
- Reserves: \$330,000 for the time being

Upon the motion of Commissioner Brooks and second by Commissioner Van Beek the Board voted unanimously to adjourn the meeting at 4:15 p.m. An audio recording is on file in the Commissioners' Office.

MAY 2026 TERM

CALDWELL, IDAHO MAY 14, 2026

EMPLOYEE STATUS CHANGE FORMS

The Board approved employee status change forms for:

- Curtis Friedland, Misdemeanor Probation
- Angel Rose, Misdemeanor Probation
- Dalia Alnajjar, DSD
- Morgan Holland, Fair

ALCOHOLIC BEVERAGE LICENSE

The Board approved the following alcoholic beverage licenses for renewal:

- Aguililla Restaurants Inc. dba Aguililla Restaurant, Fred Meyer Stores Inc. dba Fred Myer #226, JM Assets LLC dba Garbonzo Pizza, Maria Sarmiento dba Alondras Store, Caldwell Treasure Valley Rodeo Inc. dba Caldwell Night Rodeo, Birreria El Semaforo LLC dba Bierreria El Semaforo. (Resolution No. 26-110)

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

The Board met today at 9:32 a.m. for a legal staff update and to consider an action item. Present were Commissioners Leslie Van Beek, Brad Holton, and Zach Brooks; Chief Deputy PA Aaron Bazzoli; Deputy PA Zach Wesley; and Deputy Clerk Diana Hoffman.

Consider a Resolution Granting a Refund to Triple Crown Development: Commissioner Van Beek noted that this refund is due to inactivity from an older account.

Upon a motion by Commissioner Van Beek and a second by Commissioner Brooks, the Board voted unanimously to approve the recommended refund of an overpayment to Triple Crown Development. (Resolution No. 26-109)

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

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

Upon a motion by Commissioner Van Beek and a second by Commissioner Brooks, the Board voted unanimously to enter into Executive Session pursuant to Idaho Code § 74-206(1)(d) and (f) to communicate with legal counsel regarding pending/imminently likely litigation. The Board entered into Executive Session at 9:35 a.m. to discuss land use decisions and code enforcement. The Executive Session concluded at 10:41 a.m. with no decisions reached and no business being brought forward as a result. The meeting was adjourned at 10:41 a.m. An audio recording is on file in the Commissioners' Office.

MEETING WITH DSD FOR GENERAL BUSINESS AND TO CONSIDER ACTION ITEMS

The Board met today at 10:45 a.m. with DSD and to consider action items. Present were Commissioners Leslie Van Beek and Brad Holton, Principal Planner Emily Bunn, Director of DSD Jay Gibbons, Assistant Director of DSD Joshua Johnson, and Deputy Clerk Diana Hoffman. The action items were considered as follows:

Consider the FCOs and Development Agreement for Willoughby/Sidewinder Ranch LLC; Case No. CR2023-0014: Ms. Bunn presented the development agreement and FCOs for Case No. CR2023-0014. She noted that this is the case that is near the Melba City limits as an agricultural-only parcel. The Board approved the case with the following conditions:

- The parcel cannot be divided any further.
- Restrict secondary residences.
- Provide a building envelope to protect agricultural uses on the property.

Upon a motion by Commissioner Van Beek and a second by Commissioner Holton, the Board voted unanimously to sign the FCOs and the development agreement for Willoughby/Sidewinder Ranch LLC in Case No. CR2023-0014 as presented. (Agreement No. 26-055)

Consider a Resolution Granting a Refund to Andres Trejo; Case No. AD2026-0031: Mr. Johnson explained that this refund request is for a property boundary adjustment. Within seven (7) days of taking in the application, the applicant was notified that more materials would be required. That led the applicant to withdraw the applications and get the materials together and apply at a later date. The request aligns with the refund policy, which allows a refund of 75% of the \$425.00. Staff is recommending \$318.75 be refunded to the applicant.

Upon a motion by Commissioner Van Beek and a second by Commissioner Holton, the Board voted unanimously to approve Case No. AD2026-0031 in the amount of \$318.75, as recommended by the Assistant Director and as it complies with policy. (Resolution No. 26-111)

General: Mr. Gibbons noted that the Thursday after Memorial Day, he intends to have a discussion on the comprehensive plan and present a memo.

Mr. Johnson noted that agency notices are being sent out tomorrow for land division code. Mr. Gibbons noted that he would send out an advance copy to the Board.

Upon a motion by Commissioner Van Beek and a second by Commissioner Holton, the Board voted unanimously to adjourn the meeting at 10:51 a.m. An audio recording is on file in the Commissioners' Office.

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

The Board met today at 11:17 a.m. with the Assessor's Office to consider various new and renewing property tax exemptions under codes 63-602P, 602W, 602D, 602P, 602B, 602C, 602E, 602GG, and 50-2014. Present were: Commissioners Leslie Van Beek and Brad Holton, Deputy P.A. Trent McRae, Assessor Brian Stender, Chief Deputy Assessor Roger Craig, Business Manager Lisa Walker, Administrative Analyst Ebony Ferreira, and Deputy Clerk Jenen Ross. The exemptions were considered as follows:

63-602GG

The Housing Company, Parcel nos. 01232000 0, 11639000 0, 11637000 0, and 11637010 0 – Ms. Ferreira provided explanation as to why each parcel did not qualify for an exemption. Upon the motion of Commissioner Van Beek and second by Commissioner Holton the Board voted unanimously to deny exemptions on all four parcels.

63-602B

The Roman Catholic Diocese of Boise, Parcel no. 15227000 0 – Ms. Ferreira said this parcel qualifies for a full exemption. Upon the motion of Commissioner Van Beek and second by Commissioner Holton the Board voted unanimously to approve the exemption.

Commissioner Van Beek motioned to adjourn the meeting at 11:24 a.m. The motion was seconded by Commissioner Holton and carried unanimously. An audio recording is on file in the Commissioners' Office.

FY2027 BUDGET WORKSHOP: CORONER'S OFFICE

The Board met today at 11:31 a.m. for a budget workshop with the Coroner's Office. Present were Commissioners Leslie Van Beek, Brad Holton, and Zach Brooks; Clerk Jess Urresti; Auditing

Supervisor Sarah Winslow; Director of HR Marty Danner; Coroner Jennifer Crawford; and Deputy Clerk Diana Hoffman.

Ms. Crawford noted from the end of 2025 to the beginning of 2026 the Coroner's Office has greatly improved development and initiatives with public health outreach by initiating parent-care-focused education to teach safe infant sleep practices, suicide awareness and prevention, and fentanyl awareness education. The department is currently working with PHAST (Preventative Health and Safety Team) to focus on opioid deaths, affected demographics, prevention and outreach research. Work has begun with schools to discuss suicide awareness and drug safety by providing Forensic 101 courses and career days. This provides students with insight into career opportunities. Departmental accomplishments include working toward getting all death investigators ABMDI (American Board of Medicolegal Death Investigator) certified. This certification requires 640 work hours and passing a 240-question exam. Currently there are only three (3) team members certified. Two and a half (2.5) staff members are in progress, and there is one open position. The Coroner's Office is currently working on a long-term workforce and retention plan by providing employee support, professional growth, operational excellence with Death Investigation Services with training and certification opportunities. One goal for the upcoming year is to be fully integrated with the MDI log. This is a national Coroners and Medical Examiners program. To accomplish this goal, a partnership with Ada County will allow access to their software. This has been vetted by the Director of IT.

Ms. Crawford provided a graph showing the caseload for the last four (4) years. The 2025 annual report is not available yet. Canyon County still holds autopsy contracts with Owyhee, Gem and Payette County. The estimated revenue for FY2027 is \$28,500.

Ms. Crawford provided her projected "A" budget. The Coroner's Office has reverted to an on-call schedule and away from shifts. This allows the overtime line item (412035) to be reduced. In years past, compensation was provided as Compensatory Time for on-call. Now that the County only provides overtime, an estimate was listed for on-call overtime. Next year will be more accurate.

After working with the Director of HR, Marty Danner, for reclassification of positions. Ms. Danner has provided a memo requesting the Deputy Coroner positions be reclassified from a pay grade 12 to a grade 13. This is a general move for all current and future staff in this position.

Ms. Danner explained that in a market comparison with Ada County specifically, their title is different, but their pay grade is comparable to Canyon County's pay grade 13. When reviewing exit surveys, it is expressed that when Deputy Coroners leave Canyon County it is due to salary.

Discussion was held around the correlation between Canyon County and Ada County. It was agreed that supporting documentation would be provided to the Board to support the proposed salary modifications.

Mr. Watters explained that the 'B' budget, operating expenses, would be nearly the same. Last year, multiple computers were on rotation for upgrade. This year, it will be \$0.00. Small office equipment, such as supplies to support the MDI Log conversion. Additional hardware will be needed. These items are estimated to cost \$1,300.00. The total net difference between FY2026 and FY2027 is -\$6,265. There are no capital improvements.

Commissioner Van Beek inquired about an employee training reimbursement agreement. Ms. Crawford confirmed that one is being worked on.

Upon a motion by Commissioner Van Beek and a second by Commissioner Brooks, the Board voted unanimously to adjourn the meeting at 11:53 a.m. An audio recording is on file in the Commissioners' Office.

PUBLIC HEARING TO CONSIDER REQUEST BY SS KARCHER LLC, REPRESENTED BY WILL MASON, MASON & ASSOCIATES, FOR APPROVAL OF A PRELIMINARY PLAT FOR VINEYARD GATE ESTATES; CASE NO. SD2022-0049

The Board met today at 1:41 p.m. for a public hearing to consider a request by SS Karcher LLC, represented by Will Mason, Mason & Associates, for approval of a preliminary plat for Vineyard Gate Estates, case no. SD2022-0049. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Deputy P.A. Zach Wesley, DSD Principal Planner Michelle Barron, Elizabeth Koeckeritz, Dave Tuthill, John Sabala, Will Mason, David Palfreyman, Joe Carson, Samantha Wallace, and Deputy Clerk Jenen Ross.

Elizabeth Koeckeritz offered testimony on behalf of the applicants giving an overview of the project and PowerPoint presentation. A copy of the PowerPoint presentation is included as exhibit 6b in the staff report.

- Vineyard Gate is being developed in substantial conformance with the site plan that was attached to the development agreement
- It meets all the DA conditions for approval, and county code requirements
- The property is designated residential and commercial which is what is shown on the zoning map approved in 2020
- The property total acreage is 46.55 acres. The proposal is for 20 single family residential lots on approximately 30 acres (making every lot 1.25 acres or larger) as well as five commercial lots that front Karcher Rd.
- ITD and the highway district have provided approval
- All notified agencies have indicated that they will be able to serve this development and had no objections as long as conditions contained in their letters are met.

Ms. Koeckeritz answered several questions posed by Commissioner Van Beek and Commissioner Holton.

Michelle Barron gave the staff report and reviewed a PowerPoint presentation which provided the following information:

- Background
- Summary
 - Total acreage: 45.21
 - 1.25 acres average residential lots size
 - 20 residential lots
 - 5 commercial lots
 - 2 private road lots
 - Consists of 2 phases
 - Not located within an area of impact
 - Pressurized irrigation will be provided
 - Water via individual wells
 - Sewage via individual septic systems
 - Increased stormwater drainage will be retained via swales and storm drainage facilities will be maintained by the homeowners' association
- Update to proposed access
- In September of 2020 the subject parcels were rezoned from agricultural, and all conditions of the development agreement have been met or will be met during the platting phase or final plat.
- Evaluation criteria pursuant to CCZO 07-17-09
- Notification and comments
 - Agency comments were received from ITD, Highway District 4, City of Caldwell, SWDH, Idaho DEQ, Caldwell Rural Fire, Vallivue School District, and Boise Project Board of Control
- Recommendation & Conditions
 - 1) All subdivision improvements (public or private roads, irrigation, and drainage swales/basins) and amenities shall be bonded or completed prior to the Board of County Commissioners' signature on the final plat.
 - a. Construction plans/drawings shall be submitted per CCZO Section 07-17-11. Construction plans/drawings are to be reviewed and approved by the County Engineer prior to construction beginning.
 - i. A final engineered grading and drainage plan per 07-17-33(1)D - F shall be submitted to DSD. Once reviewed and approved, and the road construction is completed, certification from a licensed engineer shall be submitted demonstrating that construction was completed per the final drainage and grading plan.
 - ii. A stormwater management plan shall be submitted prior to final plat signature by the Board. The plan shall address: Short-term construction protections (e.g., roadside swale protection during homebuilding), and Long-term O&M (via CC&Rs or other enforceable mechanisms) to ensure the continued function of drainage systems.
 - 2) Finish grades at subdivision boundaries shall match existing finish grades. Runoff shall be maintained on subdivision property unless otherwise approved.
 - 3) Development shall comply with the requirements of the local highway district. Evidence shall include the highway district's signature on the final plat.
 - 4) Evidence shall include written correspondence from the Idaho Department of Water Resources (IDWR) ensuring water rights have been obtained before the Board of County Commissioners' signature on the final plat.
 - 5) Development shall comply with Southwest District Health requirements. Evidence shall be Southwest District Health's signature on the final plat.

6) Development shall comply with Fire District requirements. Evidence shall include written correspondence from the Fire District before the Board of County Commissioners' signature on the final plat.

7) Before the Board signs the final plat, an easement or common lot shall be added to provide a United States Postal Service community mailbox unless waived by the United States Postal Service.

8) Coordinate with Vallivue School District to locate a safe area for student loading/unloading.

9) All exterior lighting shall be shielded downward and directed away from adjacent properties.

10) Landscaping to meet City of Caldwell standards per Exhibit 3C2. of the Staff Report.

11) Development shall comply with the requirements of Idaho Transportation as outlined in Exhibit 3C3 and 4a of the Staff Report.

12) The applicant shall mitigate weeds on undeveloped lots within the subject property. At such time as an HOA is formed and CCR's are recorded for the development, the HOA will then be responsible for maintenance of weeds on undeveloped lots within the applicable phase.

Dave Tuthill provided background on himself related to his career as a water manager since 1976. He testified that there is ample water available at this site.

Will Mason addressed Commissioner Van Beek's questions about landscaping.

Samantha Wallace expressed her concern about the road placement, wildlife in the area, irrigation water rights, and overcrowded schools.

Elizabeth Koeckeritz offered rebuttal testimony speaking about the City of Caldwell landscape buffer requirement along Karcher Rd. requesting that it be removed. It is still unclear how much property ITD will be taking for their expansion so it makes it impossible to determine where a landscape buffer would need to be. At the request of the Board, John Sabala spoke about the potential amount of space ITD will be taking.

Upon the motion by Commissioner Brooks and second by Commissioner Van Beek the Board voted unanimously to close public testimony.

Commissioner Holton said he initially had concerns about water, traffic, and fire but those questions have been addressed.

Commissioner Brooks is in favor of the application as all the requirements have been met. He supports the removal of Caldwell's landscaping requirement.

Commissioner Van Beek agrees with the comments that have been made. She too is in favor of removing the City of Caldwell's landscape buffer requirement because of the testimony and ITD's taking of additional frontage. She encouraged the developer to work with the neighbors around them.

Commissioner Brooks moved that based upon the findings of fact, conclusions of law contained herein for case no. SD2022-0049, that the Board of County Commissioners approve the

preliminary plat for Vineyard Gate Estates subdivision subject to the conditions of approval as enumerated herein, with the deletion of condition no. 10, landscaping to meet City of Caldwell standards. He then amended the motion to note the addition of condition no. 12 (but with the deletion of no. 10, will be condition no. 11) be added to the FCOs which will be considered at a later time. Commissioner Van Beek seconded the amended motion which carried unanimously.

Ms. Barron said she will revise FCOs today for Board signatures.

Commissioner Van Beek motioned to adjourn the hearing at 3:04 p.m. The motion was seconded by Commissioner Brooks and carried unanimously. An audio recording and support documents are on file with this day's minutes.

PUBLIC HEARING TO CONSIDER REQUEST BY KARCHER FARM LLC & VALLEY WIDE COOPERATIVE INC., REPRESENTED BY KIMLEY-HORN & ASSOCIATES, FOR APPROVAL OF A PRELIMINARY PLAT FOR FARMWAY ESTATES; CASE NO. SD2022-0051

The Board met today at 3:13 p.m. for a public hearing to consider a request by Karcher Farm LLC & Valley Wide Cooperative Inc., represented by Kimley-Horn & Associates, for approval of a preliminary plat for Farmway Estates, case no. SD2022-0051. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Deputy P.A. Zach Wesley, DSD Principal Planner Michelle Barron, Elizabeth Koeckeritz, Dave Tuthill, Teller Bard, Will Mason, David Palfreyman, Joe Carson, Trevor Wallace, and Deputy Clerk Jenen Ross.

Elizabeth Koeckeritz offered testimony giving an overview of the project and PowerPoint presentation (exhibit 6b of the staff report) reviewing the following information:

- Farmway Estates is a companion or sister development to Vineyard Gate Estates which was just approved.
- The subdivision has been developed in substantial conformance with the site plan that was attached to the development agreement. It meets all of the DA conditions of approval and county code requirements.
- The property is zoned commercial and residential and was approved in 2020.
- The plat encompasses 82.3 acres; 54 acres will be residential, and 20 acres will be commercial. The largest portion of commercial is on the corner of Karcher and Farmway, which is where Valley Cooperative store will be located.

- Development agreement
 - ✓ Meets all DA conditions of approval including:
 - ✓ Storm Water Drainage retained on site
 - ✓ Residential portion shall maintain 1.25 acre density (1.31 acre density)
 - ✓ Solid waste enclosures screened
 - ✓ Utilize individual wastewater treatment systems meeting SW District Health requirements and standards
 - ✓ Meet Caldwell Fire requirements
 - ✓ Meet ITD and CHD4 standards and mitigations
 - ✓ Developed in substantial compliance with site plan

- Site plan

SINGLE FAMILY RESIDENTIAL (R-1)

- The purpose of the R-1 (Single Family Residential) Zone is to promote and enhance predominantly single-family living areas at a low-density standard.
- 54.14 acres residential
- 41 single-family residential lots
- Meet all Canyon County Code standards

RESIDENTIAL LOT SIZE COMPATIBILITY

- 1.318 Average Lot Size
- 1.00 Minimum Lot Size required by code
- 1.25 acres required by Development Agreement

COMMERCIAL (C-1 and C-2)

- 20.5 acres
- 9 commercial lots
- Lot size range from 0.9 acres to 7.76 acres
- Meet all Canyon County Code standards

- ITD and Highway District No. 4 have both provided letters of support or with conditions of mitigation
- Review of impact fees to be collected
- Services
 - Caldwell Fire District, Canyon County Sheriff, Canyon County Ambulance District, Vallivue School District #139, Highway District no. 4, ITD, and Wilder Irrigation District have all approved or provided a letter of no objection.
- Requesting removal of the City of Caldwell's request for landscape buffers

Michelle Barron gave the staff report and reviewed a PowerPoint presentation which provided the following information:

- Request
- Background
- Summary
 - 84.61 total acres
 - 1.25-acre average residential lot size
 - 41 residential lots
 - 9 commercial lots

- o 1 private road lot
- o Completed in 2 phases
- o Not located within an area of impact
- o Pressurized irrigation will be provided
- o Individual wells and septic systems
- o Subdivision runoff and common area storm drainage facilities will be maintained by the property owners' association. Each property owner is responsible for maintaining stormwater runoff on each lot. Storm drainage from roadways and lots will be collected in drainage swales and retention facilities.
- Updated proposed access
- Conditional rezone compliance
- Evaluation criteria 07-17-09
- Notification and comments
- Agency comments were received from ITD, Highway District 4, City of Caldwell, SWDH, Idaho DEQ, Caldwell Rural Fire, and Vallivue School District
- Recommendation & Conditions

1) All subdivision improvements (public or private roads, irrigation, and drainage swales/basins) and amenities shall be bonded or completed prior to the Board of County Commissioners' signature on the final plat.
a. Construction plans/drawings shall be submitted per CCZO Section 07-17-11. Construction plans/drawings are to be reviewed and approved by the County Engineer prior to construction beginning.

i. A final engineered grading and drainage plan per 07-17-33(1)D - F shall be submitted to DSD. Once reviewed and approved, and the road construction is completed, certification from a licensed engineer shall be submitted demonstrating that construction was completed per the final drainage and grading plan.

ii. A stormwater management plan shall be submitted prior to final plat signature by the Board. The plan shall address: Short-term construction protections (e.g., roadside swale protection during homebuilding), and Long-term O&M (via CC&Rs or other enforceable mechanisms) to ensure the continued function of drainage systems.

2) Finish grades at subdivision boundaries shall match existing finish grades. Runoff shall be maintained on subdivision property unless otherwise approved.

3) Development shall comply with the requirements of the local highway district. Evidence shall include the highway district's signature on the final plat.

4) Evidence shall include written correspondence from the Idaho Department of Water Resources (IDWR) ensuring water rights have been obtained before the Board of County Commissioners' signature on the final plat.

5) Development shall comply with Southwest District Health requirements. Evidence shall be Southwest District Health's signature on the final plat.

6) Development shall comply with Fire District requirements. Evidence shall include written correspondence from the Fire District before the Board of County Commissioners' signature on the final plat.

7) Before the Board signs the final plat, an easement or common lot shall be added to provide a United States Postal Service community mailbox unless waived by the United States Postal Service.

8) Coordinate with Vallivue School District to locate a safe area for student loading/unloading.

9) All exterior lighting shall be shielded downward and directed away from adjacent properties.

10) Landscaping to meet City of Caldwell standards per Exhibit 3C2 of the Staff Report.

11) Development shall comply with the requirements of Idaho Transportation Department as outlined in Exhibits 3C3 and 4a of the Staff Report.

12) Development shall not utilize the ingress/egress easement through parcel R32917 for access.

13) The applicant shall mitigate weeds on undeveloped lots within the subject property. At such time as an HOA is formed and CCR's are recorded for the development, the HOA will then be responsible for maintenance of weeds on undeveloped lots within the applicable phase.

Teller Bard answered Board questions regarding the amount of property ITD will be taking for their expansion.

Will Mason said his company did the SWDH subdivision engineering report and was available to answer Board questions.

Trevor Wallace is not opposed to some kind of dust barrier. When the wind picks up, usually out of the north/northwest, it blows dust directly onto the highway. Additionally, he has concerns about wildlife in the area.

Joe Carson is the Senior Project Manager for Valley Wide Cooperative and was available to answer Board questions.

Dave Tuthill testified that there is ample water available at this site. The plan is to use surface water provided through Boise Project Board of Control and Wilder Irrigation District.

Elizabeth Koeckeritz offered rebuttal testimony clarifying that the majority of the property is in the C2 zone, which is the slightly more intense use, however, most of the uses do require a CUP.

Commissioner Van Beek motioned to close public testimony. The motion was seconded by Commissioner Holton and carried unanimously.

Commissioner Holton expressed his understanding for wildlife in the area, however, that would have been part of the rezone hearing. Today's hearing is only for consideration of the preliminary plat. Similarly to the previous preliminary plat hearing, he would like to see the condition for Caldwell's landscape buffer removed and condition no. 13 added (this will become condition no. 12 with the removal of condition no. 10).

Commissioner Van Beek also spoke about her understanding of the wildlife. She noted she would like to see some kind of wrought iron or vinyl fencing along Farmway. Following discussion and input from legal counsel, the Board agreed that they'd like to require the applicant to provide a proposal for some kind of buffer or fence at the final plat stage which could be adopted via CC&Rs they record with the HOA. The Board requested that Ms. Barron revise condition no. 10 to reflect some kind of esthetic landscaping to provide a buffer.

Commissioner Holton motioned that based on the findings of fact and conclusions of law contained herein, on case no. SD2022-0051, that the Board of County Commissioners approves the preliminary plat for Farmway Estates subdivision subject to the conditions of approval as enumerated herein noting condition no. 10 will be revised to the new verbiage and condition no. 13 is to be included. The motion was seconded by Commissioner Van Beek and carried unanimously.

Upon the motion of Commissioner Holton and second by Commissioner Van Beek the Board voted unanimously to adjourn the hearing at 4:16 p.m. An audio recording and supporting documents are on file in the Commissioners' Office.

MAY 2026 TERM

CALDWELL, IDAHO MAY 15, 2026

No meetings were held this day.

MAY 2026 TERM

CALDWELL, IDAHO MAY 18, 2026

No meetings were held this day.

