

FIRST DAY OF JULY TERM, A.D., 2015
CALDWELL, IDAHO JULY 13, 2015

PRESENT: Commissioner Steven J. Rule, Chairman
Commissioner Tom Dale
Deputy Clerk Monica Reeves

ABSENT: Commissioner Craig L. Hanson - vacation

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$6,909.19 to Western Building Supply.

FILE MONTHLY TREASURER REPORT

The Board filed the Treasurer's monthly report for May 2015 in today's minutes.

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument numbers: 2015-026263, 2015-026264, and 2015-026265.

COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:34 a.m. for an office staff meeting. Present were: Commissioners Steve Rule and Tom Dale, Facilities Manager Paul Navarro, Senior Administrative Assistant Jenen Ross, and Deputy Clerks Kelly Martinez and Monica Reeves. Ms. Martinez and Ms. Ross left at 8:41 a.m. Ms. Reeves reported that she is preparing claims for the FY2015 second half payment to the recipients of historical preservation funds. It was noted that the Canyon County Historical Society has not yet signed their funding award agreement so their payment will not be sent at this time. Paul Navarro reported on the following facilities issues: Due to windows being left open in the remodel areas on the second and third floors of the courthouse there was some water damage that occurred over the weekend. The water accumulated in his office but it didn't impact any other offices and other than replacing a few ceiling tiles there wasn't any damage. The contractor has assured Mr. Navarro that his crew will

make sure the windows are closed every night. The remodel of the misdemeanor probation conference room will be completed this week. The courthouse roof project is ahead of schedule; the crews have completed the first five layers (of a 7-layer roof) on the west side and they will stage themselves on the east side next week. The roof project was expected to take three months but it will be completed ahead of schedule. Crews will use the Commissioners' parking space area to assemble their equipment and materials so Mr. Navarro will find an alternate parking location for them. The construction contractor has framed the third floor and the electrical work is underway. The main parking lot was not seal coated over the weekend due to heavy rain so he will shoot for this weekend if the weather is conducive. Commissioner Dale asked about the large holes along the back side of the parking lot near the railroad tracks. Mr. Navarro said Union Pacific Railroad does not want us to do anything with their lot. He has struck a deal with the city to improve an egress area and to pave the alley as soon as he has the funds. There is a telephone pole that needs to be relocated across the street. With regard to jail planning, Mr. Navarro said he and Commissioner Hanson met with the jail planning committee last week and they have two more optional designs they want to merge with one workable plan. He said there is a lot of buy-in from the Sheriff's Office, and Captain Ward, Lt. Miller and Lt. Kiehl were at the meeting and they are pretty satisfied with the design so far. They have a pretty good plan that will be brought to the Board for final approval. Commissioner Rule asked about the status of the sewer line relocation. Mr. Navarro met with LCA Architects, who has subcontracted with TO Engineers, and they are working with the city and have come up with a plan that will be presented to the Board in a couple weeks. The engineers were on site last week doing survey work and they should be able to connect the two with the construction of the building very seamlessly. Commissioner Rule asked if the appropriate parties are aware of the power pole at the end of the alley that needs to be addressed. Mr. Navarro said he and Ken Fisher met with an Idaho Power representative and an engineer on site and they have invited him to an open trench meeting to discuss moving the pole. The big unknown is what our electrical needs will be for the new jail addition but once we have a final design Idaho Power has agreed to help us. Mr. Navarro spoke about the charolais barn at the fairgrounds. He met with Brent Orton from the City of Caldwell and they have a tentative plan of working with the city's resources and the County's resources to improve some of the issues at the barn including the rewiring of an electrical subpanel on the barn which could be accomplished by Mr. Navarro's staff with materials salvaged from the courthouse demo/remodel. He said it's a \$700-\$800 repair that could benefit the County but there are issues with County employees working on a city-owned building, but Deputy P.A. Zach Wesley will discuss it with the Board. The city has offered, at its expense, to relocate the livestock washing areas so they are connected to sewer drains. They opted to replace the lighting in the barns with LED lighting at their cost as well. There is an area between the fieldhouse and the back of the barn that needs a fire lane stripe and

Mr. Navarro has agreed to cover that cost if the Board approves. There are frost free valves that are bent and the city has agreed to straighten them and asked if SILD workers will be able to assist. There is also a drainage issue that the city and Mr. Navarro will address. O'Connor fieldhouse has a nonfunctioning AC system and the city has budgeted to replace one unit per year over the next three years. There is an issue with the down spouts and gutters in that building and Garland Roofing will look at it and submit a proposal to the city to replace the gutters and downspouts. On the back of the building facing Stocktrail Road, parallel to the railroad tracks, there are two large gates that are chain linked but they don't close properly so Mr. Navarro has offered to work on the gate, which can be done for a minimal cost. Commissioner Rule said it sounds good but he wants the lawyers to agree that there is some kind of mutual understanding. Mr. Navarro asked if he can get permission to work on the electrical system since the fair is next week; the city has given him permission to proceed. He has agreed to pull a permit and have the work inspected. At approximately 8:54 a.m. the Facilities staff shut down the power so the equipment stopped for a few minutes. The meeting concluded at 8:59 a.m. An audio recording is on file in the Commissioners' Office.

EXECUTIVE SESSION - RECORDS EXEMPT FROM PUBLIC DISCLOSURE AND ATTORNEY-CLIENT COMMUNICATION, AND COMMUNICATE WITH RISK MANAGER REGARDING PENDING/IMMINENTLY LIKELY CLAIMS

Note for the record: As properly noticed the Board met today at 9:00 a.m. for a legal staff update. A request was made to go into Executive Session to discuss records exempt from public disclosure and attorney-client communication, and to communicate with the County's risk manager regarding pending/imminently likely claims. The Executive Session was held as follows:

Commissioner Dale made a motion to go into Executive Session at 9:01 a.m. pursuant to Idaho Code, Section 74-206(1) (d) and (i). The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Dale and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule and Tom Dale, Deputy P.A. Zach Wesley, Facilities Manager Paul Navarro, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:11 a.m. While in open session, Mr. Wesley said Paul Navarro has been asked to do some electrical work on the charolais building at the fairgrounds and at the Board's direction Mr. Wesley was instructed to prepare a release that takes care of any potential liability issues related to the work on the barn. The proceeding concluded at 9:12 a.m. An audio recording of the open portion of the discussion is on file in the Commissioners' Office.

CONSIDER SIGNING SUBORDINATION AGREEMENT FOR CANYON COUNTY
INDIGENT SERVICES

The Board met today at 9:30 a.m. to consider signing a Subordination Agreement with Jose and Patricia Escutia. Present were: Commissioners Steve Rule and Tom Dale, Deputy P.A. Leon Samuels, Ellen Pitcairn from Indigent Services, and Deputy Clerk Monica Reeves. Ms. Pitcairn said the agreement has gone to the Board once before but the title company put the wrong date on it so it's coming back to the Board with the correct date. The agreement was reviewed by the Prosecutor's Office. Upon the motion of Commissioner Dale and the second by Commissioner Rule, the Board voted unanimously to sign the subordination agreement to correct the previous mistake. (Agreement No. 15-071.) The meeting concluded at 9:31 a.m. An audio recording is on file in the Commissioners' Office.

SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for:

#15-125 Admire Inc. dba Caldwell Grocery Outlet

BIWEEKLY MEETING WITH THE DEVELOPMENT SERVICES DIRECTOR TO
DISCUSS GENERAL ISSUES, SET POLICY, AND GIVE DIRECTION

The Board met today at 10:01 a.m. for a biweekly meeting with the Development Services Director to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule and Tom Dale, Development Services Director Tricia Nilsson, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: permit status update for a gravel pit application which will be heard by Planning and Zoning this Thursday; personnel update; and information regarding updating the Areas of City Impact. The items discussed were general in nature and did not require Board action. The meeting concluded at 10:10 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

WEEKLY MEETING WITH THE INTERIM DIRECTOR OF INFORMATION TECHNOLOGY TO DISCUSS GENERAL ISSUES, SET POLICY, AND GIVE DIRECTION

The Board met today at 10:16 a.m. for a weekly meeting with the Interim Director of Information Technology to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule and Tom Dale, Interim Director of Information Technology Don Brown, IT Business Analyst Shawn Adamson, and Deputy Clerk Kelly Martinez. Facilities Manager Paul Navarro arrived at 10:26 a.m. and Fleet Director Mark Tolman arrived at 10:27 a.m. Topics of discussion included the following: Mr. Brown said that Facilities Manager Paul Navarro is a great partner for IT and is great to work with; update on the IT reorganization status; personnel updates; and Mr. Brown reported that internal tools are being more efficiently used. Mr. Brown also reviewed the IT Development Time Summary charts submitted to the Board. The items discussed were general in nature and did not require Board action. The meeting concluded at 10:29 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

BIWEEKLY MEETING WITH THE FLEET DIRECTOR TO DISCUSS GENERAL ISSUES, SET POLICY, AND GIVE DIRECTION

The Board met today at 10:29 a.m. for a biweekly meeting with the Fleet Director to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule and Tom Dale, Fleet Director Mark Tolman, Facilities Manager Paul Navarro, and Deputy Clerk Kelly Martinez. Director Tolman discussed the current office space plans for a remodel. Mr. Navarro said there are two rooms they would like to build out which is in the open space closest to the Sheriff's training room area. Mr. Navarro and Director Tolman reviewed and discussed the remodel plans. Director Tolman and Mr. Navarro have the money in their budgets to cover the remodel costs. Paul Navarro left at 10:38 a.m. Director Tolman also discussed budget information and said he hasn't heard anything else about servicing the ambulance district yet. The items discussed were general in nature and did not require Board action. The meeting concluded at 10:39 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

BIWEEKLY MEETING WITH THE DIRECTOR OF MISDEMEANOR PROBATION TO DISCUSS GENERAL ISSUES, SET POLICY, AND GIVE DIRECTION

The Board met today at 10:46 a.m. for a biweekly meeting with the Director of Misdemeanor Probation to discuss general issues, set policy, and give direction.

Present were: Commissioners Steve Rule and Tom Dale, Director of Misdemeanor Probation Jeff Breach, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: Probation Officers have scheduled a Safe Community Offender Accountability Program (SCOAP) night in Middleton on August 18 and they are working to set one up in Wilder as well; Director Breach reported that numbers have dropped by 215 supervised offenders; the Prosecutors are not recommending supervised probation as much anymore to help with jail issues; 852 drug tests were done in June and clearly the program will not fund itself so he believes it is probably best to put it on hold and not bring it all in-house until they find out what the number will be for revenue and cost; Director Breach will let the courts know that they are going to suspend moving forward on that project. Director Breach also discussed trends, sentencing, and justice reinvestment programs. The items discussed were general in nature and did not require Board action. The meeting concluded at 10:53 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

BOARD OF EQUALIZATION - TAX ASSESSMENT PROTEST HEARING FOR MICHAEL BISHOP

The Board of County Commissioners, sitting as a Board of Equalization, met today at 2:34 p.m. to conduct a property tax assessment protest hearing for Michael Bishop, Account Nos. 37309000 0, 37312000 0, and 37330000 0. Present were: Commissioners Steve Rule and Tom Dale, Chief Deputy Assessor Joe Cox, Chief Appraisal Supervisor Brian Stender, Rural Appraiser Holly Hopkins, Sr. Administrative Specialist Samantha Baughman, Mike Bishop, Connie Bishop, and Deputy Clerk Monica Reeves. Brian Stender advised that the issue today deals with the removal of an agricultural exemption. Connie Bishop and Michael Bishop offered testimony in support of the protest applications. Holly Hopkins and Brian Stender offered testimony on behalf of the Assessor's Office. Upon the motion of Commissioner Dale and the second by Commissioner Rule, the Board voted unanimously to close public testimony. Upon the motion of Commissioner Dale and the second by Commissioner Rule, the Board voted unanimously to grant an agricultural exemption to the Bishops for 2015. Commissioner Rule said if the Bishops come in next year with the same circumstances they will be paying the full assessment. Commissioner Dale said they need to come up with a plan to utilize the full 120 acres, and if they just use 40 acres they will have 80 acres that will lose the exemption. The hearing concluded at 3:16 p.m. An audio recording is on file in the Commissioners' Office.

BOARD OF EQUALIZATION - APPROVE ASSESSOR'S ADJUSTMENTS

The Board met today at 3:19 p.m. to consider value adjustments as recommended by the Assessor's Office. Present were: Commissioners Steve Rule and Tom Dale, Chief Deputy Assessor Joe Cox, Chief Appraisal Supervisor Brian Stender, and Deputy Clerk Monica Reeves. Brian Stender presented the Board with a list of recommended adjustments and stated that the values have been accepted by the landowners. Upon the motion of Commissioner Dale and the second by Commissioner Rule, the Board voted unanimously to accept the adjustments as proposed by the Assessor's Office on the following accounts: 03084000 0, 03788000 0, 33833102 0, 33833140 0, 307150010A0, 33206010 0, 37207107 0, 12002000 0, 13497000 0, 13577000 0, 15855000 0, 09903000 0, 08570000 0, 08995000 0, 08600000 0, 09029000 0, 34460116 0, 38563000 0, 34368011 0, 16004000 0, 16721000 0, 30965327 0, 09155000 0, 11506000 0, 31460011 0, 32524000 0, 32524010 0, 13723000 0, 23822000 0, 12200590 0, 31396010 0, 20973000 0, 15038243 0, 15038244 0, 09679000 0, 33305010 0, & 32676100 0. The proceeding concluded at 3:23 p.m. An audio recording is on file in the Commissioners' Office.

SECOND DAY OF JULY TERM, A.D., 2015
CALDWELL, IDAHO JULY 14, 2015

PRESENT: Commissioner Steven J. Rule, Chairman
 Commissioner Craig L. Hanson
 Commissioner Tom Dale
 Deputy Clerk Monica Reeves

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument number 2015-026487.

BIWEEKLY MEETING WITH THE JUVENILE DETENTION DIRECTOR TO DISCUSS GENERAL ISSUES, SET POLICY, AND GIVE DIRECTION

The Board met today at 8:30 a.m. for a biweekly meeting with the Juvenile Detention Director to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule and Craig Hanson, Juvenile Detention Director Steve Jett, Admin. Assistant Dawn Gardner, Assistant Supervisor Mike Richards, and Deputy

Clerk Kelly Martinez. Commissioner Tom Dale arrived at 8:35 a.m. Chief Probation Officer Elda Catalano arrived at 8:40 a.m. Topics of discussion included the following: Director Jett said that Mr. Richards has earned several intermediate certificates; Director Jett reviewed a letter from a juvenile that was in the facility; information regarding appropriate use of force training for probation; they are participating in the bike project with "Love Caldwell"; Director Jett met with Senator Crapo's staff yesterday and discussed concerns with reauthorization of the juvenile justice and delinquency prevention act; budget information; Mr. Richards described a "typical" day in the detention center; and 232 pounds of produce have been donated from the garden so far. The items discussed were general in nature and did not require Board action. The meeting concluded at 8:48 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

CONSIDER SIGNING FY16 MILLENNIUM FUND PROJECT AWARD

The Board met today at 8:30 a.m. to consider signing the Fiscal Year 2016 Millennium Fund Project Award. Present were: Commissioners Steve Rule, Craig Hanson, and Tom Dale, Deputy P.A. Zach Wesley, Chief Probation Officer Elda Catalano, and Deputy Clerk Kelly Martinez. Ms. Catalano said they applied for a grant to provide restorative justice conferencing and were awarded funding as requested. She explained that restorative conferencing is a process that has been used in the criminal justice system for several years and has been utilized in Idaho since 2007 as an alternative to process cases in the juvenile justice system. The concept is that we pay for a facilitator that would bring the offender, family and victims to a conferencing to open a dialogue between all parties involved and explain what harm the offender has caused and to come to an agreement on how to handle the juvenile's actions outside of the criminal juvenile justice system. Ms. Catalano said they have been very successful at bringing cases to conferencing and diverting cases from the system. This funding would pay for the facilitator and the money is reimbursed through this grant. Ms. Catalano said there are quarterly reports that she will be required to submit to the Department of Juvenile Corrections. Mr. Wesley reviewed the grant agreement and said the award is for \$22,000 and it requires signatures from Ms. Catalano and Controller Zach Wagoner and it comes through the Idaho Department of Juvenile Corrections but it is Millennium fund money so it is federal funding which comes with the normal requirements for federal grants. There are requirements that we acknowledge the Department of Juvenile Corrections in any public communications about this. There are requirements to keep the funds separate and to maintain records for three years regarding the funds. There are also some specific requirements to work with the BSU evaluation team and to meet some other state requirements. Mr. Wesley went on to say that on pages 4 through 6 are the federal requirements that come along with the grant. Upon the

motion by Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to authorize the Chairman of the Board to sign the Fiscal Year 2016 Millennium Fund Project Award. The signed document is on file with this day's minute entry. The meeting concluded at 8:48 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

EXECUTIVE SESSION - DISCUSS RECORDS EXEMPT FROM PUBLIC DISCLOSURE AND ATTORNEY-CLIENT COMMUNICATION, COMMUNICATION WITH LEGAL COUNSEL REGARDING PENDING OR IMMINENTLY LIKELY LITIGATION, AND COMMUNICATION WITH RISK MANAGER REGARDING PENDING/IMMINENTLY LIKELY CLAIMS

Note for the record: As properly noticed the Board met today at 9:01 a.m. for a legal staff update. A request was made to go into Executive Session to discuss records exempt from public disclosure and attorney-client communication, communication with legal counsel regarding pending or imminently likely litigation, and communication with the County's risk manager regarding pending/imminently likely claims. The Executive Session was held as follows:

Commissioner Hanson made a motion to go into Executive Session at 9:02 a.m. pursuant to Idaho Code, Section 74-206(1) (d), (f) and (i). The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners Hanson, Dale and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Prosecutor Bryan Taylor, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Zach Wesley, Deputy P.A. Mike Porter, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:40 a.m. with no decision being called for in open session.

MONTHLY MEETING WITH THE WEED CONTROL SUPERINTENDENT AND GOPHER DISTRICT DIRECTOR TO DISCUSS GENERAL ISSUES, SET POLICY, AND GIVE DIRECTION

The Board met today at 9:40 a.m. for a monthly meeting with the Weed Control Superintendent and Gopher District Director to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Weed Control Superintendent and Gopher District Director Jim Martell, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: Mr. Martell reviewed year to date budget information; they have located a new parcel with Yellow Starthistle as well as a spot of Yellow Toadflax on Hwy 95 which is the first known site in Canyon County; discussion about weed enforcement at Lake Lowell; and Nampa

Highway District gopher issue where gophers are undermining the road as well as discussion regarding the County Code in regards to pest control. The items discussed were general in nature and did not require Board action. The meeting concluded at 9:56 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

MEETING WITH ADVOCATES AGAINST FAMILY VIOLENCE RE: A REVISED
FY2016 BUDGET PRESENTATION

The Board met today at 10:01 a.m. with Advocates Against Family Violence (AAFV) regarding their revised FY2016 budget presentation. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Controller Zach Wagoner, Jerry Summers, AAFV Board President, AAFV Executive Director Kim Dugan, and Deputy Clerk Monica Reeves. Clerk Chris Yamamoto arrived at 10:03 a.m. Jerry Summers said last month they asked the Board for an additional \$300,000 over the \$50,000 they have received for the past few years and they were tasked to show the savings to the County. He prepared a spreadsheet showing a savings of \$765,860 the County receives for the services AAFV provides. Kim Dugan said AAFV provides advocacy, civil protection order classes and the safety planning classes that are court mandated. They have five advocates in the courtrooms all day every day supporting victims of domestic abuse and sexual assault; they teach five classes a week in English and three classes a week in Spanish, and each class has 40-50 participants. She said if that service is not provided by AAFV then other County offices will have to hire staff to do it. According to Ms. Dugan, they have other areas where they support the victims, but this is where the biggest savings come from. AAFV employs five advocates, each with a salary of \$28,000. Mr. Summers said the County's current contribution of \$50,000 is used mostly within the Hopes Door Shelter for shelter stay and counselling. Commissioner Rule asked why they feel it's the County taxpayers' responsibility to support this. Ms. Dugan said if the taxpayers are not supporting it this way they will be supporting it through other ways, including mental health costs. AAFV receives 58% of their funding from a state grant, 27% from private corporations and small municipalities, and the balance is from individual donors. Their goal is to shore up private funding. Mr. Summers said AAFV has struggled with its business development department but they're hoping to get it straightened out and shift to larger amounts and so they can reduce the burden on the taxpayers. Their goal is to get away from the need to receive any tax dollars and be funded through private donations. He said the taxpayers are receiving benefits from the services AAFV provides and there needs to be a little more skin the game than there has been because they are taking on additional requests. Commissioner Rule spoke of his frustration with how the state starts programs and then shifts the funding to the counties and the cities. Commissioner Dale understands the philosophical position, but said as far as trying to justify an increase in the County's

support of the program, the numbers have to be quantified so the Board has substance on which to make a decision. Commissioner Hanson said that would require a policy discussion on who has the responsibility to fund the services. Does the County fund it, or is it the state pushing it to us because they don't want to fund it? Both Ms. Dugan and Mr. Summers said AAFV is at the point of where they either need additional support or they'll have to look at cutting services because they can't keep going at this rate. Ms. Dugan said the services they provide are critical; they get calls from victim-witness coordinators and the Prosecutor's Office asking to help victims. Clerk Yamamoto asked if the Prosecutor's Office or the Sheriff's Office has a fundraising arm that AAFV can participate in. Ms. Dugan said they do not. Commissioner Dale said this deserves a close look but he's not sure at what level it will play out; the services are valuable and we don't want to leave them without services. Ms. Dugan said they will let the taxpayers know if they aren't paying it in a general donation they will pay it at a tax level. Clerk Yamamoto said Judge Lee is a counselling judge which is good but it's very time consuming and because of that he's had to provide an additional court clerk for that court because one cannot cover it. Commissioner Rule said he would be willing to match the amounts the state and the cities contribute to the program. Ms. Dugan said the state department of funding gave them \$360,000 last year for the shelter operations. Commissioner Rule said he doesn't think he'll vote for \$300,000, but if the state puts in \$100,000 or if the cities put in \$50,000 he would match it. The meeting concluded at 10:37 a.m. An audio recording is on file in the Commissioners' Office.

MEETING WITH CANYON COUNTY COMMUNITY CLINIC TO DISCUSS FUNDING

The Board met today at 10:37 a.m. for a meeting to discuss the Canyon County Community Clinic's request for funding. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Clerk Chris Yamamoto, Controller Zach Wagoner, Executive Director Tom Bowman, Director of Clinical Operations Lori Rose, and Deputy Clerk Monica Reeves. The clinic is requesting \$75,000 from the County. The clinic has had 1,287 patient visits/encounters, 210 of them have been mental health visits. Medications purchased for patients totaled \$22,078; \$5,325 was spent on mental health medications; an additional 474 mental health medications were provided through the patient assistant programs (PAP) at no cost; \$23,303 was spent on personnel/staff/operations; \$1,200 was spent on the PAP software for a total of \$46,582, over three quarters of the year. Mr. Bowman said they are requesting \$75,000 because of the continued increase and the awareness that there will be an increase in costs over the next year. Commissioner Rule said the clinic's funding request will be weighed. Mr. Bowman said they are glad to be a part of what's going on in the County, and he reported that the building they are housed in is in a pending sale and if it's sold they

will have to relocate. The meeting concluded at 10:43 a.m. An audio recording is on file in the Commissioners' Office.

CLERK'S FISCAL YEAR 2016 SUGGESTED BUDGET PRESENTATION

The Board met today at 10:47 a.m. for the Clerk's Fiscal Year 2016 budget presentation. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Clerk Chris Yamamoto, Controller Zach Wagoner, Assessor Gene Kuehn, Prosecutor Bryan Taylor, Chief Civil Deputy P.A. Sam Laugheed, Chief Deputy Sheriff Marv Dashiell, Sheriff's Financial Manager David Ivers, Public Defender's Office Manager Deepak Budwani, HR Director Jeannine Eiband, Director of Misdemeanor Probation Jeff Breach, DSD Director Tricia Nilsson, Interim Director of IT Don Brown, Fleet Director Mark Tolman, Landfill Manager David Loper, Weed Control Superintendent Jim Martell, Dawn Gardner, Juvenile Detention Center Admin. Specialist, and Deputy Clerk Monica Reeves. Zach Wagoner reviewed the Clerk's suggested budget and related handouts as follows:

Page 2 of the first handout shows the property taxes the County has levied since FY2009 which was a little over \$38 million. Since 2009 the County has forgone property tax increases, increases that are allowable for new growth and new construction - we are also allowed a 3% annual increase - and by forgoing those increases we have built a foregone amount of nearly \$10 million. The suggestion for property taxes for FY2016 is a levy of \$38.162 million, which is the same amount levied in FY2009. The suggested expenditure budget for FY2016 is \$81,289,025 which represents a \$1.5 million increase from last fiscal year.

The County operates a current expense fund sometimes referred to as a general fund, we also operate other governmental funds such as indigent fund, reappraisal fund, and the district court fund, as well as the landfill enterprise fund. The projected fund balance on September 30, 2015 is their estimate of what will happen the next few months of this fiscal year. Page 4 shows where they are predicting where fund balances will end. The budgetary fund balance for September 30, 2016 is a number that represents if 100% of the budget were spent and 100% of the revenue came in here's where the fund balances would end up. The County has a balanced budget; we use a certain amount of fund balance to balance the budget but it doesn't mean that fund balance would actually be used but rather we use it to balance on a budgetary basis. The anticipated revenue for 2016 is just over \$29 million and we have the 2016 property tax dollars to be levied of \$38.1 million.

Mr. Wagoner said the County has monies to invest in its employees. He looked at employees who have been in the same position since October of 2007 and those employees have seen an overall salary increase of 9%. From October 2007 from May 2015 the Consumer Price Index, a measure of inflation, has increased by 13%. The suggested budget includes a 4% cost of living adjustment (COLA) for all current fulltime positions to account for lost wages in relation to inflation. On top of that the suggested budget also includes an additional 3% salary increase for potential adjustments in correlation with the compensation study. The FY2016 "A" Budget total is \$55.6 million which represents an increase of a little over \$4 million from last year. One million of the increase is for new, re-funded, or modified positions, and \$3 million is for increases in compensation that includes both salaries and benefits. The suggested budget also includes no change in employer-paid health insurance contributions from FY2015 which means the County would continue the \$1 million contribution in addition to the \$623 per employee per month contribution to the health insurance fund to reverse the downward trend of that fund. Commissioner Rule questioned the \$1 million contribution for FY2016 because the idea was discussed at a previous meeting but that was not the direction given. Clerk Yamamoto said the fund was brought down to a low enough level that their comfort level is to stay at status quo and put another \$1 million to prop up that fund. He doesn't like what we're doing insurance-wise and would like to see something different but he doesn't know exactly what that is because it gets complicated. They have explored a lot of scenarios and because we're still in the first year under the new plan he'd like to see the status quo go and at the end of the year figure out where we are and then discuss looking at a new way of doing business. The Clerk asked if everyone is clear on the difference between the COLA and the salary increase. Commissioner Rule said he understands but is not sure he agrees with it. Commissioner Hanson said it's a potential of a 7% increase in the "A" Budget for salaries. The Clerk said regardless of how the salary study comes back he would not support anything above the 7% level. Commissioner Rule said we have to budget funds somewhere because the Board has made a verbal commitment to support the salary adjustments. Commissioner Dale said the Board has made verbal commitments to do something substantial to equalize salaries and based on what he's seen he thinks some positions may need a 7%, or a 10% or a 12% increase while others will be close to where they should be. He believes we are in the ballpark by budgeting this amount in the "A" Budget for salaries and benefits. Clerk Yamamoto said they see the 3% as those people where the study shows they are adequately paid, the hope being that the 3% can go into a pool to take care of the 10%. Commissioner Dale agrees.

