

AFFORDABLE
HOUSING
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MOSQUITO ABATEMENT DISTRICT. Director Greg Adams said he likes to have one board member attend the national meetings each year because they are full of relevant and eye-opening information. In order to balance this budget, the Board decided to zero out the \$31,651 contingency account request and use \$7,569 from the fund balance.

INFORMATION TECHNOLOGY. The Board had previously decided to transition the IT Coordinator duties currently performed by Commissioners Assistant Dawn Felchle to a new individual. Ms. Felchle currently serves as IT Coordinator, Facilities Manager and Risk Manager in addition to her other duties. During the past few years, she estimates averaging 55 hours per week with 10-14 hours spent on IT matters.

Since Mr. Adams has considerable technical expertise, the Board had already briefly discussed the possibility of adding IT duties to his current workload. They proceeded to discuss the idea in detail with Mr. Adams and Commissioners Assistant Dawn Felchle. Clerk Hansen asked the Board to remember that Ms. Felchle's IT services also include oversight of the county website, security cameras and door locking systems. She also assists court personnel and others with audio/video matters.

Mr. Adams is very reluctant to relinquish his duties with the Mosquito Abatement District. He believes he can successfully perform the three major functions proposed--Emergency Management Coordination, MAD Director and IT Coordinator--provided the Board understands he will have to reduce the time spent on some emergency management items. He may cut back on his involvement with radio communications and/or time spent attending meetings and training sessions.

The Board agreed to move forward with this plan, but stressed that Mr. Adams must let them know if the workload turns out to be unsustainable. In that case, eliminating MAD duties will be the most logical approach. Mr. Adams and Clerk Hansen will work to obtain updated job descriptions and pay grade rankings for the MAD Director, IT Coordinator and Emergency Manager Director. The Board hopes to begin transitioning the IT duties from Ms. Felchle to Mr. Adams in mid-August.

HOUSING AUTHORITY COMMISSION. Former HAC Chair Glenn Vitucci, who works as a real estate agent, met with the Board to discuss affordable housing. He said home prices have increased during the past year, but have leveled off. The biggest problem now is the very low housing inventory and lack of rentals.

Mr. Vitucci said the median income in Teton County is \$54,000 per year. This income would support a \$1,200 per month mortgage, including property taxes and interest, assuming a 4% interest rate and 30-year term. This payment amount would allow someone to purchase a house costing \$225,000 or less. Currently, said Mr. Vitucci, there are just 22 homes, including manufactured homes and condos, listed for less than \$235,00. He recommends re-activating the Teton County Housing Authority Commission.

When the Housing Authority was active, they determined that "shared equity partnership" would be the most efficient, least bureaucratic, way to help qualified local residents purchase homes. The Housing Authority would contribute towards a down payment in exchange for partial ownership of the home. When the home is sold, the Housing Authority would recover their initial investment, plus their equity percentage of any increase in value. Clerk Hansen said the Idaho Housing Authority is currently holding \$13,815 in trust for Teton County for future shared equity purchases.

The Board concluded that finding a way to provide incentives for the construction of affordable rental housing seems to be the most urgent priority. They agreed to discuss re-activation of the HAC in more detail on July 27. Commissioner Riegel said the regional affordable housing study recently completed via the HUD Consortium grant contains much valuable information. Later in the meeting they decided budget \$5,000 in the HAC fund for FY 2016.

CORONER Tim Melcher said there are only 2 forensic pathologists in the state. He does not spend much time in his office so requires a cell phone data plan in order to receive and read reports and other information.

● **MOTION.** Commissioner Stevenson made a motion to approve the July 12, 2007 minutes as amended and the July 10, 2007 minutes as written. Motion seconded by Commissioner Trupp and carried.

HOUSING AUTHORITY RESOLUTION. The Board reviewed County Resolution 072307, creation of a Housing Authority (Attachment #3), prepared by Prosecutor Birch. Chairman Young said the immediate implication would be the appointment of a five- or seven-member board. Commissioner Stevenson said adoption of the Resolution would not commit the county to hiring an administrator, but would allow the county to advertise for persons willing to serve on the board. In response to questions by Commissioner Trupp, Commissioner Stevenson said the “strong” wording was required by State Statute. Commissioner Trupp expressed frustration with the creation of more bureaucracy, but said he recognized the need to move forward.

● **MOTION.** Commissioner Stevenson made a motion to adopt County Resolution 072307 creating a Housing Authority. Commissioner Trupp seconded the motion, which carried unanimously.

The Board agreed to put a small ad in the *Teton Valley News* seeking persons interested in applying for a position as a commissioner for the Housing Authority.

SOLID WASTE FEES. The Board discussed the solid waste fees being charged to commercial enterprises and reviewed the list prepared by Assessor Bonnie Beard (Attachment #4). They discussed Clerk Hansen’s report (Attachment #5) concerning Grand Targhee fees. Alta resident and business owner Chuck Irwin questioned his fee and was told that Alta customers were treated exactly the same as Idaho customers and that he should discuss his fee with the Alta Solid Waste District.

PLANNING & ZONING FEES. Mr. Hibbert presented a list of proposed fee changes. Mr. Nye described the International Building Code method of calculating building permit fees. He recommends using more accurate per square foot costs to calculate building permit fees. Mr. Hibbert said the proposed fee increases would provide funds to help cover the expenses incurred by all departments as a result of new development. The Board discussed costs involved with public hearings and various approvals.

● **MOTION.** Commissioner Stevenson made a motion to take the fees to public hearing as proposed, with minor wording changes for clarification. Motion seconded by Commissioner Trupp. Mr. Hibbert clarified that “per lot” should be added after subdivision fees and “flat fee” should be added to the “Setting Permit” fees. The motion carried unanimously.

● **MOTION.** Commissioner Trupp made a motion to reschedule the 9:30 agenda item to 1:30 pm. Commissioner Stevenson seconded the motion, which carried unanimously.

SOLID WASTE

Erik Wachob of Nelson Engineering presented the most current DEQ monthly landfill report (Attachment #6) which estimates the landfill to be full by the third week of September. He provided a formal bid from Cougit Construction for erection of an interim transfer station (Attachment #7). The cost for this structure will be \$179,900 including electrical and doors, but excluding the asphalt pad. Prosecutor Birch’s memo concerning the exclusion provision of Idaho Code 67-2803(1) was reviewed (Attachment #8). Mrs. Felchle said Cougit’s bid for the county’s 100’ x 100’ cloth structure was exactly the same as their bid for an identical structure erected for the state 18 months ago. Commissioner Stevenson noted that Cougit needs 6-8 weeks and that the landfill will be full in 10 weeks.

● **MOTION.** Commissioner Trupp made a motion to accept Items 1 and 2 of the Cougit Construction bid for the fabric-covered waste storage building and end doors. Motion seconded by Commissioner Stevenson and carried unanimously.

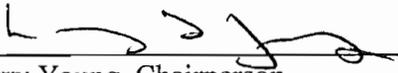
Mr. Wachob will obtain alternative electrical bids for the structure to compare with Item #3 of the Cougit bid.

COUNTY RESOLUTION NO. 072307

CREATION OF HOUSING AUTHORITY

BE IT RESOLVED that Teton County, by and through its governing board, the Teton County Board of County Commissioners hereby finds that it is necessary pursuant to I.C. § 31-4205 to declare that there is a need for a housing authority due to the fact that there is a shortage of safe or sanitary dwelling accommodations in such county available to persons of low income or rentals they can afford.

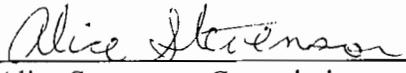
BE IT RESOLVED FURTHER, that Teton County will take the necessary and proper steps to establish a Teton County Housing Authority.



Larry Young, Chairperson



Mark Trupp, Commissioner



Alice Stevenson, Commissioner



Originally written in 1970, with some sections being updated in
1998, 2001 and 2015 (31-4206)

TITLE 31
COUNTIES AND COUNTY LAW
CHAPTER 42
COUNTY HOUSING AUTHORITIES AND COOPERATION LAW

31-4201. SHORT TITLE. The provisions of sections 1 through 26 of this act [this chapter] may be referred to as the "County Housing Authorities and Cooperation Law."

31-4202. DECLARATION OF GOVERNMENTAL FUNCTION. It is hereby declared:

(a) That there exist in this state insanitary or unsafe dwelling accommodations and that persons of low income are forced to reside in such insanitary or unsafe accommodations; that within the state there is a shortage of safe or sanitary dwelling accommodations available at rents which persons of low income can afford and that such persons are forced to occupy overcrowded and congested dwelling accommodations; that the aforesaid conditions cause an increase in and spread of disease and crime, and constitute a menace to the health, safety, morals and welfare of the residents of the state and impair economic values; that these conditions necessitate excessive and disproportionate expenditures of public funds for crime prevention and punishment, public health and safety, fire and accident protection, and other public services and facilities;

(b) That these areas in the state cannot be cleared, nor can the shortage of safe and sanitary dwellings for persons of low income be relieved through the operation of private enterprise, and that the construction of housing projects for persons of low income (as herein defined) would therefore not be competitive with private enterprise;

(c) That the clearance, replanning and reconstruction of the areas in which insanitary or unsafe housing conditions exist and the providing of safe and sanitary dwelling accommodations for persons of low income are public uses and purposes for which public money may be spent and private property acquired and are governmental functions.

31-4203. DEFINITIONS. The following terms, wherever used or referred to in this chapter, shall have the following respective meanings, unless a different meaning clearly appears from the context:

(a) "Authority" or "housing authority" shall mean any of the public corporations created by section 31-4205, Idaho Code.

(b) "Housing project" shall mean any work or undertaking:
(1) To demolish, clear or remove buildings from any slum area; such work or undertaking may embrace the adoption of such area to public purposes, including parks or other recreational or community purposes; or
(2) To provide decent, safe and sanitary urban or rural dwellings, apartments or other living accommodations for persons of low income; such work or undertaking may include buildings, land, equipment, facilities and other real or personal property for

necessary, convenient or desirable appurtenances, roads, sewers, water service, parks, site preparation, gardening, administrative, community, health, recreational, welfare or other purposes; or

(3) To accomplish a combination of the foregoing.

