

**BOARD OF ADA COUNTY COMMISSIONERS  
MINUTES OF THE OPEN BUSINESS MEETING  
TUESDAY, SEPTEMBER 10, 2013  
9:00 A.M.**

The Board of Ada County Commissioners (Board) met this date in an Open Meeting in the Commissioners' Conference Room of the Ada County Courthouse Complex to act on the following items. Staff members present: Chris Rich, Clerk's Office; Bob McQuade and Tim Tallman, Assessor's Office; Larry Maneely, Commissioners' Office; Jessica Donald, Communications; Dave Logan, Operations; Bob Perkins, Purchasing; Darby Weston, EMS; Claire Tardiff and Justin Cafferty, Prosecuting Attorney's Office; Vicky McIntyre, Treasurer's Office; and Leslie Penney, Information Technology. Minutes Recorder: Judy Morris.

**I. IN THE MATTER OF CALL TO ORDER:**

Commissioner David L. Case called the meeting of the Ada County Commissioners to order at 8:59 a.m.

**II. IN THE MATTER OF ROLL CALL:**

Commissioners David L. Case, Jim Tibbs and Rick Yzaguirre were present.

**III. CHANGES TO THE AGENDA:**

J. Morris advised the Board that Item V needed to be removed from the agenda.

**ACTION: R. YZAGUIRRE MOVED TO AMEND THE AGENDA AND REMOVE ITEM V FROM FURTHER CONSIDERATION. J. TIBBS SECONDED. R. YZAGUIRRE, AYE, J. TIBBS, AYE, AND D. CASE, AYE. THE MOTION CARRIED UNANIMOUSLY.**

**IV. UNFINISHED BUSINESS:**

- Purchasing
  - Award of RFP 13067 Investment Advisory Services for Ada County (*Tabled from 8/27/13*)

**ACTION: J. TIBBS MOVED TO REMOVE THE UNFINISHED BUSINESS FROM THE TABLE FOR CONSIDERATION. R. YZAGUIRRE SECONDED. J. TIBBS, AYE, R. YZAGUIRRE, AYE, AND D. CASE, AYE. THE MOTION CARRIED UNANIMOUSLY.**

B. Perkins advised the Board that the Evaluation Committee needed additional time to evaluate the responses for RFP 13067. He requested the award be tabled for further consideration at the September 23, 2013, Open Business Meeting.

**ACTION: R. YZAGUIRRE MOVED TO TABLE THE AWARD OF RFP 13067, INVESTMENT ADVISORY SERVICES FOR ADA COUNTY, TO SEPTEMBER 23, 2013. J. TIBBS SECONDED. R. YZAGUIRRE, AYE, J. TIBBS, AYE, AND D. CASE, AYE. THE MOTION CARRIED UNANIMOUSLY.**

**~~V. RECONSIDERATION OF DECISION FROM 9/3/13 OPEN BUSINESS MEETING~~**

- ~~Purchase of Security Information and Event Management System (Bid 13078)~~

*[This item was removed from the agenda.]*

**VI. NEW BUSINESS:**

1. Operations (*Authorize the Chairman to Sign*)
  - Change Order No. 1 - Ada County Courthouse Tenant Improvement (Decrease of \$6,098.19)

D. Logan explained that \$6,098.19 was being credited to the County for cable that was not needed to complete project.

**ACTION: J. TIBBS MOVED TO APPROVE CHANGE ORDER NO. 1; AND AUTHORIZE THE CHAIRMAN TO SIGN THE DOCUMENTS ON BEHALF OF THE BOARD. R. YZAGUIRRE SECONDED. J. TIBBS, AYE, R. YZAGUIRRE, AYE, AND D. CASE, AYE. THE MOTION CARRIED UNANIMOUSLY.**

2. Licenses (*Authorize the Chairman to Sign*)

a. Catering Permits (3)

1. Victor's LLC at Legendary for A.B.A.T.E of Southern Idaho, September 14-15th from 9 am to 2 am
2. Crooked Fence Brewing Co. at Madeline George Garden Nursery for Fall Festival for Madeline George, September 26th from 5 pm to 10 pm
3. McCarrel Enterprises LLC at Eagle Island Event Center for Alex Hemeon Wedding, September 5th from 4:30 pm to 12:00 am

b. New Licenses

- Lucky Fins, 801 W. Main St., Boise, Beer/Liquor

C. Rich stated that the required fees were paid and the paperwork was in order and awaiting ratification or signature, as appropriate.