The total amount of the other operating expenditures in the suggested budget is \$21.3 million, which is a \$250,000 increase from last year that includes increases for scanning for the Clerks' Office; IT equipment and service contracts; software and conflict counsel

for the Public Defender; and household hazardous waste collection and professional services and consultants for the landfill. There is a decrease in the indigent fund of \$1.1 million. Commissioner Rule said he asked that the "B" Budgets not be increased because the Board is trying to address salary compensation; he also said the Board had asked the Controller to address the jail funding in the 2016 budget.

Mr. Wagoner said \$4.3 million has been budgeted for capital improvements which is a decrease of \$2.8 million from last year. The Sheriff's Office is asking for \$430,000 for vehicles, and \$98,000 for equipment; the Clerk's Office has asked for \$250,000 for furniture associated with the courthouse remodel; \$2 million was included in the Facilities budget for construction contracts; \$220,000 was included in IT for computer equipment and \$565,000 was included the landfill budget for heavy equipment, vehicles and property improvements. Clerk Yamamoto said with the remodel they did not anticipate losing two vaults so the additional funds will be used to scan files so that space can be cleared out. Commissioner Rule said that is not considered holding the line on "B" budgets. Mr. Wagoner said those are not necessarily increases, the increases are identified in the operating expenditures budget.

Next, Mr. Wagoner reviewed the handout titled FY2016 Budget with Jail Expansion. It includes the same information that was presented in the suggested budget with \$14.5 million added for the jail expansion that would take the expenditure budget to \$95.789 million. In order to make that happen the property tax levied would need to move to \$47.89 million and at that levy amount our three largest funds - district court fund, current expense fund and the justice fund - would be at their levy maximums. Commissioner Rule said in a previous meeting the Clerk suggested we return \$15 million in property taxes from fund balance, but this year they are showing a good portion of it as property tax increase and the Board had asked the Clerk and Controller not to do that and use fund balance, but instead they are using a property tax increase. He wants to see the jail built with as much fund balance as possible. Mr. Wagoner said they are using both property tax and fund balance. Page 5 of the second handout addresses fund balance, which is a fluid number, a result of revenue or cash we receive and the amount of cash or expenditures that leave. The fund balance at the end of FY2014 was \$36.5 million for our governmental funds. Because of the amount of property tax levied in 2015 and because of other expenditures in 2015 such as remodels, land purchases, and traffic lights, they estimate we will end 2015 with \$32.2 million in fund balance so during FY2015 they are estimating to use roughly \$4 million of fund balance. Page 3 shows the budget and the fund balances by fund, the County operates 20 governmental funds and each fund maintains its own balance and the monies in those funds are restricted or limited in use. Clerk Yamamoto said the one exception would be current expense and that's why they are very protective of that fund.

Mr. Wagoner said they are estimating total governmental funds ending 2015 with \$32.2 million in fund balance, down from a high of \$36.5 million. Without a jail expansion and levying \$38.1 million they are estimating just under \$26 million in total government funds fund balance at the end of 2016. With the jail expansion and a levy of \$47.89 million they are estimating an ending fund balance for FY2016 of \$21.2 million. Commissioner Rule said that's going off the suggested budget numbers and he doesn't agree with the suggested budget numbers so some work will have to be done on that. Mr. Wagoner said the fund balance at the end of 2014 was \$36.5 million in total governmental funds, with the jail expansion that fund balance goes down to just over \$21 million and that's where fund balance is being utilized to fund these activities. Page 4 shows a property tax comparison with the various levied amounts. It shows the FY2015 levy of \$34.3 million with a tax rate of .0039. For FY2016 they are estimating a tax rate of .004 and with a levy of \$38.1 million without the jail expansion. With a jail expansion for FY2016 they are estimating a levy of \$47.89 million with a tax rate of .005. In referencing Page 5 of the second handout, Commissioner Dale asked about the projected estimated fund balances of \$21.2 million and \$25.9 million. Mr. Wagoner said the first amount reflects about 30% of annual expenditures and the second amount reflects about 40%-45%, and he thinks the County needs to be at 33%. Clerk Yamamoto said the blue line on the chart represents the current expense fund and that's what we need to be concerned with. Commissioner Hanson asked if some of the funds could potentially come from other sources as long as certain requirements are met in regards to the jail expansion. The information appears to be saying the jail expansion is only coming out of specific areas but he doesn't necessarily see it that way. He doesn't want to do anything unethical or inappropriate with the funds which is why he's been in contact with legal counsel on these matters. Mr. Wagoner said Idaho Code spells out a list of funds and a list of uses for those funds and he has questions regarding whether we can pay an expenditure out of a certain fund. When he has a question he and the Clerk will review the matter and he will review it with Eide Bailly and also with legal counsel. If there are questions regarding how the monies can be used he would follow those same procedures. Commissioner Hanson said it appears there are other possibilities besides just what is reflected in today's presentation as to where those funds may come from and it wouldn't necessarily involve tax increases in just those funds. The County has some resources available that potentially could take care of funding this project, providing it is legal. Clerk Yamamoto said the simple answer is "no", but the more complicated answer is there could be some things that could be done but it's so minor it would be inconsequential. Commissioner Hanson said unfortunately with County government we're not getting a simple answer and we have to look at everything. Commissioner Dale appreciates the expertise the Clerk and the Controller have shown in their opinions and he thinks there are some good numbers that need to be taken into careful consideration. His top priority is the "A" Budget and keeping expert personnel in key areas, and then the Board can have a discussion about

anything else that needs to be done beyond the "A" Budget. Commissioner Hanson said that's why he wanted a compensation study done and he appreciates everybody who's following through with that.

Commissioner Rule said he's in support of the salary analysis and adjustments for the County, but he asked everyone to keep their "B" Budgets intact but the suggested budget doesn't do that at all so he would like to go back and have the suggested budget prepared with last year's "B" Budget amounts. He said we cannot do everything in one year; we cannot build a jail, give salary increases, and have \$400,000 to \$500,000 increases in our "B" Budgets within the same year. It will have to be stretched out over three, four or five years. He asked the Clerk and Controller to go back and prepare a suggested budget using last year's "B" Budget amounts. Mr. Wagoner said the entire "B" Budget from last year to this year is down \$2.5 million. Clerk Yamamoto said there is a cost of doing business and part of that is the courthouse remodel. In the Clerk's Office they are cramming everybody into one room but in order to do that they have to make a significant furniture purchase for that space, also, they did not anticipate losing two vaults as part of the remodel and that's a \$200,000 expense because they will have to scan the files that were stored in the vaults. Commissioner Rule said we will have to come off the 33% number and go back to what they suggested to the Board two Septembers ago, and go with a number of 23% for this year. The meeting concluded at 11:38 a.m. An audio recording is on file in the Commissioners' Office.

THIRD DAY OF JULY TERM, A.D., 2015
CALDWELL, IDAHO JULY 15, 2015

PRESENT: Commissioner Steven J. Rule, Chairman
 Commissioner Craig L. Hanson
 Commissioner Tom Dale
 Deputy Clerk Monica Reeves

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Brookelynn Zavala, Brittany Ambeau, and Darin Freiburghaus.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$4,645.00 to Robert I. Merrill Co.

CONSIDER INDIGENT DECISIONS

The Board met today at 8:30 a.m. to go on the record for indigent decisions. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Indigent Services Customer Service Specialist Terri Salisbury, and Deputy Clerk Monica Reeves. Terri Salisbury presented the Board with denials for the following cases: 2015-1159, 2015-1063, 2015-1160, 2015-1171, 2015-1036, 2015-1063, 2015-1047, 2015-1162, & 2015-1039; and approvals for the following cases: 2014-1043, 2015-585, & 2015-732; as well as burials for the following cases: 2015-1221, 2015-1214, & 2015-1200. Upon the motion of Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to approve and sign the documents for the case numbers read into the record. The proceeding concluded at 8:31 a.m. An audio recording is on file in the Commissioners' Office.

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument numbers: 2015-026600, 2015-026601, and 2015-026602.

EXECUTIVE SESSION - RECORDS EXEMPT FROM PUBLIC DISCLOSURE AND ATTORNEY-CLIENT COMMUNICATION REGARDING PENDING OR LIKELY CLAIMS/LITIGATION

Note for the record: As properly noticed the Board met today at 9:03 a.m. for a legal staff update. A request was made to go into Executive Session to discuss records exempt from public disclosure and attorney-client communication regarding pending/likely claims or litigation. The Executive Session was held as follows:

Commissioner Dale made a motion to go into Executive Session at 9:04 a.m. pursuant to Idaho Code, Section 74-206(1) (d) and (f). The motion was seconded by Commissioner Hanson. A roll call vote was taken on the motion with Commissioners Hanson, Dale and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Craig Hanson and Tom

Dale, Deputy P.A. Zach Wesley, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:17 a.m. with no decision being called for in open session.

MEETING WITH BRAD GRIFF FROM CONGRESSMAN LABRADOR'S OFFICE FOR A GENERAL UPDATE

The Board met today at 9:30 a.m. with Brad Griff from Congressman Labrador's Office for a general update. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Brad Griff from Congressman Labrador's Office, and Deputy Clerk Monica Reeves. Mr. Griff was recently assigned to this area having come from Washington, DC, where his specialty was agriculture, natural resources, and federal lands issues. He is meeting with elected officials to introduce himself as the office liaison and to see if counties have any issues they would like him to bring back to Congressman Labrador. The following topics were discussed: Transportation funding; TIGER grant for improvements to I-84 between Northside and Franklin Boulevard; federal lands issues; the Keystone Oil Pipeline System; the Iran Nuclear Deal; Lake Lowell; U.S. Presidential candidates; states' rights; and the massive reductions in the military. Mr. Griff will meet with the Board once a quarter for general updates. No Board action was required or taken. The meeting concluded at 9:58 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING REQUEST FOR PROPOSALS FOR CANYON COUNTY COLOR MULTI-FUNCTION PRINTERS, BLACK AND WHITE MULTI-FUNCTION PRINTERS, AND RELATED SERVICES

The Board met today at 10:00 a.m. to consider signing a Request for Proposals (RFP) for Canyon County Color Multi-Function Printers, Black and White Multi-Function Printers and related services. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Leon Samuels, Interim IT Director Don Brown, IT Business Analyst Shawn Adamson, IT Support Specialist Marlen Salinas, and Deputy Clerk Monica Reeves. Leon Samuels said the project involves both goods and services and will help dictate spending for this year and next. Don Brown said he doesn't know the financial impacts but through the project he will get more information from vendors so he can determine the best option for the County with regard to the service and equipment. Upon the motion of Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to sign the RFP for the Canyon County Color Multi-Function Printers, Black and White Multi-Function Printers and related services, as well as the legal notice requesting proposals. The meeting concluded at 10:10 a.m. An audio recording is on file in the Commissioners' Office.

MEETING TO DESIGNATE POLLING PLACES FOR AUGUST 25TH ELECTION

The Board met today at 10:17 a.m. to designate polling places for the August 25, 2015 election. Present were: Commissioners Steve Rule and Craig Hanson, Elections Supervisor Kathy Simon, and Deputy Clerk Monica Reeves. Kathy Simon said Middleton is doing a continuance levy and it affects seven precincts and six polling places with 7,900 qualified voters. She estimates the cost to be around \$5,000 which will be covered by the consolidated elections fund. The state gives the County \$340,000 a year to conduct consolidated elections and generally each year they have funds left over. Upon the motion of Commissioner Hanson and the second by Commissioner Rule, the Board voted unanimously to approve the polling places for the August 25, 2015 election in Canyon County as indicated on the list provided by Elections staff and included with this day's minute entry. The meeting concluded at 10:21 a.m. An audio recording is on file in the Commissioners' Office.

PUBLIC HEARING TO CONSIDER A MODIFICATION TO DEVELOPMENT AGREEMENT NO. 08-110 FOR ROBERT AND CAROL GRAY, CASE NO. PH2015-21

The Board met today at 11:02 a.m. to conduct a public hearing regarding a request to modify Development Agreement No. 08-110 for Robert and Carol Gray, Case No. PH2015-21. Present were: Commissioners Steve Rule and Craig Hanson, DSD Planner Deb Root, and Deputy Clerk Monica Reeves. Deb Root informed the Board that while processing the application they discovered they had missed notifying enough property owners and they need to correct that in order to comply with the ordinance and the local land use planning act so she is asking to continue the hearing to July 31, 2015 at 11:00 a.m. Commissioner Hanson will be out of the office that day but staff and the applicant's representative are comfortable moving forward with two Commissioners conducting the hearing since it's a simple request. Commissioner Hanson doesn't see an issue with that. Upon the motion of Commissioner Hanson and the second by Commissioner Rule, the Board voted unanimously to continue the hearing to July 31, 2015 at 11:00 a.m. The proceeding concluded at 11:04 a.m. An audio recording is on file in the Commissioners' Office.

FOURTH DAY OF JULY TERM, A.D., 2015
CALDWELL, IDAHO JULY 16, 2015

PRESENT: Commissioner Steven J. Rule, Chairman
Commissioner Craig L. Hanson
Commissioner Tom Dale
Deputy Clerk Monica Reeves

APPROVED CLAIMS ORDER NO. 7-16-15

The Board of Commissioners approved payment of County claims in the amount of \$30,244.77 for accounts payable.

APPROVED CLAIMS ORDER NO. 7-17-15

The Board of Commissioners approved payment of County claims in the amount of \$407.62 for accounts payable.

APPROVED CLAIMS ORDER NO. 7-24-15

The Board of Commissioners approved payment of County claims in the amounts of \$102,673.83, \$164,306.54, \$238,960.81, and \$139,129.86 for accounts payable.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Information Technologies Department in the amount of \$10,072.60 to IBM.

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Deann Gerthung.

APPROVED VACATION LEAVE TO OTHER EMPLOYEE FOR SICK LEAVE

The Board approved the donation of vacation leave to another employee for sick leave.

CONSIDER SIGNING TREASURER'S TAX CHARGE ADJUSTMENTS BY PIN

The Board signed the Treasurer's Tax Charge Adjustments by PIN for June 2015.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2015-691

The Board met today at 8:58 a.m. to conduct a medical indigency hearing for Case No. 2015-691. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Zach Wesley, Deputy P.A. Leon Samuels, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, Sr. Indigent Interview Specialist Kellie George, the applicant, and Deputy Clerk Kelly Martinez. A hospital representative was not present for today's hearing. Commissioner Hanson made a motion to uphold the original denial in Case No. 2015-691. Commissioner Dale seconded the motion with discussion. The Board voted unanimously to uphold the original denial dated April 24, 2015. The hearing concluded at 9:07 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2015-217

The Board met today at 9:14 a.m. to conduct a medical indigency hearing for Case No. 2015-217. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Zach Wesley, Deputy P.A. Leon Samuels, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, Sr. Indigent Interview Specialist Kellie George, Attorney Bryan Nickels, Chavon Lewis, Melanie Woodland and Stephen Deville from St. Alphonsus, Dr. Doug Dammrose via telephone conference, and Deputy Clerk Kelly Martinez. A representative for the applicant was not present at today's hearing. The telephone conference with Dr. Dammrose concluded at 9:38 a.m. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to take Case No. 2015-217 under advisement with a decision to be rendered within 30 days. The hearing concluded at 10:47 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NOS. 2015-514 AND 2015-637

The Board met today at 10:52 a.m. to conduct a medical indigency hearing for Case Nos. 2015-514 and 2015-637. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Leon Samuels, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, Sr. Indigent Interview Specialist Kellie George, the

applicant, Attorney Mark Peterson, Kate Stark from St. Luke's, and Deputy Clerk Kelly Martinez. Deputy P.A. Zach Wesley arrived at 11:07 a.m. Upon the motion of Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to continue the hearing to December 17, 2015 at 9:00 a.m. for both Case No. 2015-514 and Case No. 2015-637. The hearing concluded at 11:28 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2015-564

The Board met today at 11:28 a.m. to conduct a medical indigency hearing for Case No. 2015-564. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Zach Wesley, Deputy P.A. Leon Samuels, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, Sr. Indigent Interview Specialist Kellie George, Attorney Mark Peterson, Kate Stark from St. Luke's, and Deputy Clerk Kelly Martinez. A representative for the applicant was not present at today's hearing. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to continue the hearing to December 17, 2015 at 9:00 a.m. The hearing concluded at 11:36 a.m. An audio recording is on file in the Commissioners' Office.

UPHOLD ORIGINAL DENIAL DATES FOR MEDICAL INDIGENCY CASES

The Board met today at 11:37 a.m. to uphold original denials for various medical indigency cases. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Indigent Services Director Michele Chadwick, Hearing Specialist Yvonne Baker, and Deputy Clerk Kelly Martinez. Ms. Chadwick recommended the Board uphold the previous respective denials in the following cases: Case Nos. 2015-689, 2015-779, 2015-662, 2015-827, 2015-832, 2015-680, and 2015-808. Upon the motion of Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to uphold the previous denials. The proceeding concluded at 11:38 a.m. An audio recording is on file in the Commissioners' Office.

FY2016 TENTATIVE BUDGET WORKSHOP MEETING FOR THE TRIAL COURT ADMINISTRATOR

The Board met today at 11:48 a.m. for the Fiscal Year 2016 Tentative Budget Workshop Meeting for the Courts and Trial Court Administrator. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Controller Zach Wagoner, Judge Brad Ford,

Trial Court Administrator Dan Kessler, Keith Johnson, other interested persons, and Deputy Clerk Monica Reeves. The preliminary budget was reviewed. Judge Ford prefaced the budget discussion with comments about the Courts' mission statement, which is to provide access to justice through the timely, fair and impartial resolution of cases and he spoke about judges who live and serve in the local communities. Throughout his years of service both in private practice and on the bench he has worked with great people at the courthouse who collectively carry out the mission of the Courts. Fulfilling the mission involves a constant evolution of processes and they are always seeking ways to dispense justice more fairly, more efficiently and with better outcomes. Clerks in Idaho have always embraced the efficiency of advanced technology which is currently being demonstrated by a conversion to the Odyssey operating system and the transition to the paperless courts. The Courts' requests included the following: An overall salary increase for court support staff of 3% and 4% for staff attorneys. There are difficulties with recruiting and retaining quality public employees in the current job market and it is important to the courts to recruit and retain high quality employees, recognize their hard work and help them cope with the challenge of an increased cost of living. Staff attorneys, with the exception of Doug Tyler, have not had a salary increase since the raises that were implemented for FY2010. The more experienced staff attorneys have their salaries capped at the three year tier established in FY2010. They are requesting an additional bailiff position and will likely ask for another one next year. They are short on bailiffs and there have been instances where jury trials have been cancelled because they do not have the resources to deal with jury trials. Training expenses for the assistant trial court administrator to allow her to engage in and complete two online courses at a cost of \$1,200. A request was made for \$1,000 for routers for the wireless court reporting as well as an additional sum of \$11,000 for real time court reporting software as they proceed with the Odyssey technology. They requested a laboratory testing administrator position; however, it's uncertain if the drug testing program will be implemented this year. Furnishings to equip the first floor courtrooms are expected to cost \$30,000; it will cost \$45,000 to replace the obsolete audio equipment in the courtrooms on the second floor. There are also various requests for support and supplies for the problem solving courts. Dan Kessler addressed revenues and expenditures and noted the improvement in the district court fines. With regard to the Misdemeanor Probation drug testing program, Commissioner Rule said it looks like it may not work out this year. Commissioner Hanson said when Jeff Breach last spoke to the Board he said testing processes are down to where the revenues are significantly lower than in the past. Mr. Kessler said that will affect the expenditure side of the budget because \$36,000 was included to cover testing supplies. Commissioner Rule said he had asked that "B" budgets not be increased but we are seeing some real issues with those budgets. Commissioner Dale asked about the planning for the operational logistics and costs associated with a new magistrate judge coming and with the move of the Nampa courts to the courthouse.

Mr. Kessler said he has \$30,000 in this year's budget based on the original remodel schedule to equip the first floor courtrooms and offices with the necessary furnishings but that obviously isn't going to happen before October 1, but hopefully in 2016. The only thing that's new is the situation with the existing second floor courtrooms, the audio systems are ancient and there are microphones that are 40 years old, it's a poor set up. Once the Nampa annex is closed there will be a reduction in the expenses associated with operating that building. Commissioner Dale wants to support salary increases for staff attorneys and said it looks like they've been long overdue for an increase. The bailiff position sounds like a logical expense given the fact you'll have an extra judge; the training expense, and router request sound logical and necessary as well and at some point replacement of the audio equipment needs to happen. Commissioner Rule said the total expense for 2014 was \$1.865 million and it was amended in 2015 to \$2,719,065. The requested budget for FY16 is \$2,192,084 and the amount suggested by the Clerk is \$2,341,138. Zach Wagoner said in 2015 the "B" budget amount was \$599,550, and the requested "B" budget amount for 2016 is \$638,100 so on the "B" budget side the increase is around \$38,000. Mr. Kessler said it would take a total of \$34,020 to support a 3% raise for all positions and 4% for staff attorneys. Commissioner Hanson said we have been in a policy issue with the Courts concerning staff attorneys for multiple years and the Supreme Court has chosen not to address that again this year. He does not support increases for staff attorneys, instead, he wants to stay with the three year tiered plan based upon a base salary of a new attorney coming in. He said if the positions have evolved than the Supreme Court needs to go to JFAC and take on the fulltime equivalent employees for long-term tenured aspects for staff attorneys. He believes staff attorneys should be a two or three year position and if the Supreme Court wants to change that they are more than welcome to. He said there is a memorandum that has been established by Judge Kerrick, through a former board, and the staff attorneys received an increase based upon starting salaries for new attorneys coming into the prosecutor's office and we need to follow through with that. Commissioner Rule asked if there is support for the Clerk's suggested budget which is \$270,000 more than last year's amount. Commissioner Hanson is not necessarily ready to support a 3% increase and a 4% overall increase; he is not going to allow one thing for one particular group of employees when we're not attempting to do it for the other groups. We are looking at the entire compensation package and how we establish it and there needs to be further discussion. He is not in a position to add a merit increase that will be determined by specific departments. There are thoughts about establishing a total pool based upon how the employee compensation study comes back to where those monies could be distributed from the general fund and potentially reopening the budget to address compensation for all County employees. Commissioner Rule does not support the suggested or the requested budgets and wants the numbers held to the 2014 actuals or the 2015 amended totals going into the budget year. With regard to staff attorneys, Commissioner Dale said he understands the philosophical position of shared

employees and the fact that the Supreme Court should take them on as state employees and state funded positions, but as it exists today they are our employees, we don't get to hire them but we get to take care of them and it creates an awkward situation where we are not taking care of them adequately. He also understands the position of saying we'd like them to be a two or three year position but on the other side of the coin there is great value in longevity and that's one of the things we are hoping to address with the salary survey, to encourage longevity. Commissioner Hanson said he will not support a change to the memorandum that established the three-tiered system for staff attorneys as long as the Supreme Court ignores the issue. Judge Ford said his predecessors have strongly advocated the Board's position to the Supreme Court, at the administrative conferences, and to other judges in the state. He would be very happy with staff attorneys being statewide positions where these young people could be adequately compensated. He understands the three-tier system was established in FY2010 but he's not aware of whether the memorandum said the employees couldn't have any kind of cost of living increase in those tiered salaries. He is concerned that we are basically punishing seven highly educated hardworking individuals in order to force the Supreme Court to do something. The employees become discouraged at being singled out and treated separately. He is not asking for a large increase, he's asking for 4% to recognize that cost of living has changed from 2010. Commissioner Rule said he appreciates the Board's working relationship with the judiciary but the topic of staff attorneys can be debated at length so he wants to get back to the budget; it's concerning that the Clerk's suggested budget is higher than the requested budget; he wants the parties to go back and revise the totals to be more in line with 2014 and 2015 totals. Mr. Kessler said most of the increase in the "B" budget is directly related to the facility change, there must be furnishings because you can't have empty rooms. With regard to the "A" budget, the partial funding from an unfilled position will help fund the new position that's been requested. He understands the Chairman's position but there are certain needs that have to be met. Mr. Kessler said another issue they have is where a grant for the DUI court will be exhausted at the end of the fiscal year so the County needs to decide whether we're going to keep that court running. Judge Ford said Mr. Kessler has served this campus well and he's been very frugal for many years and he has tried to keep everything as low budget as possible but in the case of audio equipment that is 40 years old things eventually wear out. Mr. Wagoner said the increase for the district court "B" budget was \$38,000 and if the \$36,000 that was budgeted for UA supplies for the potential testing position goes away the "B" budget goes back to where it was last year. Chairman Rule wants the totals to be at 2014 or 2015 levels. The discussion concluded at 12:47 p.m. An audio recording of the meeting is on file in the Commissioners' Office.

POSTPONE LEGAL STAFF UPDATE

The Board went on the record at 12:47 p.m. to announce that the legal staff update scheduled for this morning at 11:30 a.m. will be postponed. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, and Deputy Clerk Monica Reeves. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to move the legal staff update to 2:00 p.m. this afternoon. The proceeding concluded at 12:48 p.m. An audio recording is on file in the Commissioners' Office.

JOINT EXECUTIVE SESSION AS BOARD OF CANYON COUNTY COMMISSIONERS AND THE AMBULANCE DISTRICT BOARD OF COMMISSIONERS PURSUANT TO IDAHO CODE SECTION 74-206 (1)(D) AND (F)

The Board met today at 1:35 p.m. for joint Executive Session as the Board of Canyon County Commissioners and the Ambulance District Board of Commissioners pursuant to Idaho Code 74-206 (1)(d) and (f) for records that are presently exempt from public disclosure as well as attorney-client communication and pending litigation. (Commissioner Rule said the Board will also take up the legal staff update that was rescheduled to 2:00 p.m. this afternoon.) At 1:37 p.m. Commissioner Hanson made a motion to go into a joint Executive Session as the Board of Canyon County Commissioners and the Ambulance District Board of Commissioners pursuant to Idaho Code, Section 74-206(1) (d) and (f). The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners Hanson, Dale and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, District Director Robb Hickey, Assistant Director Mike Stowell, Attorney Paul Fitzer, Attorney Kirt Naylor, Attorney Landon Brown, District Secretary Cindy Fullerton, and Deputy Clerk Monica Reeves. Deputy P.A. Zach Wesley arrived at 2:00 p.m. Mr. Naylor, Mr. Brown, Mr. Hickey, Mr. Stowell and Mr. Fitzer left at 2:04 p.m. The Executive Session concluded at 2:37 p.m. with no decision being called for in open session.