MAY 2026 TERM

CALDWELL, IDAHO MAY 19, 2026

EMPLOYEE STATUS CHANGE FORMS

The Board approved employee status change forms for:

- Rachel Wandell, Fair
- David Phelps, CCSO

ALCOHOLIC BEVERAGE LICENSE

The Board approved the following alcoholic beverage licenses for renewal:

- Caldwell Housing Authority dba Farmway Store, El Rico Pan Bakery Inc. dba El Rico Pan Bakery, Walgreens Co. dba Walgreens #05648, Walgreens Co. dba Walgreens #07276, Walgreens Co. dba Walgreens #10672, Walgreens Co. dba Walgreens #11541, Walgreens Co. dba Walgreens #12483, La Michoacana Mexican Restaurant LLC dba La Michoacana (Resolution No. 26-113)
- Target Corporation dba Target Store T-2206 (Resolution No. 26-114)

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

The Board met today at 9:31 a.m. for a legal staff update and to consider action items. Present were Commissioner Leslie Van Beek; Commissioner Brad Holton; Chief Deputy PA Aaron Bazzoli; Deputy PA Zach Wesley; Deputy PA Trent McRae; Deputy PA Laura Keys; Deputy PA Ben Cramer; Treasurer Jennifer Watters; Banking and Finance Manager Melissa Tucker; Director of Parks Nichole Schwend; Assistant Director of Parks Michael Farrell; Captain Chuck Gentry; Director of IT Steve Webb; Assistant Director of IT Scott Phillips; Business Manager Caitlin Pendell; Additional Interested Members of the Public; and Deputy Clerk Diana Hoffman. The Board considered the following action items.

Consider Agreement for Pathology Services Between Canyon County and Ada County: Ms. Keys stated that this is a standard contract with Ada for their pathology services. There will be some

changes to the contract in FY2027. This is needed because the Canyon County Pathologist will be on vacation soon. Mr. Bazzoli noted that this contract comes into effect only when services are used. If services are not provided, there is no fiscal responsibility on behalf of the County.

Upon a motion by Commissioner Van Beek and a second by Commissioner Holton, the Board voted unanimously to sign the agreement for pathology services between Canyon County and Ada County as presented. (Agreement No. 26-058)

Consider Declaration and Notice of Sole Source Procurement with Lumen Technologies for the 911 Dispatch Center: Mr. Cramer explained that Lumen is the only option available as it relates to plugging in our dispatch to Ada County. There is a one-time cost for the physical connection and then an ongoing monthly cost. This is above the baseline price for procurement. The procurement process must be completed. Mr. Gentry explained that Lumen provides common trunks that deliver services into the dispatch. Canyon County and Ada County both use Lumen, so this supports the need to continue with their services. This situation is temporary, until NextGen 911 becomes operational. This is the notice of sole source. After the 14-day publication period a contract will be presented.

Upon a motion by Commissioner Van Beek and a second by Commissioner Holton, the Board voted unanimously to sign the declaration and notice of sole source procurement for Lumen services as presented.

Consider Renewal Agreement with Right Systems Inc. for Arctic Wolf: Mr. Cramer explained that this agreement was signed last year on a three (3) year commitment on prices. This addendum for the upcoming year comes in below the amount initially negotiated. Mr. Webb explained that this product is working well and did come in below initial negotiated contract. The coverage score with Arctic Wolf is 90%. This is about 10% above average. There may be some add-ons that are considered in the following years. This is budgeted.

Upon a motion by Commissioner Van Beek and a second by Commissioner Holton, the Board voted unanimously to sign the renewal agreement with Right Systems Inc. for Arctic Wolf with a cost of \$92,453.75. (Agreement No. 26-059)

Consider signing Idaho Department of Parks and Recreation Reimbursement/Close-out Report Request No. 2, Grant WW24-3-14-1, for the Celebration Park Boater Improvements Project: Ms. Schwend explained that this has been a three (3) year project. This will complete Phase 1 of the grant. The final thing needed is the Board's signature, once complete a reimbursement will be received for \$328,138 back to the County for this project.

Commissioner Van Beek noted that this will be a great benefit to residents with the new ADA-compliant ramps. Upon a motion by Commissioner Van Beek and a second by Commissioner

Holton, the Board voted unanimously to sign the Idaho Department of Parks and Recreation Reimbursement/Close-out Report Request No. 2, Grant WW24-3-14-1, for Celebration Park boater improvements, with the grant revenue received in the amount of \$328,138.

Consider Construction Contract with Veritas Facilities Services and Construction, Inc. for Phase 2 of the Celebration Park Boater Improvements Project: Mr. Wesley explained that on April 30 a notice for public comment was signed. A written comment was received from Jason Harris, and a member of the public is present to speak.

Mr. Wesley explained that the basis for the sole source was discussed with the Board on April 30. He recapped that the County is declaring that there is only one vendor, Veritas Facilities and Construction, and competitive solicitation is impractical, disadvantageous, or unreasonable under the circumstances. This is a multi-phase grant project. The first phase of the project did take longer than anticipated. The Board recently signed a contract extension with Veritas so they can finish the dock work. There were design changes midway through that delayed the project. Veritas is currently mobilized and on site. In the current Veritas bid the cost is \$245,000. There are two additional costs that include dewatering and a cofferdam. Those collectively are over \$200,000 in cost. With Veritas already mobilized and river levels historically low, there is an opportunity to complete the work now and avoid \$200,000 in extra costs. This project was bid twice previously, the first RFP was tossed, and Veritas came in as acceptable during the second round.

Ms. Schwend explained that during the second round of bids, the low bid still came in \$200,000 higher than the grant amount. Due to the site location bids are often much higher. The sole source would allow an opportunity to take advantage of the low water level. This would save the County \$200,000 in taxpayer funds instead of grant funds.

Commissioner Holton opened the meeting up to public testimony.

Jason Harris provided comment in opposition of the sole source procurement. He provided the following testimony, stating that he was wondering why the project was not going out to bid. He has heard the explanations made. In the first round there were quite a few bidders and then a rebidding process. He believes this indicates that there are contractors that can do it. If there are budgets that have been set based on this first phase of experience and the water level conditions, he feels that could also be applied to the bidding process to let other competent contractors bid and compete for this work. The processes yielded Veritas the first time, he can't see why it wouldn't yield another qualified potential contractor the second time.

Sam Crass provided comment in opposition of the sole source procurement. He provided the following testimony, stating that during the second phase there were multiple competitive bids for the work. He is not exactly sure if Veritas has executed the scope in accordance with the original schedule with the piling, but to state that there is not the ability to receive competitive bids on

this type of work that is local and, in the County with a population of 2,000,000 people and new contractors every day, is fundamentally wrong. He is of the opinion that if Veritas has such an advantage, they should be fruitful and have to compete for it and win. If they have such an advantage over the market, then why not put it out to bid and make them compete. He doesn't think that it is fair to the taxpayers funding the project for them to be awarded more without having to compete for it. He feels that it serves the best interest of the owner to award a solicitation like this without a competitive bidding process. He feels it is unfair to the constituents of the district but also the other contractors in the Valley.

Mr. Wesley discussed the status of the members of the public and their public works licensing.

Mr. Crass explained that his employer is prepared to bid on the project. They are not currently aware of the scope of the work or the value. He added that his company self-performs riprap placement. He is unaware if Veritas self-performs those services or not. He noted that to his understanding that a subcontractor completed those services. He feels his employer would have more of an advantage by self-performing those services as they can better control quality and cost. He noted that he cannot understand how they could have an advantage over anyone else. He reiterated that he is aware the County received multiple competitive bids.

Commissioner Holton handed the floor back to Mr. Wesley to continue with his questions. Mr. Wesley stated that he feels any additional questions he has have been answered, such as having you seen the scope of work and the bid.

Mr. Crass continued to state that it is his understanding that Veritas hired subcontractors to perform the scope of work that this would employ. I would argue that our mobilization cost would be exactly the same, as they just have supervisory personnel, is the assumption. They would need to remobilize specialty equipment to accomplish this work. He was unclear about any advantage they could have on mobilization costs.

Commissioner Van Beek provided personal knowledge of the cost to change a contractor in the midst of a project. Moving equipment in and out for a contractor is not a recoverable cost for a contractor. When looking at the bid item, the equipment is already there and that is the advantage. This was a competitive bid process for the first time. The second bid process was held because the bids were so high.

Mr. Crass noted he did participate in the bid process previously with a former employer.

Commissioner Van Beek explained that this bid process, the engineered drawings, the scope of the work, the complexity of the work, and time frame were all considered. Veritas has extensive knowledge in the scope of work. All these factors and the water level are all contributors making

this job a priority immediately. After public testimony, Commissioner Van Beek stated that she does not find sufficient reason to reopen the bid process.

Commissioner Holton noted that he too is a contractor. All factors are understood and empathized. This is no new information to sway the decision. At this time, we are running low on time and working on the river's timeline. Canyon County will continue with the contractor on site. Mr. Crass and Mr. Harris were encouraged to participate in any future bids the County may put out.

Ms. Schwend verified that the full scope of work was published in the second round of bids.

Mr. Crass stated that the county never put on Phase 2 of the work to bid. He believes that Phase 2 was not part of the original scope. He noted that he is not aware of the County doing an independent cost estimate of the proposed additional scope. He stated that even if time is of the essence, it is unreasonable to expect him to prepare a cost estimate without having seen the scope of the work.

Commissioner Holton noted that due to drought conditions and historically low river levels, immediate work is in the County's best interest. Mr. Crass's argument is invalid, this is the time to do this project. Apologies were provided for the ill timing as a business.

Conversation was held around Mr. Harris's status with a public works' license.

Ms. Schwend reiterated that the intent is to avoid dewatering and construction of a cofferdam to save taxpayers money. This is not part of the grant and would fall on the taxpayer.

Mr. Harris inquired to the decision that led to the sole source decision. Mr. Wesley directed Mr. Harris to review meeting minutes, the declaration, and notice published in the newspaper. He explained that the meeting minutes and audio from today's hearing would also be posted. The declaration has not changed from what was signed on April 30th. Commissioner Holton stated that the records stand on their own and are accessible.

Gratitude was provided to the members of the public that came out to speak at today's public meeting and participate in the process. Commissioner Van Beek noted for the public that Idaho Code §67-2802(2)(a) (viii) allows the Board the exercise its right to pursue sole source and procurement when there are extenuating circumstances that seem in the best interest of the taxpayer.

Upon a motion by Commissioner Van Beek and a second by Commissioner Holton, the Board voted unanimously to sign the construction contract with Veritas Facilities Services and Construction, Inc. for Phase 2 of the Celebration Park boater improvement project as presented, noting that sole

source has been vetted through this process and the legal team to ensure the best outcome for the taxpayer financially.

Consider a Resolution Establishing an Updated Investment Policy for Canyon County:

Commissioner Holton explained there was recently a meeting with the Treasurer where they discussed and reviewed the policy in detail. It is believed that this is workable and should be placed into effect. Commissioner Van Beek noted that the meeting was held via Zoom with a Financial Investment Advisor, Chris, to supplement the conversation about a portfolio policy.

Ms. Watters stated that Chris provides guidance that helps save taxpayer funds.

Upon a motion by Commissioner Van Beek and a second by Commissioner Holton, the Board voted unanimously to sign the resolution for the Canyon County Board of County Commissioners which establishes an investment policy and an updated investment policy for Canyon County as presented. (Agreement No. 26-060)

Mr. Bazzoli noted that the topic on the update of the employee policy handbook is not for Executive Session. The update is that it is being reviewed by Ms. Danner with HR. It was noted that a draft had not been received by the Prosecuting Attorney's Office. He noted that the budget cycle likely limits available HR time. Commissioner Van Beek inquired if a first draft had been seen at this time. Mr. Bazzoli noted that an initial draft has not been received. Commissioner Van Beek noted that this has been an ongoing project and requested implementation prior to her departure to retirement.

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

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

Upon a motion by Commissioner Van Beek, and a second by Commissioner Holton, the Board voted unanimously to adjourn into Executive Session pursuant to Idaho Code § 74-206(1)(d) and (f) regarding records exempt from public disclosure and to communicate with legal counsel regarding pending/imminently likely litigation. The Executive Session began at 10:15 a.m. and concluded at 10:35 a.m., with no decisions reached and no business brought forward.

Upon a motion by Commissioner Holton and a second by Commissioner Van Beek, the Board voted unanimously to adjourn the meeting at 10:35 a.m. An audio recording is on file in the Commissioners' Office.

ACTION ITEM: CONSIDER FCOS FOR JIMENEZ-ARREDONDO; CASE NO. CU2025-0013-APL

The Board met today at 10:36 a.m. to consider FCOs for Case No. CU2025-0013-APL. Present were Commissioner Leslie Van Beek, Commissioner Brad Holton, Associate Planner Amber Lewter, and Deputy Clerk Diana Hoffman.

Ms. Lewter noted that this case was heard on April 22. The Board upheld the Planning and Zoning Commissioners' findings for criteria four (4) and seven (7). The Board did not receive sufficient information to ensure that the conditions would mitigate impacts that may negatively alter the character of the area under criteria four (4) or impacts to existing and future traffic patterns under criteria seven (7).

Upon a motion by Commissioner Van Beek and a second by Commissioner Holton, the Board voted unanimously to sign the FCOs, which constitute a denial of the appeal in the Jimenez-Arredondo Case No. CU2025-0013-APL as presented.

Upon a motion by Commissioner Van Beek and a second by Commissioner Holton, the Board voted unanimously to adjourn the meeting, at 10:38 a.m. An audio recording is on file in the Commissioners' Office.

FY2027 BUDGET WORKSHOP – COUNTY AGENT/EXTENSION

The Board met today at 1:35 p.m. for a FY2027 budget workshop with the County Agent/Extension office. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Controller Kyle Wilmot, Audit Supervisor Sarah Winslow, County Agent Tasha Howard, and Deputy Clerk Jenen Ross.

Ms. Howard spoke about the goal of her office in meeting the needs of a growing county and reviewed some of the highlights from last year.

FY2027 budget requests:

- Total county support of the Horticulture Program Coordinator position: \$71,698.51
- "B" budget remains similar to last year's budget

Commissioner Van Beek motioned to adjourn at 1:53 p.m. The motion was seconded by Commissioner Brooks and carried unanimously. An audio recording and supporting documents are on file in the Commissioners' Office.

FY2027 BUDGET WORKSHOP – COUNTY FAIR

The Board met today at 3:48 p.m. for a FY2027 budget workshop for the County Fair. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Controller Kyle Wilmot, Audit Supervisor Sarah Winslow, Fair Director Diana Sinner, Assistant Fair Director Morgan Lutgen, HR Director Marty Danner, Facilities Director Rick Britton, and Deputy Clerk Jenen Ross.

Director Sinner reviewed a PowerPoint presentation which provided information on the following:

- Accomplishments of 2025/2026
- FY27 Fair revenue
 - Projected to remain relatively stable with no budgeted increase
 - Most significant decline is revenue from beer sales
- FY27 Fair expenses
 - Net budget increase of \$8000
 - Cost for portable restrooms and temporary fence in FY26 is projected at a 30% increase
 - Continued growth and development have increased demand for rental inventory and event infrastructure, contributing to rising costs of temporary event equipment required for Fair operations
- FY27 Facility revenue
 - Budgeted revenue increase of 28%
- FY27 Facility expenses
 - Net budget decrease of \$11,425
 - Fair expansion plan - \$46,000
- Fair Expansion Plan
- Fair Staffing
 - Request for a Fair Maintenance Technician

The approximate increase for FY27 (both Fair and Fair Building) is \$24,000

Upon the motion of Commissioner Van Beek and second by Commissioner Holton the Board voted unanimously to adjourn the meeting at 4:08 p.m. An audio recording and supporting documents are on file in the Commissioners' Office.

MEETING WITH THE ASSESSOR'S OFFICE REGARDING MARKET TRENDS

The Board met today at 4:15 p.m. with the Assessor's Office regarding market trends. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Assessor Brian Stender, Chief Deputy Assessor Roger Craig, Administrative Property Appraiser Supervisor Holly Hopkins, Business Manager Lisa Walker, Director of Constituent Services Steven Cushman, and Deputy Clerk Jenen Ross.

Assessor Stender said assessment notices will start going out this week. Ms. Hopkins and Mr. Stender reviewed the Assessor's web page demonstrating the different modules and the information they contain and the data changes.

Commissioner Van Beek motioned to adjourn the hearing at 4:51 p.m. The motion was seconded by Commissioner Brooks and carried unanimously. An audio recording is on file in the Commissioners' Office.

MAY 2026 TERM

CALDWELL, IDAHO MAY 20, 2026

ADMINISTRATIVE

The Board administratively signed the BOE Notice of Decision for Cordova Outdoors, LLC, parcel nos. 31058011 0 and 62222194 0.

ALCOHOLIC BEVERAGE LICENSE

The Board approved the following alcoholic beverage licenses for renewal:

- Ovations Food Services LLP dba Ford Idaho Center – OFS 3840; Ovations Food Services LLP dba Nampa Civic Center; Indian Creek Steakhouse LLC dba Indian Creek Steakhouse; J&R Distribution LLC dba Sunnyslope Market; Albertsons LLC dba Albertsons #103; Muniz Family Grocers Inc. dba Grocery Outlet of Caldwell; El Patron 2 LLC dba El Patron Event Center; Paleteria Y Neveria Mia Linda Michoacana Ice Cream LLC dba Paleteria Y Neveria Mi Linda Michoacana Ice Cream; BFC 12th Avenue LLC dba Boise Fry Company; BFC Caldwell LLC dba Boise Fry Company; Nampa Hospitality LLC dba Best Western Plus; La Esperanza Market LLC dba La Esperanza Market (Resolution No. 26-115)

EMPLOYEE STATUS CHANGE FORMS

The Board approved employee status change forms for:

- Allison Adams, Parks
- Linda I. Ellis, Fair
- Jannet L. Grande, PA
- Melissa Secord, Clerk of the Court
- Stacey Jackson, Juvenile Probation
- Adrian Chavez Villagomez, Juvenile Probation

CATERING PERMITS

The Board approved an Idaho Liquor Catering Permit for:

- Liberty Homestead LLC dba Liberty Lounge to be used: 5/23 Rung Wedding, 5/23 Bonfrisco Wedding; 6/6

FY2027 BUDGET WORKSHOPS

The Board met today at 9:33 a.m. for FY2027 budget workshops. Present were Commissioner Leslie Van Beek; Commissioner Zach Brooks; Clerk Jess Urresti; Controller Kyle Wilmot; Auditing Supervisor Sarah Winslow; Treasurer Jennifer Watters; Chief Deputy Treasurer Steve Onofrei; Assessor Brian Stender; Chief Deputy Assessor Roger Craig; Administrative Property Appraiser Supervisor Holly Hopkins; Business Manager Lisa Walker; County Assistance Director Yvonne Baker; Director of Court Operations Matt Alaron; Director of Facilities Rick Britton; and Deputy Clerk Diana Hoffman. The Board heard from the Treasurer's Office, Assessor's Office, and the Clerk's Office as follows.

Treasurer: Treasurer Watters presented her office's FY2027 budget. She explained that their office contains seven (7) employees, and one staff member is retiring. With this upcoming retirement, it was decided to restructure the office. Their FY2027 budget requests were presented as follows:

REVENUE:

\$0.00 comes in as revenue specifically to the Treasurer's Office

- o Funding is provided through current expenses
- Interest Earnings: Unpredictable due to unstable Federal Funds Rate
 - o FY2027 anticipated revenue decrease of \$50,000
- Revenue Collections:
 - o PROPERTY TAX
 - Canyon County property tax: \$ 63,191,048
 - Other districts property tax: \$204,444,304
 - Total property tax collection: \$267,635,352
 - o CANYON COUNTY BUDGET
 - FY2026 approved expenditure budget: \$161,870,446
 - Less property tax: \$ (63,191,048)
 - Additional revenue: \$ 98,679,398
 - o TOTAL FIDUCIARY RESPONSIBILITY: \$366,314,750
- Property Tax Collections:
 - o FY2026 TAX COLLECTION
 - TY2025 Tax Charge Noticed: \$267,635,352
 - 2022-2026 Delinquent Tax Due: \$ 2,538,805
 - Total tax due: \$270,174,157
 - o RECEIPTS
 - 11/7 – 12/31 Receipted:
 - Batch payments: \$ (95,849,644)
 - Counter payments: \$ (49,849,644)
 - Total: \$(163,397,813)
 - 1/1 – 4/1 Receipted: \$ (11,324,365)
 - There remains a significant amount to collect in June
 - o 2022 – 2026 TAX REMAINING (fund ledger)
 - \$ (96,323,430)

EXPENSES

- “A” Budget – Personnel Budget:
 - Requesting adjustments with minimal expenditure increases
- “B” Budget – Operational:
 - Increases related to technology and market factors
 - Update current tax software over 3-4 years
 - Shared cost between the Treasurer and Assessor
- Contributing Factors:
 - 1 Staff retiring
 - 2 of 7 Staff reach the rule of 90 w/in 2 years
 - 5 of 7 Staff reach the rule of 90 w/in 10 years
 - Upgrading the Aumentum Property Tax Software, which is 20 years old
 - Scanning documents to OnBase is causing efficiency challenges
- Resolution Requests:
 - Request for staffing restructuring
 - 1 temporary employee to assist with tax season during the rehiring process
 - Funding for Aumentum Upgrade
 - Replace existing scanner
 - Approximately \$6,000
 - This is on the replacement schedule with IT

Mr. Onofrei presented on the “A” Budget. He noted that Treasurer Watters tasked him with the study of the compensation within the Treasurer’s Office. Looking at the succession plan over the next ten years, the Treasurer’s Office could reach large hurdles as five (5) of the seven (7) staff will be eligible for retirement. That leaves two (2) employees remaining staff to carry the Treasurer’s Office. The office oversees approximately \$366 million in fiduciary responsibilities. There should be more financial positions within the office; currently, about 90% of staff are customer service specialists. To execute a compensation study and succession plan considerations were given to maintaining efficiency, maintaining service, comparatives, and cost breakdown. Mr. Onofrei returned to his presentation.

- A Budget – Personnel Budget Overview:
 - Goals
 - Succession planning
 - Maintain efficiency
 - Maintain level of service
 - Objectives
 - Resource Allocation
 - Reclassification
 - County Comparatives
 - Cost Analysis
 - Meet objectives with minimal expense increase

Mr. Onofrei explained that he found it easiest to break down the legislative responsibilities that the Treasurer's Office is legislatively mandated to perform and assigned a percentage of staff utilization to each category as follows:

- Resource Allocations between the two staffing categories: (C) = Customer Service Specialist | (F) Financial Specialist:
 - Property Taxation (70%)
 - Billing (F)
 - Collecting (C)
 - Receipting (C)
 - Batch Processing (F)
 - Distribution Allocation (F)
 - Delinquent Collection Process (C)
 - Account Balancing (F)
 - Treasury (25%)
 - Account Management (F)
 - Investments (F)
 - Public Administration (5%)
 - Estate Administrator (If Qualified) (F)

The above are primary workflows and who is handling the work in those categories, either a Customer service specialist or Financial Specialist.

- Current Personnel:
 - 1 – Treasurer
 - 1 – Chief Deputy Treasurer
 - 1 – Banking and Finance Manager
 - 3 – Sr. Customer Service Specialist
 - 1 – Customer Service Specialist
 - Total: 7 employees
- Restructure Request:
 - 1 – Treasurer
 - 1 – Chief Deputy Treasurer
 - 2 – Sr. Financial Specialist
 - 1 – Customer Service Specialist II
 - 1 – Customer Service Specialist (Full Time)
 - 1 – Customer Service Specialist (Temporary)
 - Total: 7.5 (7-FTE & 1-temporary employee)
- County Comparison: using parcel counts

FY2024 TREASURER EFFICIENCY ANALYSIS				
	CANYON	KOOTENAI*	BONNEVILLE*	ADA
TY2023 PARCEL COUNT(W)	102,306	93,389	61,016	226,906
2024 STAFF COUNT (TI)	7	9	6	16
PARCELS PER STAFF	14,615	10,377	10,054	14,182
Parcel Efficiency % to CC	-	(29.00%)	(31.21%)	(2.97%)
2024 Appvd. "A" BUDGET(W)	<u>\$745,932</u>	<u>\$836,793</u>	<u>\$490,000</u>	<u>\$1,536,389</u>
SALARY PER PARCEL	\$7.29	\$8.96	\$8.12	\$6.77
Salary Efficiency % to CC	-	(22.89%)	(11.41%)	7.13%

FY2026 TREASURER EFFICIENCY ANALYSIS				
	CANYON	KOOTENAI*	BONNEVILLE*	ADA
TY2025 PARCEL COUNT(TC)	107,694	98,057	64,066	236,806
2024 STAFF COUNT	7	9	7**	16
PARCELS PER STAFF	15,385	10,895	9,152	14,806
Parcel Efficiency % to CC	-	(29.18%)	(40.51%)	(3.76%)
2026 Appvd. "A" BUDGET(W)	<u>\$767,642</u>	<u>\$888,879</u>	<u>\$633,800</u>	<u>\$1,704,022</u>
SALARY PER PARCEL	\$7.13	\$9.06	\$9.89	\$7.19
Salary Efficiency % to CC	-	(27.17%)	(38.79%)	(0.91%)

*No Historical Parcel Counts for Kootenai and Bonneville Counties. 2023 Parcel Count is 5% less (avg Ada & Canyon)

**Due to large budget increase, the assumption of a new position was added.

W=County Website | TC=Idaho State Tax Commission | TI = Transparent Idaho Website

PERCENT (%) INCREASE				
	CANYON	KOOTENAI*	BONNEVILLE*	ADA
PARCEL COUNT	5.27%	5.00%	5.00%	4.40%
OFFICE SALARY	3%	6%	29%	11%

Discussion was held around the analysis and if Director Danner had reviewed information. Commissioner Van Beek explained that the County, specifically HR, has been working to categorize like positions over the last few years. It would be necessary to review presented findings and requests with Director Danner.

