

Valley County Board of Commissioners

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**IN THE OFFICE OF THE VALLEY COUNTY BOARD OF COMMISSIONERS
CASCADE, IDAHO
June 13, 2022**

**PRESENT: ELTING HASBROUCK (CHAIRMAN)
SHERRY MAUPIN (COMMISSIONER)
EDGAR ALLEN (COMMISSIONER)
DOUGLAS MILLER (CLERK)**

Senior Deputy Auditor, Rheta Clingan led the Pledge of Allegiance.

Chairman Hasbrouck presented the commissioners' agenda for June 13, 2022. Commissioner Allen wanted to add an additional matter on the agenda to discuss about the reporting that was done in the Star News regarding individuals living in storage sheds and to discuss Cougar Island property. Commissioner Allen made a motion to amend the commissioners' agenda for June 13, 2022, and approve the remainder of the agenda. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to amend the commissioners' agenda for June 13, 2022, with the additions of a discussions and approve the remainder of the agenda as posted.

Senior Deputy Auditor, Rheta Clingan presented the commissioners with Fiscal Year 2022 claims and board order claims.

Fiscal Year 2022 Claims

General Fund	\$208,612.43
Road & Bridge	\$86,142.02
District Court	\$2,596.54
Fair	\$76.65

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Revaluation	\$1,051.80
Solid Waste	\$145,400.99
Weeds	\$1,606.95
Pest Control	\$12.89
Waterways	\$1,842.07
McCall-Donnelly Snowmobile	\$636.78
Cascade-Warm Lake Snowmobile	\$92.57
Smiths Ferry Snowmobile	\$122.92
Title III Funds	\$288.00
Extension Agent Fund	\$104.93
OHV Trust	\$500.00
PILT Fund	\$15,917.16
Total:	\$465,004.70

Commissioner Allen made a motion to approve to the claims & board order claims as presented. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the claims & board order claims as presented.

Assessor, June Fullmer presented to the commissioners that the Cascade Department of Motor Vehicle Office had been closed due to an illness on Friday. She reported that the Assessor's Front Office had been handling several calls regarding assessment values. She presented that the Assessor's Office had been receiving appeals and the appraisers are working on discussions with the public. Commissioner Maupin asked if the State of Idaho would be able to assist with the assessment of new areas. Assessor Fullmer responded and reported on possible solutions.

Clerk, Douglas Miller provided the commissioners with an update related to matters involving the Clerk's Office to include the courts, elections, and budgeting.

Prosecuting Attorney, Brian Naugle informed the commissioners that they have seen an increase of crimes and arrests the last few months. He reported on pending trials that were scheduled. He reported on civil matters that the Prosecuting Attorney's Office had been handling to include the discussion regarding the areas of impact in McCall.

Sheriff, Patti Bolen provided an overview to the commissioners regarding law enforcement activity. She reported that there had been issues related to the radio communications equipment and reported on fixes that have been attempted. She reported on work arounds that had occurred and informed the commissioners that she hoped that the fixes would occur soon.

Treasurer, Johanna Defoort informed the commissioners that the second half tax payments were being collected and reported on the amount that had been collected. She reported on the shared employee and his responsibilities. She presented on the openings within her office and the struggles to obtain applications. She reported on the properties that were in tax deed and the work that had been taking place to have the properties be removed from the tax deed process.

Building Director, Annette Derrick informed the commissioners that the Building Office had been busy, and 159 building permits had been issued since January of 2022. She reported an increase in commercial building applications.

Court Services Director, Skip Clapp presented on the memorandum of agreement with the Idaho Department of Juvenile Corrections to support the community based alternative services program and substance use disorder services program. Commissioner Allen made a motion to approve the memorandum of understanding with the Idaho Department of Juvenile Corrections. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the memorandum of understanding with the Idaho Department of Juvenile Corrections.