The term "housing project" also may be applied to the planning of the buildings and improvements, the acquisition of property, the demolition of existing structures, the construction, reconstruction, alteration and repair of the improvements and all other work in connection therewith; to buildings, and the land, equipment, facilities and other real or personal property, which do not contain dwelling units or other living accommodations for persons of low income when such buildings are utilized for administrative, community, health, recreational, welfare or other purposes by or for low-income persons or senior citizens, and redevelopment projects carried out by an authority at the request of local government when such projects include dwelling units which are sold or rented to persons of low income.

(c) "Governing body" shall mean the council, board of commissioners, board of trustees or other body having charge of the fiscal affairs of the state public body.

(d) "Federal government" shall include the United States of America, the United States department of housing and urban development, or any other agency or instrumentality, corporate or otherwise, of the United States of America.

(e) "County" or "counties" shall include all counties in the state of Idaho as designated in chapter 1, title 31, Idaho Code.

(f) "Clerk" shall mean the county clerk or the officer charged with the duties customarily imposed on such clerk.

(g) "Area of operation" shall mean the entire county except within the corporate limits of cities in the county which have presently, or hereafter create, a housing authority under title 50, chapter 19, Idaho Code; provided however, that a county housing authority may continue to own and operate any housing project for which it has become financially obligated which is located in a city that subsequently creates a housing authority or is located in an area annexed by a city that has created or subsequently creates a housing authority.

(h) "Slum" shall mean any area where dwellings predominate which, by reason of dilapidation, overcrowding, lack of ventilation, light or sanitary facilities or any combination of these factors, are detrimental to safety, health or morals.

(i) "Person of low income" shall mean persons or families who lack the amount of income which is necessary, as determined by the authority undertaking the housing project, to enable them, without financial assistance, to live in decent, safe and sanitary dwellings without overcrowding.

(j) "Bonds" shall mean any bonds, notes, interim certificates, debentures or other obligations issued by an authority pursuant to this chapter.

(k) "Real property" shall include all lands, including improvements and fixtures thereon, and property of any nature, appurtenant thereto, or used in connection therewith, and every estate, interest and right, legal or equitable, therein, including terms for years and liens by way of judgment, mortgage or otherwise and the indebtedness secured by such liens.

(l) "Obligee of the authority" or "obligee" shall include any bondholder, trustee or trustees for any bondholders, or lessors demising, to the authority, property used in

connection with a housing project, or any assignee or assignees of such lessor's interest or any part thereof, and the federal government when it is a party to any contract with the authority.

31-4204. POWERS OF AUTHORITY. A housing authority shall constitute an independent public body corporate and politic, exercising public and essential governmental functions, and having all the powers necessary or convenient to carry out and effectuate the purposes and provisions of this act, including the following powers in addition to others herein granted:

(a) To sue and to be sued; to have a seal and to alter the same at pleasure; to have perpetual succession; to make and execute contracts and other instruments necessary or convenient to the exercise of the powers of the authority, including the power to contract with other housing authorities for services; and to make and from time to time amend and repeal bylaws, rules and regulations, not inconsistent with this chapter, to carry into effect the powers and purposes of the authority.

(b) Within the area of operation: to prepare, carry out, acquire, lease and operate housing projects; to provide for the construction, reconstruction, improvement, alteration or repair of any housing project or any part thereof.

(c) To arrange or contract for the furnishing by any person or agency, public or private, of services, privileges, works or facilities for, or in connection with, a housing project or the occupants thereof; and, notwithstanding anything to the contrary contained in this chapter or in any other provision of law, to include in any contract let in connection with a project, stipulations requiring that the contractor and any subcontractors comply with requirements as to minimum wages and maximum hours of labor, and comply with any conditions which the federal government may have attached to its financial aid of the project.

(d) To lease or rent any dwellings, houses, accommodations, lands, buildings, structures or facilities embraced in any housing project and, subject to the limitations contained in this chapter, to establish and revise the rents or charges therefor; to own, hold and improve real or personal property; to purchase, lease, obtain options upon, acquire by gift, grant, bequest, devise or otherwise, any real or personal property or any interest therein; to acquire, by the exercise of the power of eminent domain, any real property; to sell, lease, exchange, transfer, assign, pledge or dispose of any real or personal property or any interest therein; to insure or provide for the insurance of any real or personal property or operation of the authority against any risks or hazards; to procure or agree to the procurement of insurance or guarantees from the federal government of the payment of any bonds or parts thereof issued by an authority, including the power to pay premiums on any such insurance; to rent or sell and to agree to rent or sell dwellings forming part of the housing projects to or for persons of low income. Where an agreement or option is made to sell a dwelling to a person of low income, the authority may convey the dwelling to the person upon fulfillment of the agreement irrespective of whether the person is at the time of the conveyance a person of low income. Leases, options, agreements or conveyances may include such covenants as the authority deems appropriate to assure the achievement of the objectives of this chapter.

(e) To invest any funds held in reserves or sinking funds, or any funds not required for immediate disbursement, in property or securities in which banks may legally invest funds, subject to the control of the housing authority; to purchase its own bonds at a price not more than the principal amount thereof and accrued interest, and all bonds so purchased shall be canceled.

(f) Within its area of operation: to investigate into living, dwelling and housing conditions and into the means and methods of improving such conditions; to determine where slum areas exist or where there is a shortage of adequate, safe and sanitary dwelling accommodations for persons of low income; to make studies and recommendations relating to the problem of clearing, replanning and reconstruction of slum areas and the problem of providing dwelling accommodations for persons of low income, and to cooperate with the city, the county, the state or any political subdivision thereof in action taken in connection with such problems; and to engage in research, studies and experimentation on the subject of housing.

(g) Acting through one (1) or more commissioners or other person or persons designated by the authority, to conduct examinations and investigations and to hear testimony and take proof, under oath, at public or private hearings on any matter material for its information; to administer oaths, issue subpoenas requiring attendance of witnesses or the production of books and papers, and to issue commissions for the examination of witnesses who are outside of the state or unable to attend before the authority, or excused from attendance; to make available, to appropriate agencies (including those charged with the duty of abating or requiring the correction of nuisances or like conditions, or of demolishing unsafe or insanitary structures within its area of operation), its findings and recommendations with regard to any building or property where conditions exist which are dangerous to the public health, morals, safety or welfare.

(h) To make, purchase, participate in, invest in, take assignments of, or otherwise acquire loans to persons of low income to enable them to acquire, construct, reconstruct, rehabilitate, improve, lease or refinance their dwellings, and to take such security therefor as is deemed necessary and prudent by the authority.

(i) To make, purchase, participate in, invest in, take assignments of, or otherwise acquire loans for the acquisition, construction, reconstruction, rehabilitation, improvement, leasing or refinancing of land, buildings or developments for housing for persons of low income. For purposes of this subsection, development shall include either land or buildings or both.

(j) Any housing project shall be subject to the requirement that the dwelling units made available to persons of low income, together with functionally related and subordinate facilities, shall occupy at least thirty percent (30%) of the interior space of any individual building other than a detached single-family or duplex residential building or mobile or manufactured home and shall occupy at least fifty percent (50%) of the total number of units in the development, whichever produces the greater number of units for persons of low income. For mobile or manufactured home parks, the mobile or manufactured home lots made available to persons of low income shall be at least fifty percent (50%) of the total number of mobile or manufactured home lots in the park.

(k) To exercise all or any part or combination of powers herein granted.

31-4205. CREATION OF HOUSING AUTHORITIES. In any county of the state of Idaho, there may be created an independent public body corporate and politic to be known as a housing authority, which shall not be an agency of the county; provided, however, that such authority shall not transact any business or exercise its powers hereunder until or unless the governing body of the county, by proper resolution, shall declare, at any time hereafter, that there is need for an authority to function in such county. The determination as to whether or not there is such need for an authority to function (a) may be made by the governing body on its own motion or (b) shall be made by the governing body upon the filing of a petition signed by twenty-five (25) residents of the county asserting that there is need for an authority to function in such county and requesting that the governing body so declare.

The governing body shall adopt a resolution declaring that there is need for a housing authority in the county if it shall find (a) that insanitary or unsafe inhabited dwelling accommodations exist in such county or (b) that there is a shortage of safe or sanitary dwelling accommodations in such county available to persons of low income or rentals they can afford. In determining whether dwelling accommodations are unsafe or insanitary, said governing body may take into consideration the degree of overcrowding, the percentage of land coverage, the light, air, space and access available to the inhabitants of such dwelling accommodations, the size and arrangement of the rooms, the sanitary facilities and the extent to which conditions exist in such building which endanger life or property by fire or other causes.

Nothing in this act shall prevent governing bodies from jointly creating by resolution an independent public body corporate and politic to carry out and effectuate the purposes and provisions of this act and to serve the best interests of their respective citizenry.

In any suit, action or proceeding, involving the validity of enforcement of or relating to any contract of the authority, the authority shall be conclusively deemed to have become established and authorized to transact business and exercise its powers hereunder upon proof of the adoption of resolution by the governing body declaring the need for the authority. Such resolution or resolutions shall be deemed sufficient if it declares that there is such need for an authority and finds in substantially the foregoing terms, no further detail being necessary, that either or both of the above enumerated conditions exist in the county. A copy of such resolution, duly certified by the clerk, shall be admissible in evidence in any suit, action or proceeding.

31-4206. TERMINATION OF AUTHORITY. The authority shall terminate at such time as the governing body of the county, by proper resolution, shall declare that there is no longer a need for a housing authority to function within such county. The determination that there is no longer a need for such authority to function (a) may be made by the governing body on its own motion or (b) may be made by the governing body upon motion of the duly appointed and acting commissioners of the authority that they no longer have any need to function within said county.

The governing body of the county shall, however, before adopting a resolution terminating such authority, determine, by audit if necessary, the financial condition of said authority, and if there is any outstanding liability due and owing by said authority,

the county shall provide the necessary funds for satisfaction thereof; if, however, funds are found, over and above such liabilities, the county shall provide for the satisfaction of said liabilities and the balance of the funds shall be accepted by the county and the authority shall be released from their responsibility therefor.