**ACTION: R. YZAGUIRRE MOVED TO APPROVE THE LICENSES AS LISTED ON THE AGENDA INCLUDING THREE CATERING PERMITS AND ONE NEW LICENSE; AND AUTHORIZE THE CHAIRMAN TO SIGN THE DOCUMENTS ON BEHALF OF THE BOARD. J. TIBBS SECONDED. R. YZAGUIRRE, AYE, J. TIBBS, AYE, AND D. CASE, AYE. THE MOTION CARRIED UNANIMOUSLY.**

3. Auditor's Office

C. Rich reminded the Board that when the levies were set, Melba Cemetery District (MCD) was outstanding. He stated that MCD contacted his office and requested a seven day extension for the submission for their Form L-2. He advised that the Board has the discretion to approve an extension and said, if approved, he believed his office would have the information by Wednesday.

**ACTION: R. YZAGUIRRE MOVED TO GRANT THE MELBA CEMETERY DISTRICT A SEVEN DAY EXTENSION TO SUBMIT THE PROPER INFORMATION TO THE AUDITOR FOR THE BOARD'S REVIEW AND APPROVAL OF THEIR LEVY. J. TIBBS SECONDED. R. YZAGUIRRE, AYE, J. TIBBS, AYE, AND D. CASE, AYE. THE MOTION CARRIED UNANIMOUSLY.**

4. Claims Journal

- September 5, 2013

**ACTION: J. TIBBS MOVED TO AUTHORIZE PAYMENT OF CLAIMS ON THE CLAIMS JOURNAL DATED SEPTEMBER 5, 2013. R. YZAGUIRRE SECONDED. J. TIBBS, AYE, R. YZAGUIRRE, AYE, AND D. CASE, AYE. THE MOTION CARRIED UNANIMOUSLY.**

5. Personnel Action Forms (2 Change of Division with Pay Adjustments; 6 Conditional Pay Increases; 8 Introductory Period Completion Pay Increases; 3 Leaves with Pay; 8 Longevity Increases/Sheriff's Pay Plan; 1 Miscellaneous; 3 POST Certification Increases; 3 Promotions; 1 Reclassification; 402 Salary Increases, Including COLA; and 3 Step Increases/Sheriff's Pay Plan)

**ACTION: R. YZAGUIRRE MOVED TO APPROVE THE PERSONNEL ACTION FORMS AS LISTED ON THE AGENDA INCLUDING 2 CHANGE OF DIVISION WITH PAY ADJUSTMENTS; 6 CONDITIONAL PAY INCREASES; 8 INTRODUCTORY PERIOD**

**COMPLETION PAY INCREASES; 3 LEAVES WITH PAY; 8 LONGEVITY INCREASES/SHERIFF'S PAY PLAN; 1 MISCELLANEOUS; 3 POST CERTIFICATION INCREASES; 3 PROMOTIONS; 1 RECLASSIFICATION; 402 SALARY INCREASES, INCLUDING COST OF LIVING ADJUSTMENTS (COLA); AND 3 STEP INCREASES/SHERIFF'S PAY PLAN; AND THAT THE SUMMARY SHEET REMAIN ON FILE IN THE COMMISSIONERS' OFFICE. J. TIBBS SECONDED. R. YZAGUIRRE, AYE, J. TIBBS, AYE, AND D. CASE, AYE. THE MOTION CARRIED UNANIMOUSLY.**

6. Treasurer's Office

- Monthly Financial Report, August 31, 2013

V. McIntyre reviewed the monthly financial report. She advised the Board that the year-to-date interest earnings to the County total \$1.9 million.