Court Services Director, Skip Clapp reported on the increase of probation cases and pretrial cases. He informed the commissioners that there are currently two juveniles in custody at Ada County Juvenile Detention Center.

University of Idaho Extension Educator, Melissa Hamilton provided the commissioners with an update of matters that she had been working on to include master gardeners program, the publishing of the University of Idaho Extension Newsletter, the city of Cascade fish art walk project with an auction to follow, bike and pedestrian county, community educator alliance educator meeting. She reported on the 4-H programs that were taking place over the summer. She presented on the peer learning network and the progress that had been made. She reported that oral presentations of the 4-H program would start this week. She discussed a Yak project that she was assisting with and collaborating with Blaine County Extension Office for farm tours. Commissioner Allen asked about the Cascade fish art walk project and if it could be expanded to other areas in the county. Melissa advised that it was a pilot project, and she was hoping that in the future it could be expanded to other areas within the county.

IT Director, Jeremy Wilcox provided the commissioners with an update related to the IT Department. He did report that GIS Analyst, Kara Utter had submitted her resignation and he reported that the position had been posted. He advised that the IT Department would be contracting with Kara Utter until the position was filled. He advised that he would be conducting an interview for an IT employee. He informed the commissioners that he was working on repairing the 911 radio issue. He also reported that the new University of Idaho Extension Building would be wired for internet. He provided an overview of the upgrades to the Lake Fork Building for internet services, and he informed the commissioners that the estimated cost would be \$800 to \$900 per month. Jeremy advised that the new tablets for Valley County employees would be rolled out within the next couple of weeks. He provided an update related to the Valley County Sheriff's Office e-ticketing system. Chairman Hasbrouck asked about recycling old IT Equipment and Jeremy reported that he would complete the recycling by the end of the year. Commissioner Maupin discussed additional IT matters with Jeremy and meetings that would be occurring in October of 2022 related to updating prepared responses.

Planning & Zoning Director, Cynda Herrick presented the letter of support for the Payette River National Scenic Byway Project. Commissioner Allen made a motion to approve the letter of support for the Payette River National Scenic Byway Project. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the letter of support for the Payette River National Scenic Byway Project.

Planning & Zoning Director, Cynda Herrick presented to the commissioners the matter involving Mr. Gerald Rodebaugh's property and the problems related to the property. She provided the commissioners with an overview of the issues and discussed possible solutions with the commissioners but advised that any solution would need to be reviewed by Chief Deputy Prosecuting Attorney, Brian Oakey. The commissioners discussed potential solutions related to the piece of property and the problems that the property has presented because of items being stored on the property. The commissioners agreed that Cynda should review options with Chief Deputy Prosecuting Attorney, Brian Oakey.

Planning & Zoning Director, Cynda Herrick presented on public hearings that would be heard by the Planning & Zoning Commission. She reported on plan reviews that the Planning & Zoning Department had been conducting. Cynda discussed the large gathering permit that the Valley County Sheriff's Office was working on for a gun event that was occurring and proposed that a public hearing should commence regarding the event.

Recreation Director, Larry Laxson reported on meetings that he had attended over the last two weeks to include the Boise Forest Coalition meeting, Payette Forest Coalition meeting. He reported on conversations that he has had with Idaho Department of Lands regarding vaulted toilet. He reported on his conversations with the Valley County Pickleball Group regarding land donations and he advised that he would present a proposal to the commissioners. Chairman Hasbrouck discussed potential concerns regarding road access to existing gravel pits. Larry presented on volunteer work that was conducted by the Cougar Mountain Snowmobile Club.