MEET WITH DEBRA NELSON FROM FAMILY ADVOCATES RE: FY2016 BUDGET REQUEST

The Board met today at 3:37 p.m. to hear a FY2016 budget request from Family Advocates. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Controller Zach Wagoner, Debra Nelson, Family Advocates Board Member, Diane

Demorest, Chief Operating Officer for Family Advocates, and Deputy Clerk Monica Reeves. Diane Demorest and Debra Nelson provided information about the organization as well as its budget needs. Family Advocates is a 36-year-old organization that provides family strengthening programs like home visits and the Court Appointed Special Advocate (CASA) program. In 2013 they took on the Third Judicial District; they have three fulltime employees in Canyon County who cover the six counties of the Third Judicial District, and three employees in the Fourth Judicial District as well. Idaho child protection rules require that every child in child protection receive a guardian ad litem, a trained screened volunteer that the organization supports. Not only is it difficult to find an adequate number of volunteers for the growing number of cases, they do not have enough staff to operate the CASA program in line with national standards. The reality is that if Family Advocates cannot accept child cases or if they withdraw from cases it will have a direct and substantial impact on the County budget in terms of providing counsel to those children. Last year in the Third Judicial District there were 552 children who came into child protection for whom they advocated and while most advocates take two to three cases, in Canyon County it's much more likely that volunteers will handle between five and eight cases which is beyond reasonable. The organization receives funding from the Supreme Court and they apply for grants but even with those funding sources they are in need of \$200,000 to hire three additional staff to oversee the volunteers. The need for funding is both urgent and important and they are looking for opportunities to come up with a solution together so the courts can comply with the statute and take care of the children in the community who are fragile. Family Advocates serves a function in the community that has taken on government responsibilities and carried them for so long without adequate financial support that the government has forgotten what they would otherwise be required to do and that's an educational fault that could be laid on a lot of doorsteps. They are coming to the Board with the message that they are out of capacity so there is going to be an immediate and significant consequence on the County because the law is clear - and if Family Advocates is not here - counsel has to be appointed until the case is closed for each child. Ms. Nelson said their first request is for some discretionary funds from this year's budget and the second request is for funding from the Fiscal Year 2016 budget. Commissioner Hanson said the program sounds very good but as a policymaker he has to look at the fact that this is an unfunded mandate that's being passed on to the counties by the state. Additionally, he said the County is facing significant issues right now including the Clerk's suggested budget which includes a 30% increase in property taxed. He appreciates the information but he's not sure what he can do right now. Commissioner Rule echoed those concerns. Ms. Nelson said we have to work on it because under the current legal system it falls to the counties if the legislature does not fund it and the long-term solution is to try to address that, but in the meantime she's afraid it is on Canyon County's shoulders and Family Advocates wants to try to help and make sure we don't have underserved children.

Commissioner Dale said the Board understands the need and the great work the organization is doing and he asked if there is a way to calculate what it might cost if Family Advocates does not get any funds from the County. Ms. Demorest said if the program went away the County would be looking at a cost of \$2,000 per child multiplied by 175 cases, approximately. Commissioner Dale said it's not always the most conservative thing to not spend any money, and if you know you're going to have to pay later on it would be worth looking at what the risks are if additional funding is not provided. He said dollars are precious and few and sometimes you have to spend some in order to save some so he hopes we can take a rational look at this and come up with some good numbers. Commissioner Rule said the cause is real but the state passing it on is getting unpalatable and with the way the budget is looking now it's likely this will be a year of cutbacks rather than increases and that doesn't bode well for organizations that are asking for new funds. Commissioner Dale said perhaps the most conservative thing to do is put \$50,000 into the program. No Board action was taken on the funding requests. The meeting concluded at 4:17 p.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING RENEWAL AND AMENDMENT TO CARNIVAL AGREEMENT NO. 10-103 BETWEEN PARADISE AMUSEMENTS AND CANYON COUNTY FAIR BOARD

The Board met today at 4:17 p.m. to consider signing a renewal and amendment to Carnival Agreement No 10-103 between Paradise Amusements and the Canyon County Fair Board. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, and Deputy Clerk Monica Reeves. Commissioner Dale said it looks like it's just changing the dates of an existing contract with the same company that's provided the service for a number of years and he is fine with it. Upon the motion of Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to sign the renewal and amendment to Carnival Agreement No 10-103 between Paradise Amusements and the Canyon County Fair Board, based upon the 2011 carnival agreement. (See Agreement No. 15-063). The meeting concluded at 4:19 p.m. An audio recording is file in the Commissioners' Office.

FIFTH DAY OF JULY TERM, A.D., 2015
CALDWELL, IDAHO JULY 17, 2015

NO MEETINGS HELD

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument numbers: 2015-027020, 2015-027021, 2015-027022, 2015-027023, 2015-027024, 2015-027025, 2015-027026, 2015-027027, 2015-027028, 2015-027016, 2015-027017, 2015-027018, and 2015-027019.

SIXTH DAY OF JULY TERM, A.D., 2015
CALDWELL, IDAHO JULY 20, 2015

PRESENT: Commissioner Steven J. Rule, Chairman
 Commissioner Tom Dale
 Deputy Clerk Monica Reeves

ABSENT: Commissioner Craig L. Hanson - vacation

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Nikki Bearss - Sportsman's Hideout to be used August 2 and August 3, 2015 for a Catfish Tournament.

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Susan Jenkins (Three Bees LLC) to be used July 25, 2015 for a wedding.

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Jairo Rodriguez and Timothy Hood.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$4,920.06 to Johnstone Supply.

COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:30 a.m. for an office staff meeting. Present were: Commissioners Steve Rule and Tom Dale, Facilities Manager Paul Navarro, PIO Joe Decker, Senior Administrative Assistant Jenen Ross, and Deputy Clerks Kelly Martinez and Monica Reeves. Ms. Martinez and Ms. Ross left at 8:42 a.m. Joe Decker reported on the following communication issues: tomorrow the Idaho Bureau of Homeland Security will perform statewide emergency training with Canyon County being the affected county; the training will help the agency prepare to handle requests for assistance; a petroglyph has been donated to the County by Mark McDonough and Mr. Decker will shoot video of the artifact being moved to its new location; he will post information to the website for the Sheriff's sale; he is schedule to meet with the Board regarding his budget; a presentation by PS&S is scheduled for Thursday regarding the employee salary compensation project; and he will reach out to the Fair Administrator on upcoming fair announcements. Paul Navarro reported on the following facilities issues: the west side of the roof project will be done this Friday and the contractor wants to start on the east side on July 27 and would like to use the Commissioners' parking spaces as a staging area for materials and equipment. The electrical project at the fairgrounds will be done today; the striping and seal coating in the parking lot was completed and looks good, the DMV parking lot will be done next week. His budget hearing is scheduled for this week, and a jail planning session is also planned. They have been working with the architect and the jail command staff to work through the issues with open cells, wet cells, dry cells, open-style dormitory, and secure cells. The architectural team will look at visitation for attorneys and how to transport inmates; they presented two different options and they have been asked to blend those into one plan and they will come back this week to present the final option. He said they are 90% finished with the design plan and he is hopeful this will be one of the last design meetings. Currently the plan calls for just under 300 beds. Mr. Navarro has purchase orders to buy locks for the first and second floors using the money we were credited from another contract. With regard to the improvements that have taken place at the fairgrounds, Commissioner Dale said Mayor Nancolas wants to get the "swap" finalized so it can be considered at the first city council meeting in August. The Prosecutor's Office will try to get it done by the end of the week. Commissioner Rule has no problem with it as long as all parties (the County, Fair Board, City of Caldwell and the attorneys for both sides) have buy in and agree to the terms. Commissioner Dale said we should be good because we have addressed everything the Fair Board brought up. Commissioner Rule said the attorneys may be in agreement but we need to make sure the Board of Commissioners and the Fair Board are also in agreement. He added that apparently there's an agreement to get the title to the land the fair sits on in exchange for Gabiola Field. The meeting concluded at 8:51 a.m. An audio recording is on file in the Commissioners' Office.

EXECUTIVE SESSION - RECORDS EXEMPT FROM PUBLIC DISCLOSURE AND ATTORNEY-CLIENT COMMUNICATION, AND COMMUNICATE WITH RISK MANAGER REGARDING PENDING/IMMINENTLY LIKELY CLAIMS

Note for the record: As properly noticed the Board met today at 9:03 a.m. for a legal staff update. A request was made to go into Executive Session to discuss a records exempt from public disclosure and attorney-client communication, and to communicate with the County's risk manager regarding pending/imminently likely claims. The Executive Session was held as follows:

Commissioner Dale made a motion to go into Executive Session at 9:04 a.m. pursuant to Idaho Code, Section 74-206(1) (d) and (i). The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Dale and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Mike Porter, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:38 a.m. While in open session Commissioner Rule said after discussion in legal staff it was determined that since Commissioner Hanson is out of the office the budget hearings that were scheduled for this week will be postponed until the Board has a formal discussion on the 2016 Budget process, which will likely occur next week. The proceeding concluded at 9:40 a.m. An audio recording of the open portion of the meeting is on file in the Commissioners' Office.

SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for:

#15-127 J&C Legacy LLC dba The Dewey Restaurant and Lounge
 Clifford Randall Raymond dba Red Dog Saloon

CONSIDER SIGNING RESOLUTION TO ISSUE A REFUND TO JAMES WILLIS FOR APPLICATION FEES

The Board met today at 1:18 p.m. to consider signing a resolution issuing a refund to James Willis for application fees. Present were: Commissioners Steve Rule and Tom Dale, DSD Director Tricia Nilsson, and Deputy Clerk Kelly Martinez. Director Nilsson said Mr. Willis filed for a property boundary adjustment with his neighbor and after reviewing the application it was determined that a conditional rezone would be appropriate. Mr. Willis has applied and paid the fees for a conditional rezone. Director

Nilsson said this is just a refund of what they had originally paid for the property boundary adjustment. Upon the motion by Commissioner Dale and the second by Commissioner Rule, the Board voted unanimously to sign the resolution issuing a refund of \$300 to James Willis for application fees. The signed resolution, No. 15-128, is on file with this day's minute entry. The meeting concluded at 1:20 p.m. An audio recording of the meeting is on file in the Commissioners' Office.

MONTHLY MEETING WITH THE SOLID WASTE DIRECTOR TO DISCUSS GENERAL ISSUES, SET POLICY, AND GIVE DIRECTION

The Board met today at 1:32 p.m. for a monthly meeting with the Solid Waste Director to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule and Tom Dale, Solid Waste Director David Loper, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: waste amounts are up 9.04% in June, and 5.66% for Fiscal Year to date; update on the Pickles Butte Landfill Status Report; Director Loper found all of the information regarding the PB-1 abandoned domestic water well; update on the lower scale house upgrades including air conditioning, cabinets and motorized sliding windows; Mr. Loper said they are still in the process of looking at purchasing a new loader; and update on backhoe repairs. There was discussion regarding relocating a petroglyph this week as a crane and dump truck may be required. Mr. Loper said he was asked to do a presentation for one of the Rotary groups in the area. The items discussed were general in nature and did not require Board action. The meeting concluded at 1:48 p.m. An audio recording of the meeting is on file in the Commissioners' Office.

SEVENTH DAY OF JULY TERM, A.D., 2015
CALDWELL, IDAHO JULY 21, 2015

PRESENT: Commissioner Steven J. Rule, Chairman
 Commissioner Tom Dale
 Deputy Clerk Monica Reeves

ABSENT: Commissioner Craig L. Hanson - vacation

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$12,706.65 to Intermountain Lock and Security.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$8,084.98 to R&H Wholesale Supply.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$2,716.89 to Thompson's Maytag.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Fleet Department in the amount of \$4,452.55 to Franklin Building Supply.

APPROVED COMMUTER VEHICLE AUTHORIZATION FORM

The Board approved a Commuter Vehicle Authorization form for Rickey Britton.

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument numbers: 2015-027551, 2015-027552, 2015-027553, 2015-027554, 2015-027555, 2015-027556, 2015-027561, and 2015-027562.

BIWEEKLY MEETING WITH THE CHIEF PROBATION OFFICER TO DISCUSS GENERAL ISSUES, SET POLICY, AND GIVE DIRECTION

The Board met today at 8:34 a.m. for a biweekly meeting with the Chief Probation Officer to discuss general issues, set policy, and give direction. Present were:

Commissioners Steve Rule and Tom Dale, Chief Probation Officer Elda Catalano, and Deputy Clerk Kelly Martinez. Juvenile Drug Court Coordinator Michael Davidson arrived at 8:36 a.m. HR Director Jeannine Eiband arrived at 8:44 a.m. for the next meeting. Topics of discussion included the following: Juvenile Probation Officer Appreciation Luncheon will be held tomorrow; personnel updates; Ms. Catalano said because they are moving a second probation officer to the Nampa location, they will be moving a County fleet car to Nampa as well; Michael Davidson discussed the success of the First Tee Golf program and said that there were 17 graduates from the program this year. The items discussed were general in nature and did not require Board action. The meeting concluded at 8:47 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

BIWEEKLY MEETING WITH THE HUMAN RESOURCES DIRECTOR TO DISCUSS GENERAL ISSUES, SET POLICY, AND GIVE DIRECTION

The Board met today at 8:47 a.m. for a biweekly meeting with the Human Resources Director to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule and Tom Dale, Human Resources Director Jeannine Eiband, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: Mike Swallow from PS&S will be here this week and employee meetings are set for this week as well as a meeting with the Board and Elected Officials; IT Director interviews are scheduled for this Friday and the interview panel will consist of Prosecutor Bryan Taylor, Assessor Gene Kuehn, Clerk Chris Yamamoto, Sergeant Rob Whitney, Trial Court Administrator Dan Kessler, HR Director Jeannine Eiband, and Commissioner Rule; and personnel updates. Commissioner Rule asked if there are any other departments besides IT that are having staffing issues. Director Eiband said the Public Defender's Department has a few openings that they desperately need to fill and the Sheriff's Office is always looking for deputies. The items discussed were general in nature and did not require Board action. The meeting concluded at 8:53 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

LEGAL STAFF UPDATE

The Board met today at 9:04 a.m. for a legal staff update. Present were: Commissioners Steve Rule and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Brad Goodsell, Parks Director Tom Bicak, Assistant Parks Director Kathy Kershner, Bill Moore from Southwest Idaho RC&D, PIO Joe Decker and Deputy Clerk Monica Reeves. Brad Goodsell advised the Board that he has obtained the environmental covenant to close out the property across the street from the courthouse on North 12th Avenue (the

former maintenance shop). It's been signed by DEQ and has been recorded. There is an annual reporting requirement which the PA's office will take care of. Commissioner Rule was very pleased to receive this information and thanked Mr. Goodsell for his efforts. Mr. Goodsell also reported that the Nampa Housing Authority has asked for an MOU similar to the one the County has with the Caldwell Housing Authority to establish a process for them to acquire tax deeded properties. He has prepared a letter to the Nampa Superintendent of Schools and the Nampa Mayor informing them of the MOU the County plans to enter into with the Nampa Housing Authority. The meeting concluded at 9:08 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING DEED OF GIFT WITH CANYON COUNTY, SOUTHWEST IDAHO RESOURCE CONSERVATION AND DEVELOPMENT INC. AND MARK MCDONOUGH FOR THE PROTECTION AND CURATION OF A STONE ARTIFACT

The Board met today at 9:14 a.m. to consider signing a deed of gift with Canyon County, the Southwest Idaho Resource Conservation and Development, Inc., and Mark McDonough for the protection and curation of a stone artifact (petroglyph). Present were: Commissioners Steve Rule and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Brad Goodsell, Parks Director Tom Bicak, Assistant Parks Director Kathy Kershner, Bill Moore from Southwest Idaho RC&D, PIO Joe Decker, Mark McDonough, and Deputy Clerk Monica Reeves. Commissioner Rule said several years ago Mark McDonough brought a land use case to the County and through that process he learned of a petroglyph and he began an exchange with Mr. McDonough and Parks Director Tom Bicak which resulted in Mr. McDonough donating the petroglyph to the County at Celebration Park. Mark McDonough gave a brief history of how the artifact came to be in his family's possession; they owned the ground under what became Celebration Park. Sam Laugheed said RC&D is involved because they are a 501(c)(3) nonprofit organization and by them being involved it will allow Mr. McDonough to apply for a tax deduction for the donation. The deed of gift transfers title of the native basalt stone from Mr. McDonough to RC&D and Canyon County and it makes the arrangements for us to pick up the stone which will happen this Friday and it makes clear that Mr. McDonough is indemnified while we remove the stone. There will be a plaque stating it was dedicated to the ancient Native American artist that created it and generously donated by Mr. McDonough. Tom Bicak said the motif of this petroglyph is of mass cupules which are rare, a few have been found at Celebration Park and are scattered along the Snake River Canyon all the way to Pocatello and Idaho Falls but there's not a single stone anywhere in the Snake River Canyon or the region that has as many cupules as this stone. Mark Plew, with the BSU Archaeology Department, has been investigating the stone which is the oldest form of rock art that dates back more than 120,000 years. According to Mr. Bicak, this stone is incredibly

unique to the region and it's an exciting event for the people of Idaho to have it preserved and displayed. It will no doubt become one of the most heavily investigated stones in the west. The Board was excited to receive the stone and they thanked Mr. McDonough for the gift. Upon the motion of Commissioner Dale and the second by Commissioner Rule, the Board voted unanimously to sign the deed of gift. The signed document is on file with this day's minute entry, and was recorded as Instrument No. 2015-027501. The meeting concluded at 9:41 a.m. An audio recording is on file in the Commissioners' Office.

EIGHTH DAY OF JULY TERM, A.D., 2015
CALDWELL, IDAHO JULY 22, 2015

PRESENT: Commissioner Steven J. Rule, Chairman
 Commissioner Tom Dale
 Deputy Clerk Monica Reeves

ABSENT: Commissioner Craig L. Hanson - vacation

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Information Technologies Department in the amount of \$148,713.33 to Dell.

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for John Howard Lee and Ruthann Chroninger.

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Acapulco Mexican Restaurant to be used August 29, 2015 and August 30, 2015 for a wedding.

APPROVED CLAIMS ORDER NO. 7-24-15

The Board of Commissioners approved payment of County claims in the amounts of \$89,408.06 and \$93,136.40 for accounts payable.

APPROVED CLAIMS ORDER NO. 7-25-15

The Board of Commissioners approved payment of County claims in the amount of \$70,421.13 for accounts payable.

CONSIDER INDIGENT DECISIONS

The Board met today at 8:30 a.m. to consider indigent decisions. Present were: Commissioners Steve Rule and Tom Dale, Indigent Services Director Michele Chadwick, and Deputy Clerk Monica Reeves. Director Chadwick presented the Board with denials for the following cases: 2015-1174, 2015-1073, 2015-1175, 2015-1081, 2015-1220, 2015-971, 2015-1074, 2015-1077, 2015-1072 and 2015-1078. Upon the motion of Commissioner Dale and the second by Commissioner Rule, the Board voted unanimously to make the initial denials as read into the record by Director Chadwick. The proceeding concluded at 8:32 a.m. An audio recording is on file in the Commissioners' Office.

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument numbers: 2015-027684 and 2015-027685.

NINTH DAY OF JULY TERM, A.D., 2015
CALDWELL, IDAHO JULY 23, 2015

PRESENT: Commissioner Steven J. Rule, Chairman
 Commissioner Tom Dale
 Deputy Clerk Monica Reeves

ABSENT: Commissioner Craig L. Hanson - vacation

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$1,137.74 to Imprint City/Star Media.

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Cassandra Scheihing.

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument numbers: 2015-028145, 2015-028146, 2015-028138, 2015-028139, 2015-028140, 2015-028141, 2015-028142, 2015-028143, 2015-028144, and 2015-028137.

APPROVED CLAIMS ORDER NO. 7-23-15

The Board of Commissioners approved payment of County claims in the amount of \$2,053.58 for accounts payable.

APPROVED CLAIMS ORDER NO. 1521

The Board of Commissioners approved payment of County claims in the amount of \$1,269,639.10 for a County payroll.

CONSIDER REQUEST TO COMBINE FEES ON LAND USE APPLICATION FOR CORALIE WESTON

The Board met today at 8:47 a.m. to consider a request to combine fees on a land use application for Coralie Weston. Present were: Commissioners Steve Rule and Tom Dale, Deputy P.A. Zach Wesley, DSD Planner Jennifer Almeida, and Deputy Clerk Monica Reeves. Jennifer Almeida said Coralie Weston filed an application for a comprehensive plan map change, a rezone and a variance and the total fees paid were \$3,450. Normally a variance request by itself requires an \$850 fee but since the hearings will run concurrently the applicant is requesting a reduction of the fees to accommodate what was already paid for the application. Ms. Almeida said staff time and tasks for the

cases will overlap so they are recommending approval of the fee reduction and to accept the amount already paid by Ms. Weston rather than asking an additional sum. Zach Wesley said per Resolution No. 11-035, the Board has the discretion to combine the application fee when there would be a combined public hearing process with two different types of applications. If the Board approves the request he will prepare a resolution for their signature later this morning. Upon the motion of Commissioner Dale and the second by Commissioner Rule, the Board voted unanimously to authorize the fee reduction for Coralie Weston and to accept a total combined amount of \$3,450. (See Resolution No. 15-129). The meeting concluded at 8:51 a.m. An audio recording is on file in the Commissioners' Office.

LEGAL STAFF UPDATE

The Board met today at 9:02 a.m. for a legal staff update. Present were: Commissioners Steve Rule and Tom Dale, Deputy P.A. Mike Porter, and Deputy Clerk Monica Reeves. Mr. Porter said the Prosecutor's Office does not have any items for the Board today, other than to report that Zach Wesley is working on some communication regarding the County fair. Commissioner Dale said that is something the City of Caldwell and Facilities Manager Paul Navarro have been working on and we really need to get that to the city this week. No other items were discussed. The meeting concluded at 9:03 a.m. An audio recording is on file in the Commissioners' Office.

PRESENTATION BY PERSONNEL SYSTEMS & SERVICES REGARDING THE COUNTY'S COMPREHENSIVE COMPENSATION STUDY

The Board met today at 10:17 a.m. for a presentation by Personnel Systems & Services regarding the County's comprehensive compensation study. Present were: Commissioners Steve Rule and Tom Dale, Mike Swallow from PS&S, HR Director Jeannine Eiband, Assessor Gene Kuehn, Prosecutor Bryan Taylor, Sheriff Kieran Donahue, Controller Zach Wagoner, Trial Court Administrator Dan Kessler, Chief Probation Officer Elda Catalano, Parks Director Tom Bicap, Assistant Parks Director Kathy Kershner, DSD Director Tricia Nilsson, Building Official Dan Hunter, Director of Misdemeanor Probation Jeff Breach, Chief Deputy Sheriff Marv Dashiell, Captain Daren Ward, Chief Deputy Treasurer Nancy Seal, Facilities Manager Paul Navarro, Interim IT Director Don Brown, Court Operations Manager Denise Kennel, Recording Supervisor Bobbi Jo Brown, Public Defender Office Administrator Deepak Budwani, Anna Staver from the Idaho Press-Tribune, Tara Hill, and Deputy Clerk Monica Reeves. Clerk Chris Yamamoto arrived at 10:33 a.m. Mike Swallow gave a Powerpoint presentation on the compensation study, a copy of which is included with this day's minute entry. Highlights were as follows:

Part of the instrument that will become part of the toolbox at the end of the project will be some dynamics and statistical analysis spreadsheet management on job relationships. Paygrades have been eliminated even though the concept is still fundamental. Every job in the County will have a standalone market value that will be structured around some of the core content of job management and job evaluation. All employees were asked to respond to a job value survey asking them to suggest what should have the greatest influence on the valuing of the job.

In a performance based organization advancement and progression through a pay plan is going to hinge more on contribution to the organization than longevity or tenure, and that may or may not be true in every instance in the County so they have a software tool for performance management that will be revisited at the end of the compensation plan.

Mr. Swallow has gone through all 290+ job descriptions and discovered some have to be revisited by HR because if implemented today there would be a lot of dissatisfaction because the job descriptions do not capture the full scope of complexity of some of the jobs. Key emphasis will be given to the accuracy of those and there will be an opportunity to revisit, rebuild and fine tune. The objective is to determine what fair is and go through a few pieces of analysis to get there. If there is equity it doesn't always translate or turn into greater productivity but there is that perception of the opposite which are inequities/inconsistencies in the administration and management.

The value of the job gets explored, the contributory value of the employee and the prevailing market. Employees tend to think about their job as it relates to them personally so he goes to some length to explain that there are number of things that do not influence the nature and value of the job. He separates the worth of work component; they hear on the front end that longevity does not change or influence the nature of the job. The longer you are here you may have increasing value to the organization but in terms of the required knowledge, skills and abilities to do the work you are hired to do that will not influence it so that has to become a component of compensation from another direction and it's set aside initially. The annual leave is a key aspect of compensation so the longer an employee is here the more non-work paid time they have access to. Every 12 days of non-work paid time is equivalent to a 4.6% pay increase and so if you compound those added value elements in terms non-work paid time their cost to the County rises the longer they are here and you're probably getting more contribution out of them as well. They are a source of institutional knowledge so we don't want to understate the value of long-term service kinds of operations. Length of service doesn't change the nature of the job or influence the value to the organization, it's a reflection on the individual. Market sensitive jobs cause you to go outside and maybe pay temporarily more than what you had built in to your pay structure just to get the talent, or you create a method to create the talent in-house.

Scarcity of new employees doesn't change the nature of the job but it might influence a particular rate of pay today on a temporary basis. Unusual diligence and overtime do not change the nature of the job, just some aspects of compensation. Unusual qualifications, being able to go above and beyond the call of duty, and being willing to expand their contribution as a manager suggest they can because their talents have been assessed. It's the credentials, certifications, and the resume' the person would bring to the table as a candidate for a job. In an undervalued perception a person may have three degrees but none of them have any bearing on the role so for those who are underemployed there is no solution for them in this exercise; they either have to change their skillsets, move out of the organization or look for another opportunity in-house.

The core aspect of the process is the holistic view of the job. The process of breaking down the job to its smallest component and understanding the job can be a lengthy exercise, which was accomplished by the County over the last year and a half by updating job descriptions and even though there are some missing pieces it won't be a hard fix. Once we get understanding in the job most everything breaks down into key and common measurements: responsibility, difficulty, job knowledge, and work environment. The employee survey showed the average response to job knowledge was 1.6 (number 1) - job knowledge should influence the value worth more than the others (effort requirements, responsibility, and working conditions). The instrument has been constructed and he's already applied it. The first run on the 290+ jobs has resulted in identifying some probable errors or questions to focus on followed by a fine tuning step. HR will make appointments with every department head to go over job descriptions to help assign values. At this stage the County is not under contract to explore the performance management process or the instruments but Jeannine Eiband has been exposed to a computer aided program that will be discussed later. The next thing that showed up on the employee value survey related to effectiveness and volume of work. Employees want to hear that they are accomplishing everything the managers have asked them to do, and secondly, are they efficient at accomplishing the tasks. Are they being recognized for their loyalty to the organization and that longevity? In terms of performance management and performance measurement they want to make a good contribution and earn their keep. Once in a while you'll have someone that isn't pulling their weight and tough decisions have to be made.

There are some basic questions for the Board to consider: What market position can we afford? (Trendsetter, competitive, parity, comparable). Over 450 employees responded to the survey questions outlined below:

Survey Question No. 1: *Do you believe you are underpaid when considering the value of your job? 78.1% of County employees believe they are.* (Mr. Swallow said he could have

predicted these outcomes; he has found that to be true in nearly all of the 100+ organizations he's worked in).

Survey Question No. 2: *Do you believe you are underpaid when comparing the pay of others in the organization performing essentially the same type of work?* 56.6% of County employees believe they are.

Survey Question No. 3: *Do you believe you are underpaid when considering the amount of work you perform?* 73.4% believe they are.

Survey Question No. 4: *Do you believe you are underpaid when comparing the level of pay offered to workers performing essentially the same type of work in other organizations?* 85.7% believe they are.

Mr. Swallow said this is why they are undertaking the project, to find out where it's true and where it's not true. He will bring back a least cost implementation plan. The only individuals he will be targeting is anybody whose current pay falls below a proposed new range minimum and that instantly disassociates any history so performance adjustments and considerations that have been made prior go out the window for him but they will come back on the table for the County. Any kinds of history will go out the window, longevity. He said they toy with the notion of compression. One type occurs between a manager and his next downline subordinate, and if you're going to remedy that and you don't have at least a 15% difference between that person and the next decision-maker level you don't have enough to keep them interested in staying. The philosophy is to groom everybody to replace that next person up; keep your talent pool healthy and strong. Peer to peer compression may or may not be a reality in the workplace. Quality performance management promotes compression. The new employees come in and receive 4% or 5% while the current employee may get 1% or 2% so they start to bump against one another. Over time compression evaporates because at some point the longtime employees will hit the ceiling, they can't accrue anymore leave and the newbies will catch up and eventually it's gone.