Any funds so received by such county, as a result of the termination of the authority, shall be dedicated to the extension, maintenance and promotion of the public parks system of said county for the benefit and welfare of the county. **(UPDATED 2015)**

31-4207. AID AND COOPERATION FROM OTHER STATE PUBLIC BODIES -- ACTS AUTHORIZED. For the purpose of aiding and cooperating in the planning, undertaking, construction or operation of housing projects located within the area in which it is authorized to act, any state public body may, upon such terms, with or without consideration, as it may determine:

(a) Dedicate, sell, convey or lease any of its interest in any property, or grant easements, licenses or any other rights or privileges therein, to a housing authority or the federal government;

(b) Cause parks, playgrounds, recreational, community, educational, water, sewer or drainage facilities or any other works which it is otherwise empowered to undertake to be furnished adjacent to or in connection with housing projects;

(c) Furnish, dedicate, close, pave, install, grade, regrade, plan or replan streets, roads, roadways, alleys, sidewalks or other places which it is otherwise empowered to undertake;

(d) Plan or replan, zone or rezone any part of such state public body;

(e) Cause services to be furnished to the housing authority of the character which such state public body is otherwise empowered to furnish;

(f) Enter into agreements with respect to the exercise by such state public body of its powers relating to the repair, elimination or closing or [of] unsafe, insanitary or unfit dwellings;

(g) Do any and all things, necessary or convenient to aid and cooperate in the planning, undertaking, construction or operation of such housing projects;

(h) Incur the entire expense of any public improvements made by such state public body in exercising the powers granted in this act;

(i) Enter into agreements, which may extend over any period, notwithstanding any provision or rule of law to the contrary, with a housing authority respecting action to be taken by such state public body pursuant to any of the powers granted by this section;

(j) With respect to any housing project which a housing authority has acquired or taken over from the federal government and which the housing authority by resolution has found and declared to have been constructed in a manner that will promote the public interest and afford necessary safety, sanitation and other protection, no state public body shall require any changes to be made in the housing project or in the manner of its construction or take any other action relating to such construction.

31-4208. PROPERTY OF AUTHORITY PUBLIC -- EXEMPTION -- PAYMENT FOR SERVICES. The property of an authority is declared to be public property used for essential public purposes and such property and an authority shall be exempt from all

taxes and special assessments of the city, the county, the state or any political subdivision thereof; provided, however, that in lieu of such taxes, an authority may agree to make payments to the county for improvements, services and facilities furnished by such county for the benefit of a housing project, or in lieu of such taxes, an authority may agree to make payments to a school district or school districts, which district or districts include within its boundaries all or a portion of the real property of an authority, for school services and facilities furnished by said school district or districts, for the benefit of the residents of a housing project.

31-4209. DONATIONS BY COUNTY. Any county, in which a housing authority has been created, shall have the power, from time to time, to lend or donate money to such authority or to agree to take such action; provided, however, that when a housing authority has the money available therefor it shall make reimbursement for all such loans made to it.

31-4210. COMMISSIONERS -- APPOINTMENT -- QUALIFICATIONS -- TENURE. When a governing body of a county adopts a resolution as aforesaid, it shall appoint five (5) or seven (7) persons as commissioners of the authority created for said county. Commissioners of the authority shall serve terms of five (5) years. If the governing body of a county appoints five (5) persons as commissioners of the authority, the commissioners who are first appointed shall be designated to serve for terms of one (1), two (2), three (3), four (4), and five (5) years, except that all vacancies shall be filled for the unexpired term. If the governing body of a county appoints seven (7) persons as commissioners of the authority, the commissioners who are first appointed shall be designated to serve terms as follows: one (1) commissioner for a one (1) year term, two (2) commissioners for two (2) year terms, two (2) commissioners for three (3) year terms, one (1) commissioner for a four (4) year term and one (1) commissioner for a five (5) year term, except that all vacancies shall be filled for the unexpired term. Upon resolution by a governing body of a county, after an authority has been created with either five (5) or seven (7) commissioners, the number of commissioners may be increased from five (5) to seven (7) or reduced from seven (7) to five (5). No commissioner of any authority may be an officer or employee of the county for which the authority is created. A commissioner shall hold office until his successor has been appointed and qualified. A certificate of appointment or reappointment of any commissioner shall be filed with the clerk and such certificate shall be conclusive evidence of the due and proper appointment of such commissioner. The service of a housing assistance recipient appointed as a commissioner pursuant to 42 U.S.C. section 1437(b) shall be contingent upon his continued receipt of housing assistance. A commissioner shall receive no compensation for his services for the authority in any capacity, but he shall be entitled to the necessary expenses, including travel expenses, incurred in the discharge of his duties.

The powers of each authority shall be vested in the commissioners. A majority of the appointed commissioners shall constitute a quorum of the authority for the purpose of conducting its business and exercising its powers and for all other purposes. Action may be taken by the authority upon a vote of a majority of the commissioners present. The bylaws of the authority shall designate which of the commissioners appointed shall

be the first chairman and such chairman shall serve in the capacity of chairman until the expiration of his term of office as commissioner. When the office of the chairman of the authority thereafter becomes vacant, the commissioners shall select a chairman from their number, a vice chairman, and may employ a secretary, an executive director who shall serve as an at-will employee of the commissioners, technical experts and such other officers, agents and employees, permanent and temporary, as it may require, and shall determine their qualifications, duties and compensation. For such legal services as it may require, an authority may call upon the prosecuting attorney of the county or may employ its own counsel and legal staff. An authority may delegate to one (1) or more of its agents or employees such powers or duties as it may deem proper.

31-4211. REMOVAL OF COMMISSIONERS. A commissioner of an authority may be removed by a majority of the county commissioners at any time, with or without cause. The county commissioners shall cause to be sent a notice of the removal to the commissioner removed, the authority and the clerk.

31-4212. POLICY IN OPERATION OF AUTHORITY. It is hereby declared to be the policy of this state that each housing authority shall manage and operate its housing projects in an efficient manner so as to enable it to fix the rentals for dwelling accommodations at the lowest possible rates consistent with providing adequate, safe and sanitary accommodations, and no housing authority shall construct or operate any such project for profit or as a source of revenue to the county. An authority shall fix the rentals for dwellings in its projects at no higher rates than it shall find to be necessary in order to produce revenue which, together with all other available moneys, revenues, income and receipts of the authority from whatever sources derived, will be sufficient:

(a) to pay, as the same become due, the principal and interest on the bonds of the authority;

(b) to meet the cost of, and to provide for, maintaining and operating the projects, including the cost of any insurance, and the administrative expenses of the authority; and

(c) to create, during not less than the six (6) years immediately succeeding its issuance of any bonds, a reserve sufficient to meet the largest principal and interest payments which will be due on such bonds in any one (1) year thereafter and to maintain such reserve.

31-4213. DUTIES REGARDING RENTALS AND TENANT SELECTION. In the operation or management of housing projects, an authority shall at all times observe the following duties with respect to rentals and tenant selection:

(a) it may rent or lease the dwelling accommodations therein only to persons of low income and at rentals within the financial reach of such persons of low income;

(b) it may rent or lease dwelling accommodations consisting of the number of rooms, but no greater number, which it deems necessary to provide safe and sanitary accommodations to the proposed occupants thereof without overcrowding.

Nothing contained in this or the preceding section shall be construed as limiting the power of authority to vest, in an obligee, the right, in the event of a default by the authority, to take possession, during the period of such default, of a housing project or

cause the appointment of a receiver thereof, free from all restrictions imposed by this or the preceding section.

31-4214. EMINENT DOMAIN. An authority shall have the right to acquire, by the exercise of the power of eminent domain, any real property which it may deem necessary for its purposes under this act after the adoption of a resolution declaring that the acquisition of the real property described therein is necessary for such purposes. An authority may exercise the power of eminent domain in the manner provided in chapter 7, title 7, Idaho Code, and acts amendatory thereof or supplementary thereto; or it may exercise the power of eminent domain in the manner provided by any other applicable statutory provisions for the exercise of the power of eminent domain. Property already devoted to a public use may be acquired in like manner, provided that no real property belonging to a city, the state or any political subdivision thereof may be acquired without its consent.

31-4215. HOUSING PROJECTS SUBJECT TO PLANNING, ZONING, SANITARY AND BUILDING LAWS. All housing projects of an authority shall be subject to the planning, zoning, sanitary and building laws, ordinances and regulations applicable to the locality of any housing project and an authority shall take into consideration the relationship of the project to any larger plan or long-range program for the development of the area in which the housing authority functions.

31-4216. BOND ISSUES. An authority shall have power to issue bonds, from time to time, in its discretion, for any of its corporate purposes. An authority shall also have power to issue refunding bonds for the purpose of paying or retiring bonds previously issued by it. In order to carry out the purposes of this chapter, an authority may issue, upon proper resolution, bonds on which the principal and interest are payable:

- (a) Exclusively from the income and revenue of a housing project financed with the proceeds of such bonds; or
- (b) Exclusively from such income and revenues together with grants and contributions from the federal government or other source in aid of such project; or
- (c) From all or part of its revenues or assets generally.

Any such bonds may be additionally secured by a pledge of any income or revenues of the authority, or a mortgage of any housing project, projects or other property of the authority. Any pledge made by the authority shall be valid and binding from the time when the pledge is made and recorded; the revenues, moneys or property so pledged and thereafter received by the authority shall immediately be subject to the lien of the pledge without any physical delivery thereof or further act, and the lien of any such pledge shall be valid and binding as against all parties having claims of any kind in tort, contract or otherwise against the authority, irrespective of whether the parties have notice thereof.

Neither the commissioners of any authority nor any person executing the bonds shall be liable personally on the bonds by reason of the issuance thereof. The bonds and other obligations of an authority shall state on their face that they shall not be a debt of the county, the state or any political subdivision thereof and neither the county,

the state nor any political subdivision thereof shall be liable thereon, nor in any event shall such bonds or obligations be payable out of any funds other than those of said authority. Bonds of an authority are declared to be issued for an essential public and governmental purpose and to be public instrumentalities and, together with interest thereon and income therefrom, shall be exempt from taxes.