Mr. Onofrei noted that he met with the Ada County Treasurer and Chief Deputy Treasurer, and through that meeting he felt that the Ada County Treasurer's Office functions similarly to the Canyon County Treasurer's Office.

- All staff process payments in the months of June and December
- Ada County staff utilization:
 - Tax Collection – 50%
 - Finance – 35%
 - Public Administration – 15%
- Ada County Treasurer's Office Divisions:
 - Tax Collection
 - Finance
 - Public Administration
 - Ada proactively goes after public administration cases
 - Canyon relies on legislative mandates
 - It would be an additional cost

Conversation about possibly proactively opening cases for public administration. Commissioner Van Beek felt this could be a benefit to the County, but additional information would need to be sought out.

Cost request breakdown for personnel for FY2027

Requested Staff Cost (Salary & Benefits)

Emp #	Adj. Type	FY2026 Title	FY2027 Title	FY2026 Cost	FY2027 Cost	NET Adjust.
5730	Mrk	B & F Mgr.	B & F Mgr.	\$103,650	\$118,832	\$15,182
1077	Rcls	Sr. CSS	Sr. FS	\$87,067	\$94,140	\$7,073
3580	Rcls	Sr. CSS	Sr. FS	\$87,067	\$94,140	\$7,073
3319	Rcls	Sr. CSS	CSS II	\$84,238	\$73,945	(\$10,293)
New			CSS - TEMP		\$20,000	\$20,000
TOTAL ADJUST.						\$39,036

Mrk – Market Adjustment | Rcls - Reclassification

B & F Mgr – Banking and Finance Manager

CSS – Customer Service Specialist

FS – Senior Financial Specialist

- Ada County's Banking and Finance Manager salary range is \$95,000 - \$105,000
 - That is just salary, not including benefits
 - Not looking to be at the same range but closer

Mr. Onofrei noted that the source of study is included in the budget request. There are links for each data point provided.

Treasurer Watters presented the "B" Budget as follows:

B BUDGET

- Aumentum Upgrade:
 - Stand-alone - \$2.2 million
 - If other Counties join the cost could come down some
 - It is unclear whether that will happen
 - This cost is for all phases
 - This cost will be spread over a four-year period
 - With Bonneville & Kootenai Counties – under \$2m
 - Treasurer's & Clerk's Office will receive an upgrade
 - Assessor's Office is a full conversion
 - \$125,000 (FY2026) + \$175,000 (FY2027) = \$300,000 (Treasurer)
 - These funds are intentionally being saved
 - FY2027 Increase = \$50,000 (Treasurer)
 - FY2028 or FY2029 = ~\$1.2 million (All)
 - FY2029 or FY2030 = ~\$300,000 (All)
- IT related:

- Computer Equipment – (\$8,325)
 - No computer upgrades this year
 - Small Office Equipment
 - New Scanner (OnBase) - \$4,000 - \$6,000
 - Currently testing a replacement scanner.
- Misc.:
 - Postage - \$2,500
 - Postage rate is going up in July
 - Service Contracts - \$4,000
 - BDS contract for printing and mailing annual tax statements
 - Advertising – (\$250)
 - Armored Car - \$3,583
 - Increase based on fuel cost
- FY2027 TOTAL REQUESTED approximately \$100,000

FY2026 vs FY2027

	FY2026	FY2027	Net Difference
Revenues (Interest)	\$650,000	\$600,000	(\$50,000)
"A" Expense	(\$767,642)	(\$806,678)	\$39,036
"B" Expense			
Aumentum Upgrade	\$125,000	\$300,000*	\$175,000
Other Expenses	\$322,012	\$327,502	\$5,508
"B" Expense Total	\$447,012	\$627,502	\$180,508

*Includes FY2026 Amount of \$125,000

A per-parcel comparison was created by Mr. Onofrei to evaluate efficacy. Information from Transparent Idaho and Ada County. That information is linked to that website.

Clarification was provided on the total "B" Expense, the request is for \$175,000 for Aumentum upgrade and carry over of FY2026 \$125,000 for a total of \$300,000.

The Board recessed at 10:12 a.m. An audio recording is on file in the Commissioners' Office. An audio recording is on file in the Commissioners' Office.

FY2027 BUDGET WORKSHOPS

The Board met today at 10:19 a.m. for FY2027 budget workshops. Present were Commissioner Leslie Van Beek; Commissioner Zach Brooks; Clerk Jess Urresti; Controller Kyle Wilmot; Auditing Supervisor Sarah Winslow; Assessor Brian Stender; Chief Deputy Assessor Roger Craig; Administrative Property Appraiser Supervisor Holly Hopkins; Business Manager Lisa Walker; County Assistance Director Yvonne Baker; Director of Court Operations Matt Alaron; Director of Facilities Rick Britton; and Deputy Clerk Diana Hoffman.

Assessor:

Assessor Stender explained that he has brought a substantial amount of information. The overall budget did not change significantly.

MOTOR VEHICLE

- \$110,000 has been requested in EUNA for step and grade salary adjustments
 - All Positions: \$65,000
 - Additional Cost of Benefits \$ 6,000
 - COLA 3% \$35,500
 - Additional Cost of Benefits \$ 3,500
- Prior to FY2025 a model was created for pay scales in both Motor Vehicle and Reappraisal
 - This has not been reviewed by Director Danner
 - Currently requesting a 3% COLA
 - Can adjust based on what the Board decides
- Toward the end of FY2025 there were some vacancies that were intentionally delayed on backfilling
 - There is a direct correlation between waiting times at Motor Vehicle and staffing
 - This increased wait times
- Not looking at adding new employees
- Pay grade adjustment to support retention
- There could come a time that staffing reduction may need to be considered
 - Online self-serve option growing
- Registration renewal is down
 - Busy season is coming
 - Corrections should be seen
 - The overall transactions are down but revenue is up year-over-year
- Title fees
 - Canyon County does not set the fee amount
 - Per Idaho Code the fee is \$3.00 per title
 - Ahead this year on accounts and funds received
- Title Admin Fee
 - New in FY2023
 - We have the ability to adjust – currently \$7
 - Ahead on accounts and revenue collected year-over-year
- Transfers

- o Unable to adjust the fee for this
 - o About 10% behind on transactions and revenue collected year-over-year
- 5-year profit/loss history

Assessor's Office

Motor Vehicle

5 Year Profit / Loss History

	2021	2022	2023	2024	2025	5yr Total
Total Revenues	\$1,473,265	\$1,380,790	\$1,320,421	\$1,643,135	\$1,830,613	\$7,648,225
Total Expenses	\$1,267,229	\$1,413,337	\$1,436,564	\$1,637,610	\$1,703,742	\$7,458,482
Profit/Loss	\$206,036	(\$32,547)	(\$116,143)	\$5,525	\$126,871	\$189,743

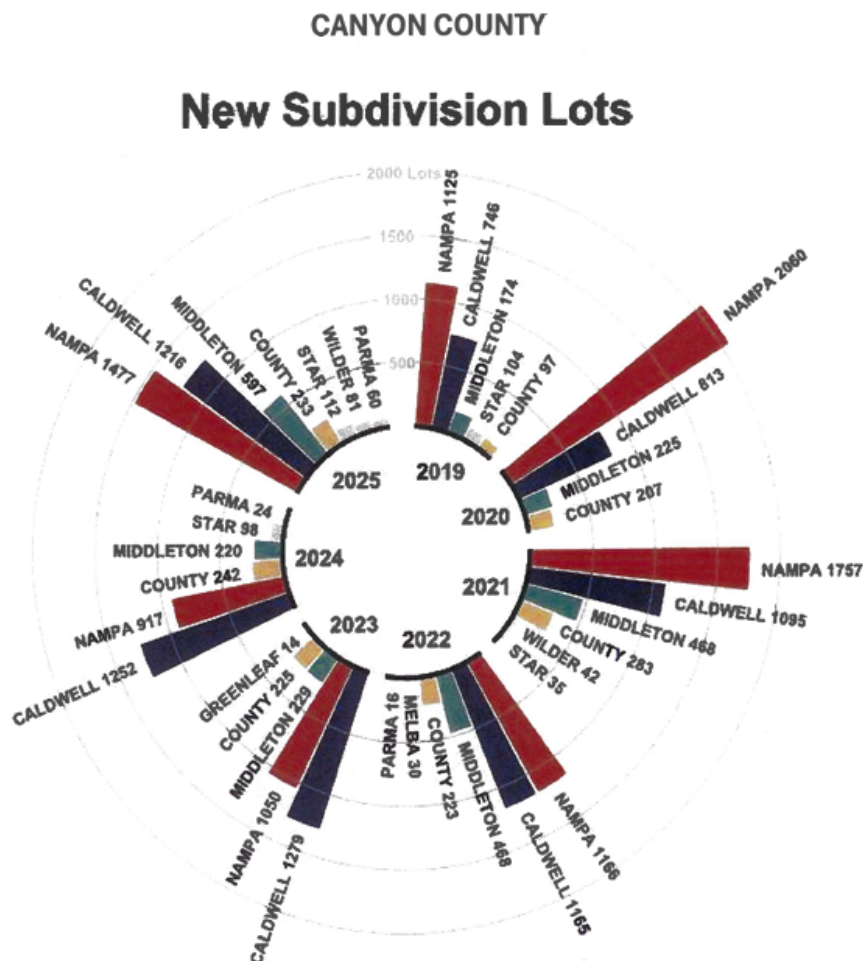
Excess Revenue goes to General Fund, not in Motor Vehicle Fund Balance

- o FY2021 ITD began issuing renewal by mail
 - This led to ITD deciding they would no longer share the revenue for renewal by mail
 - Due to this Canyon County has implemented an admin fee
 - This revenue goes into the General Fund
 - This revenue does not include cleaning costs, maintenance of the building, or remodeling efforts
 - Discussion was held around including these expenses
- Proposed Project
 - o Equipment: requesting to update the queuing system
 - \$2,000
 - o Removed inmate uniforms and moved those funds to office uniforms
 - \$1,500

REAPRAISAL BUDGET

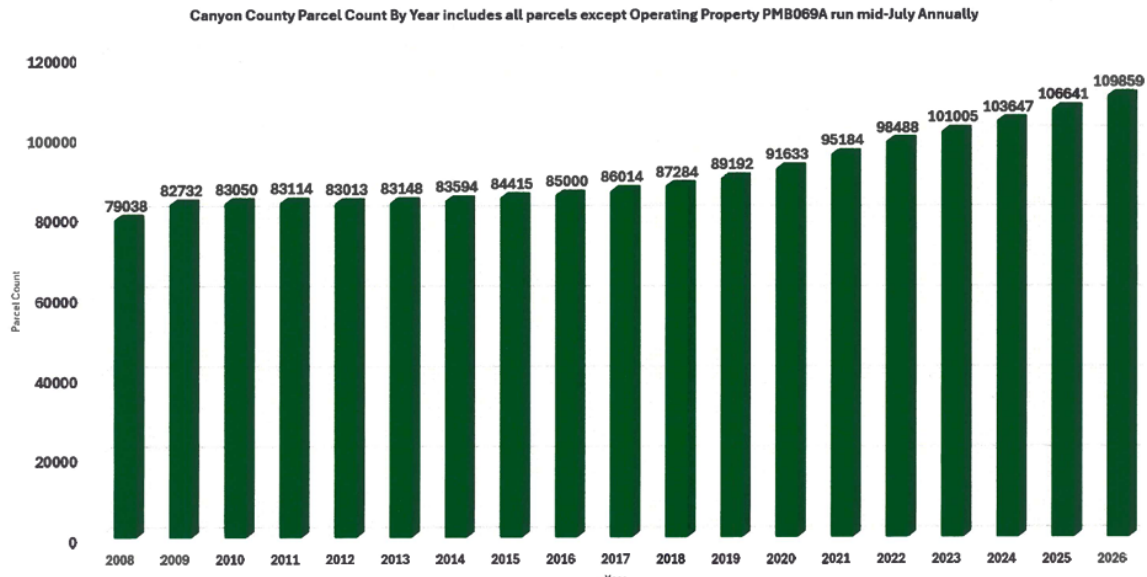
- Approximately 40 employees in reappraisal
- 2 years ago, there were approximately 2,700 new building lots
- Last year there were 3,700 new building lots
 - o That is one appraiser workload
- Requesting 3 new positions and pay grade increases
 - o 1 assessor admin
 - Would like to change front-end positions to Assessor Admin
 - o 1 Plat Tech
 - o 1 Certified Appraiser
 - o 1 Staff is doing more than their job description
 - 20 years of experience
 - Would like to move them to Admin Analyst
 - Bump in pay grade

- 1 Customer Service Specialist
 - Would like to move to Admin II
 - More of a senior-level position from an entry level position
- Plat Tech to Sr. Plat Tech
 - Eligible for a bump in title and pay grade
- Included cost for benefits for the increases
- Included step in pay grade to get staff employed over 10 years to the Mid in their pay grade based on the pay grade created by the Assessor's Office
- Included step in pay grade to get staff employed over 20 years to the Max in their pay grade based on the pay grade created by the Assessor's Office
- COLA 3% - will adjust based on the Board's decision
 - Included cost of benefits increase associated with salary increase
 - The COLA is tiered based on pay grade
- New subdivision Lots



- County portion is smaller compared to some cities
- Parcel numbers increase
 - 2026: 109,859

- Affects all 3 departments under the Assessor's Office

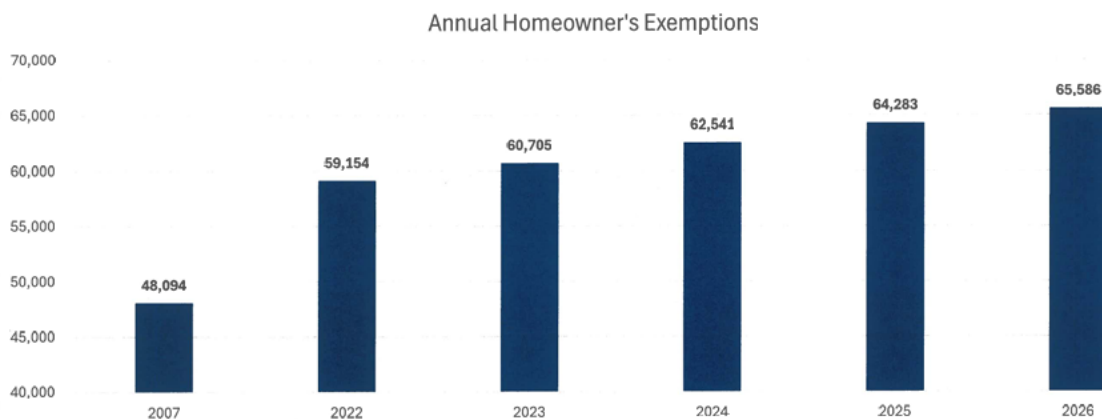


- Homeowner Exemptions

1 New Front Office Staff

- Increasing Volume of HOEX Applications
- Annual Application of HOEX
- Trust Processing, slower & more complex
- Occupancy PTR processing

Annual Homeowner's Exemptions					
2007	2022	2023	2024	2025	2026
48,094	59,154	60,705	62,541	64,283	65,586
				5yr increase	10.87%



- Increasing is causing the need for additional staff

Commissioner Van Beek requested clarification on the increase for staff. The increase totals \$520,000. Assessor Stender confirmed that cost.

- GIS/Land Records Department

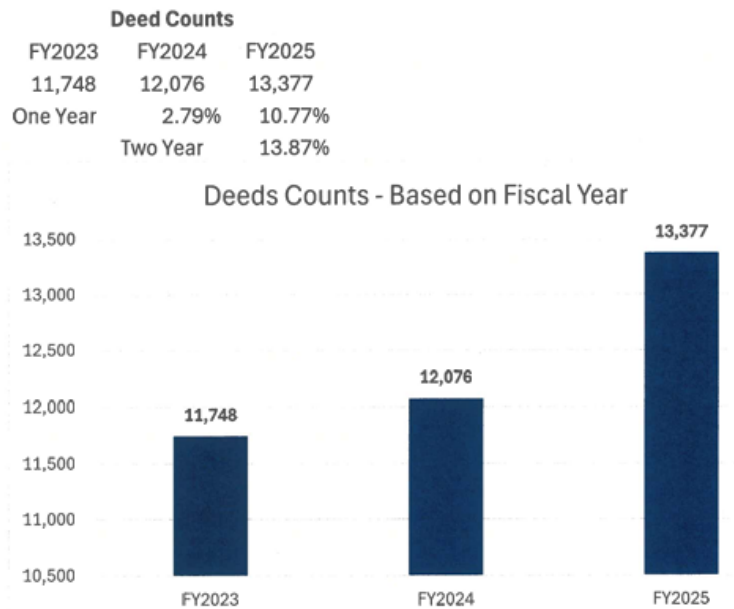
GIS / Land Records Department

1 New Platroom Staff Requested

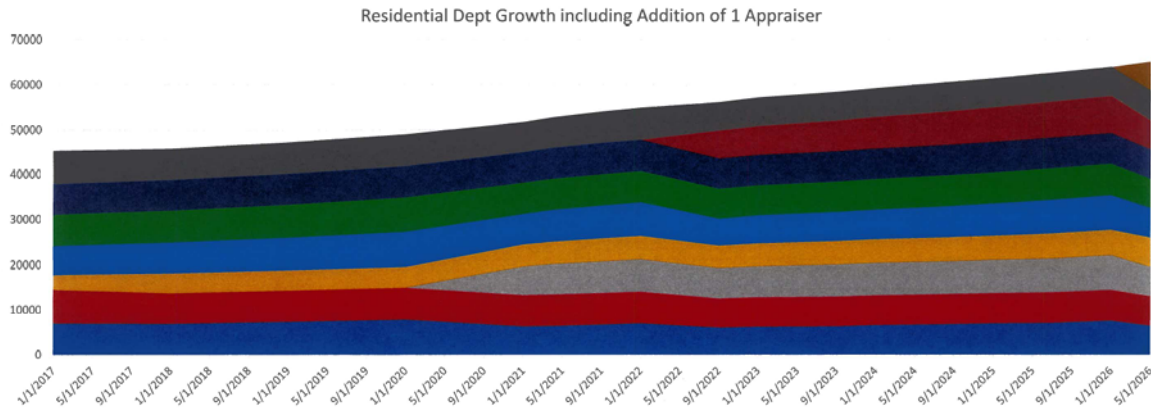
- Continued Parcel growth
- Struggling to keep up

3 Plat Tech's Currently

4 With Requested Addition



- Appraisal – state requires a 5-year cycle for home assessments
 - Currently at 15% for the next 5-year cycle coming up
 - Need more staff to continue to keep up
- Residential Dept. Growth
 - Including addition of 1 Appraiser
 - Would reduce the number of appraisals each staff is responsible for
 - Could require another position in the next 1–2 years



- 521101: Professional Consultants
 - District Court Case w/ Amazon is coming to an end
 - Reduced that line item
- 521120: Misc. Professional Services
 - This is an estimate of the assessment mailing
 - Last year this line item was over budget
 - Will continue to monitor
- 533301: Service Contract
 - Adjusted down slightly
- 577100: Computer Equipment
 - Multiple recommended upgrades from IT
 - Quote was \$1,600 per machine
 - With department requirements, machines tend to cost \$1,800
- 577110: Software
 - Going to purchase some software licenses
- 577120: Small Office Equipment
 - Cameras, laser measurers, etc. for Appraisers
- 577121: Office Furniture
 - Frequently replace chairs
- 684020: Office Equipment
 - Updating two (2) high use scanners
 - \$6,000 each
- 684221: Computer/Networks/Software
 - Updating software platform Amentum
 - Other counties also use this software
 - Allows for a discount
 - Quote is \$2.23 million
 - More counties that sign on, the cost will be reduced
 - Last \$125,000 was set aside
 - Requesting \$175,000 FY2027
 - Total \$300,000 to put toward the overall cost
 - The cost will continue to go up

- Capital
 - There has been availability of facilities to complete a remodel
 - If the two (2) positions are approved, a remodel will be needed
 - Funds from FY2026 & FY2027 for this remodel
 - Some additional projects at the DMV are needed

The Board recessed at 11:04 a.m. until the next department workshop. An audio recording is on file in the Commissioners' Office.

FY2027 BUDGET WORKSHOPS

The Board met today at 11:14 a.m. for the FY2027 budget workshops. Present were Commissioner Leslie Van Beek; Commissioner Zach Brooks; Clerk Jess Urresti; Controller Kyle Wilmot; Auditing Supervisor Sarah Winslow; County Assistance Director Yvonne Baker; Director of Court Operations Matt Alarcon; and Deputy Clerk Diana Hoffman.

Clerk:

COUNTY ASSISTANCE

Ms. Baker presented the budget requests for ***County Assistance*** as follows:

- Overall decrease of about \$18,000
- Revenue:
 - County Repayment
 - Previously indigent medical reimbursement
 - Now collecting an administration fee
 - 30% of the amount collected for the State catastrophic fund
 - Guardian ad litem reimbursement
 - Reimbursement from the State Public Defender's Office
 - Based on the amount the County spends on line item: 521190
 - Should be an equal in-and-out of funds
 - At about 62% of expectation of recovery
- Expenses:
 - Reduction of \$18,000
 - Guardian ad litem and conservatorship reimbursement
 - FY2027 reduced by half to \$10,000
 - Small office equipment reduction
 - \$900 subscription for QuickBooks removed
 - The reclassified position allocation decreased from \$4,300 to \$0
 - The adjustment for the Compensation Program decreased to \$0

Commissioner Van Beek provided praise for Ms. Baker's ability to bring volunteers on board to support her department.

Ms. Baker noted that the Board of Community Guardians does generate revenue, as the Board collects a fee from each ward to cover administrative costs.

Clerk:

CLERK OF THE COURT

Mr. Alarcon presented the budget requests for ***Clerk of the Court*** as follows:

Mr. Alarcon explained that given this is his first year overseeing his department's budget, he felt it was important not to ask for additional funds but to match FY2026 dollar amount with reallocations.

- To correct staff pay inequity, it would cost \$103,000 annually
- There is a PCN with a salary of \$97,000 that will not be backfilled
 - Area supervisor position
 - Withdrawing this position would cover most of the salary adjustments
 - This is possible based on staff restructuring
 - This would take effect October 1 for FY2027
- The salary adjustments would be budget neutral
 - An additional \$6,775 could be made up from salary savings through the fiscal year
- This would affect 15 employees across
 - Leads
 - Supervisory
 - Director

Discussion was held regarding how many employees these staff members supervise. Mr. Alarcon explained that the number varies as each department is unique. He also explained how the restructuring would appear within the Clerk of the Court as it applies to the Juvenile Justice Center.