Employees were invited to say if they were on the management side of the table what areas of decision making would be the most significant or should management be pursuing? Here's the list: The size and type of the organization; organizational philosophy, nature and diversity of work, regional economics, availability of labor supply, value of work contribution, collaborative decision making, pay supplements, reputation of the organization, pay progression policy, bonus and incentive plans, ownership protection, how conscious of these environments are the employees? The results were:

- #1 Organizational philosophy
- #2 Pay supplements/total compensation
- #3 Regional economics
- #4 Reputation of the organization
- #5 Ability to pay
- #6 Labor supply and demand

Even though we're going to have a separate range for every job there will be the possibility that some jobs could end up in the exactly the same range because they end up getting valued exactly the same but for different reasons. One job might score higher on difficulty and the other on responsibility but the numbers come together and they have an equal value. Clerk Yamamoto said not knowing the organizational philosophy is the worst possible position to be in. Mr. Swallow said it's a huge frustration and at the end of the day he'd be surprised if it doesn't trigger greater migration around or out of the organization. Not only does that translate from the mission statement it would also translate in terms of performance standards and expectations. Prosecutor Taylor asked if the response was about the County as a whole or was it about individual offices. Mr. Swallow said the instrument is built on the more holistic view and maybe there can be a follow up exercise to confine it to the department and then re-tally the results. Commissioner Dale said that would come into the whole balance of pay equity and the frustration factor of not knowing how to advance in the organization. He asked what is encompassed in the idea of organizational philosophy according to the study. Mr. Swallow said that's a true possibility but it's not something they captured intentionally; they left it very broad in this instrument so they would have to go back and have it be a specific objective. Dan Hunter said it's tough to write a mission statement that reflects long-term goals in a government setting where 99% of the jobs are mandated. The first item that always comes up is customer service. Mr. Swallow said that reality check might steer the notion in another direction and with the statutory environment we have maybe that's the mission statement right there. Tricia Nilsson said with the way the job descriptions are written with 1's, 2's and 3's, you have to wait for someone to leave in order to move up a level. She asked if there is a way for employees to grow in place and have the range expanded to recognize when they receive additional certifications. There is an artificial barrier that you have to be a supervisor to get to one level but when you are a small department you don't need that many supervisors, you need everybody working on all cylinders. Mr. Swallow said that will be addressed in the next exercise. Jeannine Eiband said the problem with that is it will come down to a budgeting issue and how we do budget allocations and blue sheets. She said they have worked together with many departments to develop career paths within the job descriptions so there are 1's 2's 3's and 4's and they have outlined what it takes to reach that position so as an organization we have to deal with how we budget. Zach Wagoner said there was

discussion about the longer tenured employees getting five weeks of vacation on an annual basis and how there is economic value tied to that; however, a large number of our longer tenured employees don't use that full allotment of vacation and if they don't use it then at the end of the fiscal year they lose it even though they are given that allotment of time. Mr. Swallow said that's an interesting situation and might be an area that would have some legal precedent about ownership but the policy statements you're living under says you'll use it or lose it. Ms. Eiband said they can accrue up to so many hours but anything over that accrual will be lost each year, and if an employee leaves the organization it is paid out in dollars. Mr. Swallow said he's come across some places where ownership is the employees so there should be a cash out for it and the point is that that's not as great a benefit as he suggested but every 12 days is still worth 4.6% so it takes a while to get beyond where they are losing it. He asked if the Board thinks the ownership ought to be given to the employees so they accrue on an unlimited basis. Commissioner Dale said that would be financially unfeasible because it creates an unfunded liability. We need a limit somewhere so you have a reasonable expectation and the employee can manage that. Ms. Eiband said some organizations have managed that by having a program to buy back the vacation and it's either paid in a cash payment or deposited into their PERSI choice account so they're not really losing those dollars. Either way it's an unfunded liability. She believes Mr. Wagoner's question is how to make it a benefit to the employee who's not seeing the value of it. Mr. Swallow said if you wanted to promote long-term employment and better the benefit upon retirement one option is a conversion to bank unused vacation time but at the end of the day when they leave they might use that converted time to purchase insurance for a period of time. Commissioner Rule said the Board would be resistant to any cash out program and would prefer employees use their vacation time because that's what best for the employee in the long run.

Ms. Eiband shared some the questions raised by the employees at yesterdays' meeting and suggested another meeting be scheduled to further discuss some of the questions as well as discuss our organizational philosophy and what we want it to be going forward because that will determine some of the decisions we make regarding the compensation study. The questions from employees were as follows:

Will the compensation study be accepted/implemented? Ms. Eiband thinks the concern comes from having done some of these in the past but employees didn't see the type of results they had hoped for, and this might also reflect the 50% response to surveys. There is probably some built-in cynicism from employees who aren't expecting much to be done but she has assured them that the elected officials are committed to this study.

What if the plan is not implemented on October 1? There is some question about what will happen if we cannot implement pay increases by October 1. Will employees lose

out on the last quarter of this year if we have to wait to implement the study results in December or January? She doesn't know how feasible it is to backdate it because of the tax and audit issues but said we need to look at what it is going to happen on October 1.

Will the elected officials commit to getting the performance evaluation system and more importantly will they commit to actually doing the evaluations each year? Ms. Eiband said it's become evident by watching this compensation presentation that a standardized performance review system is critical for this to be effective. If we do what this says now and we forget the performance review part we will find ourselves in this same spot in two or three years. The system (evaluation tool) that Mr. Swallow has shown is very flexible but it wasn't included in the contract because we wanted to explore other options such as ADP, but now that ADP has been thoroughly explored they found it will be too inflexible to meet our needs. We have nearly 300 job descriptions with over 800 people filling those positions. The job performance reviews cannot be generic statements, they need to be specific to the job positions you are managing and the tool Mr. Swallow showed will allow us to do that. We can build job performance reviews that will be tailored to each position that comes out with a standardized result.

Where will we get our survey data? Last year HR requested data from our competitors but they're going to build on that and obtain additional data including some specialized survey information. They will look at counties and government entities that are similar in geographic and economic circumstances and pull survey data from those. There are some specialized areas related to certifications, job knowledge, and requirements that may require us to go to an organization that offers a survey for the private sector which means we'll have to pay for the information. The cost can be anywhere from \$2,000 to \$10,000 depending on the survey so it will be managed closely. There are organizations that offer a survey at minimal or no cost and they will pull that information as well.

How transparent will the elected officials and managers be with the tool and the results? It would help employees to know how the decision was arrived at and how it affects them, and at the end of the process there will be an appeals board where employees can appeal the decision of where their job was finalized at. With regard to the evaluation tool there is a lot of work to be done so she will meet with each office/department. She said some of the deficiencies in the job descriptions deal with requirements for education, for instance, there are positions with a senior, a lead and a supervisor and they only require a high school diploma and it gradually increases in years of experience but that's the only distinguisher between the promoted positions and when we get into a survey environment it's not going to produce the results that officials/managers or the employees will be happy with. She said we have to work together to find out what minimum qualifications - other than longevity - are needed in

order to be able to promote and those are things we have to delineate and distinguish much better than we have. Ms. Eiband said it would be beneficial to have another meeting on this topic starting with elected officials and then getting department heads and managers involved and then a determination can be made and then we can share it with employees.

Commissioner Rule said the Board has not had a formal discussion on it but he finds it highly unlikely the salary adjustments would be retroactive to October 1. Once the study is completed the Board will make a decision on the funding amount and when it will be implemented. Commissioner Dale hopes we can do something in October to recognize a cost of living increase because if we do nothing it will be detrimental to employee morale. He agrees with the Chairman that the salary adjustments likely won't be retroactive to October 1. Ms. Eiband said once the jobs are tailored and applied to the market the last step will be to apply the employee data to the compensation study and determine how far above or below they are and what the increase, if any, should be. That being the case whatever is given earlier, if anything, will be taken into account in the compensation study. Commissioner Rule thanked Mr. Swallow for the presentation. The meeting concluded at 11:53 a.m. An audio recording is on file in the Commissioners' Office.

TENTH DAY OF JULY TERM, A.D., 2015
CALDWELL, IDAHO JULY 24, 2015

No meetings scheduled due to lack of quorum.

ELEVENTH DAY OF JULY TERM, A.D., 2015
CALDWELL, IDAHO JULY 27, 2015

PRESENT: Commissioner Steven J. Rule, Chairman
 Commissioner Craig L. Hanson
 Commissioner Tom Dale
 Deputy Clerk Monica Reeves

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$1,260.00 to The Blind Gallery.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Manager in the amount of \$1,064.82 to Western Building Supply.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Information Technology Department in the amount of \$4,194.00 to Cerium Networks.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Solid Waste Department in the amount of \$1,106.76 to VLCM.

COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:30 a.m. for an office staff meeting. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, PIO Joe Decker, Facilities Manager Paul Navarro, Senior Administrative Assistant Jenen Ross, and Deputy Clerks Kelly Martinez and Monica Reeves. Ms. Martinez and Ms. Ross left at 8:35 a.m. Joe Decker reported on the following communication issues: early voting starts next week so he will prepare a press release; Caldwell school zone trustee recall issue; award ceremony for the Sheriff's Office; Anna Staver from the Idaho Press-Tribune will attend this week's budget meetings so Mr. Decker will also attend so he can answer her questions; the Alfredo Martinez sentencing will occur today; he posted pictures and video of the cupule (historic rock art) being relocated to Celebration Park. Paul Navarro reported on the following facilities issues: the courthouse remodel is heavy in progress, they will start working on the fire sprinkler system and the prep work will happen after hours, the street will be ripped open to bring in a 6-inch or 8-inch line into the building. The sheetrock is done on the third floor and they will start setting the sprinkler lines and leave it dry and then stub out in the hallway where they can bring the live riser to

it. They are prepping to sheetrock the second floor this week. The west side of the roof project is 100% complete and they will relocate to the east side. With regard to the fairgrounds, Mr. Navarro said they were going to wait to look at the list of proposed shared repairs with Caldwell. Commissioner Dale said that's still in process and Zach Wesley sent out a draft of what he's sending to the City of Caldwell which includes the things the city was supposed to do. The meeting concluded at 8:44 a.m. An audio recording is on file in the Commissioners' Office.

ELECTED OFFICIALS MEETING

The Board met today at 9:31 a.m. to for an elected officials meeting. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Assessor Gene Kuehn, Prosecutor Bryan Taylor, Sheriff Kieran Donahue, Clerk Chris Yamamoto, Coroner Vicki DeGeus-Morris, Treasurer Tracie Lloyd, Chief Deputy Sheriff Marv Dashiell, Financial Manager David Ivers, Controller Zach Wagoner, and Deputy Clerk Monica Reeves. Tracie Lloyd will attend the Treasurers conference in Wallace next week. Vicki DeGeus-Morris said the Coroner's Office has been busy. Clerk Yamamoto said the 2016 budget hearing will be held on August 26 which means the newspaper deadline is August 19, which means the notice needs to be to the Idaho Press-Tribune by noon on August 14, and with the cancelling of last week's budget meetings and with the Commissioners out of office August 11 through the 17 they need to finalize the budget by August 7, sign it by August 10, which means that inclusive of today and the 7th we have ten working days to finalize the budget. He wanted to clear up what seems to be a misconception: he presented one suggested budget, the other was a scenario that included a jail expansion. His suggested budget did not include a jail expansion. Sheriff Donahue said the Sheriff's Office has been busy, they are over their target numbers in the jail and are down 26 employees with over half in the detention center in terms of commissioned deputies. They are not at mandatory overtime yet but they are close. They are hoping to see something positive on the salary analysis to give the employees incentive to stay so he's curious to see how it's going to work out. Employee retention is the biggest issue they face. Prosecutor Taylor said things are going well in the Prosecutor's Office; it's been a steady flow of cases and they just got done with a first degree murder trial. Assessor Kuehn said things have been slow in the Assessor's Office, the abstracts are done and are ready to be submitted to the Clerk. It's likely the Amalgamated Sugar Company case will go to District Court. The deadline to file an appeal with the Board of Tax Appeals is mid to late August so they are waiting to see what cases will be filed. Clerk Yamamoto said the company that was doing our PERSI calculation and forwarding it to ADP decided they weren't going to do it any longer. We couldn't find a replacement so when Steve Onofrei came to work for the Treasurer/ Assessor/ Clerk they put him on the project for the PERSI calculation and he

wrote an entirely new program that seems to be a perfect. They are very excited to have a homegrown in-house functioning program for the PERSI publications. Commissioner Dale asked if the review committee reached a conclusion on the IT Director interview process. Prosecutor Taylor said there are six members on the interview panel (Bryan Taylor, Gene Kuehn, Chris Yamamoto, Jeannine Eiband, and representatives from the Sheriff's Office and the Trial Court Administrator's Office) and they have narrowed the pool of four outstanding candidates but they want to do more research before recommending three candidates to the Board. Commissioner Rule said the committee is welcome to submit four names to the Board. Prosecutor Taylor said all four are extremely viable; the committee will reconvene and finalize it within the next couple of days. The meeting concluded at 9:44 a.m. An audio recording is on file in the Commissioners' Office.

FY2016 TENTATIVE BUDGET WORKSHOP MEETING FOR THE IT DEPARTMENT

The Board met today at 10:03 a.m. to conduct the Fiscal Year 2016 Tentative Budget Workshop Meeting for the IT Department. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Clerk Chris Yamamoto, Controller Zach Wagoner, Interim IT Director Don Brown, HR Director Jeannine Eiband, and Deputy Clerk Monica Reeves. The preliminary budget was reviewed. Clerk Yamamoto complimented Mr. Brown on the amount of detail he put into his budget request. Commissioner Rule noted that the suggested budget is \$3,653,673, and the requested budget is \$3,345,597. Mr. Brown said he didn't include new positions or needed computer networks and software expenses in his requested amount so he is therefore requesting the amount of \$3,653,673. Commissioner Rule said that is an increase of \$550,000 over last year which was \$400,000 increase over the year before and he will not support a \$3.6 million budget for IT because he believes it should be between the 2014 and 2015 numbers. Commissioner Dale asked Mr. Brown to identify what things are absolutely essential. Commissioner Hanson also remarked on the increases that are proposed for several areas in the IT budget. Zach Wagoner said three years ago he went to IT with a problem concerning major changes that would affect the PERSI report but he was brushed aside because of a lack of resources. He's fought that issue on a number of fronts and when they hired Steve Onofrei they were able to solve the issues in five weeks. Commissioner Hanson respects that comment but we're looking at a 50,000 foot view of the total budget with two major programs this year and the suggestion went out to not raise the "B" Budgets. We have projects that have been planned for and are moving forward. Clerk Yamamoto said overall the "B" Budget is down from last year and the major portion of the raise is what's going to happen with the salary adjustments but we don't have a clue so they plugged in what they consider to be a "do not exceed" number and are hoping it comes in under that amount. Commissioner Dale said it

appears we could save money this year but it will cost us down the road and sometimes it is necessary to spend a little this year in order to save it next year. He suggested to Mr. Brown that as he goes back and redoes some of his budget numbers he should come back with a little more conservative approach but again he would like to see what things are absolutely essential that we have to address this year. Mr. Brown wants the Board to know what is impacted with less money. The IT leaders in the past would pride themselves on underspending the budget and then cutting it but they have not invested in the areas they needed to. Commissioner Dale said it's an area we cannot afford to have fail because the entire County is dependent on what happens in IT. The meeting concluded at 10:34 a.m. An audio recording is on file in the Commissioners' Office.

FY2016 TENTATIVE BUDGET WORKSHOP MEETING FOR THE FACILITIES DEPARTMENT

The Board met today at 10:03 a.m. to conduct the Fiscal Year 2016 Tentative Budget Workshop Meeting for the Facilities Department. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Clerk Chris Yamamoto, Controller Zach Wagoner, Facilities Manager Paul Navarro, HR Director Jeannine Eiband, and Deputy Clerk Monica Reeves. Paul Navarro said there are two budget scenarios, the first is for FY2016 and last week he received direction to roll back to the 2013/2014 numbers. For the original 2016 "A" Budget he made no changes at all. Zach Wagoner said they included the 4% and the 3% amounts for salaries and investment in employees. Commissioner Rule said rather than plug 3% and 4% into every department he would rather set up a separate line item for possible salary increases. Mr. Wagoner said it can be done with the fund but at some point the Board will need to reopen the department budget and transfer from the general department in current expense specifically to that individual department. Commissioner Rule said it's becoming obvious that there's a problem with comparing real numbers from last year with real numbers from this year so it would be easier to understand if the amount was set in line item outside all departments to be addressed when the study is complete and we have exact numbers. Mr. Wagoner said the department budgets would need to be reopened to reflect that change. Commissioner Hanson said once the Board approves budgets they are able to spend the money how they choose and at this point there hasn't been a commitment to what is actually going to happen so it will be set aside. Clerk Yamamoto said the Board needs to decide what that number is ahead of time because the main purpose in setting a budget is what we ask the taxpayers for, what's the requested property tax amount. With the salary adjustments they plugged in a number, and hopefully it won't be that full amount, so they don't have to reopen the budget. If that number is not reflected in what we ask the taxpayers for then there's a problem. He knows what Commissioner

Rule is asking to do but he's not sure what the mechanics would be to have a set aside fund. Mr. Wagoner said within the current expense fund we have a reserve and you can transfer from that reserve to the specific departments within the current expense fund; you'd have to reopen those budgets, change them to add the budget dollars but only within the current expense fund can that be done. Those monies cannot be transferred to the reappraisal fund or the indigent fund for instance. He asked how the Board would determine how much property tax to ask for. Commissioner Rule said the Clerk's suggested amount of 7% would try to do it all in one year but he is not committed to addressing salaries in one year. Commissioner Dale believes the 75 is a middle of the road estimate and somewhere you have to pick a number and somehow it needs to be reserved. Commissioner Rule said the Board will come back with a recommended budget percentage of number within 10 days. Commissioner Hanson is in favor of a countywide cost of living adjustment. Mr. Wagoner said the recommended 4% was based on inflation, from the overall consumer price index: the price of goods and services has gone up greater than our salaries by 4%. Commissioner Dale said 4% is a good start and would reflect good intentions of the Board. Commissioner Hanson supports a 2% cost of living adjustment because he would like to see elected officials and department heads do evaluations on their employees to determine who should be getting a raise. We can look at another number, potentially, as a result of the salary survey. Commissioner Dale said that's a great idea, and at some point you have to have a system of evaluation and determination to establish a good merit pay system. The survey will identify where we should be based on position not on performance. Commissioner Hanson said there's a separate component that's part of the compensation project for a merit based performance evaluation that will be a part of this process that requires buy-in from the elected officials and department administrators in order for it to work, but that's another discussion. He said based upon the fact we're moving towards trying to do proper compensation study he would like to start with basic cost of living adjustment of 2%. Commissioner Dale would be willing to go with 3%. Commissioner Rule believes the employees will start to feel entitled with both the increase and the \$1 million gift on their insurance they receive each year. Commissioner Dale said the million dollars used to shore up the health insurance fund is something we need in order to keep the fund solvent, he doesn't see it as a gift. Commissioner Hanson agrees but said the fund has leveled off and in light of the budget issues we're dealing with he would like to pull the million dollar contribution out of the budget. Commissioner Rule said if that's the case he will agree to a 2% cost of living adjustment. Commissioner Hanson recapped and said the suggested 4% for salary adjustments will now be 2%, and the 3% merit pay will be zeroed out because there needs to be further discussion as to where we want to establish those monies in a separate line item, and the million for the health insurance fund will be removed. Commissioner Rule agreed. Clerk Yamamoto said the 7% amount he plugged in is higher than his comfort level and although it's covered within

the budget but we don't necessarily have to spend it and the same thing goes for the million dollars to prop up the benefit package, it doesn't mean we have to spend it. It was put there as a preventive measure. Taking that \$1 million out of FY2016 the loss would be between \$1 million and \$1.5 million and it would take the fund to a level of between zero and \$500,000. Commissioner Dale said a healthy fund balance for an insurance pool is absolutely necessary and he's not willing to go to a deficit. There will be continued discussion on this topic. The "B" Budget discussion was as follows: \$115,000 has been budgeted in the professional consultant line item for Ken Fisher's fee for the jail construction project. The architects and engineers line item was reduced to \$10,000. The miscellaneous professional services line item has dropped because the last of the Sun Trust lease payments for the Johnson Controls energy audit have been made. The storage rental facility on Industrial Way has changed hands and the owner is willing to let the County stay there for a few more years, but as their business grows they will expand into the space we're using. \$14.5 million has been included in his budget for the jail building. The fixed price contract is for \$13.5 million and there is an extra \$1 million for ancillary costs, some of which may come out of this year's budget. \$50,000 has been budgeted for new kitchen equipment in the jail. \$75,000 has been included in the real estate line item. In capital improvements there was a carryover from the remodel of the courthouse that will carry into FY2016. Mr. Navarro has identified some projects that need to be addressed: painting the exterior of the courthouse, paving the parking lot at DMV, carpet for the Sheriff's Office, the 11th Avenue street closure project, and on-street lighting; however they can wait until another fiscal year, although the one project that really should be done is the paving of the DMV parking lot. (Ms. Eiband left at 11:34 a.m.) Commissioner Rule said \$2 million is a big number and if we build the jail we're going to be looking at capital. The Board removed \$75,000 from the real estate line item. They are going to sprinkle the second and third floors on the west side and the first floor on the east side of the newly remodeled areas but that will leave the others areas un-sprinkled. Originally the fire marshal wanted us to present a plan of when we were going to sprinkle those areas but they backed down when Mr. Navarro told them we cannot obligate the Board beyond one year. There is no plan but as we remodel the areas the City may ask us to upgrade the fire sprinkler system. The system we are installing is designed to handle those other areas but if you're talking about installing fire branches and main lines and sprinklers in occupied spaces the cost will be \$5 to \$15 a square foot and we will do that as we can afford to. Clerk Yamamoto asked if Mr. Navarro is comfortable with that. Mr. Navarro said the rest of the building is under a fire smoke detector system that is extremely sensitive so we'll have two systems, and when fire sprinklers are installed the detectors will disappear so we still have protection. He said if all we were doing is paying off the courthouse remodel carryover we'd only need \$1 million. Commissioner Rule said because we are looking for capital there might be a million dollars in projects that could wait a couple of years. Commissioner Dale said due to safety issues he would like to

see the DMV parking lot paved. Commissioner Rule said we could put that in the grounds budget and if we're able to reduce the HVAC budget we could revisit it. Mr. Navarro said he can make it work and as it happens he will revisit it next summer. Commissioner Rule said the \$2 million for projects will be reduced to \$1 million. Mr. Navarro said he needs another \$100,000 added for demolition so the total would be \$1.1 million. He said if we do build the jail, \$14.5 million has been set aside but we might not spend all of that. The meeting concluded at 11:40 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING MEMORANDUM OF UNDERSTANDING BETWEEN STATE OF IDAHO MILITARY DIVISION AND CANYON COUNTY FOR TOWER ACCESS

The Board met today at 1:18 p.m. to consider signing the Memorandum of Understanding with the State of Idaho Military Division for tower access. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Lt. Dave Schorzman, and Deputy Clerk Monica Reeves. The County owns a tower through the Sheriff's Office for communications, which is located at 1323 E. Chicago in Caldwell. Lt. Schorzman said the state military division wants to create a redundancy link for ILETs (Idaho Law Enforcement Telecommunication System) to the City of Nampa Dispatch Center and a link to the Caldwell Army National Guard Armory. Their equipment shouldn't have any interference with our devices but if it does the equipment will be disconnected. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to sign the Memorandum of Understanding between the State of Idaho Military Division and Canyon County for tower access. (See Agreement No. 15-064). The meeting concluded at 1:20 p.m. An audio recording is on file in the Commissioners' Office.

FY2016 TENTATIVE BUDGET WORKSHOP MEETING FOR THE TREASURER'S OFFICE

The Board met today at 2:14 p.m. to conduct the Fiscal Year 2016 Tentative Budget Workshop Meeting for the Treasurer's Office. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Clerk Chris Yamamoto, Controller Zach Wagoner, Treasurer Tracie Lloyd, Chief Deputy Treasurer Nancy Seal, PIO Joe Decker, Anna Staver from the Idaho Press-Tribune, and Deputy Clerk Monica Reeves. The preliminary budget was reviewed. Treasurer Lloyd is waiting for the salary survey to be completed before she requests an amount for salary adjustments for her employees. She proposed salary increases for herself and her chief deputy; the last few years she has forgone salary increases to ensure that her employees were taken care of.

Commissioner Rule said there was a discussion this morning about how to handle salary adjustments and it was decided there will be a 2% cost of living adjustment and the merit pool will be put into the current expense fund until the salary study is completed. Treasurer Lloyd asked if that includes her salary increase. Commissioner Rule doesn't know if elected officials will be included. Commissioner Dale said the 2% cost of living adjustment is countywide and it should apply to her. Treasurer Lloyd wants the Board to consider looking at where her salary falls when compared to the other elected officials because she and the Coroner – the only two females – are the two lowest paid elected officials; however, she did choose to forego past salary increases and give it to her employees instead, but now is the time to look at that and be more fair. Commissioner Hanson said gender bias doesn't exist on his part and he noted that former Commissioner Kathy Alder was paid the same as Commissioners Hanson and Rule. Treasurer Lloyd said when she looked at the salaries for elected officials and chief deputies she noticed that she and the Coroner are the only two who abide by the 90% rule. Commissioner Rule said the Board received a legal opinion that the practice of chief deputies earning 90% of their elected official's salary doesn't exist anywhere, it's a practice that evolved over the years and is a "mystique of Canyon County" Treasurer Lloyd said there isn't much in the way of significant changes to her "B" Budget, it went down. Clerk Yamamoto commended the Treasurer for passing things down to her employees and said the Clerk's Office has done the same thing; he hasn't taken a raise or a bonus since he's been in office, all of that money was passed down to the lower paid employees. Some of his department heads did the same thing. The meeting concluded at 2:31 p.m. An audio recording is on file in the Commissioners' Office.