Facilities Director, Scott Clingan provided the commissioners with an update related to the University of Idaho Extension Building and the progress that was being made to the remodel of the building. He reported on the installation of the new Buildings & Grounds Office. He provided the commissioners with an update to the remodel of the new IT Department Office. He reported on the carpet at the Emergency Operations Center. He advised that he was waiting for a bid from a roofing company to repair the roof at the McCall Annex. He presented on maintenance that he was working on at the Valley County Fairgrounds and reported on bids that he was attempting to obtain. Scott reported on modifications that were needed for the heating & cooling of the IT Department Server room and presented on solutions to include ductless equipment. Scott asked about a matter that was on the commissioners' agenda for June 21, 2022, related to the Warm Lake Solid Waste Transfer Site. Chairman Hasbrouck advised that the matter was placed on the agenda at the request of the businesses in Warm Lake.

Road Director, Jeff McFadden presented the cooperative Forest Road Agreement with USDA Forest Service Boise National Forests. Commissioner Allen made a motion to approve the cooperative Forest Road Agreement. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to approve the cooperative Forest Road Agreement with USDA Forest Service Boise National Forest.

Jeff provided the commissioners with an update of road maintenance work that was being conducted on the Valley County roads to include Warm Lake Summit and Johnson Creek. He discussed mitigation work that was needed to be done on Profile Creek. Commissioner Allen informed Jeff that he was attending the Idaho Transportation Department open house and asked to schedule a meeting with Jeff prior to attending the meeting. The commissioners suggested

that it might be time to request Idaho Transportation Department to attend a commissioner meeting.

Weed Supervisor, Steve Anderson presented the mosquito surveillance contract from Idaho State Department of Health & Welfare. He explained the process for surveillance of mosquitos and the process if someone contracts West Nile Virus. Chairman Hasbrouck made a motion to approve the mosquito surveillance contract from Idaho State Department of Health & Welfare. Commissioner Allen seconded the motion. No further discussion, all in favor. Motion passed to approve the mosquito surveillance contract from Idaho State Department of Health & Welfare.

Steve Anderson reported on a booth that he would have at the Donnelly Farmer's Market to present on grasshoppers and mosquitos. Chairman Hasbrouck felt that the noxious weeds would be in mass and requested that Steve make sure that individuals are complying with the Valley County requirements. Steve agreed to monitor compliance of landowners.

Chairman Hasbrouck presented the commissioner meeting minutes of June 6, 2022. Commissioner Allen made a motion to approve the commissioner meeting minutes of June 6, 2022. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed.

Chairman Hasbrouck presented the additional funding from Idaho Department of Commerce Rural Economic Development Professionals program. Commissioner Maupin made a motion to approve the additional funding from Idaho Department of Department of Commerce for the Rural Economic Development Professionals program. Commissioner Allen seconded the motion. No further discussion, all in favor. Motion passed.

Chairman Hasbrouck presented on the reimbursement request to close out the fire mitigation project for Bear Basin Grant #17HFR4-Valley. Clerk, Douglas Miller advised that the matter needed to be postponed until June 21, 2022.

Commissioner Allen began the discussion regarding the article in the Star News about Valley County Board of County Commissioners supporting individuals to reside in storage sheds. He presented his opinion to the commissioners about the article and how it was written. Chairman Hasbrouck advised that he did not want Valley County to take the liability on if people move into a storage shed and there was a natural disaster. Commissioner Maupin advised that there would still be an inspection done on storage sheds if individuals chose to move into one.

Commissioner Allen began the discussion related to the ownership of Cougar Mountain Island. The commissioners discussed the matter and voiced their opinion regarding the area and the lease with Idaho Department of Lands. Chairman Hasbrouck advised the concerns that he had regarding the island and allowing people to move on to the island. He advised that the State of Idaho would be making any decisions regarding the island. Commissioner Maupin advised that she would listen to the constituent who had voiced concerns.

The commissioners recessed for lunch at 11:45 a.m.

The commissioners returned from lunch 1:00 p.m.

Chairman Hasbrouck began the Budget Workshop with Facilities Director, Scott Clingan. The commissioners discussed the Building & Grounds Budget and postponed the budget workshop for the solid waste on June 21st. Solid Waste Budget.