- There has been an increase in requests for services from the courts
 - From 2024 to 2025, civil and family law cases and filings increased by nearly 16%
 - Staff hasn't increased to correlate
- Plan to recognize staff more
 - Previously, the employee appreciation budget was \$600 per year
 - Requesting an increase to \$6,000
 - That represents \$68.97 per employee annually
 - For 87 employees
 - Considering quarterly engagement opportunities
 - \$17.24 per employee per engagement
 - Considering food engagements, incentives, refreshments, recognition, etc.
 - This investment could support retention
 - Previously there was a request for training, hotel, and airfare expenditures totaling \$14,100 each year
 - Attempting to refocus training on remote options to reduce those costs and reallocate funds

Discussion was held about the need to implement policy to support the request for employee appreciation funds. Clerk Urresti noted that the Sheriff's Office Field Services has an employee appreciation line of \$5,000. The Clerk of the Court is also a large department. Mr. Alarcon continued his budget presentation as follows:

- \$8,000 increase in overtime
 - FY2025 was 4% over
 - FY2026 is at 106% usage with 37% remaining in the year
 - There has been an increase in filings
 - Staff have been required to work weekends
 - Receiving unique customer interactions digitally
 - The digital system is open 24/7 for filings
 - Clerk of the Courts staff was utilized on election day
 - Possibly this expense could be moved to Elections in future years
 - Change to Dayforce will also reflect a more accurate account than previously
- FY2026: \$43,000 on part-time staff
 - One part-time staff member resigned
 - Will not backfill
 - Savings of \$20,000

B BUDGET

- Service Contract:
 - Reducing by nearly \$1,000
- Cellular phone
 - Reducing two phone lines
- Hotel
 - FY2027 \$0
 - Savings of \$1,500

Discussion was held around the availability of attending trainings remotely. Mr. Alarcon explained that most of the court clerk trainings are provided by the Idaho Supreme Court. They host a large training in Boise in October. There is a small expenditure on meals. Beyond that, most trainings offer a remote option.

- Interpreter fees
 - FY2027 \$0
 - These funds are in the District Court Fund
 - Managed and overseen by the Trial Court Administrator's Office
 - Currently interpreters are paid by the County, and reimbursement is provided by TCA
 - Moving forward, TCA will pay interpreters directly
- Office Supplies
 - Increase of \$2,000
 - Bringing it back to the previous \$20,000

- Computer Equipment
 - Three printers need replacement
 - One multifunction color copier
 - \$1,581
 - Two desktop color copiers
 - \$875 each
 - \$14,000 to cover upgrade recommendations from IT
 - Reduction of \$86,000

The Board recessed at 11:58 a.m. An audio recording is on file in the Commissioners' Office.

FY2027 BUDGET WORKSHOPS

The Board met today at 12:17 p.m. for the FY2027 budget workshops. Present were Commissioner Leslie Van Beek; Commissioner Zach Brooks; Clerk Jess Urresti; Controller Kyle Wilmot; Auditing Supervisor Sarah Winslow; and Deputy Clerk Diana Hoffman.

Clerk:

AUDIT

Mr. Wilmot presented the budget requests for ***Auditing*** as follows:

- New this year:
 - Specialty pay line item added
 - Intended to provide budget capacity for the Controller position if needed
 - New reclassification
 - \$11,000 for the audit supervisor pay increase
 - Service Contract
 - Reallocation of workload related to payroll and Dayforce
 - Dayforce cost has been split:
 - 80% HR
 - 20 Audit

Clerk:

RECORDER

Clerk Urresti presented the budget requests for the ***Recorder*** as follows:

- Office remodel:
 - \$15,000 allocated to upgrade counters for public use
 - Plexiglass is still up
 - Modifications will be made to make it look more professional
- Production/Revenue:
 - FY2027 Revenue prediction will increase
 - Passport photos will be offered
 - \$25 per picture
 - Aligns with the fee the City of Nampa charges

- Increase in recording revenue
 - Offering conformed copies for a fee
- Expenditures
 - Passport photo film
 - Possibly upgrade to the camera

Discussion was held regarding the cost versus expenses of offering passport photos. Clerk Urresti explained the specifications required for passport photos and noted that the Recorder's Office is testing options to meet the specific requirements.

- Service Contracts
 - Helion Service Alert Program
 - Allows constituents to sign up for notifications of recordings applicable to them
 - Can help prevent fraud
 - Specifically, mortgage fraud
 - One time set up fee: \$1,500
 - Annual license and support fee: \$2,500
 - DAIDA and Calendly
 - Annual service contracts
 - Have been vetted by IT
- Mileage: \$400
 - Clerk Urresti explained that the line item was missed
 - It will get corrected to \$0
- Interpreter fees
 - Not the same interpreter fee as Clerk of the Court
 - Paid for by the County

Clerk:

ELECTIONS/CONSOLIDATED ELECTIONS

Clerk Urresti presented the budget requests for *Elections/Consolidated Elections* as follows:

- Overtime/Temporary
 - Moved those expenditures from Consolidated Elections to Elections
 - Previously they were shared between the two
- Receiving Help America Vote Act (HAVA) grant in FY2027
 - \$27,410
 - To replace 26 of 250 ePollbooks
 - Nearing end of life
 - Cannot be updated with software past IOS update 17
 - These are used to check in voters
- Overtime
 - Increase of \$4,000
 - More accurately reflects actual cost
- Service Contracts
 - Increased by \$6,585
 - Increase in annual license and support for Hart Intercivic voting equipment
 - Increase in annual license and support for Quadiant

- Envelope stuff and envelope opener
- Cellular phone
 - Cost increase for mobile Wi-Fi units sent to polling locations for ePollbooks
- Hotel
 - One conference annually, in Boise
 - Previously lodging was covered by the State
 - \$175 per employee
- Postage
 - Reduced by \$20,000 in Elections and Consolidated Elections
 - Total reduction: \$40,000
- Repair and Maintenance
 - References repair of voting equipment
- Capital
 - \$7,200
 - Facilities will tint the windows
 - Will block the heat and glare
 - Miscellaneous picture frames
 - Create a medal engraved County seal for display
- Overall Budget
 - Consolidated Elections: reduction of \$115,000
 - Elections: Increase of \$30,000
 - Overall net decrease

The Board adjourned the meeting at 12:41 p.m. An audio recording is on file in the Commissioners' Office.

FY2027 BUDGET WORKSHOP – MISDEMEANOR PROBATION

The Board met today at 1:35 p.m. for a FY2027 budget workshop with Misdemeanor Probation. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Clerk Jess Urresti, Controller Kyle Wilmot, Auditing Supervisor Sarah Winslow, Director of Misdemeanor Probation Jeff Breach, Assistant Director of Misdemeanor Probation Mary Gomez, Facilities Director Rick Britton, Parks Staff Nicki Schwend and Michael Farrell, Juvenile Detention Staff Sean Brown, Shawn Anderson and Sue Britton, HR Director Marty Danner, and Deputy Clerk Jenen Ross.

Director Breach reviewed a PowerPoint presentation which addressed the following:

- Themes affecting FY27
- Challenges
- Bar graph of active cases over the past 4 years
- Bar graph showing cost of supervision
- Bar graph showing FY26 cost of supervision year-to-date
- New requests for FY27
 - New full-time probation officer (\$91,487.94 salary & benefits; \$2430.12 computer equipment; \$1500 ballistic vest)

- Replacement of 6 laptops and 3 desktop computers (\$15,600)
- Desktop scanners for front office staff (\$1800 to replace 3 scanners)
- Increase to meals line for IJJA conference (\$700)
- CMS transition to cloud-based service license fee - still pending IT review (\$860 annual support fee; \$35,000 to be split with Juvenile Probation and Juvenile Detention)
- FY26/FY27 comparison

Commissioner Holton asked for a more in-depth review of possible additional revenue. Discussion ensued regarding the irregularity of receiving payments and the possibility of increasing the cost of supervision. Clerk Urresti feels that having a conversation with the ADJ and TCA could be beneficial; the Board is in favor of conducting this meeting.

The Board has taken the budget proposal under advisement.

The meeting concluded at 2:14 p.m. and an audio recording and supporting documents are on file in the Commissioners' Office.

FY2027 BUDGET WORKSHOP – JUVENILE DETENTION

The Board met today at 2:24 p.m. for the FY2027 budget workshop for the Juvenile Detention department. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Clerk Jess Urresti, Controller Kyle Wilmot, Auditing Supervisor Sarah Winslow, Juvenile Detention Staff Sean Brown, Shawn Anderson, and Sue Britton, Facilities Director Rick Britton, Parks Staff Nicki Schwend and Michael Farrell, and Deputy Clerk Jenen Ross.

Director Brown reviewed a PowerPoint presentation which addressed the following:

- Graphs showing detention days, average daily population, and intakes
- Revenue sources
 - National School Breakfast and Lunch Program
 - Breakfast program projected revenue: \$25,000 (no change)
 - Lunch program projected revenue: \$35,000 (no change)
 - Idaho Juvenile Detention Clinician Program
 - Revenue projection: \$103,000 (no change)
 - Housing Fees – Contracting Counties
 - Revenue projection: \$400,000 (decrease of \$100,000)
 - CTEL Inmate Phone Services
 - Revenue projection: \$5000 (no change)
- “A” Budget – Personnel
 - Extended Shift – requesting \$96,512 (no change)
 - Overtime – requesting \$48,048 (no change)

- Holiday Pay – requesting \$89,320 (no change)
- Part Time – requesting \$50,000 (decrease of \$11,500)
- New/Reclassification of PCN 1873 (increase of \$16,015.07)
- Would like to move to a Juvenile Detention Officer I, II, and III structure - (fiscal impact would be \$10,520.56 for implementation)
- “B” Budget – Operating Expenditures
 - U/A (decreased to \$0)
 - Misc. Professional Services: \$6000 (decrease of \$5500)
 - Inmate Medical Services: \$188,000 (increase of \$18,000)
 - Service Contracts: \$17,000 (decrease of \$13,000)
 - Cellular Phone: \$10,000 (increase of \$3400)
 - Meals: \$6000 (increase of \$2000)
 - Hotel: \$6500 (increase of \$1500)
 - Airfare: \$6000 (increase of \$1000)
 - Education & Training: \$9000 (increase of \$2000)
 - Employee Wellness: \$2500 (new line item)
 - Office Supplies: \$6000 (increase of \$3500)
 - Food: \$150,000 (increase of \$3000)
 - Inmate Supplies: \$13,000 (decrease of \$2000)
 - Safety Supplies: \$4000
 - Computer Equipment: \$13,000
 - Small Office Equipment: \$1000
 - Net difference from FY2026: \$20,900 increase
- “C” Budget – Capital Improvements
 - New Camera System Project and Electronic Lock Upgrades
 - Estimated cost: \$136,000 (cameras)
 - Estimated cost: \$15,000 (locks)
 - Board is supportive of the camera project being funded and completed in FY26.
 - Gym Shower Wall Removal and Space Reconfiguration
 - Estimated cost: \$7500
 - Continued Flooring Replacement Project
 - Estimated cost: \$38,090
 - Commercial Washer Replacement Project
 - Estimated cost: \$16,000
 - Poly Seal Shower Project – Admissions Area
 - Estimated cost: \$7500

The Board has taken the budget proposal under advisement. The meeting concluded at 2:57 p.m. An audio recording and supporting documentation are on file in the Commissioners’ Office.

FY2027 BUDGET WORKSHOP – PARKS, CULTURAL, AND NATURAL RESOURCES

The Board met today at 3:07 p.m. for the FY2027 budget workshop with the Parks, Cultural, and Natural Resources department. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Clerk Jess Urresti, Controller Kyle Wilmot, Auditing Supervisor Sarah Winslow, Parks staff Nicki Schwend and Michael Farrell, and Deputy Clerk Jenen Ross.

Director Schwend reviewed the following with the Board:

- Anticipated grant reimbursement funding (\$22,000)
- Park user fee revenue (\$7000)
 - FY2027 total revenue: \$29,000
- Overtime (\$5000)
- Part-time (\$232,000)
- Temporary (\$17,280)
- Misc. Professional Services (\$59,000 but due to grants, only requesting \$35,000 in new funds)
- Signs (\$4000)
- Exhibits (\$2000, decrease of \$9000)
- Building Supplies and Materials (\$12,000)
- Several other “B” budget line items were reviewed
 - Total increase to the “B” budget for FY27 is \$23,050
- Purchase of Land (\$400,000)
- Capital Construction Contracts (\$150,000, hoping to happen in FY26)
- Other Improvements (\$150,000)
 - Total “C” budget for FY27 is \$785,000

In addition to budget information, Director Schwend also provided some general updates to the Board.

The Board took the budget proposal under advisement.

Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to adjourn the meeting at 4:14 p.m. An audio recording and supporting documents are on file in the Commissioners’ Office.

ALCOHOLIC BEVERAGE LICENSE

The Board approved the following alcoholic beverage licenses for renewal:

- Warehouse Nightclub LLC dba Warehouse Nightclub; Blazin Wings Inc. dba Buffalo Wild Wings #592; Red Top Market LLC dba Red Top Market LLC (Resolution No. 26-116)
- Short Stop Inc. dba Lake Lowell Market; I.C.A.N. Foods Inc. dba The Griddle; I.C.A.N. Foods Inc. dba The Griddle; Casa Anejo LLC dba Casa Anejo; The Stil LLC dba The Stil; The Stil LLC dba The Stil; Campos on Lonestar LLC dba Campos on Lone Star (Resolution No. 26-118)

EMPLOYEE STATUS CHANGE FORMS

The Board approved employee status change forms for:

- Mackenzie Davidson, Parks
- Garrett McRae, CCSO
- Jesse Delgadillo, Weed & Pest

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

The Board met today at 9:31 a.m. for a legal staff update and to consider action items. Present were Commissioners Leslie Van Beek and Brad Holton; Chief Deputy PA Aaron Bazzoli; Deputy PA Zach Wesley; Director of Solid Waste David Loper; Director of Facilities Rick Britton; Director of DSD Jay Gibbons; Norm Brown; Luke Brown; and Deputy Clerk Diana Hoffman. The action items were considered as follows:

Consider a Resolution Granting a Refund to the City of Nampa Street Division: Director Loper explained that this occurred after an overpayment for landfill charges by the City of Nampa.

Upon a motion by Commissioner Van Beek and a second by Commissioner Holton, the Board voted unanimously to issue a refund in the amount of \$592.75 that was overpaid in October 2025. (Resolution No. 26-117)

Consider Independent Contractor Agreement for Hearing Examiner Services with Ashley Squyres: Director Gibbons explained that Ms. Squyres previously had a contract with the County as a hearing examiner. Jerome Mapp was recently appointed as the primary hearing examiner. Ms. Squyres would like to continue her contract as a second hearing examiner.

Commissioner Van Beek made a motion to sign the independent contractor agreement with Ashley Squyres, who will provide hearing examiner services for Canyon County.

Commissioner Holton noted that several comments were made during elections regarding DSD. He stated that this demonstrates the County is trying to do the best it can and to be as efficient as possible and hiring a second examiner will help with that. Application processing requires multiple facets, and applicants have a large burden of due diligence in the process. He then seconded the motion, and it passed unanimously. (Agreement No. 26-061)

Consider Risk Management Services Renewal with ESIS, Inc.: Mr. Wesley explained that one of the requirements of Munich Re insurance is to maintain a relationship with a claim's administrator. The one that the County has been working with is ESIS. They are used primarily for two services: when a tort claim is received or something that will likely not progress, the insurers are notified; and when a claim is reviewed and has the potential to be filed and end up in court, there is a \$1,770 fee for that review. They provide regular updates to the insurer.

This agreement runs to the end of the fiscal year. These fees have already been paid. After the departure of the COO an updated contract was requested. The previous version was signed by the COO, and ESIS has asked for updated signatures since the COO is no longer with Canyon County. Commissioner Van Beek inquired about a fee increase. It was noted that the fees have increased over three or four years. Mr. Wesley confirmed that ESIS has requested increases with each renewal.

Commissioner Van Beek and Holton spoke to the benefit it has been to Canyon County to move away from ICRMP as an insurer.

Upon a motion by Commissioner Van Beek and a second by Commissioner Holton, the Board voted unanimously to sign the risk management services agreement renewal addendum that finishes this fiscal year. (Agreement No. 26-062)

Commissioner Holton inquired if there was any other County business.

Commissioner Van Beek noted that the County received a tax notice, presumably a tax deed, and asked how those are handled. Mr. Wesley explained that the most recent practice is to have a resolution provided to the Board with the tax rolls. Mr. Wesley noted that he would prepare a resolution to be presented to the Board.

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

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

Upon a motion by Commissioner Brooks and a second by Commissioner Holton, the Board voted unanimously to enter into Executive Session pursuant to Idaho Code § 74-206(1)(c), (d), and (f), regarding interest in real property, records exempt from public disclosure, and to communicate with legal counsel regarding pending/imminently likely litigation, to deliberate matters related to land use and property on Highway 44. The Board entered into Executive Session at 9:48 a.m. The Executive Session concluded at 10:26 a.m., with no decisions reached and no business brought forward as a result.

The meeting was adjourned at 10:27 a.m. An audio recording is on file in the Commissioners' Office.

MEETING WITH DSD FOR GENERAL BUSINESS

The Board met today at 10:31 a.m. with DSD for a general business meeting. Present were Commissioner Leslie Van Beek, Commissioner Brad Holton, Director of DSD Jay Gibbons, and Deputy Clerk Diana Hoffman.

Mr. Gibbons stated that he sent an email yesterday from the City of Caldwell Public Works City Engineer regarding the City's quiet zone. It appears the quiet zone is moving forward. They proposed a lesser share from the County than previously. If the County would like to discuss this further with the City, arrangements can be made to invite Mr. Mills.

Commissioner Van Beek noted that she would be interested in further information, as at one point the Mayor vetoed the decision. Her understanding of the circumstances is limited.

Mr. Gibbons explained that he is happy to provide any resources for the Board that may be needed to make an informed decision. He noted that the MOU was attached, and everything has been forwarded to Legal as well.

Commissioner Holton would prefer the input of the legal department and discussion when all three Commissioners are present. He does believe there has been other city council action since the veto took place. Commissioner Van Beek noted that it would be beneficial to the County to implement the quiet zone in town. She wanted to receive clarification on the time frames for the quiet zone implementation. Commissioner Holton explained he is not familiar with such specific details. He recommended requesting details of the MOU from legal.

Mr. Gibbons explained that he has recently received requests from the City of Caldwell and a possible citizen on potential opportunity zones in the County. The current comprehensive plan has a policy that speaks to encouraging business opportunities and opportunity zones. There is no text providing definition of these terms.

Commissioner Van Beek noted that in essence this is a reason behind reviewing the comp plan. There were items put in that were potentially lofty goals for a comprehensive plan, but without foundation and further context of why or how to incorporate these items. They are statements without application. Mr. Gibbons noted that he would be presenting the memo next week on potential update issues with the Board. Commissioner Holton recommended responding to the inquiry by noting that it is addressed in the comprehensive plan, but Canyon County is not in a position to go forward with something that is not defined. He noted that in his communication with the City of Caldwell it reported that the County did participate in an application in 2018. This is from the most recent comp plan. Mr. Gibbons stated he will continue to inquire about this topic.

It was confirmed that the memo would be reviewed with the Board one week from this meeting. Mr. Gibbons noted he would send over the information by Friday.

Upon a motion by Commissioner Van Beek and a second by Commissioner Holton, the Board voted unanimously to adjourn the meeting at 10:41 a.m. An audio recording is on file in the Commissioners' Office.

MEETING WITH PARKS, CULTURAL AND NATURAL RESOURCES DEPARTMENT TO DISCUSS NATIONAL REGISTER OF HISTORIC PLACES NOMINATION

The Board met today at 11:15 a.m. with Parks to discuss National Register of Historic Places nomination. Present were Commissioners Leslie Van Beek, Brad Holton, and Zach Brooks; Director of Parks Nichole Schwend; Historic Preservation Officer Chelsea Boehm; and Deputy Clerk Diana Hoffman.

Commissioner Holton noted that they will be discussing the nomination of the Parma State Bank building to the National Register of Historic Places.

Ms. Schwend explained this step is somewhat of a bureaucratic formality. This is part of the process that is required when something is moving through the National Register of Historic Places process. The process is that local entities weigh in with their support. She referred to this as bureaucratic because the County provided a grant to hire someone to put this through the National Register process. Everyone is excited when there is an opportunity to add something in Canyon County to the National Register.

Ms. Boehm noted that as a CLG, this is our responsibility to provide a recommendation for or against adding the building to the National Register. The Historic Preservation Board is passing on their own recommendation to add the building to the National Register. The next step is review by the Idaho State Historic Sites Review Board. If everything aligns it will go to the Keeper of the Register at the National Park Service. The Keeper has 90 days to add it to the Register or return it for revisions.

Ms. Schwend noted that at this time Caldwell's Luby Park is working its way through the process as well. They also received funding from Canyon County for that application as well. After a period of inactivity, Canyon County has had several items added to the National Register of Historic Places. For clarification, this program is honorific, it doesn't hold anyone to any specific standards. Owners may choose to make improvements to maintain eligibility.

Upon a motion by Commissioner Van Beek and a second by Commissioner Brooks, the Board voted unanimously to allow this to move forward to the State Historic for review for the Idaho State Historic review board regarding nomination of a state bank, the Patricia Romanko Public Library Building to the National Register as presented.

Upon a motion by Commissioner Holton and a second by Commissioner Van Beek, the Board voted unanimously to adjourn the meeting at 11:19 a.m. An audio recording is on file in the Commissioners' Office.

MEETING TO CONSIDER MATTERS RELATED TO COUNTY ASSISTANCE

The Board met today at 11:48 a.m. with County Assistance. Present were Commissioners Leslie Van Beek, Brad Holton, and Zach Brooks; Case Manager Kellie George; and Deputy Clerk Diana Hoffman.

Ms. George explained that this is for **Case No. 2026-19**. The decedent passed away on May 12. An application was submitted to County Assistance on May 15 by a family member that lives in Utah. The decedent was not married, nor did he have children. No distant family members were able to be located or contacted. The decedent is a Canyon County resident. No employment, personal property, or financial assets were found. The decedent meets the eligibility requirements and is indigent. Canyon County has been deemed the payer of last resort.

Upon a motion by Commissioner Van Beek and a second by Commissioner Brooks, the Board voted unanimously to approve the request for cremation assistance on Case No. 2026-19 as it meets all the criteria and qualifies.

The meeting was adjourned at 11:50 a.m. An audio recording is on file in the Commissioners' Office.

PUBLIC HEARING TO CONSIDER A REQUEST BY SHAYNE CHENEY FOR A CONDITIONAL REZONE OF APPROXIMATELY 11.99 ACRES FROM "A" (AGRICULTURAL) TO "CR-RR" (CONDITIONAL REZONE - RURAL RESIDENTIAL), CASE NO. CR2024-0012

The Board met today at 1:31 p.m. for a public hearing to consider a request by Shayne Cheney for a conditional rezone of approximately 11.99 acres from "A" (agricultural) to "CR-RR" (conditional rezone - rural residential), case no. CR2024-0012. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Principal Planner Emily Bunn, Principal Planner Deb Root, Shawn Maybon, Shayne Cheney, Andrew McFarland, Keith Cochran, and Deputy Clerk Jenen Ross.

Shawn Maybon offered testimony as the representative for Andrew McFarland and Shane Cheney. He said that there has been no opposition to this project, not from the agricultural community, neighbors, or any of the notified agencies. This is one 5-acre parcel with a residence. As part of his testimony, Mr. Maybon referred to several goals and policies that were referenced by planning and zoning in their findings for denial. He and his clients believe that by changing one 12 acre parcel with one home into one 5 acre parcel with a home and one 7 acre parcel with a home enhances the agricultural character of the community; they believe this conditional rezone is generally consistent with the comprehensive plan. He said that when looking at the aerial map, there are about 100 parcels, but only about 10 are conforming in size. With this conditional rezone, uses not allowed in an ag zone would be eliminated – uses such as a landscaping business, bed and breakfast, and daycare.

Mr. Maybon answered several clarifying questions from the Board.

Emily Bunn gave the staff report and reviewed a PowerPoint presentation which addressed the following:

- Request
 - The applicant requests a Conditional Rezone of Parcel R35527, approximately 12 acres, from the "A" (Agricultural) zone to the "CR-R-R" (Conditional Rezone- Single-Family Residential) zone.
 - The request includes a Development Agreement restricting development to one (1) division, for the purposes of creating an approximately 5-acre and 7-acre parcel.
- General Background
 - Parcel R35527 is currently zoned Agricultural ("A") with a future land use of Agriculture.
 - This parcel was first divided in 1996 (LS2004-292). Multiple property boundary adjustments have occurred on the property since the initial division.
 - There is currently a primary residence and accessory structures on site.
- Planning and Zoning Commission Recommendation – Denial

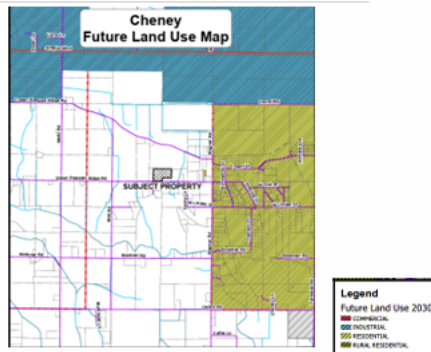
Based upon the Findings of Fact, Conclusions of Law and Order contained herein, the Planning and Zoning Commission recommends **denial** of Case #CR2024-0012, a conditional rezone of an approximately 11.99-acre parcel, (Parcel R35527) from the Agricultural Zone to the Conditional Rezone-Rural Residential Zone.