FY2016 TENTATIVE BUDGET WORKSHOP MEETING FOR THE PROSECUTOR'S OFFICE

The Board met today at 2:14 p.m. to conduct the Fiscal Year 2016 Tentative Budget Workshop Meeting for the Prosecutor's Office. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Clerk Chris Yamamoto, Controller Zach Wagoner, Prosecutor Bryan Taylor, Chief Criminal Deputy Chris Topmiller, PA Office Manager Melinda Longoria, PIO Joe Decker, Anna Staver from the Idaho Press-Tribune, and Deputy Clerk Monica Reeves. The preliminary budget was reviewed. Prosecutor Taylor is requesting four new positions: one entry level criminal deputy prosecutor and one support staff for the new magistrate position; a restitution officer; and another civil deputy prosecutor. Prosecutor Taylor's requested budget includes a 10% increase for salary adjustments in anticipation of the completion of the salary survey, but it's his understanding the Board is looking at a 2% increase at this stage. Commissioner Rule said the Clerk's requested amount of 4% has been reduced to a 2% across-the-board cost of living adjustment. Prosecutor Taylor said the number one asset in his office is his

employees and he would like to see more set aside. He hasn't taken a raise and last year the department heads received a salary increase but his chief deputies did not so he is asking for their compensation as well. He'd like to see a cost of living adjustment as well as merit pay so we can reward those who are doing outstanding work. Commissioner Rule said merit pay was not administered properly in the past so we probably won't be doing any merit raises. Funds will be put into the current expense fund and allocated after the study. Prosecutor Taylor asked if the cost of living adjustment will be allocated to the elected officials and chief deputies. Commissioner Hanson said that hasn't been addressed yet and a lot of what happened last year had to do with what happened in the budget process because of the dysfunctionality of last year's budget meetings the chief deputies were unfortunately left out somehow. The point was to try to do something at the budget and deal with the plan, the goal was to set money aside for that to be there so that perhaps in January we could readdress that with those monies. Commissioner Dale said the 2% is countywide and it should apply to the elected officials and it certainly needs to apply to the deputies who are not elected officials. He believes in Prosecutor Taylor's expertise and that he knows where his deputies should be paid percentage-wise. Prosecutor Taylor said the younger deputies at the entry level positions are probably not that far behind the primary competition, it's the mid-level and experienced deputies who are 10%-15% behind. Commissioner Dale said we're looking at putting dollars in the current expense fund for salary adjustments so we need to make sure we put enough in there to have a meaningful adjustment; it may not all happen this year but we need to make a significant move to address the concern the Prosecutor has expressed. Commissioner Hanson said as long as we're making significant points we need to establish an actual plan within all the agencies so that it's not just a matter of someone getting a raise because they are a favored employee; merit should be given to those who exceed expectations. Prosecutor Taylor agrees and said his office has implemented a performance evaluation system and they have followed the direction the Board has given over the years. The Prosecutor's "B" Budget was reduced by \$3,000. As part of the new courthouse remodel the Prosecutor's Office will have new office space needs. Commissioner Rule said the salary adjustment and the merit pool have been adjusted; merit will not fly at all, it will be a salary adjustment toward the end of the year. Clerk Yamamoto said if we give a 2% raise to the employees that have felt unappreciated for some time now and we give ourselves raises at the same time it cheapens the appreciation level. Also, he finds it in congruence that we're talking about slashing budgets to build a jail and talking about giving raises to elected officials and he is opposed to that. The meeting concluded at 3:06 p.m. An audio recording is on file in the Commissioners' Office.

FY2016 TENTATIVE BUDGET WORKSHOP MEETING FOR THE CORONER'S OFFICE

The Board met today at 3:15 p.m. to conduct the Fiscal Year 2016 Tentative Budget Workshop Meeting for the Coroner's Office. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Clerk Chris Yamamoto, Controller Zach Wagoner, Coroner Vicki DeGeus-Morris, Anna Staver from the Idaho Press-Tribune, and Deputy Clerk Monica Reeves. The preliminary budget was reviewed. Commissioner Rule said the merit pool is being handled as the salary adjustment study and we'll determine an amount to be put in current expense and it will be addressed after the salary survey study is completed. The Clerk's recommended 4% salary adjustment has been reduced to a 2% across-the-board cost of living adjustment and there is discussion yet to be held on whether the elected officials will be included in that. Commissioner Rule said the Coroner's actual budget for 2014 was \$421,410, and the requested budget is \$531,134 with a suggested budget of \$530,000. Coroner DeGeus-Morris said there were some things that changed, expenses have gone up. Commissioner Dale said if the salary adjustments are removed that's a \$7k increase over last year which is pretty modest and her "B" Budget compared to last year is pretty close. Zach Wagoner said the \$421,410 is the actual budget for FY2014, not what was budgeted and it's less than the prior year because the pathologist position was vacant during part of FY2014. Coroner DeGeus-Morris said the position has been filled and she is excited about the excellent working relationship her office has with the new coroner in Ada County. The meeting concluded at 3:24 p.m. An audio recording is on file in the Commissioners' Office.

FY2016 TENTATIVE BUDGET WORKSHOP MEETING FOR THE COMMISSIONERS' OFFICE

The Board met today at 3:25 p.m. to conduct the Fiscal Year 2016 Tentative Budget Workshop Meeting for the Commissioners' Office. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Clerk Chris Yamamoto, Controller Zach Wagoner, Anna Staver from the Idaho Press-Tribune, and Deputy Clerk Monica Reeves. The preliminary budget was reviewed. The funding amount for Western Alliance for Economic Development was increased to \$21,000, and the amount for community development was reduced to \$9,000 while the funding for the veterans service officer position was removed. Commissioner Hanson said in light of the plans to build a jail the Board may want to look at cutting funding to the animal shelter. He suggested the County consider matching the cities funding amounts of \$65,000 rather than giving \$300,000 in funding as it has in the past few years. Commissioner Dale said the service is not mandated but it is important and if funding is withdrawn it would be detrimental to the health and welfare of the County as a whole so the Board will need to look at the

impact it would have and see if that's something we can live with. Commissioner Hanson said the impact might be that the cities might have to form their own disposal systems in dealing with loose animals. He said he raised the possibility as a point of conservation while the Board is looking at this year's priorities: the jail project and employee compensation project.

Commissioner Rule asked why \$1 million was put in the reserves line item. Zach Wagoner said it was put in the budget as a contingency in case of an unanticipated event, a natural disaster of some sort. Commissioner Rule said our buildings are insured so if there were catastrophes we would have coverage; he also said as the numbers are crunched we may find we can live without that million in reserves. Clerk Yamamoto said that's a budgeted amount and not a spent actual amount, there is a huge difference between the two. Commissioner Dale is hesitant to remove the amount from the reserves line item. Commissioner Hanson said if the amount is left in the budget it will go towards the levy. Mr. Wagoner said not necessarily, that million is covered by fund balance. The full budget isn't covered by current year revenue; the budget is balanced by using fund balance.

Commissioner Rule asked how that would work if the million dollars was used to build a jail rather than an emergency. Mr. Wagoner said that would deplete the fund balance. Clerk Yamamoto said the difference is they don't plan on spending the money they budgeted but what Commissioner Rule is planning to spend will come out of fund balance. Commissioner Hanson said he understand that but the other aspect is the County has ICRMP coverage and homeland security that can be drawn upon in an emergent circumstance. Commissioner Rule wants to do more investigation on whether the Commissioners' budget needs a million in reserves. Commissioner Dale does not want to zero it out.

There was discussion about the large amount that's budgeted each year for Southwest District Health. The funding is required of counties and cities, per state code, and it's calculated based on population and taxable value of property. There is frustration with unfunded mandates that significantly impact the County's budgets year after year.

\$750,000 has been budgeted in the justice fund reserve/contingency fund for unanticipated events related to justice fund activities. Last year some of these funds were utilized as a budget transfer to get the public defender's department up and running at the end of FY2014.

The historical society fund will remain at \$90,500. The discussion concluded at 4:07 p.m. and the Board went off the record but shortly thereafter the Clerk raised a question so the Board went back on the record. He said during the IT budget meeting the Board

asked the department to remove \$1 million from their budget and yet today the Board removed \$7,500 from its budget and he wanted to know if that was it. Commissioner Rule said there may be the possibility of other numbers changing, for instance, Commissioner Hanson talked about the animal shelter amount possibly changing, and there was the reserve number that may change. Commissioner Hanson asked if the Clerk sees something that may not be in line. Clerk Yamamoto said he may bring some things up as we get further into it. He said the \$8,000 cut from the veterans' line item is actual cash out, and the \$300k to the animal shelter is actual cash out but the \$1 million is simply a budgeted fund that's never been spent. Commissioner Hanson said the \$1 million would increase the overall budget request even if it's never been spent. The meeting concluded at 4:10 p.m. An audio recording is on file in the Commissioners' Office.

TWELFTH DAY OF JULY TERM, A.D., 2015
CALDWELL, IDAHO JULY 28, 2015

PRESENT: Commissioner Steven J. Rule, Chairman
Commissioner Craig L. Hanson
Commissioner Tom Dale
Deputy Clerk Monica Reeves

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument numbers: 2015-028844, 2015-028845, 2015-028846, 2015-028847, 2015-028848, 2015-028849, and 2015-028852.

APPROVED CLAIMS ORDER NO. 7-28-15

The Board of Commissioners approved payment of County claims in the amount of \$192.50 for accounts payable.

APPROVED VACATION LEAVE TO OTHER EMPLOYEE FOR SICK LEAVE

The Board approved the donation of vacation leave to another employee for sick leave.

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Stephanie Hill.

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Moad LLC to be used August 1, 2015 for a wedding.

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Moad LLC to be used August 22, 2015 for a wedding.

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Moad LLC to be used August 8, 2015 for a wedding.

APPROVED CATERING PERMIT

The Board approved an Idaho Liquor Catering Permit for Moad LLC to be used August 8, 2015 for a wedding.

LEGAL STAFF UPDATE

The Board met today at 8:32 a.m. for a legal staff update. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Brad Goodsell, and Deputy Clerk Monica Reeves. Commissioner Dale asked legal to review the correspondence the Board received yesterday from FEMA in regards to an update to the flood plain maps. The information had already been provided to DSD Director Tricia Nilsson and staff will send a copy to Deputy P.A. Zach Wesley for review. Following comments the Board went into Executive Session as follows:

EXECUTIVE SESSION - RECORDS EXEMPT FROM PUBLIC DISCLOSURE
AND ATTORNEY-CLIENT COMMUNICATION

Commissioner Hanson made a motion to go into Executive Session at 8:33 a.m. pursuant to Idaho Code, Section 74-206(1) (d) to discuss records exempt from public disclosure and attorney-client communication. The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners Hanson, Dale and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Brad Goodsell, and Deputy Clerk Monica Reeves. The Executive Session concluded at 8:53 a.m. with no decision being called for in open session.

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

FY2016 TENTATIVE BUDGET WORKSHOP MEETING FOR THE DEVELOPMENT
SERVICES DEPARTMENT

The Board met today at 9:03 a.m. to conduct the Fiscal Year 2016 Tentative Budget Workshop Meeting for the Development Services Department. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Clerk Chris Yamamoto, Controller Zach Wagoner, DSD Director Tricia Nilsson, and Deputy Clerk Monica Reeves. The preliminary budget was reviewed. DSD will maintain its 19 fulltime employees; increased the temporary budget to allow transition time when the building clerk retires in December, 2015; forecast revenue to stay flat at \$1 million. Overall there is a slight decrease in the "B" Budget from FY2015. The Owyhee County contract will not be renewed next year therefore revenue and expense were zeroed out; new computers have been budgeted for inspectors; software for Accela maintenance, DSD share of GIS, Pictometry, and Aumentum maintenance and requested GIS add-on (StoryMap). The Fleet Manager recommends a replacement truck for the inspectors and a replacement car for the code enforcement officer. The meeting concluded at 9:26 a.m. An audio recording is on file in the Commissioners' Office.

FY2016 TENTATIVE BUDGET WORKSHOP MEETING FOR THE FLEET
DEPARTMENT

The Board met today at 9:27 a.m. to conduct the Fiscal Year 2016 Tentative Budget Workshop Meeting for the Fleet Department. Present were: Commissioners Steve Rule,

Craig Hanson and Tom Dale, Clerk Chris Yamamoto, Controller Zach Wagoner, Fleet Director Mark Tolman, Fleet and Fuel Analyst Dawn Pence, DSD Director Tricia Nilsson, and Deputy Clerk Monica Reeves. The preliminary budget was reviewed. Mr. Tolman provided information regarding the replacement vehicles for the Development Services Department, specifically an Explorer for the inspector and a replacement car for the code enforcement officer. (Director Nilsson left at 9:34 a.m.) He also spoke about vehicle up-fitting and requested another entry level employee to help with the current workload and to help in the event the ambulance district comes under the County. Commissioner Rule said if the ambulance district comes under the County it can be sorted out during next year's budget cycle; the district currently has an employee who is trained on the technical side of ambulance maintenance (the medical portion) and he will be a good fit for a lot of what Director Tolman does. Dawn Pence said the current workload is tremendous and if another agency is brought in they will need more help. Commissioner Dale anticipates the maintenance part of ambulances would come to the fleet department sooner rather than later. Clerk Yamamoto said if the ambulance district comes under the County it will have a huge impact on the Auditor's Office and he wants to be included in those discussions. Commissioner Rule said there have been preliminary discussions with legal counsel and he encouraged the Clerk to discuss it with Chief Civil Deputy P.A. Sam Laugheed. Commissioner Dale said the term "coming under the County" means subcontracting for maintenance, legal and HR functions. Commissioner Hanson said one of the distinctions is there would no longer be an ambulance board, it would be the Board of County Commissioners. Commissioner Rule said it was decided that an across the board 2% cost of living adjustment will be included in the budget and the merit pool will be reduced to zero and addressed when the salary study is complete toward the end of the year. (Deputy Clerk Kelly Martinez arrived at 9:51 a.m. to take over for Ms. Reeves who had to attend another meeting.) The auto maintenance (vehicle up-fitting) line item was reduced from \$200,000 to \$175,000. The meeting concluded at 9:59 a.m. An audio recording is on file in the Commissioners' Office.

FY2016 TENTATIVE BUDGET WORKSHOP MEETINGS - PARKS DEPARTMENT

The Board met today at 10:05 a.m. for a Fiscal Year 2016 Tentative Budget Workshop meeting for the Parks Department. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Clerk Chris Yamamoto, Controller Zach Wagoner, Parks Director Tom Bicak, Parks Assistant Director Kathy Kershner, and Deputy Clerk Kelly Martinez. Director Bicak reviewed the proposed budget and said he held the line with the exception of five places. In regard to the "A" Budget, Director Bicak submitted an exit/transition plan so that is the new position they are proposing which includes total compensation of \$70,000. Other line items discussed were: miscellaneous professional

services, education and training, ground maintenance supplies, and miscellaneous. Controller Zach Wagoner would like a price estimate for a new tractor. Commissioner Rule said a decision was made that the salary increase be reduced from 4% to 2% and that the merit pool budget will be zero. The meeting concluded at 10:18 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

FY2016 TENTATIVE BUDGET WORKSHOP MEETINGS - WEED AND GOPHER CONTROL DEPARTMENT

The Board met today at 10:18 a.m. for a Fiscal Year 2016 Tentative Budget Workshop meeting for the Weed and Gopher Control Department. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Clerk Chris Yamamoto, Controller Zach Wagoner, Weed Control Superintendent and Gopher District Director Jim Martell, Administrative Specialist Janet Avery, and Deputy Clerk Kelly Martinez. Mr. Martell reviewed the proposed budget for Weed Control and said the "B" Budget was reduced by 15%. Expense line items were reviewed. Commissioner Rule said a decision was made that the salary increase be reduced from 4% to 2% and that the merit pool budget will be zero. Mr. Martell discussed his salary, specifically a commitment that he said was made at last year's salary adjustment study where he did not receive the full increase. Commissioner Rule said it sounds like a reasonable approach to a commitment made last year. Controller Wagoner said if that is the commitment made, he can incorporate that into the budget. Commissioner Rule noted that Mr. Martell will be out of the salary adjustment and the 2% increase. Mr. Martell reviewed the proposed Pest Control budget and said he reduced the bounty line item by \$50,000 and everything else is pretty much the same. Mr. Martell said the levy was lowered last year and the fund balance is still okay. Commissioner Rule verified that the same adjustments will be made for salary increases and merit pool for the Pest Control budget. The meeting concluded at 10:36 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

FY2016 TENTATIVE BUDGET WORKSHOP MEETINGS - SOLID WASTE DEPARTMENT

The Board met today at 10:36 a.m. for a Fiscal Year 2016 Tentative Budget Workshop meeting. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Clerk Chris Yamamoto, Controller Zach Wagoner, Solid Waste Director Dave Loper, and Deputy Clerk Kelly Martinez. Director Loper reviewed the proposed budget for the Solid Waste Department. The following line items were discussed: Director Loper has budgeted for an additional mechanic position in the "A" Budget, miscellaneous

professional services, household hazardous waste collection, equipment repairs, fencing, other improvements, and heavy equipment. Commissioner Rule said a decision was made that the salary increase be reduced from 4% to 2% and that the merit pool budget will be zero. Director Loper asked if the 2% was just a pool of money or if it is across the board to each employee. Commissioner Rule said it is a cost of living increase across the board. The meeting concluded at 10:57 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

FY2016 TENTATIVE BUDGET WORKSHOP MEETINGS - JUVENILE PROBATION DEPARTMENT

The Board met today at 10:57 a.m. for a Fiscal Year 2016 Tentative Budget Workshop meeting for the Juvenile Probation Department. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Clerk Chris Yamamoto, Controller Zach Wagoner, Chief Probation Officer Elda Catalano, and Deputy Clerk Kelly Martinez. Ms. Catalano said in regard to Juvenile Probation Fees they have experienced some changes in revenue and collection and will probably collect less next year because of some changes the courts have made in how we collect the supervision fees. Commissioner Rule said a decision was made that the salary increase be reduced from 4% to 2% and that the merit pool budget will be zero. Other line items discussed were: service contracts, education and training, association dues, miscellaneous, family counseling, cell phones, office supplies, radio equipment, and miscellaneous. As the Board discussed the funding for family counseling Commissioners Rule and Hanson were in favor of removing the \$10,000 from that line item and Commissioner Dale was opposed. Ms. Catalano also reviewed the cigarette tax revenue line item. The meeting concluded at 11:22 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

FY2016 TENTATIVE BUDGET WORKSHOP MEETINGS - HUMAN RESOURCES DEPARTMENT

The Board met today at 11:28 a.m. for a Fiscal Year 2016 Tentative Budget Workshop meeting for the Human Resources Department. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Controller Zach Wagoner, HR Director Jeannine Eiband, and Deputy Clerk Kelly Martinez. Clerk Chris Yamamoto arrived at 11:29 a.m. Director Eiband reviewed the positions in her department and discussed the "A" Budget. Commissioner Rule said a decision was made that the salary increase be reduced from 4% to 2% and that the merit pool budget will be zero. Other line items discussed were: miscellaneous professional services, health maintenance which was reduced to \$6,000, software which was reduced to \$50,000, office furniture, machinery,

and office supplies. The meeting concluded at 11:41 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

FY2016 TENTATIVE BUDGET WORKSHOP MEETINGS - PUBLIC INFORMATION OFFICER

The Board met today at 11:41 a.m. for a Fiscal Year 2016 Tentative Budget Workshop meeting for the Public Information Officer. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Clerk Chris Yamamoto, Controller Zach Wagoner, PIO Joe Decker, and Deputy Clerk Kelly Martinez. Commissioner Rule said a decision was made that the salary increase be reduced from 4% to 2% and that the merit pool budget will be zero. The following line items were discussed: cell phone, printing, mileage, small equipment, and education and training. The meeting concluded at 11:46 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

FY2016 TENTATIVE BUDGET WORKSHOP MEETING FOR THE COUNTY AGENT

The Board met today at 1:11 p.m. to conduct the Fiscal Year 2016 Tentative Budget Workshop Meeting for the County Agent. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Clerk Chris Yamamoto, Controller Zach Wagoner, County Agent Jerry Neufeld, Customer Service Specialist Debbie Lowber, and Deputy Clerk Monica Reeves. The preliminary budget was reviewed. This year's request includes an extra \$1,000 for a Fair aide position. The meeting concluded at 1:19 p.m. An audio recording is on file in the Commissioners' Office.

FY2016 TENTATIVE BUDGET WORKSHOP MEETING FOR MISDEMEANOR PROBATION

The Board met today at 1:19 p.m. to conduct the Fiscal Year 2016 Tentative Budget Workshop Meeting for Misdemeanor Probation. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Clerk Chris Yamamoto, Controller Zach Wagoner, Director of Misdemeanor Probation Jeff Breach, Deputy Director Lisa Sheehan, and Deputy Clerk Monica Reeves. The preliminary budget was reviewed. Mr. Breach is not requesting any new positions. His "B" budget has been reduced by \$8,000. The meeting concluded at 1:30 p.m. An audio recording is on file in the Commissioners' Office.

FY2016 TENTATIVE BUDGET WORKSHOP MEETING FOR JUVENILE DETENTION

The Board met today at 1:36 p.m. to conduct the Fiscal Year 2016 Tentative Budget Workshop Meeting for Juvenile Detention. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Clerk Chris Yamamoto, Controller Zach Wagoner, Detention Director Steve Jett, Assistant Director Sean Brown, and Deputy Clerk Monica Reeves. The preliminary budget was reviewed. No new positions were requested. The meeting concluded at 1:55 p.m. An audio recording is on file in the Commissioners' Office.

FY2016 TENTATIVE BUDGET WORKSHOP MEETING FOR THE PUBLIC DEFENDER

The Board met today at 2:05 p.m. to conduct the Fiscal Year 2016 Tentative Budget Workshop Meeting for the Public Defender. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Clerk Chris Yamamoto, Controller Zach Wagoner, Public Defender Tera Harden, Office Administrator Deepak Budwani, PIO Joe Decker, Anna Staver from the Idaho Press-Tribune, and Deputy Clerk Monica Reeves. The preliminary budget was reviewed. Ms. Harden spoke about the ACLU lawsuit that was filed last month. She said although the Board established an in-house department what they are looking for as far as caseload and staffing is much different than where we're currently staffed so she prepared two different proposals. One proposal adds five attorneys, giving her a total of 25 attorneys, with the appropriate support staff which brings the total to an additional \$643,045 for eight additional employees. The second proposal adds nine attorneys for a total of 30 plus a junior investigator and six support staff. She said the total of 17 positions, including an investigator, brings the total to \$1,478,490 which is where we should be if we were actually meeting the ABA guidelines as far as caseload. The Ada County Public Defender's Office has 46 attorneys and their salaries start close to where her staff's salaries are and they go up significantly from there. A chief in Ada County makes \$143,000 but there are a number of employees who make well over \$100,000, they are long-term employees who've worked for the public defender for over 10 years and they have the skills and abilities to handle significant cases. Ms. Harden said her office should have about the same number of lawyers as the Prosecuting Attorney's Office which has 30 attorneys, three or four are assigned to the civil division. Her staff takes on cases for termination of parental rights, guardianships, conservatorships and involuntary hospitalizations which the PA's civil unit handles. She said what the Board did not take into consideration in setting up the department is the fact that public defenders have to spend time with the client and meet with the client which takes an enormous amount of time on a number of fronts and that's something a prosecutor doesn't have to do. Since October 1, there have been over 4,591 cases and in the month of May they received a

total of 554 cases; they project a total of 6,648 new cases through September 30, 2015. The ABA guidelines say that in a calendar year a lawyer can handle 300 misdemeanors, 200 juvenile matters, 200 mental type cases (involuntary hospitalizations), and 150 felony matters but when comparing caseloads and the ABA guidelines for the maximum allowable caseload her office is a little out of whack. Most of her felony lawyers actively have over 135 felony cases each and misdemeanor lawyers on average have between 200 and 250 active misdemeanors they are working on with future court dates. Ms. Harden spoke of the difficulties with losing attorneys to Ada County for better pay and also about how she's lost some to other offices that have a significantly lower caseload. She had already submitted her tentative budget when the ACLU lawsuit was filed; she prepared an amended budget where she took into account the repayment of attorney fees and they are on track to be at \$3.314 million and for this year she included one additional attorney and one additional support staff for a total, including herself, of 22 lawyers. The requested budget is \$3.584 million which includes the suggested salary adjustments; however, the "B" budget went down by \$75,870. The difference in budgets for 2015 and 2016 is \$302,366 for the "A" Budget. Commissioner Hanson said the state should fund public defense and take it over. Commissioner Dale said the state understands that's a clear need and objective and he asked if Ms. Harden has a feel for the likelihood of that happening in the near future. Ms. Harden said she attended an executive leadership conference in Indiana through the National Association of Public Defenders and she spoke to a number of leaders on the subject. She said it's a problem across the board but the ACLU lawsuit from a public defense perspective will help get the state to potentially come on board with some funding but she doesn't know how long it will take. The lawsuit has teeth and she sees the public defense commission probably coming up with a set standard on how many felonies and misdemeanors you can handle per year as the set standard. She said counties can go to the state and say the US Supreme Court has said defense has to have the same amount of resources as the prosecution. Does the state want to get on board or are they going to have a federal lawsuit in which we have a mandate and we work under a consent decree like a lot of the jails do? She would love for the state to step up and fund it and have a statewide system with district offices because it will create a much better working environment for the lawyers, the support staff and the clients. Commissioner Dale said the Idaho Association of Counties will be taking this on but the likelihood of it happening this year is nil so in the interim we need to protect ourselves from potential lawsuits and have a discussion about how we maximize our effect. Commissioner Rule said we're in a bad spot because the Board was led to believe a target number would be around \$2.7 million but now we have a requested budget of \$3.5 million and that's a shock. Ms. Harden said salaries are the biggest portion of her budget and she's hiring people with a significant amount of education and they are professionals and that's why the salaries are what they are. Commissioner Hanson said if we took that perspective on everything we'd have a budget of \$200 million and although he

appreciates the information he said there are problems with the state not doing its job and he sees the County as a co-plaintiff with the ACLU on this issue. Commissioner Rule said there's no way the budget will be funded as-is so Ms. Harden needs to make some serious cuts or do some restructuring. Commissioner Dale said it sounds like a critical need is to reduce caseloads and that takes people and so if there's any way to work in to get at least one attorney and one support staff he'd like to go that direction because we've talked about salaries as a means to retention but part of the formula for retention is a positive working environment and if they're so overworked that's not cost effective for the County maybe we could look at adding a person. He said it would be nice if the state stepped up but that's not going to happen this year or next and we still have the obligation and we need to look seriously at making some adjustments. Commissioner Hanson said that's true but there has to be a line drawn because the state cannot continue to push things to the counties without taking their responsibility seriously. Ms. Harden said her department is functioning on a shoestring right now and she believes her request is realistic. The other option is to conflict cases out which are billed by the hour and gets very expensive. Deepak Budwani said they wanted to show what the numbers and projections area and they realize it is not realistic today. Their main priority right now is to keep the staff they have and go from 21 to 22 attorneys. Commissioner Rule informed Ms. Harden that the salary adjustments were reduced to a 2% cost of living adjustment and there will be no merit pool until the end of the year when the salary survey is implemented in December or January for those positions that are paid less than market. It may not be 100% funding of those positions however. Also, it will not be retroactive to October 1. Commissioner Dale understands it's the state's obligation and we'll keep pushing on that as hard as we can but until that happens we have a responsibility to take care of it. Commissioner Rule asked Ms. Harden to take the suggestions and to see what she can do. Ms. Harden said there isn't much she can do. The meeting concluded at 2:40 p.m. An audio recording is on file in the Commissioners' Office.

FY2016 TENTATIVE BUDGET WORKSHOP MEETING FOR THE ASSESSOR'S OFFICE

The Board met today at 3:00 p.m. to conduct the Fiscal Year 2016 Tentative Budget Workshop Meeting for the Assessor's Office. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Clerk Chris Yamamoto, Controller Zach Wagoner, Assessor Gene Kuehn, Chief Deputy Assessor Joe Cox, Appraisal Supervisor Brian Stender, Anna Staver from the Idaho Press-Tribune, and Deputy Clerk Monica Reeves. The preliminary budget was reviewed. Gene Kuehn said the only large item he is asking for in his reappraisal division is in the miscellaneous professional services line item and is the cost for scanning files. He hopes to have a quote on the cost by next

week. Commissioner Rule said there will be a 2% across the board for salary adjustments. There will not be a merit pool but once the salary study is complete, monies will be applied at that time for the positions that are below market. Mr. Kuehn wants to make sure elected officials have discretion in the salaries the employees receive. Commissioner Hanson said that could be addressed in the performance evaluation tool. In the motor vehicle division Mr. Kuehn is asking for \$2,500 to send DMV supervisors to a training conference. He is projecting \$1.095 million in revenue. In 2014 they had \$1.1 million in revenue and they are spending \$700,000. Mr. Kuehn asked if the elected officials and chief deputy salaries will be reviewed. Commissioner Rule said the chief deputies will be considered in the 2% adjustment. The meeting concluded at 3:17 p.m. An audio recording is on file in the Commissioners' Office.