Lake Shore Disposal Manager, Scott Carnes presented on prices to rent an excavator for the Solid Waste Transfer Site. The commissioners discussed the proposal submitted by Lake Shore Disposal in detailed. Commissioner Maupin made a motion to expend up to \$50,000 for the cost of the lease of the excavator to work the woody debris pile at the solid waste transfer site. Commissioner Allen seconded the motion. No further discussion, all in favor. Motion passed to expend up to \$50,000 for the cost of lease of an excavator to work the woody debris pile at the solid waste transfer site.

McCall Fire Chief, Garret de Jong presented to the commissioners on the request to move forward with the fire district impact fee study. He provided the commissioners with a handout which will be appended to the commissioner meeting minutes. Anne Westcott with Galena Consulting concurred with the presentation from McCall Fire Chief, Garret de Jong. Cascade Fire Chief, Steve Hull presented to the commissioners on how impact fees would be expended for the Cascade Rural Fire Department. Donnelly Fire Chief, Juan Bonilla informed the commissioners that the Donnelly Rural Fire Department Board agreed to allow an impact fee study to occur. Anne Westcott advised that the cities have established an impact fee advisory committee and she explained that the county could establish an additional advisory committee or do they want to rely on the already established committees. Commissioner Maupin provided her opinion to the audience and felt that the commissioners should support moving forward with an impact fee advisory committee. Commissioner Allen provided his opinion in support. Chairman Hasbrouck agreed with supporting of creating an impact fee advisory committee specifically for the fire districts. Commissioner Allen made a motion to allow the creation of the impact fee advisory committee. Commissioner Maupin seconded the motion. No further discussion, all in favor. Motion passed to allow the creation of the impact fee advisory committee.

Assessor, June Fullmer and Commercial Appraiser, Anthony Francesoni presented to the commissioners regarding the preliminary assessed property values in Valley County. She provided the commissioner with an overview of the number of sales that had occurred in Valley County. Assessor Fullmer also discussed the number of appeals that potentially would be submitted to the Board of Equalization. She advised that June 27th would be the last day for individuals to appeal their assessed values.

Chairman Hasbrouck began the workshop with Great West Engineering to discuss the work that had been done to determine appropriate solid waste rate fees. Travis Pyle with Great West Engineering presented the statistics that were discovered during their research. He provided the commissioners with a handout which will be appended to the commissioner meeting minutes. The commissioners discussed in detail the recommendations submitted by Great West Engineering and attempted to determine how to appropriately assess commercial solid waste fees. The commissioners would like Great West Engineering to assess the existing commercial properties from the list that was provided by Lake Shore Disposal to determine appropriate fee rate.

The commissioners reviewed the request for qualifications that were received for the Master facilities Plan and comprehensive financial plan. The only request for qualification was received from Clearwater Financial. Commissioner Maupin made a motion to accept the Request for Qualifications from Clearwater Financial and request that Clearwater Financial make a formal presentation in the future to the commissioners. Commissioner Allen seconded the motion. No further discussion, all in favor. Motion passed.

Chairman Hasbrouck opened the Public Hearing for appeal of P&Z Approval of C.U.P. 22-05 Gold Fork Reserve-Preliminary Plat at 4:04 p.m. Chairman Hasbrouck asked the commissioners if there was any ex-parte communication or conflict of interest. All commissioners advised that there was no ex-parte communication or conflict of interest. Chairman Hasbrouck asked for a staff report. Planning & Zoning Director, Cynda Herrick provided the commissioners with a staff report regarding C.U.P. 22-05 Gold Fork Reserve and the additional work that was conducted after the matter was appealed. She advised that there was additional correspondence received after the staff report was submitted.

Ms. Julie Tucker the daughter of the appellant Edith Sweet presented to the commissioners and provided the commissioners with a reason for the appeal for C.U.P. 22-05 Gold Fork Reserve.

Ms. Edith Sweet presented to the commissioners as the appellant for C.U.P. 22-05 Gold Fork Reserve and explained her reason for the appeal.