31-4217. ISSUANCE OF BONDS -- TERMS -- NEGOTIABLE -- ACTIONS TO TEST VALIDITY -- CONCLUSIVE PRESUMPTIONS. Bonds of an authority shall be authorized by its resolution and may be issued in one or more series and shall bear such date or dates, mature at such time or times, bear interest at such rate or rates as the authority shall approve, be in such denomination or denominations, be in such form, either coupon or registered, carry such conversion or registration privileges, have such rank or priority, be executed in such manner, be payable in such medium of payment, at such place or places, and be subject to such terms of redemption, with or without premium as such resolution, its trust indenture, or the bonds so issued, may provide.

The bonds may be sold at public or private sale at not less than par.

In case any of the commissioners or officers of the authority, whose signatures appear on any bonds or coupons, shall cease to be such commissioners or officers before the delivery of such bonds, such signatures shall, nevertheless, be valid and sufficient for all purposes, the same as if such commissioners or officers had remained in office until such delivery. Any provision of any law to the contrary notwithstanding, any bonds issued pursuant to this act shall be fully negotiable.

In any suit, action or proceedings, involving the validity or enforceability of any bond of an authority or the security thereof, any such bond, reciting, in substance, that it has been issued by the authority to aid in financing a housing project to provide dwelling accommodations for persons of low income, shall be conclusively deemed to have been issued for a housing project of such character and said project shall be conclusively deemed to have been planned, located and constructed in accordance with purposes and provisions of this act.

31-4218. POWERS TO SECURE PAYMENT OF BONDS. In connection with the issuance of bonds or the incurring of obligations under leases and in order to secure the payment of such bonds or obligations, an authority, in addition to its other powers, shall have power:

(a) To pledge all or any part of its gross or net rents, fees or revenues to which its right then exists or may thereafter come into existence.

(b) To mortgage all or any part of its real or personal property then owned or thereafter acquired.

(c) To covenant against pledging all or any part of its rents, fees and revenues, or against permitting or suffering any lien on such revenues or property; to covenant with respect to limitations on its right to sell, lease or otherwise dispose of any housing project or any part thereof; and to covenant as to what other, or additional debts or obligations may be incurred by it.

(d) To covenant as to the bonds to be issued and as to the issuance of such bonds in escrow or otherwise, and as to the use and disposition of the proceeds thereof; to provide for the replacement of lost, destroyed or mutilated bonds; to covenant against

extending the time for the payment of its bonds or interest thereon; and to redeem the bonds, and to covenant for the redemption and to provide the terms and conditions thereof.

(e) To covenant, subject to the limitations contained in this act, as to the rents and fees to be charged in the operation of a housing project or projects, the amount to be raised each year or other period of time by rents, fees and other revenues, and as to the use and disposition to be made thereof; to create or to authorize the creation of special funds for moneys held for construction or operating costs, debt service, reserves or other purposes, and to covenant as to the use and disposition of the moneys held in such funds.

(f) To prescribe the procedure, if any, by which the terms of any contract with bondholders may be amended or abrogated, the amount of bonds the holders of which must consent thereto and the manner in which such consent may be given.

(g) To covenant as to the use of any or all of its real or personal property; and to covenant as to the maintenance of its real and personal property, the replacement thereof, the insurance to be carried thereon and the use and disposition of insurance moneys.

(h) To covenant as to the rights, liabilities, powers and duties arising upon the breach by it of any covenant, condition or obligation; and to covenant and prescribe as to default and terms and conditions upon which any or all of its bonds or obligations shall become or may be declared due before maturity, and to the terms and conditions upon which such declaration and its consequences may be waived.

(i) To vest, in trustee or trustees or the holders of bonds or any proportion of them, the right to enforce the payment of the bonds or any covenants securing or relating to the bonds; to vest in a trustee or trustees the right, in the event of a default by said authority, to take possession of any housing project or part thereof, and, so long as said authority shall continue in default, to retain such possession and use, operate and manage said project, and to collect the rents and revenues arising therefrom and to dispose of such moneys in accordance with the agreement of the authority with said trustee, to provide for the powers and duties of a trustee or trustees and to limit the liabilities thereof; and to provide the terms and conditions upon which the trustee or trustees or the holders of bonds or any proportion of them may enforce any covenant or rights securing or relating to the bonds.

(j) To exercise all or any part or combination of the powers herein granted; to make covenants other than and in addition to the covenants herein expressly authorized, of like or different character; to make such covenants as will tend to make the bonds more marketable, notwithstanding that such covenants, acts or things may not be enumerated herein.

31-4220. RIGHTS OF OBLIGEES -- MANDAMUS -- INJUNCTION. An obligee of an authority shall have the right, in addition to all other rights, which may be conferred on such obligee, subject only to any contractual restrictions binding upon such obligee:

(a) By mandamus, suit, action or proceedings at law or in equity to compel said authority and the commissioners, officers, agents or employees thereof to perform each and every term, provision and covenant contained in any contract of said authority, with or for the benefit of such obligee, and to require the carrying out of any or all such

covenants and agreements of said authority and the fulfillment of all duties imposed upon said authority by this act.

(b) By suit, action or proceeding in equity, to enjoin any acts which may be unlawful, or the violation of any of the rights of such obligee of said authority.

31-4221. FILING OF MINUTES AND REPORTS. (1) An authority shall file a copy of the minutes of all meetings with the clerk within ten (10) days after their approval by the authority.

(2) At least once a year, an authority shall file a report with the clerk of its activities for the preceding year, and shall make recommendations with reference to such additional legislation or other action as it deems necessary in order to carry out the purposes of this act.

(3) An authority shall file with the clerk a copy of the authority's financial reports, any claims and causes of action against the authority, and the authority's employee policy handbooks and any changes, modifications, or deletions to the handbooks.

31-4222. REAL PROPERTY OF AUTHORITY -- EXEMPT FROM EXECUTION, OTHER JUDICIAL PROCESS AND JUDGMENT LIEN. All real property of an authority shall be exempt from levy and sale by virtue of an execution, and no execution or other judicial process shall issue against the same nor shall any judgment against an authority be a charge or lien upon its real property; provided, however, that the provisions of this section shall not apply to or limit the right of obligees to pursue any remedies for the enforcement of any pledge or lien given by an authority on its rents, fees or revenues.

31-4223. ADDITIONAL POWERS OF AUTHORITY -- LOANS, CONTRIBUTIONS, GRANTS AND ASSISTANCE FROM FEDERAL GOVERNMENT. In addition to the powers conferred upon an authority by other provisions of this act, an authority is empowered to borrow money or accept contributions, grants or other financial assistance from the federal government for or in aid of any housing project within its area of operation, to take over or lease or manage any housing project or undertaking constructed or owned by the federal government, and to these ends to (to) comply with such conditions and to make such trust indentures, leases or agreements as may be necessary, convenient or desirable. It is the purpose and intent of this act to authorize every authority to do any and all things necessary or desirable to secure the financial aid or cooperation of the federal government in the undertaking[,] construction, maintenance or operation of any housing project by such authority.

31-4224. LIMITATIONS ON POWER OF AUTHORITY. Nothing in this chapter or any other law shall be construed as authorizing a housing authority to levy or collect taxes or assessments, to create any indebtedness payable out of taxes or assessments, or in any manner to pledge the credit of the county, the state or any subdivision thereof.

31-4225. PROVISIONS FOR DEFAULT -- RIGHTS OF OBLIGEES. A housing authority shall have power, by its resolution, trust indenture, lease or contract, to confer upon any obligee holding or representing a specified amount in bonds or holding a lease the right, in addition to all rights that may otherwise be conferred, upon the happening of an event of default as defined in such resolution or instrument by suit, action or proceeding in any court of competent jurisdiction:

(a) To cause possession of any housing project or any part thereof to be surrendered to any such obligee, which possession may be retained by such bondholder or trustee so long as said authority shall continue in default;

(b) To obtain the appointment of a receiver of any housing project of said authority or any part thereof and of the rents and profits therefrom. If such receiver be appointed, he may enter and take possession of such housing project or any part thereof and, so long as said authority shall continue to be in default, operate and maintain the same and collect and receive all fees, rents, revenues or other charges thereafter arising therefrom, and shall keep such moneys in a separate account or accounts and apply the same in accordance with the obligations of said authority as the court shall direct.[:;]

(c) To require said authority and the commissioners thereof to account as if it and they were the trustees of an express trust.

31-4226. INCONSISTENT PROVISIONS OF OTHER LAWS. Insofar as the provisions of this act are inconsistent with the provisions of any other law, the provisions of this act shall be controlling.

**BY-LAWS OF THE BOARD OF COMMISSIONERS
OF THE
TETON COUNTY HOUSING AUTHORITY**

Comment [KF1]:

Adopted October 18, 2007 NEVER ADOPTED

ARTICLE I

SECTION 1. RESPONSIBILITY. The Teton County Housing Authority shall hold public meetings, hearings, work sessions, or use other means, to obtain input to the planning and development of housing (hereafter referred to as "community housing") that is affordable to the work force of Teton County. The Authority will operate within the parameters set forth in Teton County Resolutions 072307, and Title 31, Chapter 42 of the Idaho Code, and Title 50, Chapter 19, as may be amended.

ARTICLE II

SECTION 1. NAME OF THE AUTHORITY. The name of the Authority shall be the "Teton County Housing Authority," herein referred to as the "Authority."

SECTION 2. NAME OF THE BOARD. The name of the board shall be the "Board of Commissioners of the Authority," hereinafter referred to as the "Board."

[Housing Authority Commission] ←

SECTION 3. CHAIRPERSON AND VICE-CHAIRPERSON. These titles are interchangeable whenever they may appear within the Articles of the By-Laws when the titles are used within their respective context.

ARTICLE III

SECTION 1. POWERS OF THE AUTHORITY. The Authority shall constitute an independent public body, corporate and politic, created pursuant to Teton County Resolution Number 072307 and shall have all the powers and authority bestowed upon a housing authority pursuant to Title 31, Chapter 42, and Title 50, Chapter 19, Idaho Code.