FY2016 TENTATIVE BUDGET WORKSHOP MEETING FOR THE FAIR

The Board met today at 3:48 p.m. to conduct the Fiscal Year 2016 Tentative Budget Workshop Meeting for the Fair. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Clerk Chris Yamamoto, Controller Zach Wagoner, Fair Administrator Rosalie Cope, Fair Board Members Laren Bailey, Tim Lowber and Curt Krantz, Anna Staver from the Idaho Press-Tribune, and Deputy Clerk Monica Reeves. The preliminary budget was reviewed. Ms. Cope said the request is \$12,000 more than last year and includes a request for a new ATV for \$8500, an increase in the amounts paid to fair judges, and the addition of an overall livestock superintendent position. Zach Wagoner said last year the County's cash contribution to the fair was \$135,212 and the requested amount for FY2016 is \$147,330. Commissioner Rule asked how the \$60,000 in the contingency fund has been utilized. Ms. Cope said it balances what they have reserved, it's a rainy day fund and is part of their investment account. That's the amount they would not fall below in case there was a budget shortfall. Commissioner Rule said rather than giving a 4% salary adjustment the Board has decided to do a 2% cost of living adjustment instead. There will not be a merit pool; the salary study will be completed in November or December so there will be possible salary adjustments given at that time. The adjustments in pay will not be retroactive to October 1st. Commissioner Rule noted that the fair's budget is up \$120,000 from 2013. Ms. Cope said that's due largely in part because they had gone so long without doing any kind of maintenance but it had reached a point where they had to address some things. Laren Baily advised that there will be a discussion between the fair board, the City of Caldwell and Union Pacific regarding the concern of people walking across the railroad tracks to reach the fair. The meeting concluded at 4:05 p.m. An audio recording is on file in the Commissioners' Office.

THIRTEENTH DAY OF JULY TERM, A.D., 2015
CALDWELL, IDAHO JULY 29, 2015

PRESENT: Commissioner Steven J. Rule, Chairman
Commissioner Craig L. Hanson
Commissioner Tom Dale
Deputy Clerk Monica Reeves

INDIGENT DECISIONS

The Board met today at 8:31 a.m. to consider indigent decisions. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Indigent Customer Service Specialist Terri Salisbury, and Deputy Clerk Monica Reeves. Terri Salisbury read the following decisions into the record: Medical denials for Case Nos. 2015-1251, 2015-1127, 2015-1093, 2015-1088, 2015-1271, 2015-1129, 2015-1110, & 2015-1196; a medical approval for Case No. 2015-777; and a burial assistance denial for Case No. 2015-1243. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to accept the decisions that were read into the record. The meeting concluded at 8:33 a.m. An audio recording is on file in the Commissioners' Office.

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument numbers: 2015-028981, 2015-028982, 2015-028983, 2015-028984, 2015-028985, 2015-028979, and 2015-028980.

EXECUTIVE SESSION - RECORDS EXEMPT FROM PUBLIC DISCLOSURE AND ATTORNEY-CLIENT COMMUNICATION, PENDING LITIGATION, AND COMMUNICATE WITH RISK MANAGER REGARDING PENDING/IMMINENTLY LIKELY CLAIMS

Note for the record: As properly noticed the Board met today at 9:02 a.m. for a legal staff update. A request was made to go into Executive Session to discuss records exempt from public disclosure and attorney-client communication, pending litigation, and to communicate with the County's risk manager regarding pending/imminently likely claims. The Executive Session was held as follows:

Commissioner Hanson made a motion to go into Executive Session at 9:03 a.m. pursuant to Idaho Code, Section 74-206(1) (d), (f) and (i). The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners Hanson, Dale and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Zach Wesley, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:37 a.m. with no decision being called for in open session.

MEETING TO CONSIDER FUNDING FOR WESTERN ALLIANCE FOR ECONOMIC DEVELOPMENT AND RELATED ISSUES

The Board met today at 9:40 a.m. for a meeting to consider funding for Western Alliance for Economic Development (WAED) and related issues. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Brad Goodsell, Clerk Chris Yamamoto, Controller Zach Wagoner, WAED Director Tina Wilson, Mike Ybargen from Idaho Power, and Deputy Clerk Kelly Martinez. Commissioner Rule said we have talked about the funding request and we have decided to move an extra \$1,000 to the WAED budget, which he believes matches Owyhee County's increase. Ms. Wilson said Owyhee County actually increased their funding by \$2,000. Commissioner Dale said we discussed matching the increase from Owyhee County so if they are increasing funding by \$2,000 we should match it. Commissioner Hanson agreed. Commissioner Rule said the Board will match the increase of \$2,000 for total funding of \$22,000 for Western Alliance for Fiscal Year 2016. Ms. Wilson said she doesn't have a balanced budget yet but she is getting closer. Ms. Wilson also discussed an agreement for the Rural Idaho Economic Development Professional Grant between the Idaho Department of Commerce and Western Alliance for Economic Development. She said the agreement once again referenced Canyon County and Owyhee County but only had one signature line on the actual document which is for Owyhee County. According to Ms. Wilson Owyhee County believes the document should have signatures from Canyon County as well. There are some differences in the agreement this year which include: strengthening the reporting requirements for WAED, request of the marketing plan for WAED, as well as a performance matrix on about 15 different points that WAED will be performing. Ms. Wilson said there were two things they asked Western Alliance to do that she did not agree to do because of funding and lack of staff: 1) maintain active social media accounts and 2) attend trade shows on a regular basis. (Clerk Yamamoto left at 9:50 a.m.) However the biggest change, Ms. Wilson said, is the Department of Commerce put them on notice that they are no longer doing the three year program so WAED will now have to apply annually. Today she is asking the Board to sign the agreement for the three year program and asked that if the Board has

the opportunity to visit with any legislators to please mention how important the rural economic programs are. Mr. Goodsell said the agreement is a one year commitment and it isn't really a commitment because the state is not requiring Canyon County to sign this and Owyhee County wants us to sign it as an expression of support. Mr. Goodsell said the funding itself would serve as an expression of support but there is no harm in the Board signing it, it just doesn't seem that it is required. Mr. Ybargen said he has been quite satisfied with their investment and has also set money aside for grant opportunities in the future. Commissioner Hanson asked about the responsibilities of the County in this agreement. Mr. Goodsell said the requirements are really geared mostly to WAED and the Board that is created to govern them. There is one obligation on the counties and that is between Owyhee County and Canyon County which is to fund at least \$35,000 between the two counties. Ms. Wilson reviewed the pledged contribution amounts for Fiscal Year 2016. Commissioner Rule asked if the Board signs this agreement which commits both counties, what if the cities decide not to give funding at the last minute. Mr. Goodsell said someone would have to come up with the difference between Owyhee County and Canyon County to comply with the grant if the cities pulled their funding. Ms. Wilson feels she has pretty good commitments from the cities and has gone back and confirmed the pledged amounts. Commissioner Dale said the state can't force the County to pay more than the \$22,000 committed so he sees no harm in signing the agreement. Commissioner Hanson said the other side of that is the Department of Commerce is kind of relying on Canyon County and Owyhee County to be sort of an insurance policy. Commissioner Dale said if the pledge commitments do not go through, all the Department of Commerce can do is pull their funding, they can't make Canyon County pay more than the \$22,000 committed. Mr. Goodsell said there is no harm in signing this document because the Board has already committed to the funding. Upon the motion by Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to show support for Western Alliance by signing the agreement that has also been signed by Owyhee County. The signed document is on file with this day's minute entry. The meeting concluded at 10:08 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

CONSIDER THE APPLICATION OF BRIAN AND CAMILLE BATTEN FOR CANCELLATION OF PROPERTY TAXES FOR REASON OF FINANCIAL HARDSHIP PURSUANT TO IDAHO CODE §§ 63-602AA AND 63-711

The Board met today at 10:09 a.m. to consider the hardship application of Brian and Camille Batten for cancellation of property taxes for reason of financial hardship pursuant to Idaho Code §§ 63-602AA and 63-711. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Brad Goodsell, Treasurer Tracie Lloyd, Deputy Treasurer Tonya Weyand, Brian and Camille Batten, and Deputy Clerk Monica

Reeves. Tracie Lloyd said the Board previously met with the Battens in February and advised them to obtain legal assistance to clear the title issue so the property can be in their name. They were asked to make larger monthly payments to help offset some of the back taxes. The Battens increased their payment amount from \$20 a month to \$50 a month; as of today the balance owing on the 2011 taxes is \$3,514.80. The total amount of taxes owing today is \$11,889.22. The Battens property is on the list of properties to be taken by tax deed at tomorrow's hearing. There is no homeowner's exemption on the property because title is still in the name of the former owner, Earnest Simms. Brian Batten said they contacted the Idaho Volunteer Lawyers Association but they could not help so the Battens contacted another attorney who said he could help but he needed several hundred dollars up front to start the process so the Battens applied for loans with several banks but their applications were denied. Mr. Batten asked if the County will dismiss the penalty and interest if they double their monthly payments. Camille Batten said up until 2009 they qualified for a homeowner's exemption but they learned of the title issue when the state notified them there wasn't a record of the property being in their name. Ms. Lloyd said they had an unrecorded contract with Mr. Simms that was held by the bank and when it was paid off there was no deed of re-conveyance filed. She said the Battens had been receiving a homeowner's exemption and circuit breaker exemption when technically they shouldn't have been able to receive them. The Board discussed the core problem with this situation which is the need for the Battens to resolve the title situation. The Board also discussed forgiving the penalty and interest providing the Battens pay \$2,047.80 by tomorrow, and, if they make monthly payments of \$200 toward the outstanding taxes. Commissioner Dale made a motion to forgive the penalty and interest on the 2011 taxes in the amount of \$1,467.00 with the expectation that the Battens pay \$2,047.80 by tomorrow by 2:00 p.m., and that they establish a payment plan to address the ongoing taxes. The motion was seconded by Commissioner Hanson and carried unanimously. The meeting concluded at 10:40 a.m. An audio recording is on file in the Commissioners' Office.

PUBLIC HEARING TO CONSIDER A CONDITIONAL REZONE FOR JESUS DEL HOYO, CASE NO. CR-PH-2015-13

The Board met today at 10:43 a.m. to conduct a public hearing to consider a request by Jesus Del Hoyo to conditionally rezone Parcel No. R33161-010, approximately 19.11 acres, from "A" (Agricultural) to "RR" (Rural Residential) with a development agreement for the purpose of obtaining one additional building lot. The subject property is located at 20258 Lonkey Lane in Caldwell and is further described as a portion of the northeast quarter of Section 3, Township 3N, Range 4W, Boise-Meridian, Canyon County. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, DSD Director Tricia Nilsson, DSD Planner Deb Root, Jesus Del Hoyo, Miguel Del

Hoyo, Elpidio Del Hoyo, and Deputy Clerk Monica Reeves. Deb Root gave the oral staff report. The P&Z Commission and DSD staff both recommend approval of the request. Miguel Del Hoyo offered comments on behalf of his father, Jesus Del Hoyo, who speaks limited English. Ms. Root informed the Del Hoyos that they will need to file the subdivision plat within three years in order to keep this valid. There was no testimony in opposition to the request. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to close public testimony. Upon the motion of Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to approve the case and accept the Findings of Fact, Conclusions of Law and Conditions of Approval. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to approve the Development Agreement between Canyon County and the Del Hoyos (Agreement No. 15-066) as well as the Ordinance Directing Amendments to the Canyon County Zoning Map (Ordinance No. 15-015). The signed documents are on file with this day's minute entry. The hearing concluded at 10:55 a.m. An audio recording is on file in the Commissioners' Office.

FY2016 TENTATIVE BUDGET WORKSHOP MEETING FOR THE CLERK'S OFFICE

The Board met today at 1:15 p.m. to conduct the Fiscal Year 2016 Tentative Budget Workshop Meeting for the Clerk's Office. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Clerk Chris Yamamoto, Controller Zach Wagoner, Denise Kennel, Raena Bull, Taryn Peterson, Bobbi Jo Brown, Kathy Simon, Kandice Taylor, and Deputy Clerk Monica Reeves. Commissioner Rule said the Board has made a decision that there will be a 2% across the board cost of living adjustment for employees, and the results of the salary study will be addressed at a later date. The preliminary budgets for each division were reviewed as follows:

Auditor's Office:

Zach Wagoner said a major change in the "B" budget is in the miscellaneous professional services line item which went from \$100,000 to \$125,000 due to some new reporting requirements related to Obamacare. They anticipate a \$10,000 initial setup charge with ADP and a \$10,000 annual increase in the amounts they pay per payroll to ADP for those changes. There is also an amount in the service contracts for Aumentum, the property tax software which is split between the Assessor, Treasurer and Clerk. There is a computer equipment line item request of \$10,000 which includes \$2,500 for two (2) high quality scanners for the Auditor's Office so they can directly access invoices and claim forms.

Recorder's Office:

The revenue for recording fees has increased. This year they budgeted \$840,000 in revenue and have raised it to \$900,000. They have also increased revenue on the passports line item; they anticipated receiving \$150,000 in 2015 and today they are already at \$150,275 so they increased the revenue to \$195,000. Passports are a labor intensive function and because of the increase they are requesting an additional position at a cost of \$43,000 to assist with passports and recording. Clerk Yamamoto said the present staffing level in the Recorder's Office is less than what it was in the 1990s when they were only doing recording, not passports. The concern is that next July it appears Idaho residents will have to have a passport to get on an airplane so he thinks the demand for passports will increase exponentially. The miscellaneous profession services line item includes \$105,000 for scanning the Commissioners' minutes dating back to 1892. Bids for the scanning service were obtained: the cost for a vendor to come on site and scan the records is \$89,958; the cost for the vendor to prepare the files for scanning and to perform the actual scanning the cost is \$178,934; the cost for offsite scanning is \$144,534. Once the minutes are scanned they will go to another safe storage location. Clerk Yamamoto said at one time some minutes were stored off site but they are now stored in the Recorder's vault, with the exception of one book that is missing. It is believed the book was loaned to the Saratoga Hotel in Caldwell for museum purposes but it was destroyed in the hotel fire.

Elections Office:

Kathy Simon reported on upcoming election activity which will require more staff and labor hours. Clerk Yamamoto praised Ms. Simon for managing efforts that have significantly reduced the amount of staff overtime hours. It was noted the "B" budget is down \$100,000 due to the timing of consolidated elections and the fact it will be a light year for consolidated activity.

Clerk of the Court:

The Clerk is requesting three new positions in this division. A new Magistrate Judge will take office in October so they will need one fulltime in-court clerk, and since they are short-staffed in that division they are requesting an additional in-court clerk to serve as a floater. The third position will perform scanning and counter work. Commissioner Hanson asked how the closure of the Nampa court operation will affect staffing levels at the courthouse. Denise Kennel said when it closes there will be 11 clerks who come over, four will be in-court clerks for judges and the rest will be disbursed to other divisions. Even with the closure and bringing more people over she says there will still be a need for another position. Clerk Yamamoto said Odyssey can change things but until that happens they will need that help and when construction is complete and everyone is in place and the Odyssey program is rolling there is a possibility we could see a reduction in staffing. He spoke about the increase in work the Clerk's Office has

experienced with the increase in population. Ms. Kennel said she learned at the last minute (when the remodel plans were finalized) that the vaults in the second and third floor Clerk's area were going to be removed so we will have to contract with United Micro Data for scanning the 90,000 files that are currently stored in those vaults. The cost is estimated at \$200,000. There was discussion about the costs associated with document shredding which has increased due to the scanned files that will be destroyed because they can no longer be stored in the vaults. They want to purchase a client queue system. Clerk Yamamoto said he is not comfortable with the plan to consolidate rooms 201 and 202 because if the wall separating the rooms cannot be removed he doesn't know how they will fit 34 employees in that area. The premise for fitting everybody in there hinges on the wall coming down and it's not known if that can happen. Commissioner Rule asked about the \$200,000 for office furniture. Clerk Yamamoto said in order to fit 34 people into that space they need smaller scale type furniture and their existing furniture from 1998 will not fit in the space. The furniture will be more efficient and create better workflow for the second and third floor employees in the Clerk's Office. Commissioner Rule said that number doesn't stand a good chance. Ms. Kennel said that amount includes new chairs for 68 employees and 52 workstations. Clerk Yamamoto said they were told they are exceeding the minimum per person office space requirements, so in other words there's not enough room for the amount of people they're trying to fit in that space and that's why they're looking at specific furniture. He said this is what happens with a lack of planning for a remodel and it's compounded by the problem that they didn't know they would be losing the vaults. He said even with the scanning they don't know how they're going to handle the files that come in on a daily basis. The Clerk said a needs assessment should have been done for this remodel but that didn't happen so now we're living with what's left and it's not working out for his office. Commissioner Dale said there is a certain amount of space and the most efficient use is the architecturally designed desk plan the Clerk is requesting. He would like to see the bid Ms. Kennel obtained for the furniture. Clerk Yamamoto said he's not keen on buying new furniture and in most cases when they need furniture they go to the storage facility and pick up used items other County offices have discarded. The meeting concluded at 2:15 p.m. An audio recording is on file in the Commissioners' Office.

FY2016 TENTATIVE BUDGET WORKSHOP MEETING FOR THE INDIGENT SERVICES DEPARTMENT

The Board met today at 2:23 p.m. to conduct the Fiscal Year 2016 Tentative Budget Workshop Meeting for the Indigent Services Department. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Clerk Chris Yamamoto, Controller Zach Wagoner, Indigent Services Director Michele Chadwick, Taryn

Peterson, Bobbi Jo Brown, Denise Kennel, Anna Staver from the Idaho Press-Tribune, and Deputy Clerk Monica Reeves. Commissioner Rule advised that the budget will include a 2% cost of living adjustment for employees, and depending on the results of the salary compensation study further adjustments could be made later. The preliminary budget was reviewed. Commissioner Rule asked about the \$75,000 in funding for the Canyon County Community Clinic, which is a \$25,000 increase over last year's amount. Director Chadwick said the clinic has taken on psychiatric drugs and is providing them on an outpatient basis to keep people out of hospitals for involuntary commitments. They are also following up with their patients after clinic visits which she believes will assist the County by reducing the number of involuntary commitments. Commissioner Rule asked how much the additional \$25,000 will save the taxpayers. Director Chadwick said involuntary commitments are the biggest outlay in her department, it costs slightly less than \$3,000 per commitment and last week the Indigent Services office had 25 in three days. Commissioner Dale said this is a great example of spending money to save some money. Director Chadwick said the clinic received a grant for \$120,000 from the Idaho Association of Counties and she is working with them on the recovery center so they can help people. She reviewed her department's very healthy fund balance and noted that in her second year in office they were able to save the County \$600,000. The Board acknowledged Director Chadwick's efforts and the great job she is doing. The meeting concluded at 2:44 p.m. An audio recording is on file in the Commissioners' Office.

FY2016 TENTATIVE BUDGET WORKSHOP MEETING FOR THE SHERIFF'S OFFICE

The Board met today at 2:45 p.m. to conduct the Fiscal Year 2016 Tentative Budget Workshop Meeting for the Sheriff's Office. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Clerk Chris Yamamoto, Controller Zach Wagoner, Sheriff Kieran Donahue, Chief Deputy Sheriff Marv Dashiell, Sheriff's Financial Manager Dave Ivers, Captain Daren Ward, Lt. Andy Kiehl, Lt. Eric Miller, PIO Joe Decker, Anna Staver from the Idaho Press-Tribune, and Deputy Clerk Monica Reeves. Marv Dashiell reviewed the individual line items for the various budget divisions within the Sheriff's Office and said they tried to adhere to the Board's direction to limit the "B" Budget sections by holding the line in most areas. A considerable amount of time was spent reviewing each line item with Sheriff Donahue and Chief Dashiell and the areas with significant increases were noted as follows: Chief Dashiell said the field service section (vehicle line item) reflects a total increase of \$70,100 based on the recommendation from Fleet Director Mark Tolman. The Fleet Department covers most of the vehicle up-fitting but the Sheriff's Office tries to supplement it as well. Commissioner Rule said that number may change a bit. He also advised that the Board recently decided to give a 2% cost of living adjustment to all employees and at this point the merit pool

recommendation will be zero until the salary survey is completed in November or December at which time it will be implemented for the employees who are shown to be paid below market. Sheriff Donahue was hoping the County was going to do more on the cost of living increase because 2% will not cover the cost of living increases. He said we have to give priority to making sure employees can make ends meet and to be able to stop the "hemorrhaging" of employees leaving for other employment. Commissioner Rule is hopeful the salary study will help in that area. Mr. Decker left at 3:24 p.m. Deputy Clerk Kelly Martinez arrived at 3:30 p.m. to take over for Ms. Reeves who had to leave. There was discussion on education/training costs, ammunition, out of county housing costs for inmates, dispatch costs, revenues, fund balances, boat docks (for waterways department), and other budgetary items. In closing Sheriff Donahue asked if the Board has an idea of what the percentages will be once the salary survey is completed. Commissioner Rule said it's unknown right now but the Board will have to look at the budget totals including fund balances. He also said the Board will reopen the budget when it's time to adjust the salaries. Commissioner Dale said there is a commitment to honor, as best as possible, the results of the study but right now it's like shooting in the dark at what the percentage is going to be. The Controller has suggested it could be 7% but we're not sure, some positions may be more than that and others a lot less so the Board will have to guess and put some money in the budget for it. Sheriff Donahue said he's looking for a commitment that everybody is still on the same track to what was agreed to earlier. Commissioner Rule said the Controller estimates it could be a \$3 million problem but he hopes it will be a lot less and depending on what is done it might be implemented over two years, and if it's less than anticipated it might be easier to do it in one year rather than two years. Sheriff Donahue hopes the numbers are reasonable and show us where we need to be. Commissioner Hanson said that's the goal and that's why he wanted to do it. The meeting concluded at 4:15 p.m. An audio recording is on file in the Commissioners' Office.

FOURTEENTH DAY OF JULY TERM, A.D., 2015
CALDWELL, IDAHO JULY 30, 2015

PRESENT: Commissioner Steven J. Rule, Chairman
 Commissioner Craig L. Hanson
 Commissioner Tom Dale
 Deputy Clerk Monica Reeves

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Juvenile Probation Department and Fleet Department in the amount of \$29,145.00 to Bill Pierre Ford.

FILE IN MINUTES

The Board filed a Certificate of Appointment for the City of Parma City Council Member Vernena Jorgensen in today's minutes.

CONTINUE MEDICAL INDIGENCY HEARINGS

The Board met today at 8:54 a.m. to go on the record and continue medical indigency hearings. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Leon Samuels, Hearing Specialist Yvonne Baker, and Deputy Clerk Kelly Martinez. Upon the motion of Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to continue the following cases by signed stipulation as follows:

Case No. 2015-778 was continued to September 24, 2015 at 9:00 a.m.

Case No. 2015-737 was continued to December 17, 2015 at 9:00 a.m.

The proceeding concluded at 8:55 a.m. An audio recording is on file in the Commissioners' Office.

MEDICAL INDIGENCY HEARING FOR CASE NO. 2015-812

The Board met today at 9:02 a.m. to conduct a medical indigency hearing for Case No. 2015-812. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Leon Samuels, Hearing Specialist Yvonne Baker, the applicant and her mother, Chavon Lewis from St. Alphonsus, and Deputy Clerk Kelly Martinez. Upon the motion of Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to continue the hearing to October 8, 2015 at 9:00 a.m. The hearing concluded at 9:20 a.m. An audio recording is on file in the Commissioners' Office.

UPHOLD ORIGINAL DENIAL DATES FOR MEDICAL INDIGENCY CASES

The Board met today at 9:23 a.m. to uphold original denials for various medical indigency cases. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Leon Samuels Hearing Specialist Yvonne Baker, and Deputy Clerk Kelly Martinez. Ms. Baker encouraged the Board to take Case Nos. 2015-802, 2015-762, and 2015-766 under advisement. Upon the motion by Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to take Case Nos. 2015-802, 2015-762, and 2015-766 under advisement with a decision to be rendered within 30 days. Ms. Baker recommended the Board uphold the previous respective denials in the following cases: Case Nos. 2015-713, 2015-648, 2015-765, and 2015-763. Upon the motion of Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to uphold the previous denials. The proceeding concluded at 9:25 a.m. An audio recording is on file in the Commissioners' Office.

CONDUCT TAX DEED HEARING

The Board met today at 2:03 p.m. to conduct a tax deed hearing for delinquent property taxes for the 2011 tax year. Present were: Commissioners Steve Rule and Tom Dale, Deputy P.A. Brad Goodsell, Treasurer Tracie Lloyd, Deputy Treasurer Tonya Weyand, and Deputy Clerk Monica Reeves. Tracie Lloyd explained the tax deed process her office followed to get to this point. In August 2014 they sent out the first reminder to 1,030 accounts that they were in jeopardy of tax deed. A second reminder was sent in January 2015 to 263 accounts. Title reports were ordered in February for 102 accounts. Pending issues were sent in April on 92 accounts and a total of 688 letters were mailed because they are required to send notice to the vested owners and all parties in interest who have a recorded interest in the property. They advertised four consecutive days on 58 accounts and filed affidavits of compliance last week on 39 accounts and today we have 19 accounts that are ready to be taken by tax deed. Ms. Lloyd said Tonya Weyand does an outstanding job in this process by making phone calls and visits to the properties and working very hard to try to get people to pay their taxes so the County does not have to issue a tax deed and take their properties. Commissioner Rule noticed that some properties are being taken for very small amounts, including one with an amount owing of \$3.50. Ms. Lloyd said some properties are strips/pieces of land that are in limbo due to surveys, etc. For the "scrap" properties Ms. Weyand, who has experience in the title field, does the title research herself rather than spending the money on ordering a title commitment. All 19 accounts have been served with a notice of the hearing and the property owners had the opportunity to object. There was one person in the audience today but he indicated he was here to observe the tax deed hearing not to offer comment. Commissioner Dale made a motion to accept tax deeds

on the following accounts: 058030000, 061821590, 088550000, 100730000, 103670000, 129640000, 131035430, 150382160, 150382280, 196650000, 252505020, 293470000, 293470100, 317930110, 33900012C0, 342530110, 362450000, 368311310, and 370940100. The motion was seconded by Commissioner Rule and carried unanimously. The signed Findings of Fact and Conclusions of Law for today's tax deed hearing is on file with this day's minute entry. The hearing concluded at 2:13 p.m. An audio recording is on file in the Commissioners' Office.

FIFTEENTH DAY OF JULY TERM, A.D., 2015
CALDWELL, IDAHO JULY 31, 2015

PRESENT: Commissioner Steven J. Rule, Chairman
Commissioner Tom Dale
Deputy Clerk Monica Reeves

ABSENT: Commissioner Craig L. Hanson - vacation

APPROVED CLAIMS ORDER NO. 8-10-15

The Board of Commissioners approved payment of County claims in the amounts of \$118,740.77, \$525,733.12, \$99,831.83, and \$55,944.35 for accounts payable.

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$1,410.00 to TYCO.

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Destiny Freeman.

SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for:

#15-130 Campos Market Nampa LLC dba Campos Market Nampa
#15-131 Canyon Golf Partners LLC dba Red Hawk Golf Course

APPROVED MAY 2015 TERM COMMISSIONER PROCEEDINGS AND SYNOPSIS

The Minutes of the Fiscal Term of May 2015 were read and approved and found to be a proper record of the proceedings of the Board of Commissioners of Canyon County, Idaho. Also approved was the synopsis for publication. Minutes of the Board of Canyon County Commissioners' meetings are on file in the Commissioners' Office and may be viewed upon request.

DETENTION CENTER INSPECTION CONDUCTED

The Board conducted a quarterly inspection of the detention center. The Board evidenced proper care and security and the inmates' welfare throughout the facility. General grievances were filed and have been processed in accordance with standard procedures.