Mr. James Fronk representing James Fronk Consulting and the applicant to the original C.U.P. 22-05 Gold Fork reserve Landmark Pacific Investors LLC presented to the commissioners.

Chairman Hasbrouck asked to hear testimony from proponents of the appeal. The record will reflect that there was none.

Chairman Hasbrouck asked to hear testimony from undecided. The record will reflect that there was none.

Chairman Hasbrouck asked to hear testimony from opponents to the appeal. The record will reflect that there was none.

Chairman Hasbrouck asked to hear from the appellant. Ms. Julie Tucker requested that if there was a survey required that it be paid for by the applicant.

Mr. James Fronk presented to the commissioners that the applicant would be willing to split the cost of a survey.

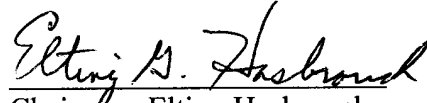
Chairman Hasbrouck closed the public hearing for C.U.P. 22-05 Gold Fork Reserve at 4:53 p.m. and brought the matter back to the commissioners for deliberations. Chairman Hasbrouck made a motion to deny the appeal for C.U.P. 22-05 Gold Fork Reserve as presented. Commissioner Allen seconded the motion. No further discussion, all in favor. Motion passed to deny the appeal for C.U.P. 22-05 Gold Fork Reserve.

Chief Deputy Prosecuting Attorney, Brian Oakey began the discussion with the commissioners regarding the McCall Area of Impact. He presented to the commissioners that Senator Todd

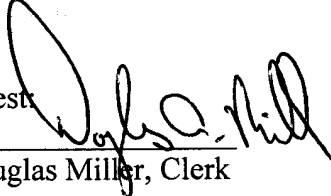
Lackey was working on establishing a committee to discuss areas of impact. He proposed tabling the matter to a future agenda.

During the opportunity for public to present to the commissioners the commissioners had an individual who wanted to present to the commissioners. Mr. James Laski the current lease of the Cougar Mountain Island presented to the commissioners and requested that the commissioners not object the sale of his leased property.

The commissioners adjourned at 5:20 p.m.


Chairman, Elting Hasbrouck

Attest


Douglas Miller, Clerk



Valley County Solid Waste Rate Structure Study

Prepared For: Scott Clingan/Valley County
Gabe Stayton/Valley County

Prepared By: Travis Pyle, PE/Great West

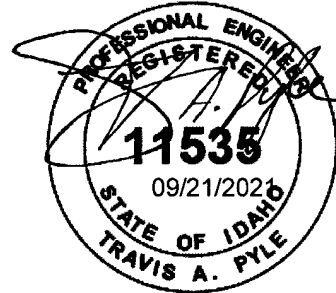
Reviewed By: Michelle Langdon, PE/Great West

Date: September 21, 2021

Project Number: 4-20132

Revision No.: 0

Approved By: Travis Pyle, PE/Great West



1.0 Introduction

Valley County ("County") contracted Great West Engineering, Inc. to assist with a solid waste program rate study. The overall purpose of the study is to develop equitable rate structure options for solid waste management in the County, considering both operating and capital improvement costs in the near term (next 5 years) and the long term (6-20 years).

This memorandum presents a summary of rate structures in nearby Idaho counties along with recommendations for Valley County to consider moving forward. This part of the project focuses on the property special assessment fees. These are annual fees paid by either residents or licensed businesses in the County. This information will be assimilated into the final financial modeling to ultimately set the rate structure for the County's solid waste program.

2.0 Evaluation

Solid waste rate structures tend to vary from county to county in Idaho and even more so among different states across the country. In Idaho, it is typical to have solid waste fees that are assessed each year as part of property tax assessments. These rates can vary from less than one hundred dollars to several hundred dollars each year. The fee structure can be set as a flat rate or a volume-based rate. Flat rates are the same rate for every property or business regardless of how much waste they produce. Volume-based fee structures are incentive-based programs that encourage communities to reduce waste while making fees fair and equitable and dependent on the amount of waste that is generated. Such a program is called pay-as-you-throw (PAYT).