SECTION 2. POWER OF THE COMMISSIONERS. The Board, acting as a body, shall have the authority and responsibility to set policy and direction of the Authority and to exercise the powers and authority of the Authority set forth in Title 31, Chapter 42, and Title 50, Chapter 19, Idaho. The Board may approve or disapprove of actions to be taken by the Authority. However, individual Commissioners, not acting on a consensus of the whole Board, shall have no right or authority to direct or interfere with operational aspects of the Executive Director or employees of the Authority.

SECTION 3. POWERS OF THE EXECUTIVE DIRECTOR. ^{An} ^{may} The Executive Director shall be appointed by a majority vote of the Board, and shall serve at the pleasure of said Board. Equally, the Executive Director may be dismissed without cause by a majority vote of the Board. The Executive Director shall be the Chief Administrative and Operational Officer of the Authority, subject to the policy direction of the Board.

Renew in October

*Never
ADOPTED*

administration of the Authority's business affairs, subject to the direction of the Board, and shall be charged with management of the operations of the Authority. He/She shall be required to keep all monies belonging to the Authority in such place or places of deposit as required by the Authority, and further having the duty to cause to be kept an accurate account of all monies received, the sources from whence derived, and all monies expended and the purpose to which applied. The Executive Director shall cause an audited statement of financial position, including income and expense information, to be prepared not less than annually and shall present such statement to the Commissioners for their review at the next regular meeting date following receipt of said audited statement. As an Ex-Officio member of the Board, the Executive Director cannot vote on Authority matters.

SECTION 7. ADDITIONAL DUTIES OF COMMISSIONERS. The officers of the Board shall perform such other duties and functions as may from time to time be required by the By-Laws, or by Regulations of the Authority, subject to prior approval of a majority of the Board.

SECTION 8. RULES AND REGULATIONS BY COMMISSIONERS. The Board shall have the authority to promulgate Rules and Regulations pertaining to the operation of the Authority. Rules and Regulations may be promulgated by a majority vote of the Board at a Regular Meeting. Rules and Regulations may be proposed by the Executive Director or by a motion of a member of the Board. All Rules and Regulations adopted must conform with all requirements of State, City and County laws and ordinances.

SECTION 9. APPOINTMENTS AND ELECTIONS. When the Office of the Chairperson or Vice-Chairperson shall become vacant, the Commissioners shall elect a Chairperson or Vice-Chairperson from their number, which electee shall hold office until the next Annual Meeting.

SECTION 10. VACANCIES. When the office of the Executive Director becomes vacant, the Board shall promptly appoint a successor, in accordance with any duly executed agreements. When the office of a Commissioner becomes vacant for whatever reason, a new Commissioner shall be appointed pursuant to the procedure set out in law.

SECTION 11. COMMITTEES OF THE BOARD. The Board may establish committees from their number and members of the community to deal with specific areas of operations, resolve various policy issues, or to serve as oversight entities. Each committee shall report its findings to the whole Board for possible action.

SECTION 12. ADDITIONAL PERSONNEL. The Board may employ a secretary or clerk, a bookkeeper and/or accountant, technical experts and such other officers, agents and employees, permanent and temporary, as it may require, and shall determine their qualifications, duties and compensation. For such legal services as it may require, the Board may employ its own counsel and legal staff. The Board may delegate to one (1) or more of its agents or employees such powers or duties as it may deem proper.

SECTION 13. CLERK OF THE BOARD. The Board may appoint a Clerk of the Board, who shall serve at the pleasure of the Board. The Clerk shall be responsible for taking the minutes of the meetings, maintaining official minutes of the Board and other tasks assigned by the Board.

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ARTICLE V

meeting. Election of Officers of the Board may be held by secret ballot on request of a Board member.

SECTION 8. RULES OF ORDER. Except as specifically set forth in the By-Laws, conduct of the meeting of the Board shall be in accordance with Robert's Rules of Order, to the extent reasonable.

SECTION 9. FILING OF MINUTES AND REPORTS. (a) The Authority shall maintain written minutes consistent with Idaho Code Section 67-2344, and shall file a copy of the minutes of all meetings with the Teton County Clerk within ten (10) days after their approval by the Authority. All resolutions before the Board shall be included in the minutes of the Board.

(b) At least once a year, the Authority shall file a report with the Teton County Clerk of its activities for the preceding year, and shall make recommendations with reference to such additional legislation or other action as it deems necessary in order to carry out the purposes of this act.

(c) The Authority shall file with the Teton County Clerk a copy of the Authority's financial reports, any claims and causes of action against the Authority, and the Authority's employee policy handbooks, if any, and any changes, modifications, or deletions to the handbooks.

designate a
specific time
annually
ex w/in 60 days
of fiscal year
closure

SECTION 10. OPEN PUBLIC MEETINGS. To the extent required by law, the Authority shall comply with applicable provisions of the Idaho Open Public Meetings Law, Idaho Code Sections 67-2341 et seq., in the noticing and conduct of its meetings.

SECTION 11. PUBLIC RECORDS. To the extent required by law, the Authority shall comply with applicable provisions of the Idaho Public Records Law, Idaho Code Sections 9-337 et seq.

ARTICLE VII

SECTION 1. STATE LAW REGARDING CONFLICT OF INTEREST. Members of the Board and Authority Staff are subject to the applicable laws of the State of Idaho regarding fair hearing, conflict of interest, disclosure and disqualification including Ethics in Government Act (Idaho Code Section 59-701, *et seq.*), Prohibitions Against Contract With Officers Act (Idaho Code Section 59-201 *et seq.*), and the Bribery and Corrupt Influences Act (Idaho Code Section 18-1351 *et seq.*)

SECTION 2. CONFLICT OF INTEREST. A Board member must dismiss himself or herself from the meeting room while an issue or item that presents a conflict of interest is being considered in Executive Session.

SECTION 3. OUTSIDE ACTIVITY. Subject to Section 4 below, Commissioners and Authority Staff are not prohibited from engaging in outside activity related to housing and/or real estate. However, any such activity which could potentially result in a conflict of interest or have the appearance of conflict shall be publicly disclosed by the Commissioners or Authority Staff. The individual shall thereafter recuse himself or herself from any discussions or decisions in which said conflict is present. In cases where a potential conflict so disclosed is not direct, but peripheral, the other Commissioners shall determine whether sufficient reason exists to require recusal of the individual.

SECTION 4. DUTY OF LOYALTY. Commissioners and Authority Staff are required to refrain from engaging in personal activities which would injure or take advantage of the Authority. They

**Teton County Ambulance Service District
Minutes: July 13, 2015**

Commissioners' Meeting Room, 150 Courthouse Drive, Driggs, Idaho

AGENDA

1. Approve Available Minutes
 2. FY 2016 Budget
-

COMMISSIONERS PRESENT: Bill Leake, Kelly Park, Cindy Riegel

OTHER COUNTY ELECTED OFFICIALS PRESENT: Clerk Mary Lou Hansen

FIRE DISTRICT OFFICIALS PRESENT: Fire Commissioners Kent Wagener and Jason Letham,
Fire Chief Bret Campbell

HOSPITAL OFFICIALS PRESENT: Board Chairman Bob Benedict, CEO Keith Gnagey, CFO Stan Kumpel, TVA Supervisor Rob Veilleux

Chairman Leake called the meeting to order at 2:30 pm.

● **MOTION.** Commissioner Park made a motion to approve the minutes from May 26, 2015. Motion seconded by Commissioner Riegel and carried.

FY 2016 BUDGET. The group reviewed the Ambulance Service District's draft budget, which included a \$500,000 placeholder for the annual contract with Teton Valley Health Care, one-third of the annual dispatch expenses, and \$180,000 for a new ambulance which will be purchased if a \$122,000 grant is received (Attachment #1). The FY 2016 ASD revenue will total about \$748,000 if the ambulance and guerney grants are both received.

Mr. Gnagey distributed his FY2016 budget worksheet, showing a net cost of \$609,881 for TVHC to provide ambulance services. His worksheet included \$214,000 in ambulance revenue, a \$140,000 payment to the Fire District (for 24/7 paramedic staff in Driggs and Victor), a \$171,818 expense for administrative services and \$534,831 for salaries, payroll taxes and benefits (Attachment #2). Although the worksheet showed that TVHC is losing \$140,000 this year, Mr. Gnagey said they want to continue providing ambulance services.

Clerk Hansen said there will be an approximate \$200,000 shortfall if the ASD pays TVHC the total \$609,881 requested, plus one-third of the annual dispatch expense. She suggested that some of the accumulated Remaining Cash (Fund Balance) in the ASD fund could be used to provide the \$63,000 in matching dollars needed for the ambulance and guerney grants.

The group discussed revising the dispatch cost-share payments in light of the fact that a majority of the calls and dispatch activity is related to the County (Sheriff). They agreed to split the FY 2016 dispatch costs: 50% County, 25% ASD and 25% Fire District. This will reduce the ASD expense budget by about \$25,000.

Clerk Hansen said the level of service provided by the ASD had increased significantly during her 9 year tenure with the county and questioned whether it was financially sustainable. When she started, there was

a single ambulance staffed by hospital EMTs, now there are three full time ambulances with paramedic level service. Mr. Veilleux said all three ambulances are used simultaneously 5-10 times per year.

Chairman Leake asked if TVHC could reduce their administrative services fee by \$60,000. Mr. Gnagey said the fee simply reflected the actual, significant overhead costs incurred by health care service providers.

Chairman Leake asked if the Fire District would increase their tax levy by \$60,000 so TVHC could pay that much less to the Fire District. Mr. Wagener said the best way to reduce costs would be to allow the Fire District to take over the ambulance service. Mr. Benedict asked if the Fire would also provide ambulance transfer services.

Mr. Gnagey said the Mercer Study had concluded that the best solution for the county was for Fire and TVHC to work together to provide ambulance services. Chief Campbell said the Fire and TVHC are currently administering the ambulance service together and questioned why the hospital should receive an extra \$171,000 for administrative services.

Clerk Hansen asked if it would be possible to disband the Ambulance Service District and let the Fire District provide ambulances services with funds currently available within the Fire District's budget authority, which includes a significant "foregone" amount. Mr. Wagener and Chief Campbell believe it would be possible, but said they would want to review all the numbers.

