

Commissioner Minutes

November 19, 2024 – 9:35 a.m. to 9:54 a.m.

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

Commissioners Leslie Van Beek and Brad Holton

Chief Deputy P.A. Aaron Bazzoli

Deputy P.A. Zach Wesley

Deputy P.A. Oscar Klaas

Deputy P.A. Trent McRae

Treasurer Jennifer Watters

Cpt. Chuck Gentry

Sheriff Kieran Donahue

Sr. Administrative Specialist Cherry Kelly

Sgt. Chad Bingham

Facilities Director Rick Britton

Joe Cox

Property Appraiser Supervisor Holly Hopkins

Controller Kyle Wilmot

Director of Constituent Services Aaron Williams

COO Greg Rast

Deputy Clerk Jenen Ross _____

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

The Board met today at 9:35 a.m. with county attorneys for a legal staff update and to consider action items. Present were: Commissioners Leslie Van Beek and Brad Holton, Chief Deputy P.A. Aaron Bazzoli, Deputy P.A. Zach Wesley, Deputy P.A. Oscar Klaas (left at 9:40 a.m.), Deputy P.A. Trent McRae, Treasurer Jennifer Watters, Cpt. Chuck Gentry (left at 9:40 a.m.), Sheriff Kieran Donahue (left at 9:40 a.m.), Sr. Administrative Specialist Cherry Kelly (left at 9:40 a.m.), Sgt. Chad Bingham (left at 9:40 a.m.), Facilities Director Rick Britton (left at 9:40 a.m.), Joe Cox (left at 9:45 a.m.), Property Appraiser Supervisor Holly Hopkins (left at 9:45 a.m.), Controller Kyle Wilmot, Director of Constituent Services Aaron Williams, COO Greg Rast, and Deputy Clerk Jenen Ross. The action items were considered as follows:

Consider Lease Agreement with Norman Family Trust: This is the annual renewal and has been reviewed by legal. The lease amount remains the same. Upon the motion of Commissioner Van Beek and second by Commissioner Holton the Board voted unanimously to sign the lease agreement with Norman Family Trust (agreement no. 24-156).

Consider Federal Annual Certification Report and Annual Equitable Sharing Agreement: This is the standard agreement that is entered into annually. Legal has reviewed and has no issue. Sheriff Donahue explained this is funds, property or equipment that is seized by CCSO which they are then

required by law to report and be processed thru the court system. If the court sees fit these assets can then be awarded to investigating agencies. Upon the motion of Commissioner Van Beek and second by Commissioner Holton the Board voted unanimously to sign the Federal Annual Certification report and Annual Equitable Sharing agreement (agreement no. 24-155).

Consider Notice of Public Meeting to Taxing Districts: A notice has been prepared and reviewed by legal to notice relevant taxing districts of a 63-602NN tax exemption that will be considered by the Board on December 2nd. Joe Cox said they've worked with this company for a while and they meet all the requirements set forth by the county to qualify for an exemption. Upon the motion of Commissioner Van Beek and second by Commissioner Holton the Board voted unanimously to sign the notice of public meeting to taxing districts. A copy of the notice is on file with this day's minutes.

Consider Agreement for Development Impact Fee and Capital Improvement Plans with TischlerBise, Inc.: Mr. Williams explained that a priority for him has been to work on updating impact fees and creating a capital improvements plan. TischlerBise will assist in determining how impact fees can be collected and utilized. Following that, a CIP will be created to identify deficiencies within the county and determining where to put the dollars for improvements. TischlerBise has previously worked with the ambulance district on impact fees as well as other area agencies. This expense has been budgeted for within Constituent Services. Upon the motion of Commissioner Van Beek and second by Commissioner Holton the Board voted unanimously to sign the agreement for Development Impact Fee and Capital Improvement Plans with TischlerBise, Inc. (agreement no. 24-154). Mr. Wesley confirmed this agreement was prepared by legal with assistance from Director Williams. He explained that this contract is exempt from the procurement process because it is a personal services agreement, will be capped at approximately \$85,000 and billed monthly based on the work performed with a 5% retainage.

Consider Resolution Authorizing Cancellation of Taxes on Property Transferred to Highway District No. 4: This resolution will cancel the \$580 in taxes due on property recently transferred from the county to Highway District No. 4. Treasurer Watters said the majority of the amount due is related to tax deed fees. Upon the motion of Commissioner Van Beek and second by Commissioner Holton the Board voted unanimously to sign the resolution authorizing the cancellation of taxes on property transferred to Highway district No. 4 (resolution no. 24-212).

Commissioner Holton made a motion to continue the legal staff update to 4:00 p.m. today. The motion was seconded by Commissioner Van Beek and carried unanimously.

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

The meeting concluded at 9:54 a.m. and an audio recording is on file in the Commissioners' Office.