Pursuant to Idaho Code Section 67-6519, the following actions may be taken to obtain approval:

- I. Apply for a conditional rezone to rural residential with conditions restricting number of divisions, secondary residences, and adding building envelopes to protect the agricultural uses on site.
- Conditional Rezone Criteria and Overview of how each criterion applies to this application/property.

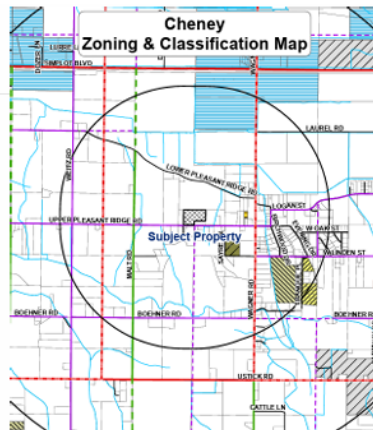
CONDITIONAL REZONE CRITERIA 1: COMPREHENSIVE PLAN CONSISTENCY

- Canyon County's Future Land Use Map for 2030 calls for agriculture for this property and does not promote residential growth.
- The area is also not within an Area of City Impact.
- The request is not consistent with 5 goals and 7 policies of the 2030 Comprehensive Plan.



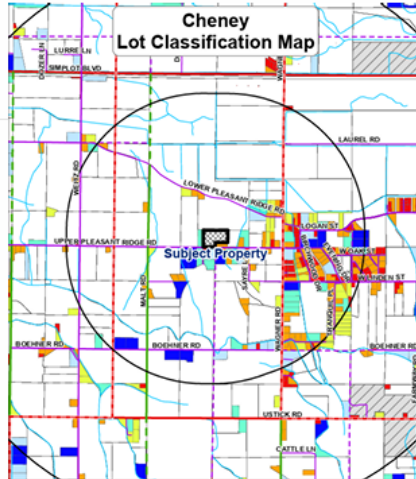
CONDITIONAL REZONE CRITERIA 2-3: SURROUNDING LAND USES

- The surrounding area primary contains agricultural uses with some residential uses.
- Within the 600-foot notification distance, there are 21 parcels with an average parcel size of 13.46 acres
 - The applicant is proposing a 5-acres and 7-acres, which is not consistent with the average parcel size.
- The surrounding area mainly consists of agricultural zoning with only some residential zoning mainly found east of Wagner Road, demonstrating the area is not well suited for rural residential zoning at this time.
- Many of the recent land use cases in the area are found east of Wagner Road and not in the area immediately surrounding the subject property, further demonstrating this area is not yet trending to be residential.



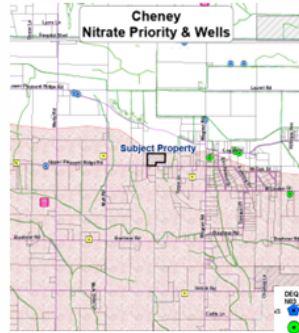
CONDITIONAL REZONE CRITERIA 4: CHARACTER OF THE AREA

- The surrounding area contains agricultural uses with some residential uses.
- The average parcel size in the area is 13.46 acres. If the three (3) large-acreage parcels are not considered, the average parcel size is 3.91 acres.
- This area appears to be a transition area between residential uses on 1–2-acre parcels east of Wagner Road to small-acreage parcels with a residence (between 3–10-acre parcels – where the subject property is located) found west of Wagner Road and large agricultural parcels (30-acres or more) found east and west of Malt Road.



CONDITIONAL REZONE CRITERIA 5: ADEQUATE FACILITIES AND SERVICES

- Sewer: Individual septic system. No N-P Study is required.
- Water: Individual wells are planned.
- Drainage: Stormwater drainage will be retained on site.
- Irrigation: Irrigation water is provided to the property via surface water rights from Pioneer Irrigation District.
- Utilities: Idaho Power sent a comment letter which stated there is a transmission line with an easement located within the property that "...requires at least a 14-foot wide clear path or roadway to each transmission line structures." See **Exhibit 3.D11** for more information



CONDITIONAL REZONE CRITERIA 6: PUBLIC STREET IMPROVEMENT AND TRAFFIC PATTERNS/IMPACTS

- Highway District No. 4 is not requiring any public street improvements at this time. Traffic impacts from the development will be mitigated by traffic impact fees if they have been adopted for this area.
- Idaho Transportation Department found the applicant does not meet thresholds for a TIS nor does it pose a safety concern



Taken on Upper Pleasant
Ridge Road Facing East



Taken on Upper Pleasant
Ridge Rd Facing West

CONDITIONAL REZONE CRITERIA 7: LEGAL ACCESS

- The applicant is proposing access through Parcel R35509 (found south of the subject property) via an access easement. The location appears to meet HD#4's requirements.
- The proposed access point will serve three (3) inhabited structures (Parcel R35509 contains two (2) residences), so any future single-family residence off this access will need to meet private road requirements.



CONDITIONAL REZONE CRITERIA 8: PUBLIC SERVICES AND FACILITIES

- Schools: Vallivue School District does not have any feedback at this time.
- Police: No comments were received.
- Fire Protection: Caldwell Rural Fire District sent a comment letter which states prior to construction on the property, the owner shall submit the completed Water and Access Permit Application. The estimated response time from the closest station would be approximately 7 minutes.
- EMS: Canyon County Paramedics sent three (3) response times for different stations – 5.523 minutes, 11 minutes, and 16.32 minutes.



- Notification
 - No comments were received from Canyon County Sheriff's Office or Vallivue School District.
 - Caldwell Rural Fire District sent a comment letter stating there would need to be a water access and permit application submitted and noted the closest response time would be approximately 7 minutes.
 - Canyon County Paramedics sent estimated response times with the closest being 5.523 minutes away.
- Proposed conditions if secondary residences and building envelopes are considered
 - A. The subject parcel, approximately 11.99 acres, shall be divided in compliance with Chapter 7, Article 18 (Administrative Land Divisions) of the Canyon County Code of Ordinance (CCCO) and shall not exceed two (2) residential parcels.
 1. Further divisions of the subject parcels are prohibited.
 2. Secondary residences shall be prohibited.
 3. Building Envelopes Restrictions:
 - i. For the proposed approximately 5-acre eastern parcel, a single-family residence and accessory personal-use only structures shall only be permitted within a 2-acre building envelope located in the southwest corner of the subject property. All areas outside of the building envelope shall remain open with no structures except structures that qualify as an agricultural building/structure per CCCO §06-01-07.
 - ii. For the proposed approximately 7-acre western parcel, a single-family residence and accessory personal-use only structures shall only be permitted within a 250-feet by 457.2 feet building envelope measured along the southern property line abutting Upper Pleasant Ridge Rd. All areas outside of the building envelope shall remain open with no structures except structures that qualify as an agricultural building/structure per CCCO §06-01-07.

Shayne Cheney offered testimony in support of the application. He noted a specific section which is all hard pan and has been difficult to farm; this has caused him to reduce his hay production and grow grass for grazing. He supports the location Mr. McFarland would like to build a home as it's not really productive ground and he ends up using 3-4 times the water.

Mr. Cheney addressed several questions from the Board in regard to easements on the property, both for access and water.

Andrew McFarland explained they designed the property to accommodate everyone. He also addressed the access and water easements. In response to earlier Board questions about a lack of conditions, he explained that they left it open because they were unsure what the request or expectations would be from the BOCC and/or P&Z. In regard to secondary residences, that was an effort to plan for the potential of one of his children possibly wanting to live on the property in the future.

Keith Cochran is in favor of this request and feel the applicant has taken all the right steps. He doesn't feel that anything will be disrupted and there isn't any opposition.

In response to a question from Commissioner Van Beek, Mr. McFarland addressed the lack opposition comment or participation from the Whittig's who farm in the area. He said that he spoke with them and the only concern is that there wasn't a subdivision being built. The other large parcel is owned by Greenhurst Farm, and their only concern was the house being placed at the rear of the property, but that is not Mr. McFarland's intent.

Shawn Maybon offered rebuttal testimony taking the opportunity to clarify a few items. He addressed the lack of specificity stating that they didn't do the full survey because they thought that if this is approved with the development agreement there would then need to be a full recorded easement with legal description with a site survey and they'd rather just do that once. He also addressed an ag shed, and limited accesses. Due to a lack of detailed information, he did not address the letter from the scenic byway expressing their concern about loss of viewshed.

Discussion ensued regarding the Idaho Power easement.

Ms. Bunn explained that if this is approved, they'd apply for the house and land division, at that time they'd need to meet all the construction requirements and provide an easement and road users maintenance agreement. Currently the property is being accessed through Shane Cheney's property, not Ed McFarland's, so at this point the easement is not needed since there are only two houses on the property.

Commissioner Holton motioned to close public testimony. The motion was seconded by Commissioner Van Beek and carried unanimously.

Board discussion and deliberation ensued specifically in regard to ADUs and their potential placement. Following the Board's discussion, Commissioner Holton said he would like the language regarding ADUs to say, 'At this time ADUs are not approved'.

The Board reviewed each of the 8 conditional rezone criteria and found the application was in conformance with each of the criteria and noted specific language they'd like included on certain questions.

- Question 3, The Board would like there to be language included, noting there was no opposition from agricultural operators in the area.
- Question 4: The Board requested language be included in the development agreement limiting this to one house that is commensurate in size to the other parcels. This is a condition that protects the viewshed and still allows for agricultural operations for a small hobby farm to exist on the remaining 10 acres. Ms. Bunn said she will also add language about the restriction of secondary residences and building envelopes as mitigating conditions.
- Question 5: The Board requested language to be included regarding the Idaho Power easement and recording of the irrigation use plan. A condition will be added addressing the irrigation easement.

Commissioner Holton made a motion to approve this application with the terms and conditions and modifications that the Board verbally delineated, and that DSD staff brings back the FCOs and development agreement for Board approval at a later time. Commissioner Van Beek noted the case number of CR2024-0012 and seconded the motion which carried unanimously.

Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board motioned to adjourn at 3:16 p.m. An audio recording and supporting documents are on file in the Commissioners' Office.

CONSIDER A RESOLUTION GRANTING A NEW ALCOHOLIC BEVERAGE LICENSE TO VERTICAL VENUES LLC DBA VERTICAL VENUES

The Board met today at 3:17 p.m. to consider a resolution granting a new alcoholic beverage license to Vertical Venues LLC dba Vertical Venues. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, and Jenen Ross.

Commissioner Brooks said he has reviewed the application and motioned to approve the resolution granting a new alcoholic beverage license to Vertical Venues. The motion was seconded by Commissioner Holton and carried unanimously (see resolution no. 26-119).

Upon the motion of Commissioner Van Beek and seconded by Commissioner Brooks the Board voted unanimously to adjourn the meeting at 3:19 p.m. An audio recording is on file in the Commissioners' Office.

MAY 2026 TERM

CALDWELL, IDAHO MAY 22, 2026

No meetings were held this day.

MAY 2026 TERM

CALDWELL, IDAHO MAY 26, 2026

FILE IN MINUTES

The Board approved minutes for the November 2025 term.

ALCOHOLIC BEVERAGE LICENSE

The Board approved the following alcoholic beverage licenses for renewal:

- JLC 2 Inc. dba Idaho Pizza Company; JLC Corporation dba Idaho Pizza Company; JLC 9 Inc dba Idaho Pizza Co; Shewil LLC dba Slicks Bar; Vine & Branch Ranch LLC dba Stack Rock Cidery; Crescent Brewery LLC dba Crescent Brewery; Valley Wide Cooperative Inc. dba Valley Country Store; Valley Wide Cooperative Inc. dba Valley Country Store; Destination Caldwell Inc. dba Destination Caldwell; La Villa Family Restaurant LLC dba La Villa Restaurant; 2C Wine Down LLC dba 2C Wine Down (Resolution No. 26-121)

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

The Board met today at 9:42 a.m. for a legal staff update and to consider action items. Present were Commissioners Leslie Van Beek, Brad Holton, and Zach Brooks; Prosecuting Attorney Chris Boyd; Senior Chief Deputy PA Ingrid Batey; Deputy PA Zach Wesley; Deputy PA Ben Cramer; Deputy PA Trent McRae; Director of IT Steve Webb; Deputy Chief of IT Scott Phillips; UI Extension County Chair Tasha Howard; Director of HR Marty Danner; and Deputy Clerk Diana Hoffman. The actions items were considered as follows:

Consider a Resolution to Change the Job Title of One (1) Position in the County Agent Department:

Director Danner explained that there is an already-funded position within the County Agent's Office currently titled Office Coordinator. This position historically included more than just finance in the job description supported office administration and some program support. With the exit of the previous staff member, the Director felt it was time to reassess the role to find someone

that is more finance-based. All other job duties have been absorbed by the appropriate staff. This position will focus on the finance and office administration portion that Director Howard will need. At this time, the request is to adjust the title of the position. The revamped job description is included from Office Coordinator to Finance Specialist. This does not include a grade change. There is no fiscal impact.

Mr. Wesley explained that Legal has not had the opportunity to review the new job description in relation to the MOU the County holds with the University of Idaho. If this could be postponed for a week so Legal may review the job description, that would be appreciated.

Director Howard explained that she has been personally filling the role of this position for several months. It would be a reprieve to get the position filled, but is understanding of the need for a legal review. After discussion regarding the need for this position it was agreed that consideration would take place on Thursday, May 28 during Legal Staff Update.

Upon a motion by Commissioner Holton and second by Commissioner Brooks, the Board voted unanimously to table this until Thursday's legal update.

Consider a Resolution to Change the Job Title and Grade of One (1) Position in IT: Director Danner explained that this request is being presented based on a historical situation where if an open position was unable to be filled by a qualified candidate, they would hire on an underfill basis. This allowed the candidate to be paid below the posted grade. When HR was moving from ADP to Dayforce, during that audit, it was discovered that underfills were never being reevaluated and continued to stay at an underfill status for years. Examples were provided. When the software move was made all underfills were eliminated, knowing that there is a process to come to the Board and change a PCN by resolution to move the level back to where it should be. This eliminates the risk of not reevaluating these positions with the right grade and the right title as attached to the PCN. In IT there is an open position for a Program Analyst II. They have a candidate. The candidate does not qualify for a Program Analyst II, they qualify for a program Analyst I. We are asking for this PCN to be moved back. IT has a solid plan of how they will move this person forward. When this candidate is eligible for a Program Analyst II, they will return to the Board with a resolution to move the PCN back to a Program Analyst II. This eliminates the risk of hiring an underfill and not getting them reevaluated. This follows the County's long-standing policy that has been set by the County.

Mr. Webb noted that his only concern, prior to Director Danner's explanation, was not being able to get that position shifted back when the time came. As Director Danner pointed out, IT has a really good roadmap for the programmers. This allows Canyon County IT to develop their programmers in the way that best suits the County.

Commissioner Holton noted that when the time comes to adjust this PCN, it should not occur mid-year. The adjustment must be budgeted for. It should be able to be absorbed in your A Budget and is not automatically creating an increase next year.

Upon a motion by Commissioner Brooks and a second by Commissioner Van Beek, the Board voted unanimously to sign the resolution to change the job title and grade of one position in IT as presented. (Resolution No. 26-120)

Consider Renewal Quote with Progress Software Corporation and Telerik Sales of DevCraft UI Developer Licenses: Mr. Cramer explained that this agreement requires an additional page of information. He asked that this be tabled until Thursday. It is anticipated that it can be completed at that time.

Upon a motion by Commissioner Holton and second by Commissioner Van Beek, the Board voted unanimously to move this agenda item to Thursday's Legal Update.

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

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

Upon a motion by Commissioner Van Beek and a second by Commissioner Brooks, the Board voted unanimously to enter into Executive Session pursuant to Idaho Code § 74-206(1)(d) and (f) regarding records exempt from public disclosure and to communicate with legal counsel regarding pending/imminently likely litigation. The Board entered into Executive Session at 9:42 a.m. The Executive Session concluded at 10:19 a.m., with no decisions reached and no business brought forward as a result.

The meeting was adjourned at 10:20 a.m. An audio recording is on file in the Commissioners' Office.

FY2027 BUDGET WORKSHOP: PROSECUTOR'S OFFICE

The Board met today at 10:30 a.m. for a FY2027 budget workshop with the Prosecutor's Office. Present were Commissioners Leslie Van Beek, Brad Holton, and Zach Brooks; Prosecuting Attorney Chris Boyd; Senior Chief Deputy PA Ingrid Batey; Deputy PA Ben Cramer; Deputy PA Trent McRae; Other interested County employees; and Deputy Clerk Diana Hoffman.

Ms. Batey presented the budget for the Prosecutor's Office. She explained that they oversee Civil and Criminal services for the County as they are a public safety agency. She provided their mission statement as follows: "Protect the people of Idaho by vigorously and effectively enforcing the law

and pursuing justice for all without fear, favor, or affection. Protect the innocent, convict and appropriately punish the guilty, and protect the rights of victims. Whenever possible, deter criminals from reoffending and rehabilitate offenders to be contributing members of society.” The requests with the budget largely relate back to the mission statement. She provided a PowerPoint with the following information:

ACCOMPLISHMENTS

- Civil Litigation Brought In-House
 - Reduced expenditures on outside counsel
 - Meaningful cost savings for Canyon County taxpayers
- Strengthened Attorney Recruitment and Retention
 - Brought salaries up to wages paid by State PD and other county statewide prosecutor offices
 - Short term – improved numbers of qualified applications
 - Long term – working toward better retention of skilled attorneys
 - Saves on training costs
 - Leads to better outcomes on cases
- Maintained High-Quality Prosecution Services
 - 2024-2025 – increased guilty verdicts by 30 percent
 - Intensive training for prosecutors

STRATEGIC GOALS & OBJECTIVES

- Implement Support Staff Salary Adjustments
 - Comprehensive salary review – Ada County, Kootenai County, Attorney General, State Public Defender
 - Our support staff lag behind other government agencies
 - Affect recruitment and retention

Ms. Batey gave examples of situations she has recently encountered where pay for support staff has impeded the ability to hire quality candidates.

- Expand Civil Division Capacity
 - Growing volume of public records requests, request for legal advice, contract analysis, and in-house litigation
 - Requesting another Civil Deputy to support these duties
- Address Facility & Workspace Limitations
 - PA Boyd ended work from home
 - Improved productivity and culture
 - CCPA has outgrown its current office space, even after returning positions during the prior budget cycle
 - Attorneys doubled up in offices – untenable long-term
 - There is a need to expand into the 3rd floor

BUDGET REQUEST PREVIEW

- “A” Budget – Requests
 - 4.5% Budget Pool – Targeted Approach

- Focus: Lower-paid Support Staff
- This is NOT a uniform increase for all employees
- Promotions for existing employees
- New Position Request
 - DPA – Civil Attorney
 - Grades 16-18: Mid-range loaded salary \$160,180
 - DPA – Public Affairs
 - Need legal analysis on anything released publicly by the PA Office
 - An attorney position that would not be doing trial work
 - Provide information to the public/media
 - Provide transparency to the public
 - Grade 15: Mid-range loaded salary \$120,449

• “B” Budget – Operating Expenditures

Line Item	FY26	FY27 Request	Notes
Major Litigation Fund	—	\$50,000	Complex/high-stakes cases
Witness Travel (Mileage & Airfare)	+50%	+50%	+50% for fuel/airfare volatility
Legal Research (Westlaw)	\$48,000	\$56,172	Subscription cost increase
Staff Training Budget	\$20,000	\$30,000	Expanded to cover all staff
Computer Equipment	—	\$86,000	Replace outdated deputy equipment (IT rec.)
Software* (Karpel onboarding complete)	\$280,000	\$216,700	Decrease — onboarding costs resolved
Software* (Jury Selection Software)	\$30,000	\$30,000	Carryover from last year*

- Major Litigation Fund
 - New line item
- Anything related to fuel has increased
- Westlaw subscription increased
- Training budget increase to provide trainings for support staff
- Computer Equipment increase
 - Recommendation from IT
- Software expenses decreased

“C” Budget – Capital Requests

- Third Floor Courthouse Buildout
 - CCPA has outgrown its current space — attorneys are already doubled up in offices. Meetings, Zoom court appearances, and focused legal work all require uninterrupted private workspace. Office-sharing risks harming both operations and attorney retention
- Office Improvements
 - Training room tables
 - Civil Division workspace improvements

REVENUE OUTLOOK

- City Misdemeanor Prosecution Contracts

- Below proportionate cost share
- Nampa increased their contracted contribution
- Contract negotiations are ongoing with Caldwell

HIGHLIGHTS – CRIMINAL

- Measure success based on criminal convictions
 - The following are a small number of cases from FY2026

	State v. Brian Moreno <i>Chris Boyd & AJ Gourley</i> Secured conviction at jury trial for the 2022 gang-related murder of an innocent bystander at a Nampa restaurant.
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- This was the only homicide case that went to trial in FY2026
- PA Boyd tried this case himself

	State v. Delbert Cornish <i>Ingrid Batey & Stephanie Morse</i> Secured life without parole for a Caldwell man who murdered his 18-year-old daughter and attempted to murder his 15-year-old son.
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- No plea was offered
- The defendant was sentenced to life without the possibility of parole



Melissa Calumpit

Life in prison · 27 years fixed



Rosealie Morris

Life in prison · 18 years fixed

Mother and daughter convicted for the murder of Travis Calumpit.

Melissa Calumpit — sentenced to life in prison with 27 years fixed.

Rosealie Morris — sentenced to life in prison with 18 years fixed.



State v. Daniel Colon

Tracy Stoff & Matt Dyal

Nampa man convicted at trial of 11 felony and misdemeanor counts including attempted murder, aggravated arson, and injury to a child. Sentenced to life in prison with 25 years fixed.

- This case is not a murder case
- Attempted to murder his wife by exploding her vehicle that was parked in the garage
- Children were in the home at the time of the crime



State v. Michael Shane Ingles

Kyra Venecia

Child molester who abused three young children aged 5–8 sentenced to life in prison with 18 years fixed.

- Kyra Venecia was possibly the first prosecutor in the valley to prosecute on the new aggravated L&L statute
- Plea offer

State v. Hidalgo, Ribiaux & Arencibia | Patrick Miller & Austin Hayes





Hidalgo Ribiaux Arencibia

Secured conviction at multi-defendant trial for coordinated group raid/theft of a local store.

- All three tried together at a single jury trial

30%

Increase in guilty verdicts during calendar year 2025 over 2024.

#1

Provides more in-house training to deputies than any prosecutor's office in the state.

- New practice of sharing the knowledge gained during training with the whole department

HIGHLIGHTS – CIVIL

- FY2026 Stats (October - Current)

1,282	Public Records Requests Processed	258	Requests for Legal Advice (RLAs) Processed
81	Contracts Reviewed	58	Tort Claims
50	U Visas	16	Cases in Civil Litigation
14	Forfeitures		

- Cost Savings – Taking Civil Litigation In-House



Ms. Batey noted that she concludes her presentation.

Commissioner Van Beek expressed her appreciation for the thorough presentation. She appreciates data-driven information. She provided her support for the creation of the new Deputy Public Affairs position.

Commissioner Brooks inquired about the 4.5% and, if it represented in 413075: Compensation Program. Ms. Batey explained that the compensation request would be a total increase of 4.5% to the “A” budget. Prosecutor Boyd noted that they are getting close to having numbers to present. Their office is in the process of completing performance evaluations to look at along with their job duties to consider. Last year, assessment was made to attorney salaries. There are several employees that are under classified. A more personalized discussion will be available by the next budget workshop, as the 4.5% is a rough estimate. Mr. Wilmot noted that 4.5%, fully loaded, is roughly \$360,000. Ms. Batey noted that it is 4.5% on the existing budget plus the two new positions.

Commissioner Holton shared that in his tenure, the relationship with the Prosecuting Attorney's Office has positively developed since PA Boyd came into office. He appreciates the support and hard work from the PA support staff. He shared his thoughts on the public records request law. He provided his appreciation and support of the PA's Office. Commissioner Holton inquired about communication has been had with facilities revolving around the potential buildout for their office. He reiterated that he has seen the compact quarters that staff is working in. PA Boyd explained that the only conversations have been idea based. No costs or specific plans have been put in place as there is no designated space to expand into at this time. The need is immediate though.

Commissioner Brooks inquired as to why the misdemeanor contracts with the cities are not included as revenue. Mr. Wilmot explained that those monies are their own division. There is the PA's Office, SAUSA, Nampa Prosecuting, Caldwell Prosecuting. Previously they were grouped together.