Commissioner Park believes the Ambulance District should not be dissolved. However, Chairman Leake said the county should look at all possible options to save the taxpayers money while providing necessary services and also considering price, quality and response times. He asked the Fire District to analyze their staffing and budget needs and provide a detailed proposal within the next few months. He stressed that no major changes would take place quickly and said all aspects would be reviewed carefully before a decision is made to disband the ASD and transfer all assets to the Fire District.

Clerk Hansen said about \$70,000 in Remaining Cash was used to balance the FY 2015 budget. She estimates a Remaining Cash balance of about \$300,000 on 9-30-15 and had mentally earmarked those funds for purchase of a new ambulance in 2017. The Board decided that \$97,078 would be used to narrow the budget gap in order to provide the cash match necessary for the new gurney and ambulance (if grants are approved) and to pay TVHC \$499,200 during FY 2016. This will be \$100,000 less than the net TVHC cost. The Board acknowledged that using Remaining Cash to balance the ASD budget could not be sustained into the future.

● **MOTION.** At 3:51 pm, Commissioner Park made a motion to adjourn the meeting and reconvene as the Board of County Commissioners. Motion seconded by Commissioner Riegel and carried.

Bill Leake, Chairman

ATTEST: _____
Mary Lou Hansen, Deputy Clerk

Attachments: #1 FY 2016 Draft Budget
#2 TVHC Budget Worksheet

Ambulance Service District – Regarding Budget Shortfalls and Looking for a Pathforward

Being Proactive vs Reactive – that is the best approach in dealing with near term (within the next couple of years) budget shortfalls.

At the July 13, 2015 ASD Board meeting to set the FY2016 Budget, it came to light that the ASD property tax and other revenues are not adequate to sustain the level of service currently being provided. The ASD taxing authority is set by Idaho Code 31-3908 to be no more than 0.0004 of the total property evaluation in the County (\$40 per \$100,000 of taxable value). As tax payers, we can all appreciate why that was done.

The ASD Board was able to set a proposed FY2016 Budget to be presented for public hearing; however, the Hospital will be receiving about \$110,000 less than they need and the Board committed about \$34,000 funds from the current approx. \$300,000 of cash reserves to balance the budget. The FY 2015 ASD budget required about \$75,000 of cash reserves to balance that year's budget.

Continuing on at this approach, the cash reserves will be depleted within just a few years and insufficient reserves will be available to purchase a new ambulance. Although grant funds are being sought, a grant may or may not be forthcoming.

By raising this concern now rather than next year or the year after, the ASD Board is intending to prevent drastic measures from having to be taken to keep the ASD solvent. This should be seen as a proactive move so that in a couple of years we don't have to be reactive and cause any more undo anxiety than necessary.

As an elected official, it is our responsibility to people currently working for the ASD contractually (our team of paramedics, etc.) and to the citizens of Teton County to act in a fiscally responsible manner and do what we believe is in their overall best interest. At the ASD budget meeting, I specifically ask all those present if they had a solution to put forward addressing the approximate \$150,000 shortfall. To the best of my recollection, the only solutions identified were to reduce the amount requested by the Hospital, reduce the amount paid for dispatch services, and use cash from the current reserves. That is a near term (this year) solution not a long term solution.

The ASD cannot continue to rely on cash reserves to make up for ever increasing costs. It was clear when the ASD was created that it had to function within the statutory levy limits. As such, the ASD Board of Directors must come up with a solution. There are several solutions, none of them overly appealing. They are:

- 1) Seek to find a lower cost provider. Recognizing that the Hospital is already doing a great job of keeping costs as low as possible and to some extent supplementing the actual cost of providing the ASD services.
- 2) Reduce the level of service. Currently the ASD is providing 24/7/365 qualified emergency medical personnel with two Advanced Life Support ambulances to be staffed at all times with at least one paramedic and one licensed EMT. One ambulance in Driggs and one in Victor. A portion of these personnel also provide on-site Emergency Room Technician support to healthcare providers staff at Teton Valley Hospital on a 24/7/365 basis and are supervised by the Director of the Emergency Medical Services Department (I assume this is the Hospital's

dept). And they provide emergency patient transfer services on a 24/7/365 basis. Refer to the ASD TVHC Agreement for more specifics.

- 3) Reconsider and increase the levy limit currently imposed on the ASD. Need to see if, in fact, this is can be done.
- 4) Get the market value of taxable properties up sufficiently enough to generate the needed additional revenue.
- 5) Ask for private contributions and seek out grants.
- 6) Reduce or eliminate the charge to the ASD for using the 911 Dispatch services.
- 7) ???

I was clear that by no means simply asking for a proposal from the Fire Department does that mean it would be an acceptable solution to our dilemma. I believe I did make it clear that any such acceptance of a proposal would require that all parties would be given ample time to transition allowing for any personnel impacts to be minimized.

I have offered to the Hospital Board, that I would be happy to meet and address any questions or concerns regarding my actions. And have conveyed that I would be happy to meet with Keith or Rob to do the same. I also suggested that the two boards could meet.

In the mean time the ASD Board needs to determine a path forward to an acceptable and affordable solution.

Info I learned from talking to the Butte County Volunteer Ambulance Service:

1. Made 180 runs last year
2. 26 Volunteers about half are "advanced" EMTs
3. They contract to a company to do their billing and have a 75% recovery rate
4. They make about \$15 per mile to do transports from Arco to Idaho Falls
5. They are responsible for purchasing, maintaining and equipping their 2 ambulances.

File: ASD Funding Shortfall Pathforward.doc

Prepared by Bill Leake with edits from Mary Lou 7/21/15

Teton Valley Ambulance
Fiscal Year 2016 Budget Worksheet

7/2/15

	Attachment # 2 July 13, 2015 Ambulance	2016 budget proposed	FY2015 Budget	FY2014 Actual
Ambulance Service Revenue*		\$360,104	\$364,279	\$351,965
Deductions from Revenue*		\$145,878	\$147,570	\$142,581
Total Estimated Collectable Revenue		\$214,226	\$216,710	\$209,384
	% Collected	59%	59%	59%
Expenses				
Salaries		\$451,546	\$471,576	\$495,900
Benefits		\$83,285	\$121,585	\$48,786
Total		\$534,831	\$593,161	\$544,686
Department Supplies/Equipment		\$14,754	\$12,665	\$16,404
Travel/Training/Dues/Subscriptions		\$9,354	\$10,600	\$14,157
System Medical Director & Purchased Services		\$12,000	\$18,000	\$18,000
Teton Valley Fire		\$140,000	\$140,000	
Administrative Services		\$171,818	\$138,500	\$171,818
Total Expenses		\$882,757	\$912,926	\$765,065
^Continuity of Care Benefit to TVHC		-\$58,650	-\$57,500	-\$57,500
TVHC Cost		\$609,881	\$638,716	\$498,181
County Payment		??	\$498,716	\$450,400
Payment per Month to TVHC			\$41,416	\$37,533
Gain/Loss		#VALUE!	-\$140,000	-\$47,781

7-21-15

- Budget tentatively approved for FY 2016 includes \$499,200 for hospital (\$41,600 per month)
- We have learned that the hospital did not receive the Ambulance grant, which means the \$58,000 match is not needed this year, which will reduce the amount of cash reserves needed to balance the budget (will use \$34,000)

Mary Lou Hansen

Subject: FW: L2 worksheets for Fire & Ambulance
Attachments: Ambulance L2 worksht.pdf; Fire L2 worksht.pdf

From: Mary Lou Hansen
Sent: Friday, July 17, 2015 3:39 PM
To: bobbenedict@silverstar.com
Cc: Bill Leake
Subject: L2 worksheets for Fire & Ambulance

Bob & Bill: The attached forms are completed by every taxing district to determine the maximum property tax that can be collected in any given year. In general, the "foregone amount" represents taxes that might have been collected, but were not because a taxing district did not levy the maximum amount possible.

The "foregone amounts" are tracked by the State Tax Commission and reported to County Clerks once per year. (I don't completely understand their methodology because it's not as simple as adding last year's un-levied tax amounts to the previous foregone total. Other factors are involved. But I'm confident that the foregone amounts provided by the STC are correct.)

The ASD currently has the authority to levy \$774,645 in property taxes, but cannot collect that amount due to the statutory levy limit of .0004. As property values increase over the coming years, the ASD will be able to increase their annual levy by: (1) 3%; (2) the amount related to new construction; and (3) the entire foregone amount.

The Fire District currently has authority to levy \$2,557,761. Their statutory levy limit is .0024 so they could collect that entire amount next year if they needed to. Once the foregone amount was zeroed out they can only increase their total collection by 3%, plus amounts related to new construction. (Last year the Fire District levied just \$1,987,000 so it's hard to imagine them needing to increase their budget by another \$500,000. However, they have the ability to do so if their governing board thought it necessary.)

To my way of thinking, this means that taxpayers are potentially on the hook for a total of up to \$3,332,406 between these 2 taxing districts. If the ASD were disbanded, that would reduce the total possible taxes by \$774,645.

If the Fire District began providing ambulance services I imagine they would immediately use their entire foregone amount. If that happened, the first year impact of disbanding the ASD would only reduce taxes by about \$150,000, assuming the Fire District doesn't claim a significant amount of their foregone dollars beforehand. Over time, however, the combined potential tax liability would be reduced by \$774,645. (I will forward this email to the STC property tax guru and ask whether my analysis is accurate.)

Hopefully this makes sense. Please call Monday to discuss further.