These variable rate programs are often associated with curbside collection but can also be applicable to property assessment fees whereby charging different rates for single family housing versus properties that have multi-housing structures. Similarly, rates can be adjusted for businesses depending on the amount of waste they produce. The fee is proportional to the amount of waste that is produced and needs to be hauled off each year, making it fair and equitable between businesses. This type of fee structure is typical for other public utilities, such as water and electricity. The household or business pays for what they use.

As an alternative, an entirely different fee structure could be implemented where the property tax assessment is removed, and fees are charged at the gate only. This type of structure, however, would change the entire program in Valley County and contract with Lakeshore Disposal, which has an existing agreement in place with 8 years remaining on the contract. Rather than revamping the entire rate structure, this evaluation focuses on changing the structure that is in place today with the property assessment fees.

2.1 Valley County Solid Waste Rate Structure

Revenue sources for solid waste in Valley County come from either the property special assessments or the gate fees collected at the transfer site. The property special assessments are broken into residential and business rates. Both rates were increased in 2019 after several years of no change. The residential rate increased from \$80/year to \$110/year for each parcel while the business rate increased from \$285/year to \$330/year for each business.

The solid waste program is also funded by gate fees. General household garbage and recycling (no C&D or commercial waste) is free to dispose of at the transfer site by County residents. Garbage beyond normal household generation is charged at various rates depending on the type of waste. This study does not dive into the gate fee structure but rather focuses on the property special assessments.

2.2 Other County Rate Structures in Idaho

As part of the rate study research, other counties in Idaho were contacted for their solid waste fee structure¹. These included:

- Adams County
- Boise County
- Custer County
- Gem County
- Idaho County
- Kootenai County
- Lemhi County
- Teton County
- Washington County

The following sections discuss each of these county's rate structures. It is important to note in these cost comparisons how each of the counties are disposing of their waste. The cost to transport waste to a regional landfill outside of a county is more expensive than an in-county landfill and often will result in higher rates.

2.2.1 Adams County

Adams County assesses fees on a flat-rate basis for residents separate of businesses. Residential properties pay \$130.00/year. There are four levels of commercial fees ranging from \$130.00/year to \$520.00/year depending on the amount of waste that is generated. Adams County owns and operates their own landfill.

¹ Rate structures are based on research conducted in 2020 as a basis of comparison to the Valley County fee structure.

2.2.2 Boise County

Boise County has eleven different categories of waste fees. Bare lots, whether residential, commercial, or platted land are \$9/year. Residential fees are \$119.74/year. There are six categories of commercial fees categorized by the type of business and size. For example, Commercial #1 includes fabrication/repair shops under 600 square feet, business offices, city hall, senior centers, churches, libraries, etc. and is assessed a rate of \$95.74/year. The type and size of businesses with the potential to generate more waste have higher rates. Commercial #5, with a rate of \$472.00, is for golf courses, resorts, etc. Commercial #6 covers vacant commercial buildings with a rate of \$52.24. Schools have a separate category of \$734.50/year while industrial/re-manufacturing facilities have the highest rate of \$3,932.00. Boise County transports their waste out of County to a nearby regional landfill.

2.2.3 Custer County

Custer County solid waste fees are assessed on a yearly basis for residents and commercial businesses. Residents pay \$25.00/year per property while commercial businesses and schools pay \$50.00/year. The definition of Commercial Business was given as “any for-profit business”. All ranches/farms are considered residential. Custer County transports their waste out of county to Lemhi County.