PUBLIC HEARING - REQUEST BY ROBERT AND CAROL GRAY TO MODIFY DEVELOPMENT AGREEMENT, NO. 08-110, CASE NO. PH2015-21

The Board met today at 11:03 a.m. to conduct a public hearing in the matter of a request by Robert and Carol Gray to modify Development Agreement No. 08-110 in Case No. PH2015-21. Present were: Commissioners Steve Rule and Tom Dale, Deputy P.A. Zach Wesley, DSD Planner Debbie Root, Susan Wildwood, Robert and Carol Gray, and Deputy Clerk Monica Reeves. The request is to except out and separate the Grays existing residence and approximately 2.12 acres from the balance of the 422 acres subject to the development agreement. The subject property is located at 10700 Cool Road in Caldwell and is further described as a portion of the northwest quarter of Section 8, Township 2N, Range 3W, Boise Meridian, Canyon County. Debbie Root gave the oral staff report. Susan Wildwood offered testimony on behalf of the applicants. Commissioner Dale made a motion to approve the modified development agreement (No. 15-067) and the Findings of Fact, Conclusions of Law and Order. The motion was seconded by Commissioner Rule and carried unanimously. Ms. Root said Richard and

Judith Rawlings have signed a page of the development agreement and it will be attached as a separate page to the development agreement the Board will sign. The signed documents are on file with this day's minute entry. The hearing concluded at 11:12 a.m. An audio recording is on file in the Commissioners' Office.

MEETING TO DISCUSS SEWER RELOCATION PROJECT FOR NEW JAIL CONSTRUCTION

The Board met today at 11:30 a.m. for a meeting to discuss the sewer relocation project for the new jail construction. Present were: Commissioners Steve Rule and Tom Dale, Facilities Manager Paul Navarro, Project Consultant Ken Fisher, Russ Moorehead from LCA Architects, David Sterling from TO Engineers, Sheriff Kieran Donahue, Captain Daren Ward, Lt. Andy Kiehl, Sgt. Eric Miller, Anna Staver from the Idaho Press-Tribune, and Deputy Clerk Monica Reeves. Paul Navarro said the County retained Lombard Conrad Architects (LCA) to help design the sewer project and they subcontracted with TO Engineers to assist. The City of Caldwell has allowed the County to design, install, and perform the work on its own which will be a huge cost savings. Mr. Navarro said there are a lot of challenges with the project but he thinks they have it figured out and he is now looking to get direction from the Board on whether they want to pursue it. LCA and TO Engineers have been asked to provide the names of three contractors who do this kind of work and help with a scope of work and an estimated cost so we know how much money to set aside. Russ Moorehead gave an overview of the project. There is an existing 8-inch sewer line that runs through the alley between Belmont Street and Albany Street and in order to make any kind of project work on the property (adjacent to the jail) the sewer line needs to be relocated. The plan is to intercept the 8-inch line and bring it to the 21-inch line with the end result being a point where they can connect a new project, including the proposed expansion to the jail. David Sterling spoke about the technical details of the project which call for 230 feet of new sewer line, a 10-inch line and two manholes. They are going to connect to the existing manhole on Belmont Street, which is the jail sallyport area, and it will take two or three days to do the trenching and running the pipe. The construction will require shutting off services to the juvenile detention center and Pod 5 so the work will be done between the hours of 11:00 p.m. and 3:00 a.m. Dewatering will be done during construction so water is going to flow through the gutter and storm drain during the day near the courthouse. The total contract duration is 3-4 weeks; it should only take a week to finish the trenching but they will have to come back and repave the concrete due to the manhole's close proximity to the curb. Mr. Navarro said 12th Avenue will have to be closed for three weeks while the construction work is being performed. Sheriff Donahue said he should have been involved in the meetings on this subject and he voiced is concern with closing the sallyport and noting that it's not just used by

Canyon County law enforcement but by other municipal law enforcement agencies as well. Captain Daren Ward spoke about the logistical problems the construction will create for the Sheriff's Office in the transporting of inmates and in the delivery of meals. Commissioner Rule said the logistics will have to be figured out. Mr. Moorehead said they have a budget estimate between \$50,000 and \$75,000. Mr. Navarro was pleased to hear that figure because the County was anticipating a cost between \$200,000 and \$300,000. He also said there has been only one or two other meetings on this topic. The meeting concluded at 11:58 a.m. No Board action was required or taken. An audio recording is on file in the Commissioners' Office.

SIXTEENTH DAY OF JULY TERM, A.D., 2015
CALDWELL, IDAHO AUGUST 3, 2015

PRESENT: Commissioner Steven J. Rule, Chairman
Commissioner Tom Dale
Deputy Clerk Monica Reeves

ABSENT: Commissioner Craig L. Hanson - vacation

APPROVED CLAIMS ORDER NO. 8-3-15

The Board of Commissioners approved payment of County claims in the amount of \$29,145.00 for accounts payable.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Sheriff's Office in the amount of \$4,775.95 to Pro Force Law Enforcement.

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Michael Armstrong, Nicholas Wittier, Kyle Agenbroad, Christopher McCormick, Paul Maund, Ronald Love, Eric Knight, and Casey Zechmann.

FILE IN MINUTES

The Board filed the Treasurer's Monthly Report for June 2015 and Quarterly Report for April 2015 through June 2015 in today's minutes.

FILE IN MINUTES

The Board filed the Assessor's Report for 2015 Annual Assessed Value by Taxing District and 2015 Annual Assessed Value by Category in today's minutes.

COMMISSIONERS OFFICE STAFF MEETING

The Board met today at 8:33 a.m. for an office staff meeting. Present were: Commissioners Steve Rule and Tom Dale, PIO Joe Decker, Facilities Manager Paul Navarro, Senior Administrative Assistant Jenen Ross, and Deputy Clerk Monica Reeves. Ms. Ross left at 8:41 a.m. Joe Decker reported on the following communication issues: the Caldwell Schools trustee recall issue, budget finalization, adding information to the website for the Sheriff's Office, the Idaho Press-Tribune is working a story about the amount of money owed to the County through restitution court fines and fees, a veterans' court graduation will be held next week, and the KBOI radio interview that's scheduled for next week. Paul Navarro reported on the following facilities issues: progress is being made on the courthouse roof project, the courthouse remodel is in full swing, evening work will be done this week in the Sheriff's Office for a bathroom remodel, the work in the fire riser room will be completed soon, a jail planning session is scheduled for this Thursday and they'll try to bring their final design to the Board for input. Mr. Navarro has asked to meet with the Sheriff and Captain Ward to hammer out the logistics with the sewer relocation project. The Board was invited to the Facilities Department's BBQ this Friday from 11:00 to 1:00 at Justice Park. The meeting concluded at 8:47 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING AN MOU WITH THE NAMPA HOUSING AUTHORITY RELATED TO TRANSFERS OF PROPERTY PURSUANT TO IDAHO CODE §31-808

The Board met today at 9:01 a.m. to consider signing a Memorandum of Understanding (MOU) with the Nampa Housing Authority related to transfers of property pursuant to Idaho Code §31-808. Present were: Commissioners Steve Rule and Tom Dale, Deputy P.A. Mike Porter, Deputy P.A. Brad Goodsell, Andrew Rodriguez from the Nampa Housing Authority, and Deputy Clerk Monica Reeves. Andrew Rodriguez said upon

hearing about the County's MOU with the Caldwell Housing Authority, the Nampa Housing Authority wanted an opportunity to do something similar. He said they are driven to assist in taking properties and making them good again for the betterment of the community. They are a nonprofit agency/quasi-municipality so they don't pay taxes, they pay payment in lieu of taxes to the City of Nampa and the school district. They envision fixing up the properties and putting them on the market so this way they are not in control of the properties for any longer than they need to be and the benefit to the County is they will be back on the tax roll. Brad Goodsell said the MOU is essentially the same as the one the Board signed with the Caldwell Housing Authority; the one difference is the payment in lieu of tax issue. The MOU provides that the Nampa Housing Authority will pay the County what's owed in taxes within two years or when they sell the house, whichever comes sooner. The City of Nampa and the Nampa School District have been informed of the MOU and neither agency objects to it. Upon the motion of Commissioner Dale and the second by Commissioner Rule, the Board voted unanimously to authorize the Board to sign the Memorandum of Understanding (MOU) with the Nampa Housing Authority related to transfers of property pursuant to Idaho Code §31-808. (See Agreement No. 15-068.) The meeting concluded at 9:10 a.m. An audio recording is on file in the Commissioners' Office.

WEEKLY MEETING WITH THE INTERIM DIRECTOR OF INFORMATION TECHNOLOGY TO DISCUSS GENERAL ISSUES, SET POLICY, AND GIVE DIRECTION

The Board met today at 10:19 a.m. for a weekly meeting with the Interim Director of Information Technology to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule and Tom Dale, Interim Director Don Brown, IT Business Analyst Shawn Adamson, and Deputy Clerk Monica Reeves. Updates included: Training for Secure the Human is going better than expected. All employees will have been enrolled or offered by August 24, 2015. IT reorganization status - two system administrator positions have been filled; interviews for the Application Support Analyst will be held this week, and there is an opening for a computer network technician position. Internal tools are being more efficiently used: IT hours reporting and Helpdesk analysis. The items discussed were general in nature and did not require Board action. The meeting concluded at 10:37 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

SEVENTEENTH DAY OF JULY TERM, A.D., 2015
CALDWELL, IDAHO AUGUST 4, 2015

PRESENT: Commissioner Steven J. Rule, Chairman
Commissioner Tom Dale
Deputy Clerk Kelly Martinez

ABSENT: Commissioner Craig L. Hanson - vacation

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Natalie Kelpin, Katie Brown, and Kasey Butler.

BIWEEKLY MEETING WITH THE HUMAN RESOURCES DIRECTOR TO DISCUSS GENERAL ISSUES, SET POLICY, AND GIVE DIRECTION

The Board met today at 8:47 a.m. for a biweekly meeting with the Human Resources Director to discuss general issues, set policy, and give direction. Present were: Commissioners Steve Rule and Tom Dale, Human Resources Director Jeannine Eiband, and Deputy Clerk Kelly Martinez. Topics of discussion included the following: update on the compensation study; Director Eiband has meetings scheduled with every Elected Official and Department Head for the next two weeks; discussion regarding an appeals board for the compensation study; information regarding the IT Director interview process; Director Eiband is working with Denise Kennel on staffing structures to make things more efficient and to provide that career path which includes making some changes to certain personnel. There will be a set of salary rate requests that will be submitted, which have been budgeted for but just haven't been put into play yet and Director Eiband said that any increases would roll into compensation plan. The Board would like to meet with Director Eiband to discuss those requests specifically. Commissioner Dale said there was a question from Director Robb Hickey regarding the salary compensation study and how to budget for it. There was discussion about budgeting for the results of the compensation study. The items discussed were general in nature and did not require Board action. The meeting concluded at 9:03 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

EXECUTIVE SESSION – PERSONNEL MATTER AND RECORDS EXEMPT FROM PUBLIC DISCLOSURE AND ATTORNEY-CLIENT COMMUNICATION

Note for the record: As properly noticed the Board met today at 9:04 a.m. for a legal staff update. A request was made to go into Executive Session to discuss a personnel matter and records exempt from public disclosure and attorney-client communication. The Executive Session was held as follows:

Commissioner Dale made a motion to go into Executive Session at 9:05 a.m. pursuant to Idaho Code, Section 74-206(1) (b) and (d). The motion was seconded by Commissioner Rule. A roll call vote was taken on the motion with Commissioners Dale and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Mike Porter, HR Director Jeannine Eiband and Deputy Clerk Kelly Martinez. Deputy P.A. Leon Samuels arrived at 9:27 a.m. The Executive Session concluded at 9:32 a.m. with no decision being called for in open session.

CONSIDER SIGNING AGREEMENT WITH EDUCATORS EYES LLC FOR SCHOOL EMERGENCY OPERATIONS TRAINING

The Board met today at 9:32 a.m. to consider signing an agreement with Educators Eyes LLC for School Emergency Operations Training. Present were: Commissioners Steve Rule and Tom Dale, Deputy P.A. Leon Samuels, Emergency Manager Dave Schorzman, and Deputy Clerk Kelly Martinez. Lt. Schorzman said they are going to use the 2014 Homeland Security grant money to pay for a two day workshop where basically the learning outcome will be to either create or improve an emergency operations plan for the schools. The money has been budgeted and it is a reimbursable expense. Lt. Schorzman reported that there are 32 students attending so far. Mr. Samuels said this is pretty standard as far as including clauses protecting the County and it is completely reimbursable through the fund. Upon the motion by Commissioner Dale and the second by Commissioner Rule the Board voted unanimously to sign the agreement with Educators Eyes LLC for School Emergency Operations Training. The signed agreement, No. 15-069, is on file with this day's minute entry. The Board also approved a purchase order to Educators Eyes, LLC in the amount of \$6,521.44. The meeting concluded at 9:37 a.m. An audio recording of the meeting is on file in the Commissioners' Office.

SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for:

#15-132 Alejandras 3, LLC dba Alejandras Mexican Restaurant #3

EIGHTEENTH DAY OF JULY TERM, A.D., 2015
CALDWELL, IDAHO AUGUST 5, 2015

PRESENT: Commissioner Steven J. Rule, Chairman
 Commissioner Craig L. Hanson
 Commissioner Tom Dale
 Deputy Clerk Monica Reeves

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Information Technology Department in the amount of \$2,049.00 to Apple, Inc.

APPROVED CLAIMS ORDER NO. 8-10-15

The Board of Commissioners approved payment of County claims in the amounts of \$6,456.44, \$40,004.49, \$521,778.49, \$59,926.36, and \$54,583.81 for accounts payable.

APPROVED CLAIMS ORDER NO. 1522

The Board of Commissioners approved payment of County claims in the amount of \$1,312,835.86 for a County payroll.

SIGNED RESOLUTION FOR ALCOHOLIC BEVERAGE LICENSE

The Board approved an Alcoholic Beverage License for:

#15-133 Blazin Wings Inc. dba Buffalo Wild Wings

INDIGENT DECISIONS

The Board met today at 8:30 a.m. to consider indigent decisions. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Terri Salisbury, Indigent Customer Service Specialist, and Deputy Clerk Monica Reeves. Ms. Salisbury read the following cases into the record: medical approvals 2015-788 and 2015-595; and medical denials for 2015-1263, 2015-1146, 2015-1128, 2015-1137, 2015-1294, 2015-1130, 2015-1156, 2015-1272, 2015-802, 2015-1149, 2015-1242, 2015-1210, and 2015-1313. Upon the motion of Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to accept and sign the approvals and denial as read into the record. The proceeding concluded at 8:32 a.m. An audio recording is on file in the Commissioners' Office.

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument numbers: 2015-029909, 2015-029910, 2015-029911, 2015-029912, 2015-029913, 2015-029908, and 2015-029914.

EXECUTIVE SESSION - PERSONNEL MATTER, RECORDS EXEMPT FROM PUBLIC DISCLOSURE AND ATTORNEY-CLIENT COMMUNICATION, AND COMMUNICATE WITH RISK MANAGER REGARDING PENDING/IMMINENTLY LIKELY CLAIMS

Note for the record: As properly noticed the Board met today at 9:03 a.m. for a legal staff update. A request was made to go into Executive Session to discuss a personnel matter, records exempt from public disclosure and attorney-client communication, and to communicate with the County's risk manager regarding pending/imminently likely claims. The Executive Session was held as follows:

Commissioner Dale made a motion to go into Executive Session at 9:04 a.m. pursuant to Idaho Code, Section 74-206(1) (b), (d) and (i). The motion was seconded by Commissioner Hanson. A roll call vote was taken on the motion with Commissioners Hanson, Dale and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Mike Porter, Deputy P.A. Zach Wesley, and Deputy Clerk Monica Reeves. Chief Civil Deputy P.A. Sam Laugheed arrived at 9:07 a.m. The Executive Session concluded at 9:26 a.m. with no decision being called for in open session.

PUBLIC HEARING - BOARD'S DELIBERATION ON THE REQUEST BY SAWTOOTH LAW OFFICE FOR A ZONING ORDINANCE AMENDMENT

The Board met today at 10:00 a.m. to deliberate on the request by Sawtooth Law Office for a zoning ordinance amendment. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Zach Wesley, DSD Director Tricia Nilsson, DSD Planner Christian Samples, David Claiborne, Roger Batt, Alan Mills, Merle Hammons, other interested citizens, and Deputy Clerk Monica Reeves. The Board heard public testimony on this request on June 30, 2015 and took the matter under advisement in order to review a number of late exhibits. Commissioner Dale has had conversations with, and received letters from, people expressing concerns with the amendments. He is not in favor of adopting the suggested amendments as they exist today but at some point in the future he would be interested in hearing the opinion of the DSD Director on the valid points that should be considered. Commissioner Hanson is not comfortable with the amendments due to concerns about property rights and also the concern with not knowing who is represented by the Coalition for Ag's Future because there were parties at the hearing who gave opposing views. Commissioner Rule said there may be one area he would be willing to look at in the future but he really believes it should go through the legislature because it's a statewide issue. Commissioner Dale made a motion to deny the applicant's request to adopt the proposed text amendment to the Canyon County Zoning Ordinance for Case No. PH2014-5. The motion was seconded by Commissioner Hanson. A roll call vote was taken on the motion to deny with Commissioners Dale, Hanson and Rule voting in favor. The motion carried unanimously. Director Nilsson said DSD will communicate the Board's decision in writing to the applicant. The hearing concluded at 10:08 a.m. An audio recording is on file in the Commissioners' Office.

MEETING TO DISCUSS FY2016 BUDGET BEFORE FINALIZATION

The Board met today at 1:30 p.m. for a meeting with the Clerk to discuss the Fiscal Year 2016 budget before finalization. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Clerk Chris Yamamoto, Controller Zach Wagoner, Assessor Gene Kuehn, Prosecutor Bryan Taylor, Chief Civil Deputy P.A. Sam Laugheed, Deputy P.A. Mike Porter, Judge Brad Ford, Sheriff Kieran Donahue, Chief Deputy Sheriff Marv Dashiell, Sheriff's Financial Manager David Ivers, Captain Daren Ward, Chief Deputy Treasurer Nancy Seal, Interim IT Director Don Brown, PIO Joe Decker, Assistant Trial Court Administrator Benita Miller, Facilities Manager Paul Navarro, Steve Onofrei from Clerk's Office, HR Administrative Supervisor Michelle Britain, Court Operations Manager Denise Kennel, Public Defender Tera Harden, Public Defender Office Administrator Deepak Budwani, Robb Hickey and Michael Stowell from the

Ambulance District, Sid Freeman, Kelcie Moseley from the Idaho Press-Tribune, and Deputy Clerk Monica Reeves.

Clerk Yamamoto went through an exercise on budgets, past and present. He wanted to have a detailed interactive discussion on the two looming issues, the employee salary adjustments and the jail expansion, to try to determine how we're going to pay for it and as a result of that it will dictate what amount of property tax we ask the taxpayers for. The Clerk's suggested budget for FY2016 was \$81 million and that's leaving what we could take in foregone at \$10 million. The 2015 budget was \$80 million, in 2014 it was \$75 million, and the 2010-2013 budgets were in the \$68 million to \$70 million range. For today's exercise he used a base number of \$81 million and said we need to keep in mind that the entire budgeted amount for the County has never been spent, nor has it been totally covered by property tax. Approximately 10% of the budget is unfunded and that's because no department actually spends all of their budget, and most of it is the "A" budget and due to attrition no one ever spends their entire budgets so that 10% is easily attainable. The other thing is oftentimes "B" budget items aren't spent. In 2009 the property tax was \$38 million; in 2014 we asked for \$36 million, and in 2015 we asked for \$34 million. He said it went down because we felt like we had more fund balance, more reserve than what we needed so using those numbers, that was \$6 million the taxpayers could have paid that they didn't pay.

He reviewed the 20 funds within the County budget: reappraisal, indigent, justice, current expense, district court, waterways, health district, fair, parks and recreation, historical society, tort, pest control, melba gopher, court device, court facilities, problem solving courts, consolidated elections, E911, weed control, and dispatch. When levy revenue is brought in for a fund it is specific to a fund and the same thing applies to the expenditure side. There is one fund that is all-together different and that's the current expense fund and it gives us the most latitude to do the things we want to do. The state's contribution makes up 20% to 25% of the County budget. Five years ago the fund balance was at \$12 million, so the Clerk started maximizing each fund making sure they are in the appropriate fund and that accounts for a major share of that \$12 million. Departments have done a good job controlling their actual expenditures lot and there are contingency amounts that never get spent. DSD and recording revenues are up, sales tax has increased, housing values rebounded, personal property tax, which we thought we were going to lose, was replaced by the state, and the tax intercept program brought in a fair amount of money. Another reason for the \$12 million is salaries did not keep pace with inflation and the employer health insurance contributions did not keep pace with the increased costs.

Clerk Yamamoto said the \$13.5 million number is what's driving the jail construction. That was our total fund balance over and above the 33% reserve of September 30, 2013.

Since we threw that number out there's been a reduction in the taxes we've asked the taxpayers for and there's been a substantial amount of land acquisitions and building projects. In April of 2014 the question was asked "what's the fund balance over the 33%?" and the answer, at that time, was \$15 million. He gave the following example: We had \$15 million on that day in April, \$3.3 million of that amount is in the other funds, everything but the current expense and justice funds. Besides the \$3.3 million we had approximately \$4.7 million in capital projects so that adds up to \$8 million which means there was \$7 million left over and again of the two funds - justice and current expense - and up and over the 33%. As of June 30, 2015 we had \$91.5 million on the investment side. In July/August the money represents not only Canyon County but everything we collected for all the 60+ taxing entities; the actual number for the County is somewhere around \$49 million as of June 30 but that number will change substantially as we near the end of the fiscal year as money goes out. The Clerk expects there will be some accelerated spending this fiscal year by departments who were going to put the expenses off until 2016 so he doesn't know how that will turn out.

As of today we have about \$36 million in the governmental funds. The current expense fund and the justice fund are the two funds the jail expansion money can come out of and current expense is \$14.3 million and justice is \$11.5 million, all other funds total \$10 million. They project at the end of FY2015 current expense will be at \$12 million and justice will be at \$8.5 million for a total of \$20.5 million. If we use 33% in of our reserves that number is \$7 million for the two funds and with simple subtraction that is \$12.5 million, which is what they project to have up and over the 33% for those two funds. If we take the jail expansion number of \$14.5 million and cover that completely out of current expense and justice that's the number we'd have left over, that's 14%. The courthouse remodel completion at \$1.1 million has to come off of so that's \$4.9 million, and it's 11%. Could we do that? Yes, but he doesn't recommend it. An obvious conclusion is split that over two years and so Article 8, Section 3 comes into play where you can't encumber the next Board with a capital expense but there's a caveat there; if we have the money to cover it and it's set aside he thinks it passes muster but if we don't set it aside that's still fund balance reserve and he thinks that would violate Article 8, Section 3. He wants to have a discussion on what the Board wants to ask the taxpayers for. Commissioner Rule would prefer to do that after we go through all the budgets. The Board took a recess from 2:02 p.m. to 2:05 pm.

Zach Wagoner reviewed the following changes from the suggested budget: The 4% cost of living adjustment was removed from the budget and the 3% compensation plan salary increase was replaced with a 2% cost of living adjustment. The \$1 million funding for the health insurance plan was removed as was the \$8,000 for the veterans' council. The drug testing coordinator position for the district court was also removed. The IT overall budget was reduced by \$522,000, and \$14.5 million was added for the jail

expansion. When those changes are factored in it equates to a budget amount of just over \$91 million. The Board reviewed individual budgets for the following departments/offices:

Facilities: Paul Navarro has zeroed out the miscellaneous professional services line item for alarm monitoring, testing and demolition services because those items could be reallocated. The purchase of real estate line item was reduced to zero. The capital improvements line item was reduced from \$2.2 million to \$1.1 million.

Prosecutor's Office: Prosecutor Taylor has requested four new positions. Commissioner Dale supports the request but Commissioner Hanson said it would be better to look at the jail expansion and the employee salary adjustments rather than adding staff at this time. Prosecutor Taylor said the restitution officer is the top priority and then the criminal deputy, but without getting the civil deputy there will be certain aspects they cannot provide so the County will have to hire outside legal counsel. With the addition of another judge he doesn't know how the court dockets may impact their ability to staff the courtrooms. All four positions are vital but he will defer to the Board. Commissioner Rule supports the restitution officer position but said the other three positions will be removed from the budget. Prosecutor Taylor asked what the Board's intention is with the salary survey because he thinks the employees have gotten lost in the debate over the jail expansion. Commissioner Hanson said we need to find our baseline bottom budget line but we can't get to that point because there are unanswered questions. Commissioner Rule said our intentions are to exercise some kind of salary adjustment from the results of the study.

Fair: The requested amount is \$147,330. The County's cash contribution amount for 2015 was \$135,212. The 2% salary amount is \$3,717 and Commissioner Rule would like that added to the budget. The fair is requesting additional funds to purchase a four-wheeler but Commissioner Hanson said the fair made some significant expenses this year that could have been used to buy a four-wheeler several times over. The cash contribution amount for FY2016 will be the same as last year.

Assessor and Assessor Motor Vehicle: The Board reduced the professional consultant's line item from \$10,000 to \$5,000. There is a onetime expense for scanning but the Board wants all departments to hold off on those expenses for another year or two so that we can cover the salary adjustments and hold reserves for the jail construction. No adjustments were made to the motor vehicle budget.

IT: Commissioner Rule said Don Brown volunteered some adjustments. Mr. Wagoner said the original request for new positions totaled \$210,000 but he had a conversation with Mr. Brown and they discussed cutting that amount in half. The Board agreed to

the amount of \$105,000. Clerk Yamamoto asked if the 2% cost of living adjustment will apply to the IT and Sheriff's Office employees who recently received increases. Commissioner Dale said the adjustments made to those departments were based on critical need because we were losing people because we weren't paying them right and in his opinion the 2% should apply to whatever the new numbers were. Commissioner Rule said that is the consensus of the Board. The new number for IT is \$3,101,455.

Sheriff: The Board reduced the vehicle line item to \$300,000 due to the \$200,000 that's included in the Fleet Department budget. Commissioner Dale believes we need to keep up with capital expenditures. There was discussion about inmate out of county line item which was increased from \$45,000 to \$60,000. Chief Dashiell said the concern is even if we have funding they may not be able to find housing. Sheriff Donahue said in one example they had 68 females but they could only find two beds from Adams County to Elmore County. Commissioner Hanson said it's more of a contingency and if there are no beds we'll have to come up with another plan. No other changes were made to the Sheriff's budget.

The Board took a brief ten minute recess at 3:31 p.m. at which time Deputy Clerk Kelly Martinez replaced Monica Reeves. The budget discussion continued as follows:

Treasurer: The Board reduced the miscellaneous professional services line item to \$75,000. There was a discussion regarding the tax deed expenditures, public administrator line item, as well as education and training line items. The Board reduced the hotel, airfare, and education and training line items to \$2,500 per line item. The new budget number for the Treasurer's Office is \$696,657.