Commissioner Holton explained that it is fair and reasonable for the Cities to support the cost of their misdemeanor prosecutions. It is important to the County receives reimbursement that aligns with the actual cost of services.

Conversation was held regarding SAUSA and whether an increase in that budget is anticipated. It was concluded that an increase should be coming. Commissioner Holton clarified that SAUSA is a special prosecutor for the US Prosecutor's Office that works with violent crime and drug prosecutions and files those charges and follows them through in federal court even though they are crimes that have been committed in the County. They also work with the drug task force, from nearly Pendleton to Idaho Falls. This is something that changes and impacts the quality of life for Canyon County.

Mr. Wilmot noted that the number he estimated for the 4.5% "A" budget increase was not loaded, it would be closer to \$415,000. He has also received some updated new construction numbers and revenues should increase approximately \$4.3 million.

Clerk Urresti expressed his understanding of the need for a courthouse remodel. He hopes Director Britton is able to get it in the FY2028 budget.

Upon a motion by Commissioner Van Beek and a second by Commissioner Brooks, the Board voted unanimously to adjourn the meeting at 11:22 a.m. An audio recording is on file in the Commissioners' Office.

FY2027 BUDGET WORKSHOP – SOLID WASTE

The Board met today at 1:30 p.m. for a FY2027 budget workshop with the Solid Waste department. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Clerk Jess Urresti, Controller Kyle Wilmot, Auditing Supervisor Sarah Winslow, Solid Waste Director David Loper, Assistant Solid Waste Director Daniel Pecunia, IT Director Steve Webb, Assistant IT Director Scott Phillips, Lt. Martin Flores, and Deputy Clerk Jenen Ross.

Director Loper reviewed the Solid Waste budget with the Board as follows:

- Total revenue projection for FY2027: \$11,627,465 which includes interest on savings and tower site lease.
- A Budget
 - Overtime: Increased to \$70,000
 - Compensation: Director Loper is waiting to fill in this line until after his meeting with HR tomorrow.
- B Budget
 - Misc. Professional Services: \$2,555,122 which includes a proposal of going back to the 20% rubric for the landfill fees and Justice Fund monies
 - Well monitoring: Increased to \$60,000
 - Waste Oil Recycling: Increased to \$7500
 - Methane Reuse Project: \$75,000
 - Transfer Station Misc. Professional Services: \$150,000
 - Permits and Licensure: \$55,000 – increased from \$20,000 in FY26
 - Diesel: \$375,000 – increased from \$340,000
 - Wood waste removal: \$400,000 – same as FY26
 - Household Hazardous waste: \$450,000 – increased from \$400,000
 - Equipment repairs: \$150,000 – same as FY26
 - Condensate transportation: \$45,000
 - Computer equipment: \$12,000 based on IT recommendations
 - Purchase of land: \$2.5M for purchase of transfer station
 - Storage Buildings: \$90,000
 - Household hazardous waste storage: \$90,000 – increased from \$50,000
 - Other improvements: \$225,000
 - Heavy Equipment machinery: decreased to \$100,000
- Total expenses: \$10,996,809
- Net Total: \$630,656

The Board recessed the meeting at 2:12 p.m. An audio recording and supporting documents are on file in the Commissioners' Office.

FY2027 BUDGET WORKSHOP – INFORMATION TECHNOLOGY

The Board met today at 2:18 p.m. for a FY2027 budget workshop with the Information Technology department. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Clerk Jess Urresti, Controller Kyle Wilmot, Auditing Supervisor Sarah Winslow, IT Director Steve Webb, Assistant IT Director Scott Phillips, Other IT employees, Lt. Martin Flores, Director of Human Resources Marty Danner, and Deputy Clerk Jenen Ross.

Director Webb reviewed the IT budget with the Board as follows:

- A Budget
 - Reclassify a Sr. Desktop Support position to a Desktop Support Manager which will be a salary increase of \$9432.51.
 - Reclassify one Project Manager position to a Sr. Project Manager which will be a salary increase of \$9608.73.
 - Level set a Programmer Analyst II with a salary increase of \$4995.68
 - Level set System Administrator I with a salary increase of \$4708.31
 - Net difference: \$24,862 increase from FY26
- B Budget
 - \$20,000 for Microsoft tri-annual agreement with new VAR for level II and III support
 - \$30,000 for OnBase upgrade
 - Training, meals, hotels, and airfare has a slight increase
 - Small office equipment: Requesting a \$3700 laminator for the print shop
 - Computer equipment: would like to replace half of the IT training room equipment this year and half next year.
 - Postage Mail Machine: \$20,000 (current machine is out of compliance)
 - CCSO new jail project – IT infrastructure and equipment: \$15,000
 - Avaya phone system software upgrade (current software is nearing end of life and will no longer be supported): \$80,000
 - Core backbone network switch replacements (phase 1 of 2): \$50,000
 - Core fiber optic switches for storage and servers: \$45,000
 - CCIT Office remodel – office and desk redesign: \$35,000 (Facilities budget)
 - Administration building audio/visual overhaul (phase 2): \$40,000
 - Emergency virtual machine (VM) host – 3 Dell servers: \$50,000
 - Net difference: \$122,947.92 increase from FY26

The Board recessed the meeting at 2:44 p.m. An audio recording and supporting documents are on file in the Commissioners' Office.

FY2027 BUDGET WORKSHOP – HUMAN RESOURCES

The Board met today at 2:55 p.m. for a FY2027 budget workshop with the Human Resources department. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Clerk

Jess Urresti, Controller Kyle Wilmot, Auditing Supervisor Sarah Winslow, Director of Human Resources Marty Danner, and Deputy Clerk Jenen Ross.

Director Danner reviewed the HR budget with the Board as follows:

- A Budget
 - Requesting one market adjustment for PCN 529 - \$5,350, loaded the increase is \$6409.35.
 - Added \$3000 for overtime due to payroll processing occasionally landing on a holiday.
 - Net decrease of \$15,000
- B Budget
 - Service contracts: \$160,000 – decrease of \$16,000
 - Misc. Professional Services: \$30,000 for a 3rd party classification and compensation audit
 - UA's: increased \$1500
 - Employee wellness: increased \$2000
 - Computer equipment: increased \$1525 based on IT recommendations
 - Net increase of \$18,728.00
- Total budget: Net increase of \$3341.20 from FY26 to FY27

Commissioner Holton motioned to adjourn the meeting. The motion was seconded by Commissioner Van Beek and carried unanimously. The meeting concluded at 3:14 p.m. And audio recording and supporting documents are on file in the Commissioners' Office.

MAY 2026 TERM

CALDWELL, IDAHO MAY 27, 2026

ALCOHOLIC BEVERAGE LICENSE

The Board approved the following alcoholic beverage licenses for renewal:

- Salon Columbia Event Center dba Salon Colombia Event Center; Uppercuts Barber Shop LLC dba Uppercuts Barber Shop / Upperclass Beauty Salon; The Hop House LLC dba The Hop House; Montucky Brewing LLC dba White Dog Brewing Co.; Dynasty Diner LLC dba Coffee Cup Café; Scoria Vineyards & Winery LLC dba Scoria Vineyards & Winery; Abdu Utaev Holdings LLC dba UTAEV Stores; Utaev Energy Inc dba Utaev Store #2; Caldwell Bowling Center Inc dba Caldwell Bowl; Williamson Orchards Inc dba Williamson Vineyards (Resolution No. 26-122)
- Pacific Sushi LLC dba Pacific Sushi; Diamante Restaurant LLC dba Diamante Restaurant; Caldwell Ramen and Sushi Bar LLC dba Nara Ramen and Sushi Bar; Melba Pizza Extreme LLC dba Melba Extreme Pizza; East Cleveland Beverage and Tackle LLC dba East Cleveland Beverage; The Flying Pickle Nampa LLC dba The Flying Pickle; Clifford Randall Raymond dba Red Dog Saloon; McNabbs Vape Lounge LLC dba McNabbs Vape Lounge (Resolution No. 26-123)

EMPLOYEE STATUS CHANGE FORMS

The Board approved employee status change forms for:

- Parker Wbb, Assessor's Office

CATERING PERMITS

The Board approved an Idaho Liquor Catering Permit for:

- Capitol Bar to be used 6/05-6/06; 6/12-6/13; 6/19-6/20; 6/26-6/27; 6/13; 6/6
- Calle to be used 6/13
- O'Michael's Pub & Grill to be used 6/20

MEETING WITH IT TO CONSIDER NEW WEBSITE OPTIONS

The Board met today at 11:04 a.m. with IT to consider new website options. Present were Commissioners Leslie Van Beek, Brad Holton, and Zach Brooks; Director of IT Steve Webb; Deputy Director Scott Phillips; Director of Constituent Services Steve Cushman; Development Manager Ryan Cronrath; and Deputy Clerk Diana Hoffman.

Commissioner Holton explained that this meeting is to discuss formalization and plans to create a website.

Director Webb explained that this is a mockup and nothing is completely functional at this point. IT would like to present it to ensure they are on the right track. The idea developed out of a desire to avoid posting in the newspaper and instead have a digital version for notices.

Commissioner Brooks noted that it would require legislative change to allow this idea to take shape and remove the requirement to send notice to the paper of record.

IT staff presented the concept that has been created thus far as follows:

There are three sections

- Public Interface
 - View for the constituents
- Internal Portion
 - For the individual creating the content
- General Sign-up form/Subscribe
 - Where outside agencies could sign up to be allowed to post on the site
 - Those agencies would be approved by whoever is administering the site

2C PUBLIC NOTICES:

Main Page/Public View

- Posts can be searched, sorted, and filtered
- Each post includes
 - Categories (BOCC, Ordinance, Public Notice, etc.)
 - Title
 - Date the post is published

- An excerpt of content
 - High level of what the post may be about
- Read more
- Share button
- Within the posts
 - Title
 - Date published
 - Agency/Group publishing
 - Category
 - Text
- Sorting features include:
 - Archives (sort by year and month)
 - Recently viewed (based on the individual)
 - Most viewed (based on overall site views)
 - Poster (department/agency) excerpt
 - Department overview

Commissioner Brooks inquired whether long-term development could allow use by other jurisdictions, such as Nampa, Caldwell, or Canyon County. Mr. Adamson explained that the filters would offer flexibility and new internal content management options could be added at any point.

Mr. Adamson presented on the subscribe portion as follows:

SUBSCRIBE/UNSUBSCRIBE

- Email and/or Text subscription for notification of new postings
- The last Canyon County website report noted 65% of access was via mobile devices
- Text sign-up process
 - Enter a mobile phone number
 - Click “send code”
 - Receive a verification text
 - Authentication is verified
 - Select categories to subscribe to
 - Click subscribe
 - Receive a confirmation notice specifying selected categories
 - Links will include Frequently Asked Questions

Commissioner Van Beek asked whether upcoming construction projects, such as procurements, could be included. Commissioner Holton explained that those items were not being considered at this time. He noted that he has considered how this could be applied across the County for subscriptions to information from other departments. Commissioner Van Beek provided comments regarding a conference she attended where contractors stated that a dedicated site for County projects out for bid would be helpful and could increase the County’s pool of contractors. Mr. Adamson stated this is a possible adaptation and the base functionality is similar

to what has been developed. This could include the option for contractors to subscribe and select categories to receive notifications. Commissioner Van Beek noted that this could benefit taxpayers by providing rapid and targeted information. Mr. Adamson stated that ease of use is the goal.

INTERNAL CONTENT MANAGEMENT

- Similar interface but provides the opportunity to manage posts
- Additional functionality to manage posts/publications
- Visible elements include:
 - Category (BOCC, Ordinance, Public Notice, etc.)
 - Status (Published, Draft, Scheduled)
 - Title
 - Date published or scheduled
 - Draft information (last time edited)
 - Search/filtering options
 - Edit function
 - Ability to add free-form text
 - Category selection
 - Status
 - Author information
 - Publish date
 - A future publishing date can be selected
 - Edits can be made at any time prior to publication
 - Function options
 - Draft
 - Save draft
 - Preview draft
 - Cancel draft
 - Publish
 - Preview (mobile view)
 - Focus has been on mobile access

Commissioner Brooks inquired about a timestamp option. He feels it would help persuade the legislature if there were timestamp tracking for all edits to ensure statutory notice guidelines could be enforced. Mr. Adamson explained that although timestamps are not currently incorporated, date stamping is, and adding timestamps would not be difficult. IT can currently capture when a post is created or updated and by whom. Additional context can be added during development. Modifications can be made to ensure the only way to make an edit to a post is to unpublish and republish it, with all modifications tracked. Dates and times cannot be manually adjusted, supporting posting integrity.

Mr. Adamson continued the overview of the features as follows:

- Duplicates:
 - Allows creators to duplicate a post

- A draft is created for updating specific information
- Scheduled or Draft Mode:
 - Can publish directly from the dashboard
- Create Notice:
 - Blank template
 - Fields include
 - Title
 - Details
 - Excerpt
 - Categories
 - Future publish date, if desired
 - Status automatically reflected (draft, publish, etc.)
- Sign-Up Form:
 - Where other departments/municipalities/districts can request access to 2C Public Notices
 - Submit general information
 - Name
 - Entity type
 - Address
 - Password
 - Access is not guaranteed
 - Approval is required from the content manager

Discussion was held on possible nuances the legislature could request. Commissioner Holton stated that the project appears to be headed in the right direction, and he wants all issues addressed before presenting to the Idaho legislature.

Mr. Webb requested clarification on who would serve as the content manager if the legislature approved this statewide. He expressed concern regarding the potential burden on his team. Discussion followed regarding the potential cost if Canyon County took on this project, including staffing expenses. Commissioner Holton noted that Canyon County has 64 political subdivisions. Many may choose not to use the system, but some would create the need for cost-sharing. IT was asked to consider what those costs might be. Mr. Webb stated that multiple IT staff would be required, including a programmer for backend work and a content manager/administrator. Once developed and running, more responsibilities would fall on the content manager.

Commissioner Brooks noted that Canyon County spends around \$30,000 to \$40,000 annually on newspaper notices. It would make sense to spend a similar amount on a system that provides a better option and service to taxpayers. This creates more flexibility compared to posting in the newspaper.

Discussion was had on next steps. Mr. Webb asked for input regarding what adjustments or changes are needed before presenting a demo. Commissioner Brooks inquired about the work needed to incorporate other municipalities or districts, including more specificity and sample

notices to create a robust demo. Mr. Webb stated that this could be done easily. Commissioner Holton stated that using public budget hearing dates would be an easy demo example. It would be impressive if all 64 entities were listed. If this information could be populated for the presentation, it would make a strong impact. Commissioner Brooks noted that there is a list of taxing districts available on the Canyon County website under the Assessor. Commissioner Holton stated that posts must include the posted date and time to meet state statute. These should be visible to the public and not alterable. This is essential to demonstrate statutory compliance.

Commissioner Holton requested that the IT department consider the costs associated with overseeing such a project, as there would need to be a fee charged to participating municipalities.

He complimented the IT team on the development completed thus far. He recommended exploring a GIS-based notification option that would allow constituents to enter their address and request notices based on a selected distance of their choosing. For example, constituents could enter their address and select a distance radius for receiving notifications. A GIS system could provide notifications, especially for land-use hearings. Mr. Webb explained this would be a large development job and may be considered in the future. Commissioner Brooks noted that in the meantime constituents could subscribe to all notifications from DSD and ignore those they are not interested in. Mr. Webb stated they will work on adding the requested modifications and arrange another meeting.

Upon a motion by Commissioner Van Beek and a second by Commissioner Brooks, the Board voted unanimously to adjourn the meeting at 11:48 a.m. An audio recording is on file in the Commissioners' Office.

MEETING TO CONSIDER MATTERS RELATED TO COUNTY ASSISTANCE

The Board met today at 11:50 a.m. to consider matters related to County Assistance. Present were Commissioners Leslie Van Beek, Brad Holton, and Zach Brooks, Case Manager Kellie George, and Deputy Clerk Diana Hoffman.

Ms. George presented **Case No. 2026-21**. The decedent passed away on May 15. The application for cremation assistance was received May 20 by the decedent's sister. An interview with the sister was completed. The decedent was unmarried with a single adult child. The sister is the power of attorney and has access to an online bank account. The family cannot afford to pay for the cremation. The decedent was in a living facility since March 2026, meeting the 30-day criteria for residency. Investigation found no employment or property. The decedent did have a financial account and interest in a car; the car does have a lien holder. Bank statements show a consistent positive balance of \$1300 after expenses. Additional information was requested but has not been received. The decedent received social security that is paid out once a month. It is unknown if it

was paid to the care facility. However, the consistent bank balance of \$1,300 indicates there were available funds to pay the \$1,000 to the funeral home.

Upon a motion by Commissioner Van Beek and a second by Commissioner Brooks, the Board voted unanimously to deny Case No. 2026-21 because the decedent does not qualify, as they show assets.

Ms. George presented **Case No. 2026-20**. The decedent passed away on May 13. An application for cremation assistance was received on May 19. The application came from the Ada County Coroner's Office. Documentation regarding an investigation on identifying next of kin was provided to Canyon County Assistance. The decedent resided in an assisted living facility in Canyon County since November 2024, meeting the 30-day criteria for residency. The decedent does have next of kin. The two daughters reside in Ada County and are business owners of a residential care facility. Idaho Code 31-3412 establishes that the County is responsible for burial and cremation of a deceased indigent person when no next of kin can be established or when the responsible parties have signed a waiver or otherwise abandoned responsibility. The statute also allows for the coroner to proceed with cremation 10-days after death if an application for indigent burial or cremation has been made. In this matter, the Canyon County Deputy Clerk and Ada County Coroner's Office have made repeated attempts to contact both of the next of kin. The daughters voluntarily refused responsibility for their father's disposition. As no responsible party assumed custody within the statutory timeline, the decedent was properly considered an unclaimed/abandoned person under Idaho Code 31-2802. The responsibility for burial/cremation falls to the County if the estate lacks sufficient funds.

The decedent had a checking account and used a debit card while residing in the assistant care facility. One of the children was listed as power of attorney, managing her father's funds and paying his expenses. Any funds remaining in the checking account must be disclosed, as they are considered a resource. A 1990 camper was also found registered in the decedent's name. No further material information or statements have been provided regarding the bank account or the camper. Per Idaho Code 31-3406, the deputy clerk has completed their investigation, and accurate financial information concerning the estate is material to eligibility and a county-funded disposition. Material information regarding the decedent's estate is incomplete, and the County lacks sufficient basis to determine indigency or financial insufficiency. Per County resolution 21-248, the maximum availability for burial assistance is \$1,000. Based on the known value of the decedent's assets, which exceed \$1,000, and the additional unknown assets, he does not meet the qualifications for indigent burial assistance.

Commissioner Van Beek inquired about the process form that was developed and noted that there were assets. If a family member or outside party takes assets, it automatically disqualifies the decedent from receiving County assistance, as using or disposing of items that should be used to pay for the burial disqualifies eligibility. Commissioner Van Beek asked whether the Treasurer's

Office had been contacted. Ms. George explained that the Treasurer's Office was contacted in this case on May 20. Their findings were that this case does not meet the criteria for public administrator under 14-102. The public administrator referral was formally declined due to the decedent having next of kin available to administer the estate.

Commissioner Van Beek requested feedback on the recovery of assets relating to public administration with the motion to deny.

Commissioner Van Beek made a motion to deny Case No. 2026-20, as the County is not the payer of last resort. The motion was seconded by Commissioner Brooks.

Commissioner Holton noted this case is upsetting, as the decedent's next of kin are in the health industry and know what they are doing. This appears to be distasteful. The Board agreed unanimously. The motion then passed unanimously.

Commissioner Holton adjourned the meeting at 12:02 p.m. An audio recording is on file in the Commissioners' Office.

PUBLIC HEARING TO CONSIDER REQUEST BY KEN AND SANDY HOOKER FOR CASE NO. OR2025-0017 AND CR2025-0007 REGARDING A COMPREHENSIVE PLAN MAP AMENDMENT OF PARCELS R23913, R23913012, AND R23913012A, APPROXIMATELY 3.02 ACRES, FROM A "RESIDENTIAL" DESIGNATION TO A "COMMERCIAL DESIGNATION; AND A CONDITIONAL REZONE OF PARCELS R23913, R23913012, AND R23913012A FROM A "R-2" (MEDIUM DENSITY RESIDENTIAL) ZONE TO A "C-1" (NEIGHBORHOOD COMMERCIAL) ZONE, SUBJECT TO A DEVELOPMENT AGREEMENT FOR A SPECIAL EVENTS FACILITY

The Board met today at 1:33 p.m. for a public hearing to consider request by Ken and Sandy Hooker for case nos. OR2025-0017 and CR2025-0007 regarding a comprehensive plan map amendment of parcels R23913, R23913012, and R23913012A, approximately 3.02 acres, from a "residential" designation to a "commercial" designation; and a conditional rezone of parcels R23913, R23913012, and R23913012A from a "R-2" (medium density residential) zone to a "C-1" (neighborhood commercial) zone, subject to a development agreement for a special events facility. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, DSD Planning Supervisor Dan Lister, Ken Hooker, Sandy Hooker, Josh Davis, Cheryl Palange, David Ruby, and Deputy Clerk Jenen Ross.

David Ruby gave testimony as the applicant's representative. He provided a review of the property and their concept plan. Additionally, he addressed the criteria for approval indicating how they feel they meet the criteria.

Dan Lister gave the staff report and reviewed a PowerPoint presentation which reviewed the following:

Request

The applicant, The Architects Office PLLC, representing owners Ken and Sandy Hooker, is requesting:

- OR2025-0017: A comprehensive plan map amendment of Parcels R23913, R23913012, and R23913012A, approximately 3.02 acres, from a “residential” designation to a “commercial” designation; and
- CR2025-0007: A conditional rezone of Parcels R23913, R23913012, and R23913012A from a “R-2” (Medium Density Residential) zone to a “C-1” (Neighborhood Commercial) zone, subject to a development agreement for a special events facility and accessory commercial uses.

Background

2008: The properties, approximately 3 acres, were zoned “R-2” (RZ2008-4, Exhibit 3.B.3). 2018: The parcels were created by an administrative land division in 2018 (AD2018-0060, Exhibit 3.B.4). The division included a private road for Calla Lilly Lane and a road user’s maintenance agreement.

P&Z Commission Recommendation

The Planning and Zoning Commission heard the case at a duly noticed public hearing held on February 19, 2026. After considering the staff report packet with exhibits (Exhibit 3) and public testimony, the Planning and Zoning Commission recommended denial of OR2025-0017 & CR2025-0007 due to existing traffic impacts on SH-44 and the lack of adequate information and mitigation measures to address site/project-related traffic generation (Exhibits 1 & 2).

Evaluation Criteria – OR2025-0017

CCCO Section 07-06-03:

- A. Is the requested type of growth generally in conformance with the comprehensive plan?
- B. When considering the surrounding land uses, is the proposed land use more appropriate than the current comprehensive plan designation?
- C. Is the proposed comprehensive plan amendment compatible with surrounding land uses?
- D. Do development trends in the general area indicate that the current designation and circumstances have changed since the comprehensive plan was adopted?
- E. *Will the proposed comprehensive plan amendment impact public services and facilities? What measures will be implemented to mitigate impacts? P&Z could not find in the affirmative.*

Evaluation Criteria – CR2025-0007

CCCO Section 07-06-07(6)A:

- 1. Is the proposed conditional rezone generally consistent with the comprehensive plan?
- 2. When considering the surrounding land uses, is the proposed conditional rezone more appropriate than the current zoning designation?
- 3. Is the proposed conditional rezone compatible with surrounding land uses?

4. Will the proposed conditional rezone negatively affect the character of the area? What measures will be implemented to mitigate impacts?
5. Will adequate facilities and services including sewer, water, drainage, irrigation and utilities be provided to accommodate proposed conditional rezone?
6. Does the proposed conditional rezone require public street improvements in order to provide adequate access to and from the subject property to minimize undue interference with existing or future traffic patterns? What measures have been taken to mitigate traffic impacts? *[P&Z could not find in the affirmative.]*
7. Does legal access to the subject property for the conditional rezone exist, or will it exist at the time of development?
8. Does legal access to the subject property for the conditional rezone exist or will it exist at time of development? Will the proposed conditional rezone amendment impact essential public services and facilities, such as schools, police, fire and emergency medical services? What measures will be implemented to mitigate impacts

Comp. Plan Compatibility

The 2030 Canyon County Comprehensive Plan designates properties along SH-44 as “commercial” (Exhibit 3.B.2c).