2.2.4 Gem County

In Gem County, solid waste fees are assessed on a yearly basis depending on the type of residence and business. Single family and multi-family residential rates are \$68.24/year per unit, apartment complexes are \$42/year per unit, churches are \$42/year, and motels are \$21/year per room. There are 13 categories for businesses depending on the number and type of containers. For example, Commercial C has 2 cans per week at a rate of \$68.24/year. The other twelve categories increase by the number of bins and the rate. At the low end, Commercial #1 has one bin per week pickup at a rate of \$94.50/year and on the high end, Commercial #12 has 12 bins per week at a rate of \$1,134.00/year. Gem County transports their waste to Payette County.

2.2.5 Idaho County

Idaho County has a sliding scale fee structure for both commercial and residential property owners. Rural residential is charged a rate of \$214.80/year while part-time recreational cabins are \$107.40/year (for residents that also live in Idaho County and already pay the full rural fee). For those residents and businesses that are inside city limits, the County fee is \$30/year as they are also charged a monthly fee by the city. The rural commercial fee is \$429.60/year and \$214.80/year for part-time operating businesses that are rural. Agriculture business is charged \$214.80 while OC's (new construction less than 12 months old) and other pro-rated property is charged a monthly rate of \$17.90 (or \$214.80/year). Idaho County transports their waste to a regional landfill.

2.2.6 Kootenai County

Kootenai County has gone through several iterations of their solid waste rate system over the years and landed on what they believe to be a good program for a fast-growing community. First, they passed a County Ordinance requiring all commercial haulers report to the Kootenai County Solid Waste Department (KCSW) on the amount of garbage they are collecting from each of the businesses and multi-unit complexes greater than a four-plex. This becomes a law, and therefore, the hauler(s) are required to report to the County for purposes of auditing and rate assessments. The hauler(s) are also audited as needed to ensure that charges are being assessed correctly. The annual residential assessment fee in Kootenai County is \$88/year.

For multiplex-type housing, up to a four-plex is considered residential. In this case, each of the four units is assessed the residential fee (4x \$88 = \$352 for the entire building). If the unit is larger or has multiple buildings on the same property, the property is given a commercial unit increment with a dumpster (typically) servicing the complex. Commercial customers are charged an annual assessment fee that is dependent upon the anticipated waste produced. Kootenai County Solid Waste worked closely with their

Auditors Office and Information Systems (IS) Department to create reports of the property owners and businesses to establish business types and associated commercial increments for rates. Commercial increments are assigned a commercial increment (C.I.) unit in terms of loose (uncompacted) waste based on the amount generated over the year.

There are two rate options for businesses with compacted garbage. If the compactor container is 20 cy or larger, it could be charged at the tipping (gate) fee. In this case, the business is not charged an annual assessment fee. Alternatively, it could be charged a “compacted” commercial increment, which could be on the order of 2.3 times higher than the loose (uncompacted) garbage rate (300 lb/cy vs. 700 lb/cy, for example).

Every account is set up with a rate sheet agreement with each property owner, which may or may not be the same as the business. If the business changes, they must complete a new rate sheet agreement. This agreement establishes the property owner’s obligation for payment to the County.

Kootenai County owns and operates their own landfill.

2.2.7 Lemhi County

Lemhi County’s property assessed fees are \$77.00/year per residential household. Commercial rates are determined by the landfill manager on a case-by-case basis. For example, the local grocery store is equivalent to 13 households, or \$1,001.00/year. Lemhi County owns and operates their own landfill.

2.2.8 Teton County

Teton County charges a flat fee of \$120.00/year per structure on a property up to a maximum of \$315.00/year. The rate is the same regardless of what type of customer (residential or commercial), and commercial lots include private businesses, government buildings, non-profits, etc. Teton County hauls their waste to the Jefferson County Landfill.

2.2.9 Washington County

Washington County has various rates depending on the type of residential or commercial establishment. The basic residential fee is \$56.00/year per unit. Apartments are charged \$44.00/year per unit. Commercial rates are all \$56.00/year per unit. Motels pay \$30.00/year per unit. Washington County also has a solid waste levy to assist in funding of their two transfer sites. Users may also be subject to gate fees at the transfer sites for certain materials. Washington County hauls their waste to a neighboring county landfill.