7. Assessor's Office - No Report

8. Chief of Staff

L. Maneely advised the Board that he will be attending the Southwest Idaho Legislative Session of the Chamber of Commerce on Wednesday. He stated that he and Staff would be changing the display boards on the third floor. He said October is National Community Planning Month. He noted that R. Yzaguirre attended the Avimore Community Center groundbreaking on Saturday.

9. Grants (*Authorize the Chairman to Sign*)

- Grant No. 1209-B - Award of Ada County Domestic Violence Court Mentor Site Grant Application No. OVW-2013-3391 – Federal Office Violence Against Women (\$66,000 w/No Match; Project Period 10/1/13 - 9/30/15)

**ACTION: J. TIBBS MOVED TO APPROVE GRANT NO. 1209-B AS LISTED ON THE AGENDA; AND AUTHORIZE THE CHAIRMAN TO SIGN THE DOCUMENTS ON BEHALF OF THE BOARD. R. YZAGUIRRE SECONDED. J. TIBBS, AYE, R. YZAGUIRRE, AYE, AND D. CASE, AYE. THE MOTION CARRIED UNANIMOUSLY.**

10. Weed and Pest (*Authorize the Chairman to Sign*)

a. Notices of Lien (5)

1. Bettencourt Lynette D	R4892350010	\$50.00
2. Caldwell Jeffrey M	R1479670220	\$169.15
3. McGlochlin Roberta R Trustee	S1030325542	\$83.61
4. Brutus Properties LLC	R1955001342	\$50.00
5. Garibay Lourdes Patric Tellez	S1234336400	\$136.49

b. Releases of Lien (2)

1. Thornton Catherine L	113086310	7/30/2013
2. Thornton Catherine L	113086311	7/30/2013

**ACTION: R. YZAGUIRRE MOVED TO APPROVE FIVE NOTICES OF LIEN AND TWO RELEASES OF LIEN FOR WEED & PEST AS LISTED ON THE AGENDA; AND AUTHORIZE THE CHAIRMAN TO SIGN THE DOCUMENTS ON BEHALF OF THE BOARD. J. TIBBS SECONDED. R. YZAGUIRRE, AYE, J. TIBBS, AYE, AND D. CASE, AYE. THE MOTION CARRIED UNANIMOUSLY.**

11. Expo Idaho (*Authorize the Chairman to Sign*)

- Interim Events (3)

1. Harris Publishing Co., SnoWest Snowmobile Show, November 22-23, 2013 (set-up November 21, 2013)
2. Sawtooth Lacrosse, Sawtooth Lacrosse 2013 Fall League, 2013: September 16-18, 23-26, September 30-October 3; October 14-17, 21-24, 28-31 & November 4-7, 11-14, 18-21, 25-28

3. Western Idaho Marine Dealers Association, 2014 Treasure Valley Boat Show, February 6-9, 2014 (set-up February 3-5)

**ACTION: J. TIBBS MOVED TO APPROVE THE THREE INTERIM EVENT AGREEMENTS AS LISTED ON THE AGENDA FOR EXPO IDAHO; AND AUTHORIZE THE CHAIRMAN TO SIGN THE DOCUMENTS ON BEHALF OF THE BOARD. R. YZAGUIRRE SECONDED. J. TIBBS, AYE, R. YZAGUIRRE, AYE, AND D. CASE, AYE. THE MOTION CARRIED UNANIMOUSLY.**

12. Parks and Waterways (*Authorize the Chairman to Sign*)

- Barber Park Education and Event Center (3)
  1. Julene Reed, Northwest Children's Home Fundraiser, February 17, 2014
  2. Lisa Bloomquist, BVEP Stakeholder Summit Meeting, October 17, 2013
  3. Taylor Jones, Jones/ Duplex Wedding & Reception, May 25, 2014