District Courts: There was discussion regarding the cost of living increase for the staff attorney positions which had previously been removed from the budget. Commissioner Dale made a motion to add \$8,000 for a cost of living increase for the seven staff attorney positions. The motion died due to the lack of a second. The courts are asking to move an existing unfilled position into a bailiff position at an additional cost of roughly \$11,000. Judge Ford explained that they do not have adequate bailiffs to cover trials. Commissioner Hanson said there are two and a half bailiffs and you want one more bailiff to make three full time instead of two and a half. Commissioner Hanson is willing to increase to another full time bailiff and Commissioners Dale and Rule agreed. Commissioner Hanson said in regard to the drug testing administrator, we have been expending money for drug testing and we had a conversation with the Sheriff's Office that showed that there really wasn't enough people for that to happen at this point in time. Judge Ford explained that the testing Commissioner Hanson is referring to isn't coming from problem solving courts that is from other County entities. The problem solving courts in their conversion to in-house testing have (through the

resources provided from state funding and revenue) been paying for testing but the number of tests involved is in the neighborhood of 1,000. Commissioner Rule asked Mr. Wagoner if the state is paying the County for drug tests. Mr. Wagoner said for the problem solving courts, yes. The other position requested was initially for the testing administrator but then with Misdemeanor Probation not coming on board to have the tests done there, it would not be a full time position. The request is for a DUI Court Coordinator and the testing would be shared by all of the coordinator positions. Mr. Wagoner said the problem solving court fund has a revenue line item for the state testing funds which \$70,000 was received last year. Judge Ford said all the problem solving courts are using this drug testing program. Ms. Miller said the drug testing administrator position workload does not constitute a full time position, however, it can be combined with the DUI Court Coordinator to be more efficient. The education and training line item was reviewed. Commissioner Hanson made a motion to reduce the education and training line item to \$1,200. Commissioner Rule seconded the motion. A roll call vote was taken on the motion with Commissioners Hanson and Rule voting in favor and Commissioner Dale voting in opposition. The motion carried by a two-to-one split vote and the line item was reduced. The miscellaneous equipment line item was reviewed and was budgeted for new audio equipment for five courtrooms. Commissioner Hanson made a motion to reduce the miscellaneous equipment line item to zero and remove the funding for the new audio equipment for the courtrooms. Commissioner Rule seconded the motion. A roll call vote was taken on the motion with Commissioners Hanson and Rule voting in favor and Commissioner Dale voting in opposition. The motion carried by a two-to-one split vote and the line item was reduced to zero. Mr. Wagoner said there was a matter related to the Court Interpreter and what budget that individual would be paid from. The position is currently under the Clerk's budget and based upon some of the experiences there was a request that the District Court again resume that under their budget and take over the supervision responsibilities. Judge Ford said it is a shared employee situation but on a routine basis a majority of the context and use is for the courts. Commissioner Hanson said this is the first he has heard of the proposed change and would like to have further discussion.

The Board decided to continue this meeting to Friday morning at 8:30 a.m. Upon the motion by Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to continue the meeting to Friday at 8:30 a.m. The Board's agenda was adjusted accordingly.

The meeting concluded at 5:06 p.m. An audio recording is on file in the Commissioners' Office.

NINETEENTH DAY OF JULY TERM, A.D., 2015
CALDWELL, IDAHO AUGUST 6, 2015

PRESENT: Commissioner Steven J. Rule, Chairman
Commissioner Craig L. Hanson
Commissioner Tom Dale
Deputy Clerk Monica Reeves

APPROVED PURCHASE ORDER

The Board approved a purchase order for Facilities Management in the amount of \$1,352.77 to R & H Wholesale Supply.

EXECUTIVE SESSION - RECORDS EXEMPT FROM PUBLIC DISCLOSURE AND ATTORNEY-CLIENT COMMUNICATION, AND COMMUNICATE WITH RISK MANAGER REGARDING PENDING/IMMINENTLY LIKELY CLAIMS

Note for the record: As properly noticed the Board met today at 8:30 a.m. for a legal staff update. A request was made to go into Executive Session to discuss records exempt from public disclosure and attorney-client communication, and to communicate with the County's risk manager regarding pending/imminently likely claims. The Executive Session was held as follows:

Commissioner Hanson made a motion to go into Executive Session at 8:31 a.m. pursuant to Idaho Code, Section 74-206(1) (d) and (i). The motion was seconded by Commissioner Dale. A roll call vote was taken on the motion with Commissioners Hanson, Dale and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Chief Civil Deputy P.A. Sam Laugheed, and Deputy Clerk Monica Reeves. The Executive Session concluded at 9:15 a.m. with no decision being called for in open session.

TOUR IDAHO YOUTH RANCH PROPERTY

Today the Board toured the Idaho Youth Ranch property located at 28371 El Paso Road in Caldwell. The tour began at approximately 9:30 a.m. and lasted until 11:00 a.m. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Steve Woodworth, Susan Visser, Nancy Proctor, PIO Joe Decker, and Deputy Clerk Monica Reeves. The property was formerly owned by Don Simplot and consists of a large

residence, shops, outbuildings and a nine-hole golf course which is no longer functional since there aren't any greens left. The organization is inviting comments from the community on their campus design which includes plans for an agricultural area, therapy barn, corral, 4-H area, orchard, welcome center, dining hall, as well as space for a library, computer space, meditation, classrooms, resident lodges, house parent lodges and a staff village. Following the presentation on the campus plans the Board toured the property. No Board action was required or taken.

EXECUTIVE SESSION TO CONSIDER PERSONNEL MATTER PURSUANT TO I.C. 74-206 (1) (A) AND (D), AND 9-340C: INTERVIEW AND CANDIDATE EVALUATIONS FOR DIRECTOR OF INFORMATION TECHNOLOGY

Commissioner Dale made a motion to go into Executive Session at 1:33 p.m. pursuant to Idaho Code, Section 74-206(1) (a) and (d); and 9-340 C to interview and evaluate candidates for the Director of Information Technology. The motion was seconded by Commissioner Hanson. A roll call vote was taken on the motion with Commissioners Hanson, Dale and Rule voting in favor of the motion to enter into Executive Session. The motion carried unanimously. Present were: Commissioners Steve Rule, Craig Hanson, and Tom Dale, HR Director Jeannine Eiband, Interim IT Director Don Brown, and Deputy Clerk Monica Reeves. Mr. Brown left at 2:10 p.m. Keven Denten arrived at 2:17 p.m. and left at 3:05 p.m. Greg Rast arrived at 3:12 p.m. and left at 4:08 p.m. The Executive Session concluded at 4:21 p.m. with no decision being called for in open session.

TWENTIETH DAY OF JULY TERM, A.D., 2015
CALDWELL, IDAHO AUGUST 7, 2015

PRESENT: Commissioner Steven J. Rule, Chairman
 Commissioner Craig L. Hanson
 Commissioner Tom Dale
 Deputy Clerk Monica Reeves

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Information Technology Department in the amount of \$10,072.60 to IBM.

APPROVED PURCHASE ORDER

The Board approved a purchase order for the Solid Waste Department in the amount of \$6,261.00 to Miller Creek Aerial Mapping.

APPROVED SALARY RATE REQUEST

The Board approved a salary rate request for Robin Sneegas, Erin Lancaster, and Amanda Roehrig.

SIGNED MEDICAL INDIGENCY DOCUMENTS

The Board signed the following medical indigency documents recorded as instrument numbers: 2015-030295, 2015-030296, 2015-030297, 2015-030298, 2015-030299, and 2015-030300.

MEETING TO DISCUSS FY2016 BUDGET BEFORE FINALIZATION (CONTINUED FROM AUGUST 5, 2015)

The Board met today at 8:41 a.m. for a continuation of the FY2016 budget finalization. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Clerk Chris Yamamoto, Controller Zach Wagoner, Court Operations Manager Denise Kennel, Nampa Courts Supervisor Kandice Taylor, Clerk's Area Supervisor Lorraine Hunter, Sr. System Analyst Steve Onofrei, Clerk's Executive Administrator Taryn Peterson, Recording Supervisor Bobbi Jo Brown, Asst. TCA Benita Miller, Interpreter Coordinator Mark Conta, Public Defender Tera Harden, Public Defender Office Administrator Deepak Budwani, Sheriff Kieran Donahue, Chief Deputy Sheriff Marv Dashiell, Captain Daren Ward, Sheriff's Financial Manager David Ivers, HR Director Jeannine Eiband, PIO Joe Decker, Kelcie Moseley from the Idaho Press-Tribune, and Deputy Clerk Monica Reeves. Commissioner Hanson said it was brought to his attention a couple of days ago that the Clerk no longer wants to supervise the interpreter coordinator. Due to shared employee concerns the position was moved from the Trial Court Administrator's Office to the Clerk's Office by Board resolution, and with such short notice he thinks it would be best to move the position into the Commissioners' budget until they can determine what they want to do with it. Commissioner Dale said it's inappropriate to move the position under the Commissioners; it should remain in the Clerk's Office with supervisory authority given to the Assistant Trial Court Administrator. Commissioner Hanson made a motion to move the interpreter position,

and the supervisory authority, under the Commissioners' budget as a stopgap measure. Commissioner Rule seconded the motion for discussion. Clerk Yamamoto said the crux of the matter is an MOU between the Clerk and the Courts/Administrative District Judge where there is shared management of the position but he said it doesn't work well so the management needs to be in one place not two. Commissioner Rule said that is a valid point but there is a concern with the shared employee status; he asked if the Clerk wants to keep the position in his budget. Clerk Yamamoto said it makes more sense for the interpreter to be under the Courts since that's the primary duty, and it makes more sense for the management to be there as well because it creates a difficult situation when there are two masters. Benita Miller said the primary duty of the interpreter is interpreting for Court matters and when he's doing that work he is under the Administrative District Judge and that's why it made sense to move it back to the Court budget. She suggested the discussion be tabled until Judge Ford can speak to the issue. Commissioner Hanson is not willing to move it back to the TCA at this point, but if the supervision will be left the way it was established by the Board's resolution he would be willing to withdraw his motion. Clerk Yamamoto concurs with that. Commissioner Dale said we should leave it there until it can be thoroughly vetted and a decision can be made later. Commissioner Hanson rescinded his motion as long as the position stays in the Clerk's budget. Commissioner Rule rescinded his motion. Ms. Miller and Mark Conta left at 8:53 a.m. The budget review was as follows:

The Clerk/Auditor/Recorder/Elections/Indigent budget:

The cost related to the scanning of Commissioners' minutes will be put off until next year or the following year. Zach Wagoner said they figure 25% of the Clerk's time is spent on consolidated election functions and activities so beginning in 2016 they would like to begin expending 25% of his salary and benefits from the consolidated elections budget. The Board has no problem with that. The Clerk of the Court division is requesting a new position for court support as well as two in-court clerks. Clerk Yamamoto said the Clerk's Office in general has made every effort to keep staffing at a minimal level and they do not ask for something unless they need it. The budget includes an amount for the outsourcing of scanning because the Clerk's vaults are going away. Commissioner Rule said we're going to find other solutions because it's been proposed to leave the vaults for another year or two. Clerk Yamamoto likes that proposal because the loss of the vaults was creating a problem in terms of how they were going to handle the day-to-day business. He said if they do remodel the area and they do not have the modular furniture to "cram people in there" it will mean they have to leave the Nampa courthouse open and although that will not be a good option it may be a necessity. Commissioner Rule called for a vote on whether to cut the miscellaneous personal services scanning expense. Commissioner Dale wants to fund that portion of the scanning program because it will cost us more down the road.

Commissioners Hanson and Rule decided to remove the item from the budget. The Clerk is requesting \$25,000 for a queueing system but Commissioners Rule and Hanson decided to remove the item from the budget because we can do without it until that portion of the remodel is completed. Commissioner Dale believes the queueing system would be a good investment. The Clerk is requesting \$200,000 for furniture. Commissioner Rule is not in favor of the purchase, and Commissioner Hanson believes we can find a better price than \$400 per chair. The Clerk and his staff spoke about how they have purchased less expensive chairs for around \$100 with limited warranties but they're only lasting about a year so it was determined they should buy better quality chairs with extended warranties. The chairs are the same type/style as the chairs that were purchased by the public defender's department. They are Herman Miller chairs and they have a 12-year warranty. Commissioner Hanson said it's not a matter of not wanting to provide quality chairs but if the remodel plans are being revamped that would be a reason to remove this item from the budget. Commissioner Dale wants to know whether the design becomes obsolete if the vaults will not be removed. He would like to see what could be done with a lessor amount but he's not in favor of zeroing out the amount for furniture. Commissioner Rule agrees with Commissioner Hanson in removing the amount from the budget.

The following budgets were reviewed from 9:34 a.m. to 9:56 a.m.

- Misdemeanor Probation budget
- Community Service
- Juvenile Detention Center
- Fleet
- Coroner
- Parks and Recreation
- DSD
- PIO
- Weed and Gopher/Pest Control
- Landfill

No significant changes or discussions were noted in the above budgets. The Board took a brief recess at 9:56 a.m., and resumed the budget review at 10:04 a.m.

The Public Defender's budget:

Tera Harden is requesting a new support staff position and one deputy public defender position due to the addition of a new magistrate position. There was discussion about the high cost of conflict counsel cases. With Child Protection Act (CPA) cases they are frequently seeing cases in which there are four and five fathers and one mother, and

every father is entitled to counsel. CPA cases last a minimum of 18 months and are the biggest area for potential exposure to the County because they are very serious cases and when you're terminating parental rights you have to be very careful and it requires an experienced lawyer who knows the law very well. Unfortunately they've also had a high number of homicides with multiple defendants. Several of the most recent cases are still unsolved so they have to plan for counsel as well as expert witnesses. They didn't have a good idea of what conflict counsel was actually costing the County prior to this year because nobody was monitoring it that closely, but all conflict counsel invoices now come through Ms. Harden's office for review. The increase in witness fees (\$40,000) is for planning and budgeting purposes. Commissioner Hanson believes the line item should be reduced to \$20,000. Ms. Harden said if a death penalty case is filed that amount will be obliterated in three weeks. Commissioner Dale is okay with the \$20,000 amount but said we have to do whatever is required including putting more money in the budget until the state comes alongside and starts paying for public defense. There is a request for \$10,000 in the office furniture to be used for additional staff. The Board reduced the amount to \$5,000. The new total for the Public Defender's budget is \$3,435,853. Commissioner Rule was frustrated because the Board was led to believe it would cost less than \$3 million to bring the Public Defender Department in-house. Ms. Harden said at her first budget meeting she presented the Board with what is required to meet the national guidelines so they can start planning. She said there is a significant cost savings that's not reflected in her budget: having in-house public defenders impacts the jail budget by getting people out of jail more quickly; and it impacts the budgets for the Prosecutor's Office, the Clerk's Office and the Courts so there is a savings throughout the County we are not seeing.

The budgets for the HR Department and Juvenile Probation were reviewed but nothing significant was noted.

Commissioners' budget and General budget:

An adjustment was made to put \$22,000 in the line item for Western Alliance for Economic Development and the community development line item was reduced to \$8,000. Funding for the veterans' service officer was removed.

Reserves line item amount: Commissioner Rule contacted Bannock, Twin Falls, Bonneville, and Kootenai Counties to ask about the amounts they keep in reserves and the responses ranged from \$10,000 to \$250,000. Commissioner Dale said the lowest amount he'd be comfortable with is \$250,000. Commissioners Rule and Hanson agreed and so a decision was made to reduce the reserves amount from \$1 million to \$250,000.

Animal Shelter: Commissioner Hanson said the County goes far and above paying a nonprofit organization to keep the facility operating and he questioned how long we're going to continue supporting what primarily comes out of the cities. Commissioner Rule doesn't want to shock the shelter operator by reducing the County's contribution to \$65,000 (the amount the cities pay) but said over the next five years we need a plan to start weaning the shelter from County tax dollars to a level that's comparable to what the cities pay. Commissioner Hanson said there needs to be further discussion and if we have a funding crisis this is one of the first considerations for a budget cut. Commissioner Dale said every city resident pays County taxes and so that's part of their contribution to the \$300,000 the County contributes. Commissioner Rule said it's out of balance but it will have to be addressed later. The funding will remain at \$300,000.

Southwest District Health - The amount budgeted is \$912,794 and is set by a state formula; the County does not have a choice on the amount it pays. Commissioner Rule said as mental health moves under the health district the cost will continue to rise.

There was a lengthy discussion on fund balance and Mr. Wagoner went through an exercise to explain various scenarios. The budgeted expenditures for current expense are \$39 million so we need to provide cash to cover that amount. Some of that will come from fees and sales tax revenue totaling \$13.6 million. With an expenditure budget of \$39 million and with revenue from sources other than property tax it leaves a shortfall of \$25 million. He is projecting at the end of FY2015 the total balance in current expense will be \$12 million. The blank space in this equation is the amount of property tax dollars levied for 2016. What number are we going to levy for our current expense fund? This is one fund, not the total picture. If we spend \$39 million and if we have \$13 million in revenue other than property tax and if we used all of the \$12 million of fund balance we'd have a negative balance of \$13 million. Commissioner Rule said when the Board received its first report from Eide Bailly our expenditures that year were \$59.4 million. Mr. Wagoner said that number is our governmental funds and if we isolate our governmental funds the 2016 budget number is \$85 million, excluding the landfill. That's the budgeted expenditures for 2016. Commissioner Rule said fund balances ending in that year with those numbers were roughly \$35 million and he said that's when Mr. Wagoner suggested the Commissioners write a check between \$12 million and \$15 million because the fund balances were too high so with that information the Board put a plan in place to do that but now the situation has changed so he asked Mr. Wagoner for an explanation. Mr. Wagoner said fund balance changes from year to year and they are estimating we'll end 2015 at \$29.4 million. Last year in the current expense fund we levied \$10 million (out of the \$34 million) in property tax so we could add \$2 million to current expense, that would be \$12.1 million in property taxes and that would be a shortfall of \$13 million and it would wipe out our current

expense fund balance and we'd end up with a negative balance at the end of 2016 of \$1.2 million. Commissioner Rule said a few years ago the numbers stayed the same but now in 2015 the Controller is saying \$13 million has been spent on other projects. Mr. Wagoner said the numbers did not stay the same; the numbers changed from 2013 to 2014 and they are changing from 2014 to 2015. We are spending a significant amount of money in 2015 on capital projects. Commissioner Hanson wants to see the budget reconfigured with the adjustments made that includes all funds. Commissioner Rule wants to see the equation at 21% rather than 33% and adding \$2 million in property taxes. The Board took a recess at 11:15 a.m. and returned to the budget discussion at 11:22 a.m.

Mr. Wagoner demonstrated a scenario the Board has been working on. The total \$89 million budget represents the amount of revenue from sources other than property tax of \$29 million. The property tax levy represents an increase of \$2 million from the 2015 levy and this would be the shortfall. To cover \$89 million of spending and with \$30 million of revenue other than property tax, \$36 million in property tax leaves you \$23 million short in the governmental funds area. From a \$29.5 million ending fund balance for 2015 for governmental funds down to an ending fund balance of \$6 million at the end of 2016. If you look at it on a fund-by-fund basis, our current expense fund would go to a negative balance of \$1.2 million and our justice fund would only be left with \$890,000, down from a balance of \$8.5 million at the end of 2015. This scenario is based on \$2 million additional property tax in 2016 compared to 2015 with the current budgeted amounts we have allocated through the exercises we've been doing. In the past we've talked about fund balance as a percentage of spending not as a percentage of property tax so if we talk about it as a percentage of spending in our justice fund we would have less than 4% of our annual spending as fund balance. Commissioner Dale said the government accounting office has recommendations for fund balances for government entities and he asked if it is customary for that to be based on expenditures. Mr. Wagoner said it is. Commissioner Rule said other counties use 50% of their property tax levied as their fund balance and he asked to see a scenario based on that. Mr. Wagoner said property tax with that scenario is \$36 million so that number would need to go to \$18 million and based on those changes the property tax levied is \$47 million and the ending balance is \$16.7 million. You're at 35% of property tax levied. Clerk Yamamoto said there are a lot of nuances that go into this and there are many different ways to figure it but it's likely the counties Commissioner Rule contacted have their current expense, justice, and district court funds levied to the max every year and that's how they determine their property tax to take whatever they can legally and therefore their fund balance is based on taking everything they could. Commissioner Dale is not comfortable raising property taxes to \$47 million. Commissioner Rule asked for the best way to take the jail construction over a three year payment cycle. Mr. Wagoner asked what level of fund balance, compared to spending, the Board would be

comfortable with. He said we need to provide adequate funding upfront to cover the costs with a combination of old money and 2016 revenue and property tax. Commissioner Rule said the state operates at 10% while others are at 17% and 18%. Mr. Wagoner said the broad recommendation is a minimum of 17%. Commissioner Dale asked if there is anything in this budget that would allow us to make a salary adjustment after the survey is completed. Mr. Wagoner said there's nothing in there at the moment for that. Commissioner Dale asked what would happen if we delayed the start of the construction of the jail for one year and drop down the property taxes and still put some money towards that for next year. Clerk Yamamoto said that is the scenario presented in the Clerk's suggested budget; property tax at \$38 million and \$3 million for salary adjustments. Mr. Wagoner said the most we can levy for the justice fund is \$18.5 million and that would be a shortfall of \$3.5 million and it would take fund balance down to \$5 million and that would be 20% of your budget for the justice fund. Commissioner Rule asked how this would be handled over a two year cycle; it's being suggested to raise property taxes \$13.5 million and we cannot use enough fund balance to fund it. Mr. Wagoner asked what the Board wants to do with fund balance; do they want to take it all the way to zero. Commissioner Dale said that's not feasible and he asked what the government finance association recommends. Mr. Wagoner said their recommendation is specific to your general fund or your current expense fund, unassigned fund balance which would mean freely available, a minimum of 17%. Clerk Yamamoto said they spent a lot of time on what the number is and the reason they did that is because he looked at the reserve and he thought we were sitting on too much money and when they presented that to the Commissioners the Treasurer was not pleased with it, she thought it should be higher. He said we are very fortunate in that we have had a very nice fund balance that has allowed us to make some of expenditures without any heartburn and that's also why we don't have the fund balance that we once had. Once you take that down too close the Auditor's Office starts watching department trends and if we get it down too tight they'll be watching on a monthly basis. He said we've had the luxury in that not only have we had those kind of fund balances but we've done it with relatively low levy rates but now we're talking about a major capital expenditure - not including the ongoing operational costs of a jail - so today we have to make that determination. It is taxes requested versus fund balance equation. Mr. Wagoner said fund balance is an extremely fluid number; we had the number for 2013 actually increase in 2014 and when you cut property taxes that decreases the amount of cash coming into the County and then you have increased spending, the net result of that will be a decrease in the fund balance. Commissioner Rule asked for the best proposed scenario to move forward with a \$13.5 million jail. Mr. Wagoner said the best proposed scenario is not to move forward with it; his best proposed scenario was submitted two or three weeks ago through the Clerk's suggested budget. He said if the Board chose to levy \$13.5 million in current expense that gives you coverage for the full \$14.5 million. If you were to spend the full \$14.5 million you

would end up with next to nothing in current expense. How much of the \$14.5 million does not get spent in 2016; if it's \$5 million you can add \$5 million to that number. What does that do to the total property tax dollars levied: \$41 million, which is an increase of \$7 million. Commissioner Dale said we have history in the healthcare fund and we know \$1million is needed to stay even this year and taking it out for next year we know that fund balance will go down so the year following that something will have to be done to maintain a healthy balance in the insurance fund. There have been conversations and we have stated repeatedly that we are going to address the "A" budget, it's our top priority. The secondary priority in his estimation is trying to move forward with the jail project but he's suggesting that given these scenarios it's perhaps not tenable to move forward with both projects at the same time. He's talked with the Sheriff's Office on the immediacy on the jail needs and he believes it could continue on for another year at least without the expansion so he would like to do what we can this year to meet the top priority, which is our employees, and he said we need to put in a provision to meaningfully address the commitment that was made to the elected officials when we commissioned the salary survey. He said we can put some money aside for meeting the construction of the jail next year without impacting the property taxes so largely and he believes the hope for doing this totally without affecting property taxes is a good goal but from the numbers provided he doesn't know if that's a possibility this year, perhaps next year it could be. Commissioner Hanson is committed to the employees but he doesn't know how to do the jail expansion and take care of the employees at the same time. He is pleased, however, that they have been able to vet the jail expansion because that's something that wasn't getting done before. Commissioner Rule said we pulled the architect and engineers and we could budget enough to build the shell and get the underground construction done and then move into 2017 or 2018 with the balance of the construction, that way we are not committing downstream funds. Clerk Yamamoto said Article 8, Section 3 addresses that. Commissioner Dale said that kind of scenario will ultimately end up costing more money and would leave us with an empty building that has no functionality. The scenario that fits with the goal of building a jail would be to put some money aside this year for it and continue on with the design phase. He suggested we do the best we can to try to make this tenable this year; the numbers are showing it's still requiring a 15% tax increase but he's not supportive of that. He'd like to see a reasonable number included in the budget to take care of the salary adjustments, which he believes will be a minimum of \$3 million. Commissioner Rule said there is a legal question to the Clerk's point about Article 8 Section 3 so he wants to wait until Monday before he makes a decision so he can obtain legal counsel on the subject. Upon the motion of Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to continue this discussion on Monday, August 10, 2015 at 9:30 a.m. The discussion concluded at 12:35 p.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING RETIREMENT WEAPON AWARD FOR DETECTIVE JAMES "JIM" LEWIS

The Board met today at 10:01 a.m. to consider the Sheriff's request to award a duty weapon and badge to Detective James "Jim" Lewis. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Chief Deputy Sheriff Marv Dashiell, Clerk Chris Yamamoto, Controller Zach Wagoner, and Deputy Clerk Monica Reeves. (Various officials and employees were in the audience awaiting the budget discussion which followed this meeting.) Chief Deputy Dashiell made the request on behalf of the Sheriff and noted that Detective Lewis is a longtime employee who served the County for nearly 28 years and he plans to retire the end of September. The request is made pursuant to Idaho Code Section 31-820. Upon the motion of Commissioner Hanson and the second by Commissioner Dale, the Board voted unanimously to award the retirement weapon and badge to Detective James "Jim" Lewis. The Commissioners expressed their appreciation and gratitude for Detective Lewis' many years of service to Canyon County. Clerk Yamamoto commended Mr. Lewis for his service as well. The meeting concluded at 10:03 a.m. An audio recording is on file in the Commissioners' Office.

CONSIDER SIGNING NOTICE OF SOLE SOURCE PROCUREMENT FOR LANDFILL LOADER

The Board met today at 11:20 a.m. to consider signing a notice of sole source procurement for a landfill loader, a Caterpillar Model 950M WheelLoader from Western States Equipment in the amount of approximately \$243,907 with an \$85,000 buyback after five years. Present were: Commissioners Steve Rule, Craig Hanson and Tom Dale, Deputy P.A. Mike Porter, and Deputy Clerk Monica Reeves. Mike Porter said Brad Goodsell has worked on this with the Landfill Manager David Loper; there is only one vendor that provides this piece of equipment. Western States Equipment is the only vendor that has this piece of equipment and this is an appropriate situation for the County to work with the vendor. The notice will be published in the Idaho Press-Tribune on August 13, and the Board will consider executing the purchase after taking comment on the record on September 1, 2015 at 10:00 a.m. Upon the motion of Commissioner Dale and the second by Commissioner Hanson, the Board voted unanimously to sign the notice of sole source procurement for a Caterpillar Model 950M WheelLoader from Western States Equipment. The meeting concluded at 11:22 a.m. An audio recording is on file in the Commissioners' Office.

COMMISSIONER JULY 2015 TERM ADJOURNED

At the conclusion of the day's official business, the Board adjourned the July 2015 Commissioner Term.

THE MINUTES OF THE FISCAL TERM OF JULY 2015 WERE READ AND APPROVED AND FOUND TO BE A PROPER RECORD OF THE PROCEEDINGS OF THE BOARD OF CANYON COUNTY COMMISSIONERS, CANYON COUNTY IDAHO.

APPROVED: Commissioners Steven J. Rule, Craig L. Hanson, and Tom Dale

ATTEST: Chris Yamamoto
Clerk

Kelly Martinez
Deputy

DATE: 10/9/15