Best regards,

District Name: Teton County Ambulance Service District <u>7-15</u>		Enter Year:	2015
Computation of 3% budget increase:			
Enter the amount from the "Highest Non-Exempt P-Tax Budget + P-Tax Replacement" column from the "Maximum Budget and Foregone Amount Worksheet".		(1)	525,631
Multiply line 1 by 3%.		(2)	15,769
New Construction & Annexation budget increases:			
Enter the 2015 value of district's new construction roll from each applicable county below:			
County Name		Value	
Teton County	(A)	16,013,495	
	(B)		
	(C)		
	(D)		
Total of New Construction Roll Value for the District:	(3)	16,013,495	
Enter the 2015 value of annexation from property assessed by the county.	(A)		
Enter the 2015 value of annexation from Operating Property .	(B)		
Total Annexation Value:	(4)	-	
Enter the total 2014 approved non-exempt levy rate.	(5)	0.000400000	
New Construction Roll budget increase (multiply line 3 by line 5).		(6)	6,405
Annexation budget increase (multiply line 4 by line 5).		(7)	-
Foregone Amount:			
Enter the total available foregone amount here.		(8)	226,841
Maximum Allowable Non-exempt Property Tax Budget:			
Add lines 1+2+6+7+8.		(9)	774,646
Property Tax Replacement:			
Enter yearly amount of the agricultural equipment replacement money.	(10)	-	
Enter yearly amount of the personal property replacement money.	(11)	1	
Enter TOTAL recovered dollars as reported on the Recovered/Recaptured Property Tax Substitute Funds List.	(12)		
Enter the total of lines 10 thru 12: (Must match col. 5 budget total of L-2).		(13)	1
Maximum Allowable Non-exempt Property Tax to be Levied:			
Subtract line 14 from line 9.		(14)	774,645

Net Market: $\$1,336,179,635 \times .0004 = \underline{\underline{\$534,472}}$

L-2 Worksheet (must be attached to the L-2 form)

District Name: TETON COUNTY FIRE PROTECTION DISTRICT		Enter Year: 2015	
Computation of 3% budget increase:			
Enter the amount from the "Highest Non-Exempt P-Tax Budget + P-Tax Replacement" column from the "Maximum Budget and Foregone Amount Worksheet".		(1)	2,088,567
Multiply line 1 by 3%.		(2)	62,657
New Construction & Annexation budget increases:			
Enter the 2015 value of district's new construction roll from each applicable county below:			
County Name		Value	
Teton	(A)	16,013,495	
	(B)		
	(C)		
	(D)		
Total of New Construction Roll Value for the District:	(3)	16,013,495	
Enter the 2015 value of annexation from property assessed by the county.	(A)		
Enter the 2015 value of annexation from Operating Property .	(B)		
Total Annexation Value:	(4)	-	
Enter the total 2014 approved non-exempt levy rate.	(5)	0.001592143	
New Construction Roll budget increase (multiply line 3 by line 5).	(6)		25,496
Annexation budget increase (multiply line 4 by line 5).	(7)		-
Foregone Amount:			
Enter the total available foregone amount here.	(8)		381,041
Maximum Allowable Non-exempt Property Tax Budget:			
Add lines 1+2+6+7+8.	(9)		2,557,761
Property Tax Replacement:			
Enter yearly amount of the agricultural equipment replacement money.	(10)	-	
Enter yearly amount of the personal property replacement money.	(11)	-	
Enter TOTAL recovered dollars as reported on the Recovered/Recaptured Property Tax Substitute Funds List.	(12)	-	
Enter the total of lines 10 thru 12: (Must match col. 5 budget total of L-2).	(13)		-
Maximum Allowable Non-exempt Property Tax to be Levied:			
Subtract line 14 from line 9.	(14)		2,557,761

Mary Lou Hansen

Subject: FW: L2 worksheets for Fire & Ambulance

From: Alan Dornfest [<mailto:Alan.Dornfest@tax.idaho.gov>]

Sent: Saturday, July 18, 2015 8:06 AM

To: Mary Lou Hansen; Gary Houde

Cc: Steve Fiscus

Subject: RE: L2 worksheets for Fire & Ambulance

Mary Lou: While I don't disagree with the fundamentals of your analysis, I would offer the following observations:

1. Because of the levy rate limit the ambulance district has been precluded from using its full budget authority – whether it wanted to or not. From the L-2 worksheet, they appear to remain in this situation, as you've identified their maximum budget as \$534,472. The values subject to their levy would have to increase by nearly 50% for the district to utilize full budget capacity, including foregone. Otherwise they are locked in at a much lower amount.
2. The fire district has a much higher levy rate limit, so could absorb their full foregone amount if they wish. Notably, however, the fire district's foregone amount is less than the ambulance district's most recent levy (dollars). It's close if you add new construction and 3% allowances, and I don't know whether the fire district would want to take those regardless of the need to provide ambulance services. If they do, then the trade off would be approximately \$482,000 additional to replace \$534,000 expected to be levied by the ambulance district this year. ($\$1,987,000 + 62,657 + 25,496 = 2,075,153$ and the difference between that figure and \$2,557,761 is \$482,608). (Again, this assumes the fire district would need the \$25,000 new construction allowance and the \$63,000 3% allowance anyway.) If the fire district were willing to flat line its budget at the 2014 amount (\$1,987,000), then they could add \$482,608; this would still fall about \$52,000 short of replacing the expected ambulance district levy. If the fire district intends to go back to a higher budget (as it levied previously), this difference would grow.
3. If the ambulance district dissolves, their \$226,841 foregone amount disappears – it does not get absorbed in any way by the fire district, which gets no additional budget authority (unless there is something in law I'm not aware of).
4. The ambulance district does not get sales tax distribution, so there is no additional issue there.

Gary may have additional comments.

Alan S. Dornfest • Property Tax Policy Supervisor

Idaho State Tax Commission • Property Tax Division

phone: (208) 334-7742 • fax: (208) 334-7844

e-mail: alan.dornfest@tax.idaho.gov • website: tax.idaho.gov



208-354-8780
FAX: 208-354-8410

Teton County Clerk

150 Courthouse Drive
Driggs, Idaho 83422

July 22, 2015

TO: County Commissioners
FROM: Mary Lou
SUBJECT: Clerk's FY 2016 Budget Memo #5

1. **Sheriff Budgets.** Sheriff Liford will meet with you at 9 am to provide an update regarding his law enforcement contracts with Driggs and Victor, discuss animal control and any other necessary budget issues.
2. **Solid Waste User Fee.** The Prosecutor has pointed out legal problems with your July 13 decision. My calculations regarding 5 possible options are attached for your reconsideration of this fee.
3. **Recreation Coordinator.** You have discussed a possible new position. A decision is needed in order to incorporate any desired amounts into the budget.
4. **Weeds/Pests/Animal Control.** The second draft budget includes a \$60,000 placeholder in the Weed budget and \$35,000 placeholder in the Sheriff's budget. However, on July 13 you briefly discussed combining weeds, pests & animal control, including bear awareness, into a single position. Please discuss further and decide how you wish to proceed.
5. **FY 2016 Contingency Expenses.** Prosecutor Spitzer expects to spend \$1,000-3,000 for expert witnesses related to trial this fall. I've increased her budget request by \$1,500. If the trial expenses are greater than that, contingency funds will be requested. The \$10,000 plat copier in the Clerk's office will require replacement the next time it breaks down, but might keep running fine for another year or two. I'll submit a budget request for FY 2017, but will need to request emergency contingency funds if an un-repairable problem arises before then.
6. **\$25,000 for Fair Ground upgrades.** The Impact Fee Advisory Committee has not yet made a decision about using the Recreation impact fees for the planned upgrades to the Fair Building. Should their \$25,000 request be added back into the budget?
7. **Payment-in-Lieu-of Taxes (PILT).** The second draft budget assumes the FY 2016 PILT payment will be placed into the Building Fund for future projects. If desired, this revenue could be budgeted within the General Fund. The amount is uncertain until Congress adopts a budget, but will most likely be at least \$100,000.

8. **Budgeting for E911 grants.** The Sheriff's Office is requesting \$13,119 from the Idaho Emergency Communications Commission for two new dispatch computer terminals plus AVL licensing for GPS mapping of 911 calls in patrol vehicles. This amount is reflected in the Sheriff's Grant fund budget for FY 2016. Grant decisions will be known by Sept. 1. If we learn the grant has not been awarded, I recommend buying the needed equipment before Sept. 30 with Remaining Cash in the E911 Fund.
9. **Salary Allocation for Emergency Management Coordinator/IT Coordinator/MAD Director.** Greg's salary will be split 60/20/20 unless you think it should be done differently.
10. **Health Insurance.** I've attached emails from Travis at American Insurance. He's optimistic that our renewal rate will be less than 6% and points out advantages to changing our renewal date to October 1.
11. **Cell Phones.** Please decide what positions should be budgeted for county cell phones or cell phone stipends. The attached spreadsheet itemizes departmental requests.
12. **District Court Costs.** Teton's share of Tri-County Probation and Drug Court costs will increase by \$15,000-\$20,000 next year, and by even more the following year. Our share of 5C expenses will remain the same.
13. **Salaries.** I've attached a memo summarizing your equity raise decisions, and a *confidential* salary listing showing the requested merit raises. You will meet with individual EODH to review their merit raise requests and need to discuss merit raises, if any, for the employees you supervise directly (*Public Works Director, Planning Administrator, GIS Manager, Juvenile Probation Officer, Extension Assistant*). Please also discuss raises for the Elected Officials.

Solid Waste User Fees Options for FY 2016

(Assuming goal is to maintain \$730,000 historically collected via Idaho & Alta SWUF)

	IDAHO	ALTA	TOTAL
Residential Parcels with structure	5,210	167	5,377
Residential Parcels without structures	5,521	195	5,716
Ag Parcels not in Subdivisions	1,954	83	2,037
Ag Parcels in Subdivisions	1,306	0	1,306
Commercial/Industrial Parcels with structures	327	3	330
Commercial/Industrial Parcels without structures	265	2	267
	14,583	450	15,033

	# of parcels	rate billed	Total collected
Option #1: Revert to FY 2014 rates of \$105 per residence and 15 cents per s/f commercial building	5,707	\$105/residence 15 cents per s/f commercial	\$730,000
Option #2: Flat fee to every non-ag parcel: 11,093 + 597 =	11,690	\$62	\$730,000
Option #3: Flat fee to every parcel: 15,033 parcels	15,033	\$49	\$730,000
Option #4: Flat fee to every non-ag parcel + ag parcels in subdivisions: 11,093 + 1,306 + 597	12,996	\$56	\$730,000
Option #5: Flat fee to every parcel with structure	5,537	\$80	\$730,000
Lower flat fee to every parcel without a structure	7,827	\$37	

Mary Lou Hansen

Subject: FW: BOCC Meeting

From: Travis Argyle [mailto:targyle@amerins-serv.com]
Sent: Monday, July 20, 2015 9:28 PM
To: Mary Lou Hansen

Mary Lou,

One other thing we are looking into and may be worth mentioning to BOCC, is an early renewal date of October 2016.