**ACTION: R. YZAGUIRRE MOVED TO APPROVE THE THREE BARBER PARK EDUCATION AND EVENT CENTER AGREEMENTS AS LISTED ON THE AGENDA FOR PARKS AND WATERWAYS; AND AUTHORIZE THE CHAIRMAN TO SIGN THE DOCUMENTS ON BEHALF OF THE BOARD. J. TIBBS SECONDED. R. YZAGUIRRE, AYE, J. TIBBS, AYE, AND D. CASE, AYE. THE MOTION CARRIED UNANIMOUSLY.**

13. Agreements (19) (*Authorize the Chairman to Sign the Appropriate Documents*)

- a. Agreement No. 10363 - Agreement Between Ada County and Robert R. Chastain for Outside Counsel for Conflict Clients of the Public Defender's Office (FY13-14)
- b. Agreement No. 10364 - Agreement Between Ada County and J. Scott Dowdy for Outside Counsel for Conflict Clients of the Public Defender's Office (FY13-14)
- c. Agreement No. 10365 - Agreement Between Ada County and Ellsworth, Kallas & DeFranco, PLLC for Outside Counsel for Conflict Clients of the Public Defender's Office (FY13-14)
- d. Agreement No. 10366 - Agreement Between Ada County and Theresa Marting for Outside Counsel for Conflict Clients of the Public Defender's Office (FY13-14)
- e. Agreement No. 10367 - Agreement Between Ada County and Randall S. Barnum for Outside Counsel for Conflict Clients of the Public Defender's Office (FY13-14)
- f. Agreement No. 10368 - Agreement Between Ada County and Paul R. Taber, III for Outside Counsel for Conflict Clients of the Public Defender's Office (FY13-14)
- g. Agreement No. 10369 - Agreement Between Ada County and Davis & Walker for Outside Counsel for Conflict Clients of the Public Defender's Office (FY13-14)
- h. Agreement No. 10370 - Agreement and Addendum Between Ada County and Dynamic Network Services, Inc. for Monitoring DNS Services (Exp. 9/30/13)
- i. Agreement No. 10371 - Agreement Between Ada County and Sentinel Offender Services, LLC for Alcohol and GPS Monitoring (FY13-14)
- j. Agreement No. 10372 - Agreement Between Ada County and IBM for the Processing of Jury Commission Mailings (FY13-14)
- k. Agreement No. 10373 - Master Contract for Professional Consulting Services Between Ada County and Control Engineers, PA for Projects with Professional Service Fees not Exceeding \$25,000 (FY13-14)
- l. Agreement No. 10374 - Agreement Between Ada County and Xerox Corporation for Lease and Maintenance of the Following Copiers: (2) WC5755s for Use in Magistrate Court, 4th Fl. and Drug Court; 5775PT for Use in Trial Court Administration; WC5755A for Use in Magistrate Court, 2nd Fl.; and (2) 5855APTs for Use in Marshals Office and Jury Office (FY13-14) (Renews Agreement Nos. 9283, 9284, 9711, 9757, 10162 and 10163)

- m. Agreement No. 10375 - Agreement Between Ada County and Fisher's Document Systems for Lease of Copier, Model MPC3003/SR3140 for Use at the Ada County Coroner's Office (FY13-14)
- n. Agreement No. 10376 - Agreement Between Ada County and Fisher's Document Systems for Lease of Copier, Model LD533sp for Use at the Ada County Coroner's Office (FY13-14)
- o. Agreement No. 10377 - Agreement Between Ada County and Fisher's Technology for Lease of (2) Copiers, Model MP7502sp for Use at the Ada County Public Defender's Office (FY13-14)
- p. Agreement No. 10378 - Agreement Between Ada County and American Cleaning Service Company, Inc. for Custodial Services at the Public Safety Complex (FY13-14)
- q. Agreement No. 10382 - Interim Event Agreement and Addendum Between Ada County and Toyota Motor Sales, U.S.A., Inc. for Test Driving and Focus Group Discussions at Expo Idaho (9/19/13-9/20/13)
- r. Agreement No. 9226-6-13 - Renewal Agreement Between Ada County and Zion's Bank for Landfill Merchant Processing Services (FY13-14)
- s. Agreement No. 10153-1-13 - Renewal Agreement Between Ada County, Idaho Department of Juvenile Corrections and Idaho Department of Health and Welfare to Support Clinical Services in the Ada County Juvenile Facilities (FY13-14)