- The commercial designation is intended to encourage commercial uses which can provide goods and services to businesses, travelers, and residents of the County. (Page 25, 2023 Comp. Plan)
- The future “C-1” zone provides small-scale amenities where public sewer and water services are unavailable. This district is not intended for types of uses that attract large traffic volumes (Page 27, 2030 Comp. Plan).

Surrounding/Compatibility

Within a one-mile radius, there are over 20 parcels zoned “C-1” (Neighborhood Commercial) or “C-2” (Service Commercial) consistent with the commercial designation shown in the 2030 Canyon County Comprehensive Plan (Exhibit 3.B.2e).

- Most of the C-1 zones along SH-44 were adopted in 2011 as part of a blanket rezoning to jump-start the commercial corridor (RZ2011-10)
- Between 2022 and 2023, two commercial-related decisions were made within a one-mile radius supporting an RV storage facility expansion and a mini-storage facility (Exhibit 3.B.2f). The following businesses were found along SH44 near the subject properties: Star Fire Protection District Station #2, Mid-Star Firearms, Tom Thumb Barber Shop, Susy Q’s Yard Art, Roots Storage, Roots Rock and Bark, Silver Wings Rentals, Peaknetics, Star Gravel Pit, and Gatherings Antique Store (Exhibit 3.C).
- The “R-2” (Medium Density Residential, 0.5-acre lot sizes) zone appears to be inconsistent with the other residential lots and zones in the area.
- The surrounding residential uses are either zoned “R-R” (Rural Residential, two-acre lot sizes) or “R-1” (Single Family Residential, one-acre lot sizes) or “A” (Agricultural) and were divided either via a conditional use permit and platting or rezone and platting (Exhibits 3.B.2e & 3.B.2k).
- Within a one-mile radius, there are 27 subdivisions with a 2.6-acre average lot size. The average lot size within a 600-foot radius is 4.79 acres with a median lot size of 2.29 acres (Exhibit 3.B.2g).

To reduce impacts, the applicant proposes the following conditions:

- The development shall limit the commercial uses to low impact uses which are related to the primary event venue use, such as a caretaker residence, church, personal service shops, offices, and special event facility.
- The maximum number of guests on the property shall be limited to 200. No events shall be permitted before 8 am or after 10 pm.
- Approximately 112 parking spaces are proposed (Exhibits 3.A.3 & 3.A.4). To further reduce impact, such as dust, the private road from SH-44 to the parking area is conditioned to be paved per CCCO §07-10-03(4). The parking area will need to be hard-surfaced per CCCO §07-13-01(8).
- The applicant provided a traffic management plan limiting speed to 5 mph on the properties to reduce impacts to neighbors and patrons. Patrons will be encouraged to make right-hand turns only when exiting the property to reduce the crossing of SH-44. Events will be scheduled to avoid peak traffic times. Regarding alcohol service, operations will strictly adhere to all applicable state and local laws governing the sale, service, and consumption of alcoholic beverages. (Exhibit 3.A.8).
- Noise will be reduced via landscaping and a 30-yard earthen berm. All amplified sound will cease at city-mandated curfew time (Exhibits 3.A.2, 3.A.3 & 3.A.8).

Site photos

Adequate Services

Sewer: The applicant states that the septic system will need to be improved to accommodate frequent use and large crowds (Exhibits 3.A.2 & 3.A.4).

- Southwest District Health (SWDH) finds that a subsurface wastewater disposal system for the proposed use has not been proposed. Portapotties may not be used in place of a subsurface wastewater disposal system. The parcel is not in a nitrate priority area. Before the commencement of use, the applicant must submit the intended use, along with specific criteria, and a site evaluation must be conducted. A non-domestic wastewater application may be required and approved by the Idaho Department of Environmental Quality (DEQ). See Exhibits 3.D.5 & 3.D.7.

Water: The applicant states that there will be a moderate demand for potable water, including restrooms, catering, and landscaping. A 150-guest event might use 1,500-3,000 gallons, which is not overwhelming for a Centralized Public Water System (Exhibit 3.A.2).

- SWDH finds that the use will likely require a public drinking system that must be approved by the DEQ (Exhibits 3.D.5 & 3.D.7).

Drainage: All drainage will be retained on-site (Exhibit 3.A.4). The parcel is flat, with no slopes, so drainage can be easily managed on-site (Exhibit 3.B.2i).

Irrigation: The properties are irrigated via an irrigation well through a pressurized system. Source of surface water on or nearby is a supply ditch on the west property line and a drainage ditch on the north property line (Exhibit 3.A.4).

- No comments were received from Middleton Mill Ditch Irrigation District. Irrigation will need to be provided by the local irrigation district or IDWR. The proposed uses shall not impede, disrupt, or otherwise disturb the existing irrigation structures on and adjacent to the subject property.

Utility: The existing dwellings are served by utilities such as Idaho Power. Idaho Power provided an email regarding future development requiring clearance from transmission/overhead lines. The email does not oppose the request (Exhibit 3.D.6). The use will increase waste management, 2-5

cubic yards, due to events (food scraps, packaging, etc.). The applicant proposes private waste contracts to manage waste onsite, such as Republic Services (Exhibit 3.A.2).

Access/Traffic

Access:

- The properties have legal access via a private road, Calla Lily Lane, located within a 30' access easement that connects to SH44 (Exhibit 3.B.4).
- The proposed special events facility will utilize the existing access. The access must remain a private road if it serves more than two inhabited structures. Due to the commercial nature, the private road is conditioned to be paved (CCCO §07-10-03(4)).

Traffic:

- The three houses on the properties create 25.56 average daily trips per CCCO §07-10-03(4).
- The applicant states a typical wedding might draw 50-200 guests, translating to 25-100 vehicle trips per event. The applicant finds the request presents minimal strain to SH-44 (Exhibit 3.A.2). Patrons will be encouraged to make right-hand turns only when exiting the property to reduce the crossing of SH-44. Events will be scheduled to avoid peak traffic times (Exhibit 3.A.8).
- Highway District #4 (HD4) finds that the request will generate 120 vehicles per event (Exhibit 3.D.1). Assuming one event every other week: 120 vehicles per event x 26 events per year equates to 3,120 vehicles per year (8.5 vehicles per day) or 0.85 vehicles per hour (assuming a 10-hour access time per day). HD4 will collect impact fees based on this assumed trip generation.
- ITD finds that a commercial access permit and improvements will need to be obtained prior to commencement of use. Regarding traffic impacts, future signalization is identified at five intersections on SH-44, which will provide better traffic breaks in the future. Due to the special events facility being mostly held at night and on weekends, ITD is not concerned about the use compounding rush hour traffic (Exhibits 3.D.4, 4.a & 4.d).

Essential Services

- Schools - Middleton School District. No comment received. The request is not anticipated to impact the school district. The request does not increase enrollment at Mill Creek Elementary School, Middleton Middle School, or Middleton High School. The request reduces the existing residential uses from three dwellings to one dwelling for caretaker residence purposes (Exhibits 3.A.2 & 3.A.3). The planned operation, a special events facility, is over 3 miles from the nearest school, Mill Creek Elementary. Therefore, the use is not anticipated to disrupt school operations.
- Police - Canyon County Sheriff Department. No comment received.
- Fire protection & Emergency Medical Services - Middleton Fire District and Canyon County Paramedics. No comments received from Canyon County Paramedics. Middleton Fire District finds proposal can be adequately served by Station 52, approximately 0.7 miles from the properties; a two-minute response time (Exhibit 3.D.2). Prior to the commencement of use, adequate access and water supply for firefighting operations must be established. Any modification or construction of structures must be reviewed by the fire district.
- The applicant states that, based on previous events (CDEF2024-0126 & CDEF2025-0289), demand for police, fire, and EMS is low. This request will include hired private security, installation for fire suppression (sprinklers), and ensure clear emergency access (Exhibit 3.A.2). To ensure emergency services can adequately ingress and egress the properties, a traffic and circulation plan to be reviewed and approved by the local fire district is required prior to the commencement of use.

Comments

Notice of the public hearing was provided as per CCCO §07-05-01.

- AGENCY COMMENTS: All agency comments received by the aforementioned materials deadline are in Exhibits 3.D. and 4
- PUBLIC COMMENTS: One comment in support was received (Exhibit 4.f). The comment finds the request is a vital addition to our community that offers a responsible way to manage growth while preserving our local heritage.

Ken Hooker offered testimony in favor of the application and spoke about why they purchased the property and the work they've done.

Sandy Hooker offered testimony in favor of the application. She spoke about the historical aspects of the property and the preservation. She also spoke about community events they'd like to host.

Josh Davis offered testimony in favor of the application. He physically works on the property almost daily. His family is excited to keep the historic barn. The neighbors have expressed excitement for the project. He spoke to the work that they have already done on the property with the hope of opening in the summer of 2027.

Cheryl Palange offered testimony in favor of the application. She feels this is a beautiful project with incredible work done by the architect. She acknowledged the amount of work they have already put into the property and the strong community support they've received. In regard to concerns about traffic on Hwy 44, she would like to see the speed reduced as she thinks this may help with many of the issues.

David Ruby provided rebuttal offering to answer any additional questions the Board may have about the project.

Board questions regarding ITD approval and approved uses for the zoning were addressed by Mr. Ruby and Mr. Lister.

Upon the motion of Commissioner Van Beek and second by Commissioner Brooks the Board voted unanimously to close public testimony.

The cases were considered separately as follows:

Case no. OR2025-0017:

The Board disagrees that P&Z finding E will have an impact on public services and facilities. Mr. Lister said that exhibit 4A is the information from ITD, and exhibits 4B, 4C, and 4D are letters from the city addressing signalizations happening in 2027/2028 which will actually have a positive impact. Commissioner Brooks moved to approve the case finding that the application does meet the criteria for approval with the conditions as listed in the staff report and those that have verbally

been included on the record. The motion was seconded by Commissioner Van Beek and carried unanimously.

Case no. CR2025-0007:

Board consensus agreed with P&Z findings 1-5, 7, and 8. They disagree with the P&Z finding for question no. 6. but indicated the information provided by ITD needs to be included in the FCOs; P&Z did not have the privilege of this information at their hearing. Mr. Lister reviewed the recommended conditions as follows:

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. Compliance with the following, but not limited to, affected agencies shall be met before the commencement of any use:

- a. Highway District #4 (Exhibit 3.D.1)
- b. Middleton Fire District (Exhibit 3.D.2)
- c. Idaho Transportation Department (Exhibits 4.a & 4.d)
- d. Southwest District Health (Exhibit 3.D.5)
- e. Idaho Power (Exhibit 3.D.6)
- f. Idaho Dept. of Environmental Quality (Exhibit 3.D.7)
- g. All structures removed, modified, or constructed require building and zoning permit approval

2. The subject parcels, R23913, R23913012, and R23913012A, shall be zoned “C-1” (Neighborhood Commercial subject to the following restrictions:

- a. The development shall limit the commercial uses to low impact uses which are related to the primary event venue use, such as a caretaker residence, church, personal service shops, offices, and special event facility. Except for a caretaker residence, dwellings are prohibited in the “C-1” zone.
- b. The uses shall be in substantial compliance with the letter of intent, site plan, and traffic, noise, and alcohol plan (Exhibits 3.A.2, 3.A.3, and 3.A.8)
- c. The maximum number of guests on the property shall be limited to 200. No events shall be permitted before 8 am or after 10 pm. Noise generation shall uphold City of Middleton noise standards (Middleton Ordinance 8-1-5).
- d. The existing private road shall be paved in accordance with the standards expressed in CCCO 07-10-03(4). Evidence of constriction will be demonstrated through the construction permit process outlined in CCCO 07-10-3(1) prior to the commencement of use.
- e. All parking spaces shall meet all applicable off-street parking requirements (CCCO §07-13-01 and §07-13-03), and temporary signage shall be provided during all events to assist with traffic flow patterns. Parking on local roads and SH-44 is prohibited. A parking and circulation plan drawn to scale must be submitted to DSD, with review and approval completed by the local fire district.

- i. Prior to the commencement of use, signage shall be installed encouraging egress from the facility onto SH-44 is a right turn only. *[ITD indicated in their letter this could cause congestion in other locations and is not recommended a right turn only egress.]*
 - f. Landscaping and fence shall be maintained in good repair and shall not become a public nuisance.
 - g. All exterior lighting shall be directed away from adjacent residential properties and be contained on the parcel with downward-facing lighting and shielding where necessary.
 - h. The uses shall not impede, disrupt, or otherwise disturb the existing irrigation structures on and adjacent to the subject property
3. The developer 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.”

Commissioner Van Beek made a motion that based on the findings of fact, and conclusions of law that the Board approve case no. CR2025-0007 for Hooker finding that the application meets the criteria for approval with the conditions as listed in the staff report and cited by Mr. Lister. The motion was seconded by Commissioner Brooks and carried unanimously.

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

Mr. Lister noted that FCOs will be brought back at a later date for Board consideration.

The hearing concluded at 2:50 p.m. An audio recording and supporting documents are on file in the Commissioners’ Office.

MAY 2026 TERM
CALDWELL, IDAHO MAY 28, 2026

ALCOHOLIC BEVERAGE LICENSE

The Board approved the following alcoholic beverage licenses for renewal:

- SMC Distribution LLC dba SMC Distribution; Parkland USA Corporation dba On the Run Idaho; Garman Hill LLC dba The Audrey (Resolution No. 26-124)
- City of Caldwell dba Fairview Golf Course; City of Caldwell dba Purple Sage Golf Course; Pilot Travel Centers LLC dba Pilot Travel Center #638; Sawtooth Sockeyes LLC dba Sawtooth Sockeyes; Fast Mart Nampa, Inc dba Fast Mart (Resolution No. 26-125)

EMPLOYEE STATUS CHANGE FORMS

The Board approved employee status change forms for:

- Stephanie Morse, PA’s Office
- Garrett Swenson, PA’s Office
- Julio Ortega, IT

- Noah Stoddard, IT
- Andrew McMains, IT

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

The Board met today at 9:31 a.m. for a legal staff update and to consider action items. Present were Commissioner Brad Holton; Commissioner Zach Brooks; Chief Deputy PA Aaron Bazzoli; Deputy PA Zach Wesley; Deputy PA Trent McRae; Director of HR Marty Danner; UI Extension, County Chair Tasha Howard; Director of IT Steve Webb; Assistant Director of IT Scott Phillips; Business Manager Caitlin Pendell; Treasurer Jennifer Watters; Sr. Customer Service Specialist Tonya May; and Deputy Clerk Diana Hoffman. The action items were considered as follows:

Consider a Resolution Authorizing Cancellation of Taxes on Property Owned by Canyon County: Mr. McRae explained he has reviewed this resolution. Treasurer Watters explained that these two properties were taken for tax deed 2025 and no bidders were present. She was unclear why taxes would be removed from these properties when Canyon County is still owed taxes on these properties. This is not the same process that has been done on other parcels. The delinquent taxes always remain and must be made current for purchase. Once parcels transfer into Canyon County's name, property tax is no longer being calculated on a yearly basis but there are still delinquent taxes. Treasurer Watters requested clarification on the two parcels in question. Treasurer Watters reviewed the associated documents and verified these parcels were tax-deed properties. The Main St. property has over \$1,000 in taxes due from tax years 2021-2025. The other property is also a tax deed property with past due taxes from tax years 2021-2025. Going forward from tax year 2026 they will no longer be assessed and have taxes owed. The past due taxes will continue to accrue interest until sold, but no additional taxes will be incurred moving forward with property of Canyon County. Ms. May explained that historically a resolution was not signed to cancel taxes on a property. Calculation of taxes will be completed by the Treasurer's Office if someone should offer to purchase one of these properties. Mr. Wesley stated that tax notices were received for property that has been purchased by the County. These appear to be different than what was originally understood. Commissioner Holton requested this action item be tabled and rewritten for the appropriate protocol.

Upon a motion by Commissioner Holton and a second by Commissioner Brooks, the Board voted unanimously to table this and have legal bring it back with the appropriate modifications.

Consider Agreement with Bull Appraisals for Appraisal Services of PIN 34618010 0: Mr. Wesley stated that he has reviewed this agreement with Bull Appraisal. They have been asked to appraise property adjacent to the recently purchased Highway 44 parcel for the landfill transfer station. There have been preliminary conversations with the property owners, and they are aware this is happening. Setting a value will allow further conversations with property owners. Commissioner

Brooks noted that last week he missed both legal staff discussions. Mr. Wesley confirmed that this was discussed during last week's Executive Session.

Upon a motion by Commissioner Brooks and a second by Commissioner Holton, the Board voted unanimously to sign the agreement with Bull Appraisals for appraisal services of PIN 34618010 0. (Agreement No. 26-063)

Consider a Resolution to Change the Job Title of One (1) Position in the County Agent Department - CONTINUED FROM 5/26: Mr. Wesley requested that this be discussed in Executive Session prior to addressing the action item. Commissioner Holton noted that this action item will be deferred until after Executive Session.

Consider Renewal Quote with Progress Software Corporation and Telerik Sales of DevCraft UI Developer Licenses - CONTINUED FROM 5/26: Commissioner Holton noted that this is being heard again as there were no signatures from Progress Software Corporation and Telerik Sales. Mr. Bazzoli noted that he has reviewed this renewal user license agreement. This is more of a purchase order. There are links included that detail the full agreement. Mr. Bazzoli noted he has reviewed all of those links and agreements. There is not anything that does not permit the termination of these at any point if necessary. Mr. Webb explained that this is a software library that will help the development team to speed up some of the development processes, specifically for many of the complicated requests that are coming in. This will replace some of the other software renewal agreements. This allows for cost savings, as this particular software is not budgeted for this fiscal year. However, there are currently savings in other categories that will take care of this cost. This software has also been vetted by the Information Security Officer in IT.

Upon a motion by Commissioner Brooks and a second by Commissioner Holton, the board voted unanimously to approve the renewal quote with Progress Software Corporation and Telerik Sales of DevCraft UI Developer Licenses as presented. (Agreement No. 26-064)

Mr. Bazzoli noted that there are still a few contracts pending review with IT. These will be brought to the Board at the next scheduled legal staff update.

Commissioner Holton noted that there will still be an action item to discuss after Executive Session.

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

EXECUTIVE SESSION – REGARDING ACQUISITION OF AN INTEREST IN REAL PROPERTY, RECORDS EXEMPT FROM PUBLIC DISCLOSURE, AND TO COMMUNICATE WITH LEGAL COUNSEL REGARDING PENDING/IMMINENTLY LIKELY LITIGATION

Upon a motion by Commissioner Van Beek and a second by Commissioner Brooks, the Board voted unanimously to enter into Executive Session pursuant to Idaho Code § 74-206(1)(c), (d), and (f), regarding acquisition of an interest in real property, records exempt from public disclosure, and to communicate with legal counsel regarding pending/imminently likely litigation. After a roll call vote by Commissioner Holton, the Board voted unanimously to enter into Executive Session at 9:46 a.m. The Executive Session concluded at 10:23 a.m. with no decisions being reached and no business being brought forward.

Consider a Resolution to Change the Job Title of One (1) Position in the County Agent Department - CONTINUED FROM 5/26: Commissioner Holton noted that there is a pending piece of business that was on the agenda. Commissioner Holton made a motion to table this piece of business to change the job title. Commissioner Brooks seconded the motion, the Board voted unanimously to table the action item at this time.

Consider Ballot for Appointment of Adams County Commissioner Viki Purdy to the SWDH Board of Health: Commissioner Brooks stated that he has served on that Board for almost 3.5 years and has known Commissioner Purdy for more than that, I am completely in support of her serving another five-year term on this Board.

Upon a motion by Commissioner Brooks and a second by Commissioner Holton, the Board voted unanimously to sign the document to approve appointing Adams County Commissioner Viki Purdy to the Southwest District Board of Health.

The meeting adjourned at 10:25 a.m. An audio recording is on file in the Commissioners' Office.

MEETING WITH DSD FOR GENERAL BUSINESS AND TO CONSIDER ACTION ITEMS

The Board met today at 10:30 a.m. for a DSD general business meeting and to consider action items. Present were Commissioner Brad Holton; Commissioner Zach Brooks; Director of DSD Jay Gibbons; Assistant Director of DSD Joshua Johnson; Planning Supervisor Dan Lister; Principal Planner Karla Nelson; Associate Planner Dane Adams; Principal Planner Emily Bunn; other members of the public; Deputy Clerk Diana Hoffman. The action items were considered as follows:

Consider FCOs for Colby and Amy Brown; Case No. RZ2025-0003: Ms. Nelson explained that this case was heard on May 7 and was denied based on criteria B, C, and D for the rezone. The reasons for denial were largely based on the applicant's unwillingness to restrict secondary residences and the lack of a site plan for a narrow property. Commissioner Holton explained that the burden of proof is on the applicant, and they did not provide enough information.

Upon a motion by Commissioner Brooks and a second by Commissioner Holton, the Board voted unanimously to approve and sign the FCOs for Colby and Amy Brown, Case No. RZ2025-0003.

Consider FCOs for Tucker Hill Subdivision; Case No SD2024-0010: Mr. Lister explained this case is regarding a two-lot subdivision. The only modification the Board requested during their hearing was related to the lateral and the affected owner. Staff took direction from the Board and added finding 4, addressing testimony that this is checked before signing the final plat. The condition explains that during review, the applicant verifies that the irrigation system does not impede existing water users. This has already been checked and approved, and there will be another verification before the final plat is signed. Commissioner Holton noted that this specific information was not presented during the Planning and Zoning hearing.

Upon a motion by Commissioner Brooks and a second by Commissioner Holton, the Board voted unanimously to sign the FCOs for Tucker Hill Subdivision, Case No. SD2024-0010.

General Business: Director Gibbons explained that his Comprehensive Planning Team would be presenting priorities and solutions for updating the comprehensive plan and requested the Board's feedback throughout the presentation.

Mr. Lister explained that these are the team's priorities and asked whether the Board also sees them as priorities. General updates will be provided throughout the process. All updated data will be included along with updated implementation measures. This is the time to make any useful updates. Mr. Lister presented the following:

Staff Priorities (based on necessity)

1. Agricultural Zoning District (ACS, AC20, and AC40 along with RR) & Intensive Agricultural Overlay
2. Area Plan for Agricultural Tourism/Sunnyslope Specific Area Plan
3. Additional Overlay Areas
4. Areas of Impact
5. Pathways and Thoroughfare Plans

A focus group was set up (two groups)

- Comprehensive plan and ordinance updates
 - Emily, Karla, Dane, and Dan
 - Brainstormed issues encountered in the field

Each planner worked on the 5 priorities.

Questions/Discussion

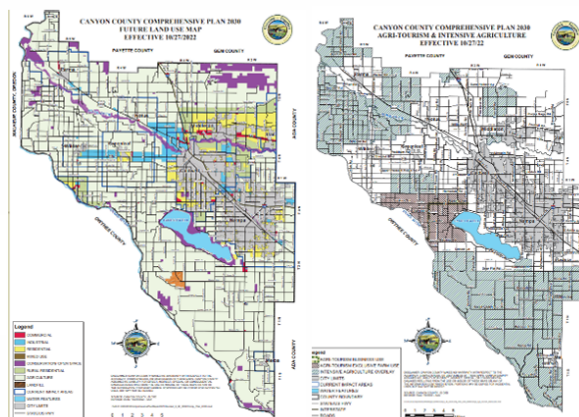
1. Are these the right priorities?
2. Workplan feedback?
3. Public Engagement

4. Consultant services

PRIORITY 1 BY KARLA NELSON

1. Agricultural Zoning Districts & Intensive Agricultural Overlay (top priority)
 - a. Need to identify and confirm the appropriateness of agricultural zones in plan (AC-5, AC-20, & AC-40)
 - b. Need to identify criteria in the plan to implement those zones into a zoning ordinance
 - c. Need to reevaluate where the intensive agricultural overlay should be applied and applicable standards
 - i. Currently applied broadly to large swaths of land
 - ii. Does not always relate to development patterns

Agriculture	
Description	The agricultural designation is the base designation throughout the County. It contains areas of productive irrigated croplands, grazing lands, feedlots, dairies, seed production, and ground of lesser agricultural value.
Applicable Zone Districts	R-R, AC-5, AC-20, AC-40
Intensive Agriculture	This overlay is applied to protect working lands and operations. These areas may have higher quality soils, water availability, and relatively flat topography. Uses may include seed production, crops, orchards, vineyards, concentrated animal feeding operations, grazing, and other agriculturally-based uses. This designation aims to protect agriculture operations from incompatible uses and reduce the conflicts concerning noise, dust, smells, and safety. (Map 2)



BASIC WORK PLAN

1. Agricultural Zoning Districts & Intensive Agricultural Overlay

Task	Description	Timeframe
Data Gathering	Lot size, soil quality, slopes, development, etc.	2 months
Advisory Committee	Stakeholders – draft criteria for AC-5, AC-20, AC-40 and Intensive Agriculture	2-3 months
Community Engagement	Vet committee recommendation with community	2-3 months
Synthesis	Draft code, text and maps for Comp Plan and Ordinance	2 months
Public Hearing Process	Update text, code and map based on outcomes	3 months

Potential Consultant Services in Red

Ms. Nelson noted that in between each step the committee intends to check in with the Board to ensure they are on the right track.