The reason for this is in 2017 any group with 51-99 employees will be classified as small employer now under ACA. This will mean now Teton County will be community pool rated and employee rates will each be figured on age, instead of just one composite same rate.

Moving to early renewal buys the County an extra year from having to comply with this and stay composite. Only down side is if you change your plan under ACA after February 2014, you lose year relief on employer mandate, or pay or play penalties. This will not be issue for County cause they have been compliant before year relief. Any questions please let me know and we will follow this closely.

----- Original message -----

From: Mary Lou Hansen <mlhansen@co.teton.id.us>
Date: 07/20/2015 3:47 PM (GMT-07:00)
To: Travis Argyle <targyle@amerins-serv.com>

Nice to know that our trend is looking good. Thank you & keep pushing them.

From: Travis Argyle [mailto:targyle@amerins-serv.com]
Sent: Monday, July 20, 2015 3:47 PM
To: Mary Lou Hansen
Subject: RE: BOCC Meeting

Hi Mary Lou,

I visited with Regence last week and told them to keep County from bidding we need to come in below 6%. I visited with them again and they are telling me if County continues to trend as is, 6% or under should not be a problem. Please keep in mind we still have 3 months of experience to record before renewal. I will continue to push them for updates along the way. Please let me know if your or the BOCC have any questions.

From: Mary Lou Hansen [mailto:mlhansen@co.teton.id.us]
Sent: Wednesday, July 15, 2015 4:11 PM
To: Travis Argyle

Can you give a SWAG about our renewal rate at this time?

Cell Phone Stipends & County Cell Phones: Requested for FY 2016

Department	Position	Reason Needed	STIPEND		COUNTY PHONE		
			\$22 Basic Cell	\$52 Data Plan	Basic Cell	Data Plan	Provider
Commission	3 Commissioners	1, 3		3			
Commission	Assistant, Risk, Facilities, IT Coord	1, 3		1			
Coroner	Coroner	1, 2, 3		1			
County Agent/Weed	County Agent, Weed Supervisor	3		1			
Court	Court Supervisor	1		1			
Court	Court Clerk	1	2				
Court	Magistrate Judge	1, 3		1			
Emergency Mgt	Emergency Manager	1, 3				1	Verizon
Facilities	Custodian	1, 3		1			
Fair Board	Administrator	3		1			
GIS	GIS Manager	data plan for tablet computer					
Juvenile Probation	Chief JPO	1, 2, 3				1	Verizon
Planning & Building	Building Inspector	3		1			
Prosecutor	Prosecutor	1, 3		1			
Prosecutor	Chief Deputy Prosecutor	1, 3		1			
Prosecutor	Investigator	1, 3		1			
Public Works	Public Works Director	1, 3				1	Verizon
Public Works	Public Works Director	data plan for tablet computer					
Road & Bridge	Equipment Operators	1, 2, 3				7	Verizon
Road & Bridge	Supervisor	1, 2, 3				1	Verizon
Road & Bridge	Mechanic/Foreman	1, 2, 3				1	Verizon
Road & Bridge	Office Manager	1, 2, 3				1	Verizon
Sheriff	Sheriff	1, 3				1	Verizon
Sheriff	Chief Deputy	1, 3				1	Verizon
Sheriff	Patrol Deputies	1, 3				7	Verizon
Sheriff	Patrol Sergeants	1, 3				2	Verizon
Sheriff	Detective Sergeant	1, 3				1	Verizon
Sheriff	IT Services Coordinator	1				1	Verizon
Sheriff	Admin. Mgr of Operatsion	1				1	Verizon
Sheriff	Dispatch Supervisor	1				1	Verizon
Solid Waste	Supervisor	1, 3				1	Verizon
			2	10	0	29	

CELL PHONE portion of Teton County's "Fringe Benefits" Policy:

Employees who require a cell phone in order to perform their duties as expected will be issued a county cell phone or will receive a monthly cell phone stipend. Non-exempt employees eligible for overtime compensation will not receive a county cell phone or stipend unless the need is expressly stated in their job description.

Employees issued a county cell phone become responsible for the phone, which is not insured by the county. If a county cell phone is lost or damaged, it will be replaced at the employee's expense. Employee use of a county cell phone may be restricted to a specified number of minutes and/or text messages.

The EO or Supervisor will determine if an employee needs a cell phone for one of the following reasons: (1) Must remain in contact on a 24/7 basis; (2) GPS units on phone provide required data; or (3) Duties require frequent absences from the office.

All information on county phones is subject to the public records law. This means that employees have no right to privacy when using a county phone.

The County's annual budget must include an approved list of all positions eligible to receive a county cell phone or cell phone stipend, and the yearly stipend amount. County cell phones and cell phone stipends will not be considered a taxable benefit.

Employees receiving a data plan stipend in order to use their personal phones to send or receive county emails must understand that all such emails become a matter of public record.

EQUITY ADJUSTMENTS & MERIT RAISES FOR FY 2016

1. SALARY SCHEDULE. A 1% adjustment was made to the County's Salary Schedule.
2. EQUITY RAISES. Equity raises were made so that:
 - Employees with 1 year at their current pay grade will earn 88% of the market rate
 - Employees with 2 years at their current pay grade will earn 90% of the market rate
 - Employees with 3 years at their current pay grade will earn 92% of the market rate
 - Employees with 4 years at their current pay grade will earn 94% of the market rate
 - Employees with 5 years at their current pay grade will earn 96% of the market rate
 - Employees with 6 years at their current pay grade will earn 98% of the market rate
 - Employees with 7 years at their current pay grade will earn 99% of the market rate
 - Employees with 8+ years at their current pay grade will earn 100% of the market rate
3. MERIT RAISES. Merit raise requests were approved for ?? employees
4. IN SUMMARY, the County has:
 - 70? regular employees (*year-round, full- & part-time*)
 - ?? will receive no raises in FY 2016 (*including ? county elected officials*)
 - ?? will receive merit raises
 - ?? will receive equity raises

*The total of all raises will be \$??? (\$66,000 for equity and \$??? for merit).
Raises will represent ??% of the county's gross payroll for FY 2016.*

Teton County Kinds & Levels (Pay Grade) Chart: July 2015

Pay Grade	Clerk/Auditor/Recorder	Assessor Treasurer	Commission, Road & Bridge, Extension, GIS, Planning/Zoning	Legal Probation & Parole	Law Enforcement
12			Public Works Director		
11			Planning/Bldg/GIS Administrator		Chief Deputy Sheriff
10			Building Official County Executive Assistant Emergency Management Coordinator IT Administrator?? Road & Bridge Supervisor	Deputy Prosecuting Attorney	Lieutenant
9	Court Supervisor		Solid Waste Supervisor Commissioner's Assistant IT Administrator??		Sergeant Detective Sergeant Patrol Admin. Mgr of Operations
8	Chief Deputy Clerk	Chief Deputy Assessor Chief Deputy Treasurer	Building Inspector Planner Engineering Technician GIS Coordinator	Chief Juvenile Probation Officer Prosecutor's Investigator	Sheriff's Deputy (<i>POST-certified</i>) IT Services Coordinator
7	Deputy Clerk: Payroll/HR/Indigent Deputy Clerk: Lead Auditor		Project & Shop Foreman Solid Waste Foreman Weed Control Superintendent Mosquito Abatement District Director Facilities Maintenance Supervisor	Juvenile Probation Officer	Deputy Recruit Dispatch Supervisor
6			Code Compliance Technician Fair Ground Administrator R & B Equipment Operator Civil Bailiff	Victim Witness Coordinator	Senior Dispatcher Victim Advocate
5	Court Clerk Deputy Clerk-Election Supervisor	Senior Deputy Assessor	SW Equipment Operator (also Recycler/Operator) Road & Bridge Office Manager Land Use Services Assistant	Legal Secretary	Dispatcher Civil Process Clerk Animal Control Officer
4	Deputy Clerk	Deputy Assessor Deputy Treasurer Lead Motor Vehicle Specialist	Road & Bridge Administrative Assistant Truck Driver Extension Assistant 4-H Coordinator Facility Maintenance Worker SW Weigh Master		Sheriff's Administrative Specialist
3		Motor Vehicle Specialist	Weed Inspector		Driver's License Specialist/Office Asst.
2			SW Laborer		
1			SW Laborer		

Teton County Salary Schedule for FY 2016

HOURLY PAY RATE

Market
Point



Pay Grade	A	B	C			D
	HIRING (86-90%) 86%	PROFICIENT (91-95%) 91%	96%	MARKET (95-110%) 100%	110%	SUPERIOR PERFORMANCE (111-120%) 120%
12	\$35.14	\$37.18	\$39.22	\$40.86	\$44.94	\$49.03
11	\$30.56	\$32.33	\$34.11	\$35.53	\$39.08	\$42.64
10	\$26.56	\$28.11	\$29.65	\$30.89	\$33.98	\$37.07
9	\$23.10	\$24.44	\$25.78	\$26.86	\$29.55	\$32.23
8	\$20.09	\$21.26	\$22.43	\$23.36	\$25.70	\$28.03
7	\$18.27	\$19.33	\$20.39	\$21.24	\$23.36	\$25.49
6	\$16.60	\$17.56	\$18.53	\$19.30	\$21.23	\$23.16
5	\$15.52	\$16.42	\$17.32	\$18.05	\$19.85	\$21.65
4	\$14.50	\$15.34	\$16.19	\$16.86	\$18.55	\$20.23
3	\$13.55	\$14.34	\$15.13	\$15.76	\$17.34	\$18.91
2	\$12.67	\$13.40	\$14.14	\$14.73	\$16.20	\$17.68
1	\$11.83	\$12.52	\$13.21	\$13.76	\$15.14	\$16.51

Employees within a particular pay grade will be hired at 86-90% of the Market Point. As time goes by, and as funds permit, deserving employees will receive merit raises within their pay grade based upon their work performance and the current Merit Administration Matrix. The Teton County Salary Schedule will be reviewed and adjusted as needed.