D. Case read the agreements into the record. He requested Agreement No. 10370 be removed from the list for discussion and a motion be made on the remaining agreements.

**ACTION: J. TIBBS MOVED TO APPROVE THE REMAINING 18 AGREEMENTS AS LISTED ON THE AGENDA; AND AUTHORIZE THE CHAIRMAN TO SIGN THE APPROPRIATE DOCUMENTS ON BEHALF OF THE BOARD. J. TIBBS SECONDED. R. YZAGUIRRE, AYE, J. TIBBS, AYE, AND D. CASE, AYE. THE MOTION CARRIED UNANIMOUSLY.**

**DISCUSSION: D. CASE CONFIRMED THAT AGREEMENT NO. 10370 WAS NOT INCLUDED IN THE MOTION. HE EXPRESSED HIS CONCERN THAT DYNAMIC NETWORK SERVICES, INC. WAS NOT REGISTERED TO CONDUCT BUSINESS IN THE STATE OF IDAHO. L. PENNEY SAID HE WOULD CONTACT THE VENDOR TO GET REGISTERED. HE SAID HE WOULD RESUBMIT THE CONTRACT FOR CONSIDERATION ONCE REGISTRATION HAS BEEN ACCOMPLISHED.**

**ACTION: R. YZAGUIRRE MOVED TO REMOVE AGREEMENT NO. 10370 FROM THE AGENDA. J. TIBBS SECONDED. R. YZAGUIRRE, AYE, J. TIBBS, AYE, AND D. CASE, AYE. THE MOTION CARRIED UNANIMOUSLY.**

14. Miscellaneous (*Authorize the Chairman to Sign*)

- Microsoft Update Statement for Visual Studio Software Licenses

L. Penney explained that under the Enterprise Agreement with Microsoft the County is required to declare, annually, whether or not additional licenses have been added. If licenses have been added, payment for those licenses would be due. He stated the County initially purchased 19 licenses, and the usage count did not increase this year.

**ACTION: J. TIBBS MOVED TO APPROVE THE MICROSOFT UPDATE STATEMENT AS LISTED ON THE AGENDA; AND AUTHORIZE THE CHAIRMAN TO SIGN THE APPROPRIATE DOCUMENTS ON BEHALF OF THE BOARD. R. YZAGUIRRE SECONDED. J. TIBBS, AYE, R. YZAGUIRRE, AYE, AND D. CASE, AYE. THE MOTION CARRIED UNANIMOUSLY.**

**Public Hearing**

15. Resolutions

- Resolution No. 1923 - Resolution for Sole Source Procurement of Printer for Election Materials

D. Case opened the public hearing and read Resolution No. 1923 into the record.

C. Rich discussed the advantages of using Caxton Printing for election materials. He also explained that Caxton is a certified printer.

D. Case closed the public hearing.

**ACTION: R. YZAGUIRRE MOVED TO APPROVE RESOLUTION NO. 1923 AS LISTED ON THE AGENDA. J. TIBBS SECONDED. R. YZAGUIRRE, AYE, J. TIBBS, AYE, AND D. CASE, AYE. THE MOTION CARRIED UNANIMOUSLY.**

**VII: IN THE MATTER OF RECESS:**

There being no further business to come before the Board at this time, the meeting was recessed at 9:24 a.m.

\_\_\_\_\_  
David L. Case, Chairman

ATTEST:

\_\_\_\_\_  
Christopher D. Rich, Ada County Clerk