Commissioner Brooks inquired if the committee discussed whether the AC-5, AC-20, and AC-40 were appropriate?

Ms. Nelson explained that this question still needs to be answered. There are many people asking for 5-acre parcels; maybe there are areas where this zoning is appropriate. Where that belongs and what the implications are is yet to be decided.

Mr. Lister explained that as data is collected, it may be discovered that only an update is needed. Communications will continue with the Board.

Mr. Johnson noted that some ag preservation advocates feel removing agricultural zoning could foster more development where it should not occur. Public feedback may show that keeping or removing AC-5, 20, and AC-40 are desired options.

Mr. Lister noted that if these zones are to be retained, their most appropriate placement must be determined. Data and feedback will provide insight.

Commissioner Holton emphasized that water availability should be a criterion, particularly considering the moratorium on drilling wells south of the lake. He noted that widespread agricultural designation can be disingenuous when properties have not been agricultural for long periods. Data gathering is the best place to start.

Discussion was held on the services an independent consultant could provide and oversee. It was agreed that an outside consultant would provide a non-biased option.

Commissioner Holton noted concerns about special interest groups influencing decisions regarding agricultural land despite lacking financial involvement. He emphasized awareness of this during public engagement.

Mr. Lister reiterated that this is a community plan and community input is essential. Clear communication about the plan's purpose is important.

PRIORITY 2 BY DANE ADAMS

2. Area Plan for Agricultural Tourism/Sunnyslope Specific Area Plan
 - a. The comprehensive plan details agri-tourism overlays in a variety of goals and policies that are related to agri-tourism and agri-tourism business use
 - i. These have not yet been adopted into code
 - b. Goal:
 - i. Create clarity on the vision of these areas
 - ii. Specific standards and code that benefit staff and the community

c. Work plan diagram

2. Area Plan for Agricultural Tourism/Sunnyslope Specific Area Plan

Task	Description	Timeframe
Data Gathering	Map agricultural activities, research best practices and conduct key stakeholder interviews/focus groups/surveys.	2 months
Community Engagement	Open house/pop-up events to share overlay area concepts, code alternatives, design considerations.	2 months
Synthesis	Draft code, text and maps for Comp Plan and Ordinance	1 months
Public Hearing Process	Update text, code and map based on outcomes	3 months

Potential Consultant Services in Red

During this process the committee will be checking in with the Board for guidance and feedback.

Commissioner Brooks inquired about when a consultant drafts the code, do they have an attorney supporting that? Director Gibbons explained that the consultant would provide draft ordinance language to address litigation measures or code specifics, but all ordinances would go through the County's Civil Department to verify it comports with the County's code. Mr. Johnson noted that when considering consultants, it would be a bonus to have someone that is familiar with Idaho land use law.

Commissioner Holton explained that when he was young Sunnyslope was much different than it is now. Would it be appropriate to spend money creating a plan for agri-tourism, specifically in the Sunnyslope Specific Plan Area, where a recognizable percentage of that area wants to remove it from agriculture and put it into development? Is this too late at this point? Is the community choosing for a landowner what they will or can do with their ground? The Sunnyslope area was mostly known for their fruit production. They are now far behind the implementation of new orchard production practices. The production practices are still on par with those fifty years ago. This all sounds like a great plan but is it applicable to what that area currently is. Mr. Johnson noted that this is correct. It is unknown if this is where that community wants it. Whatever it is that they want, how does the County foster what they desire to see in the area. Are there more allowances for things they have seen to be successful. For example, if something were to require a rezone right now, could it be a CUP for now? Or could something be made an allowed use if it is going to foster the overall vision. Does the community desire an area of hotels and such? It feels like when input is provided the code can be contoured to accommodate those requests. Mr. Lister explained that the only current staff that were employed when the current comprehensive plan was developed were Mr. Lister and Rob. The reason this was created was because Sunnyslope was a very special area. At the time, community feedback indicated that they wanted something special in that area. Mr. Lister reminded the Board of the tour they attended together of the area where they visited multiple agri-tourism like businesses, which right now are illegal. We need to realize

that area is different and the current plan does not support residents. The reason it is mapped out the way it is and does not have a specific plan; the residents of Sunnyslope and the developers interested in the area were in disagreement. This is something that needs data collection and public outreach to determine whether there is a need. If there is no longer a need to it's just an update. We update it and get rid of it, or update the code and allow for certain uses. Once all the information is received a plan can be developed. Mr. Lister explained that this topic is great for a consultant to take on. Commissioner Holton noted that considering the county as a whole, this is severely specific and not considerate of other areas. The public travels through Greenleaf Idaho to the café to follow the ag-tourism route. These are folks that have never seen hops grown, never seen mint, whatever it happens to be. The ag-tourism is significantly larger than just Sunnyslope. Commissioner Holton stated he does not feel spending money to develop ag-tourism in only Sunnyslope is not beneficial to other parts of the county. Sunnyslope is a specific area, and agriculture reaches much more of the county. Discussion on agri-tourism could fit into the County's long-term plan. Mr. Lister noted that the current plan does not have a lot of specificity to it. Would it be best to update it or implement it. Either way this needs to be cleaned up. Commissioner Holton explained that there are visions and ideas from a multitude of parties interested in this area with different visions.

PRIORITY 3 BY KARLA NELSON

3. Additional Overlay Areas

- a. Airport; Scenic Byway and Historic Preservation; Flood Hazard; Wildfire Risk Areas; Housing Authority; Parks and Recreation, Intensive Agriculture, and Agriculture Tourism. About 9 overlays
 - i. Some areas have been mapped
- b. Minimal code standards could be beneficial to consider what warrants integration to the code
- c. Work plan diagram

3. Additional Overlay Areas

Task	Description	Timeframe
Data Gathering	Research best practices, interview subject matter experts and consider overlay boundaries and development standards	2-3 months
Engagement	Pop-up events focused on specific overlay areas with agency partners and community survey	2 months
Synthesis	Draft code, text and maps for Comp Plan and Ordinance & Re-engage subject matter experts.	1 months
Public Hearing Process	Update text, code and map based on outcomes	3 months

Potential Consultant Services in Red

Commissioner Holton explained that this priority aligns because these are in the comprehensive plan without specificity. They could be reasonably good tools to have.

Director Gibbons explained that it will be important to integrate the County's Park preservation plan into the comprehensive plan.

Mr. Lister explained that these overlays provide a vision of what is appropriate and what is not. When reviewing this will provide an opportunity for conversation as to what else may be needed. Other needs could include a gravel pit overlay, a wildlife urban interface plan, a slope map? These are all things that can be looked at and what overlays are needed and implement them through code.

Commissioner Brooks inquired about the current number of overlays at this time. Ms. Nelson clarified that there are currently nine (9) overlays.

Mr. Lister explained that the best outcome would be to have a plan that makes sense then implemented with a code that goes along with it.

PRIORITY 4 BY DAN LISTER

4. Area of Impact (AOI)
 - a. Work plan diagram

4. Areas of Impact

Task	Description	Timeframe
Step 1: Comp. Plan Amendment		
Review	Assess required amendments (Plan text (policies) and Map)	2 weeks
Coordination	City and County coordination on policy revisions	1 months
Synthesis	Draft code, text and maps for Comp Plan	1 months
Public Hearing	Take plan amendments through hearing process	3-4 months
Step 2: Code Amendment-City/County Agreement		
Coordination	City and County coordination on agreement language	3 months
Synthesis	Finalize draft code based on coordination	1 month
Public Hearing	Take final text amendments through hearing process	3-4 months

Commissioner Holton noted that one of his goals is that if he is dealing with a piece of property that is in the Area of Impact, as a County Commissioner there is an agreement as in the application process that the city will annex at some point. When viewing the ground south of Nampa that is in the AOI with County islands, those people benefit from city services by travelling on Nampa City roads and making use of Nampa Police for traffic, which is disingenuous to other taxpayers. If dealing in the AOI and the parcel is immediately adjacent they need to support the city as well.

Mr. Lister explained that the committee feels this is a priority because AOI was just shrunk. We have agreed that in the next five (5) years they can get annex these areas. What does future collaboration look like? How would the County like to approach that? From the comprehensive plan to the code, what does that look like? Mr. Johnson noted that comes back to discussion with the AC-5. If we are concerned about preserving ag, people still have to go somewhere. Setting up five-acre parcels that then the city is in a position to serve that with water and sewer, is that good for the cities? Having a conversation with the cities is crucial.

Mr. Lister noted that this topic area would be covered mostly in house. That is better for communication between the cities and the County.

PRIORITY 5 BY EMILY BUNN

5. Pathways and Thoroughfare Plan

- a. The County Parks Pathway and Cultural Resource plan was adopted in 2022
 - i. Pathways are envisioned around Lake Lowel, Boise River, and Snake River
 - ii. Not all planned pathways are included in the regional long-range transportation plan with COMPASS
 - iii. Pathways have not been adopted into the comprehensive plan
 - iv. Formal adoption of the plans would position the County for grant funding to adopt the pathways
 - v. Would allow adoption of ordinances to consider pathways with applicable developments in those areas
 - vi. A thoroughfare plan would consider appropriate land uses along County thoroughfares
 - vii. Then requiring thoroughfare access management
- b. Action plan diagram

5. Pathways and Thoroughfare Plan

Task	Description	Timeframe
Coordination	Coordination with COMPASS, Canyon County Parks, Pathways & Cultural Resources, Highway Districts, & Cities to understand plans and seek alignment	2-3 months
Community Engagement	Survey public and stakeholders on pathway proposal/and any future land uses changes. Open House/ Pop-up events	2 months
Synthesis	Draft code, text and maps for Comp Plan and Ordinance	2 months
Public Hearing Process	Update text, code and map based on outcomes	3 months

Potential Consultant Services in Red

Mr. Johnson shares some recent examples related to this, while speaking with a property owner when discussing a greenbelt along the river. The property owner was adamant that it would not

be developed. If we know this plan is in the comprehensive plan, does the county begin routing that multi-use path up from the river? Or do we work with the highway district to get a multi-use path installed? Those types of questions can be vetted out during this process. The thoroughfare plan could support all of the highway districts' communication. If there needs to be a major collector roadway going through, we would not want it blocked by development projects. That would need to be discussed and mapped out so that DSD has the tools needed to coach applicants through the process. Is there a comprehensive overall view of that?

Commissioner Brooks noted that COMPASS has that information. This is an accurate assessment. One of the COMPASS maps for one of the interchanges along the interstate between Caldwell and Ontario has a proposed path that is probably not doable. There are groups of new houses that would have to be removed for that particular path to be used. COMPASS and ITD have a pulse on that situation. Canyon County should be reviewing that as well for the northern end of Canyon County. With the Valnova Project in Ada County, they are in process of building the overpass just south of Firebird Raceway. That is a very real thing that will be going west to I-84. One of those roads is a foregone conclusion of not being available. The northern end of the County could use a review before additional applications are considered.

Commissioner Holton inquired if perhaps there should be an overlay for future thoroughfare plans. He noted that Canyon County is currently into their budget season, and he does not believe there would be funds for pathways. Quality pathways require coordination, funds, investment, and upkeep. Canyon County is different as they continue to have century farmers in pathway areas. How does coordination take place through these areas then to Middleton, Canyon Hill, and past the freeway Notus, in addition to coordinating with three (3) other federal agencies and wildlife areas. The preference for Commissioner Holton would be to show a map in the comprehensive plan that shows East, West, thoroughfares connecting to Ada County that go all the way to the Snake River or Boise River. We have nothing like this. The coordination required for a cross-county plan will rest on the County.

Mr. Johnson explained that he sees the value in this object to have this in the comprehensive plan because if someone comes to develop and it is in the comprehensive plan that a pathway should go through, it can be a required condition of approval and then we are filling in gaps and do not have to cover the whole cost. He reiterated that coordination is a big lift, this would be a focused effort towards that, with all the groups that were named and Canyon County Parks Department.

Director Gibbons explained that there is an advocacy group in the community that is a foundation for Ada/Canyon trails. Their main goal is to advocate and coordinate with a lot of agencies and developers to encourage the connection between the greenbelt from Boise to the Boise and Snake River. There is a plan. Canyon County just needs to incorporate it into the comprehensive plan, as a vision for the county to help them to help others be able to implement that vision, but not for the County to do it.

Commissioner Holton noted that he is supportive of that. An example of Lake Lowel was provided; some people wish to have a pathway around it. If that was implemented there are probably ways to do that, but it is not the same as things are in other areas. He reiterated that he supports long-term planning.

Mr. Lister reviewed the five (5) priorities being considered by the Committee.

Staff Priorities

1. Agricultural Zoning Districts (AC5, AC20, and AC40 along with RR) & Intensive Agricultural Overlay
2. Area Plan for Agricultural Tourism/Sunnyslope Specific Area Plan
3. Additional Overlay Areas
4. Areas of Impact
5. Pathways and Thoroughfare Plans

These priorities were concluded after an April 16th meeting, going through the comprehensive plan and discussion the priorities, there were the top five that staff identified. The questions for the Board are:

- Is this the right priority list?
- Is the order correct?
- Is there anything missing?

Mr. Johnson provided another question of: Do you need more time to think about it?

Commissioner Holton noted that he feels number five (5) is good where it is on the list. Number 1 is the biggest heart ache, but he concurred with Mr. Lister that this item may need to be closed for the time being and go back and reorganize how to address this.

Commissioner Holton noted that the Assessor recently provided a graph showing that close to 97% of all new development is in the municipalities. When it comes to growth that is physically happening it is going to be in the areas of impact or close to it, because they are growing so fast. Having AOI listed as the fourth overall priority might not be the best placement.

Commissioner Holton noted he does appreciate the additional overlay zones. There may be more data needed to know about tourism and be able to deal with the overlay zones. Agriculture is important and we need to keep space for it.

Commissioner Brooks stated he has no recommendations to the priorities list at this time.

Mr. Lister inquired about the Board's thoughts on the workplan that was presented. The Board was in agreement with the workplan as presented. Mr. Lister inquired about the areas of public engagement that were included and asked if there were any suggestions regarding any particular group or stakeholder. Commissioner Holton noted he did not have any further recommendations at this time. Mr. Lister noted that they intended to have ample communication and opportunity with the Board to provide additional comments.

Director Gibbons noted that the list of potential community members and stakeholders will be brought back to the Board for review. Mr. Lister reiterated that continuous communication would take place back and forth during this process.

Director Gibbons noted that the first priority is to get a consultant hired so they may be a supportive resource.

Commissioner Holton noted that one of the maps that he would like to be available on the DSD website would be the map that shows the acreages. He suspects that the public would be surprised to see how many parcels of 40 acres or fewer, and how few parcels of 80 acres or more remain. If such a map could be created for the public that could be a great tool for the public.

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

CONSIDER REVISION TO MAY 19, 2026 ELECTION CANVASS RESULTS

The Board met today at 1:30 p.m. to consider a revision to the May 19, 2026 canvass of the election results. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Clerk Jess Urresti, Controller Kyle Wilmot, Auditing Supervisor Sarah Winslow, Elections Supervisor Haley Hicks, Director of Juvenile Probation Jose Orozco, Facilities Director Rick Britton, Fleet Director Mark Tolman, Assistant Fleet Director Dawn Pence, Stewart Hyndman, and Deputy Clerk Jenen Ross.

Clerk Urresti explained that since the result of the election were originally canvassed last week there was one revision that needs to be included. Ms. Hicks said the revision is in the summary results report. It was discovered in the non-partisan races under 'total ballots cast' the results didn't fully push. The revision doesn't change any of the total number of votes that were cast, or any of the numbers. At the request of Commissioner Van Beek, Ms. Hicks provided information on exactly which races were affected; none of the races were contested.

Commissioner Brooks motioned to approve the revision to the May 19, 2026 election canvass results. The motion was seconded by Commissioner Van Beek and carried unanimously.

The meeting concluded at 1:35 p.m. An audio recording and supporting documents are on file in the Commissioners' Office.

FY2027 BUDGET WORKSHOP – JUVENILE PROBATION

The Board met today at 1:36 p.m. for a FY2027 budget workshop for the Juvenile Detention department. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Clerk Jess Urresti, Controller Kyle Wilmot, Auditing Supervisor Sarah Winslow, Director of Juvenile Probation Jose Orozco, Facilities Director Rick Britton, Fleet Director Mark Tolman, Assistant Fleet Director Dawn Pence, Stewart Hyndman, and Deputy Clerk Jenen Ross.

Director Orozco reviewed a PowerPoint presentation which addressed the following:

- Mission & Responsibilities
- FY2026 Accomplishments
- Strategic Goals for FY2027
- Key Metrics for FY2026
- FY2027 Projected Revenues
 - JCA/Parole Block (IDJC): \$399,092
 - Cigarette/Tobacco (IDJC): \$515,112
 - Lottery (IDJC): \$75,000
 - SUDS Reimbursement (IDJC): \$15,000
 - Community-Based Services (IDJC): \$250,000
 - Court Order Fees: \$25,000
 - Probation Fees: \$25,000
- A Budget
 - Overtime: \$6500 across all divisions
 - No part-time, temporary, or seasonal employees
 - No new positions being requested
 - Request for step in grade adjustments for 2 Juvenile Probation Officer positions – PCNs 050 & 088; total adjustment: \$12,950.90
- B Budget
 - Computer Equipment: \$5000
 - Software: \$0
 - Small Office Equipment: \$0
 - Office Furniture: \$10,000
- Division: Juvenile Probation (300)
 - Revenues
 - \$250,000 Community Based Alternative Services
 - \$15,000 Substance Use Disorder – Coordinator hour
 - Fee Collections
 - \$25,000 Supervision
 - \$25,000 Diversion/Drug test fees

- Staff: 13 full time positions
 - Overtime \$2500
 - B budget
 - Increase to workman's compensation
 - Decrease to postage
- Division: Parole Block (804)
 - Revenues
 - \$399,092
 - Staff: 6 full time positions
 - Overtime: \$1500 | Step adjustment: \$12,950.90
 - B Budget
 - Decrease to cell phone
 - Decrease to subscriptions
 - Decrease to computer equipment
- Division: Cigarette Tax (805)
 - Revenues
 - \$515,112 IDJC
 - \$3000 Miscellaneous
 - Staff: 6 full time positions
 - Overtime: \$1500
 - B Budget
 - Decrease to group counseling
 - Increase to electronic monitoring
 - New budget line for individual counseling
 - Decrease to office furniture
- Division: Lottery Tax (828)
 - Revenue
 - \$75,000
 - Staff: 2 full time positions
 - Overtime \$1000
 - B Budget
 - Increase to Docusign
 - Decrease to radio
 - New budget line for Safety Supplies
 - Increase to training

Additionally, Director Orozco would like to remodel their breakroom as it is not a useable space, and he would like to convert the old lobby space into a printer room and possibly something additional that would make it a more usable area.

The workshop concluded at 2:12 p.m. An audio recording and supporting documents are on file with this day's minutes.

FY2027 BUDGET WORKSHOP – FLEET

The Board met today at 2:18 p.m. for a FY2027 budget workshop with the Fleet department. Present were: Commissioners Leslie Van Beek and Zach Brooks, Clerk Jess Urresti, Controller Kyle Wilmot, Auditing Supervisor Sarah Winslow, Facilities Director Rick Britton, Fleet Director Mark Tolman, Assistant Fleet Director Dawn Pence, Stewart Hyndman, and Deputy Clerk Jenen Ross.

Director Tolman reviewed the budget as follows:

- Shop fees – No change for FY2027
- Regular employees – Increased \$54,433.60; would like to move the Assistant Fleet Director into an exempt position
- Overtime – Increased \$30,000 in order to move away from comp. time
- Oil – Increased \$3000
- Service contracts – Increased \$4000
- Vehicle licenses – Increased \$1000
- Cellular phone – Increased \$384
- Small office equipment – Increased \$1300
- Machinery (680410) – Increased \$15,000 for a shop hoist replacement and 6x6 spray vehicle for the Weed & Pest department
- Machinery (684110) – Decreased \$42,000. A heavy duty trailer for the Facilities department and a 6x6 Can Am for the Weed & Pest department have been included in this budget line.
- Police vehicles – Increased \$48,000
- General vehicles – Increased \$32,000

The meeting concluded at 2:43 p.m. An audio recording and supporting documents are on file in the Commissioners' Office.

FY2027 BUDGET WORKSHOP – TCA

The Board met today at 2:50 p.m. for a FY2027 budget workshop with the Trial Court Administrator. Present were: Commissioners Leslie Van Beek and Zach Brooks, Clerk Jess Urresti, Controller Kyle Wilmot, Auditing Supervisor Sarah Winslow, Facilities Director Rick Britton, ADJ Thomas Witney, TCA Benita Miller, Assistant TCA Chris Paulsen, TCA Financial Manager Tammy Brown, Other TCA/Court staff, Stewart Hyndman, and Deputy Clerk Jenen Ross.

TCA Benita Miller, Deputy TCA Chris Paulsen, and Judge Witney reviewed the following with the Board:

District Court Budget

A budget

- Equity pay adjustment of \$11,927 for the Court Budget Analyst and Administrative Supervisor

- Equity pay adjustment of \$55,033 for three temporary Deputy Judicial Marshals – increasing the hourly wage to \$35/hour
- Equity pay adjustment of \$71,025 for seven part-time Deputy Judicial Marshals – increasing the hourly wage to \$35/hour
- Salary increase for four Judicial Assistants – changing the paygrade from 13 to 14 with a total increase of \$32,860.70 for all four positions
- Reclassification for the Chief Judicial Marshal from a grade 14 to 15 and salary increase of \$11,944.66
- Reclassification of seven staff attorneys with an equity pay adjustment changing the salary from \$90,000 to \$110,762
- Reclassification of six Deputy Judicial Marshals from a grade 12 to a grade 14 and a total salary increase of \$94,577.60

B budget

- 542203 – Cellular phones: Decrease of \$4317.00
- 548012 – Interpreter fees: Increased to \$95,282.00 (this is a budget line that has been transferred from the Clerk's budget)

Family Court Services Budget

- No changes are being proposed for this budget

Court Device Budget

- No changes are being proposed for this budget

Court Facilities Budget

- No changes are being proposed for this budget

Mental Health Court Budget

- 334171 – State testing funds: Increased by \$8800 (reallocated from another treatment court). This line is offset by budget line 522215.

Drug Court Budget

- 334171 – State testing funds: Increased by \$37,400 but this will be offset by lines 522215 and 522216
- 341428 – Drug court fees – Gem County: Increase of \$10,019. This is a reimbursement from Gem County to Canyon County for the cost of the coordinator to coordinate a drug court in Gem County (wages and mileage)
- 413050 – Part time: Decreased by \$28,380

DUI Budget

- 542203 – Cellular Phone: Decreased by \$100

Veteran's Court Budget

- No changes are being proposed for this budget

Juvenile Drug Court Budget

- Discontinued this specialty court so those funds have been allocated to the other drug court

The meeting concluded at 3:26 p.m. An audio recording and supporting documents are on file in the Commissioners' Office.

MAY 2026 TERM

CALDWELL, IDAHO MAY 29, 2026

ALCOHOLIC BEVERAGE LICENSE

The Board approved the following alcoholic beverage licenses for renewal:

- Kindred Vineyards LLC dba Kindred Vineyards and Macabi Inc. dba Acapulco Mexican Restaurant (Resolution No. 26-126)
- Nampa Lodge #1389 BPOE Inc. dba Nampa Elks Lodge #1389 and Eva Contreras De Cuv As dba Tacos El Centro (Resolution No. 127)

No meetings were held this day.

THE MINUTES OF THE FISCAL TERM OF MAY 2026 WERE READ AND APPROVED AND FOUND TO BE A PROPER RECORD OF THE PROCEEDINGS OF THE BOARD OF CANYON COUNTY COMMISSIONERS, CANYON COUNTY IDAHO.

DATED this _____ day of _____, 2026.

CANYON COUNTY BOARD OF COMMISSIONERS

Commissioner Leslie Van Beek

Commissioner Brad Holton

Commissioner Zach Brooks

ATTEST: JESS URRESTI, CLERK

By: _____, Deputy Clerk