2.2.10 Summary

Table 1 presents a summary of rates and fees for the various Idaho counties for comparison with Valley County.

Table 1 – Idaho Counties Property Assessment Fees Summary

County	In-County Landfill	Property Assessment Fees	Variable Residential Rates	Variable Commercial Rates	Base/Range Residential Rate	Base/Range Commercial Rate
Valley	No	Yes	No	No	\$110.00	\$330.00
Adams	Yes	Yes	No	Yes	\$130.00	\$130.00-\$520.00

County	In-County Landfill	Property Assessment Fees	Variable Residential Rates	Variable Commercial Rates	Base/Range Residential Rate	Base/Range Commercial Rate
Boise	No	Yes	No	Yes	\$119.74	\$97.54-\$472.00
Custer	No	Yes	No	No	\$25.00	\$50.00
Gem ⁽¹⁾	No	Yes	No	Yes	\$68.24	\$68.24-\$1134.00
Idaho ⁽²⁾	No	Yes	Yes	Yes	\$107.40 - \$214.80	\$214.80 - \$429.60
Lemhi ⁽³⁾	Yes	Yes	No	Yes	\$77.00	Varies
Kootenai ⁽⁴⁾	Yes	Yes	Yes	Yes	\$88.00	\$350/Unit
Teton ⁽⁵⁾	No	Yes	Yes	Yes	\$120.00 - \$315.00	\$120.00 - \$315.00
Washington ⁽⁶⁾	No	Yes	No	Yes	\$56.00	\$30.00 - \$56.00/unit

Notes:

1. Gem County has a base rate for residential (single and multi-family) per unit, separate apartment rate per unit, and separate rates for churches and motels per room.
2. Idaho County has a part-time residential and business fees of half of the normal full-time rate outside of the city limits. If inside the city limits, the rate is \$30/year per household or business due to monthly city bills.
3. Lemhi County commercial rates are based on a case-by-case basis per the landfill manager.
4. Residential rates include up to a four-plex with charges of the number of units times the annual household rate. Commercial rates are based on increments of 0.1 units.
5. Rates in Teton County are based solely on the number of structures regardless of whether it is a residence or commercial property. \$240/year per structure up to \$315/year max.
6. Rates in Washington County are broken out by city residential, rural residential, and mixed use (residential/commercial); however, all rates are \$56.00/year per unit. This also includes mobile homes. Apartment complexes are \$44.00/year per housing unit while motels are \$30.00/year per housing unit.

Valley County's rates for residences and businesses fall within the middle/upper tier of costs as compared to the other counties in Idaho. Those counties in Idaho that have in-county landfills tend to have a lower fee than those that are shipping their waste out of county, except for Custer County.

The important take-away from this comparison is the high use of volume-based rate structures that the other counties in Idaho are implementing for multi-family housing units and businesses. These types of rate structures not only encourage waste recycling and diversion but also make the fees fair and equitable for the customers.

3.0 Rate Review and Calculations

3.1 Base Rate Estimates / Existing Rates

The yearly waste produced by a single-family home is estimated to be on the order of 25 cubic yards. This is based on the typical home having curbside collection with a 95-gallon garbage bin. Lakeshore Disposal provided information on 48 of their commercial accounts ranging from restaurants, motels, and RV parks to condo complexes and gas stations. A summary of the accounts is provided in **Attachment 1**. (Lakeshore has several hundred other accounts, but this information was not available for this study.) Based on the available data, the typical commercial dumpster used in Valley County ranges in size from 2 yards to 8 yards, which equates to 100 cy to 400 cy of waste being disposed of by commercial businesses each year. Businesses are disposing of 4 to 16 times more waste than residents but are

paying less than 3 times the residential rate. This assumes that each business is on a separate tax parcel, which may not be the case. Several businesses could be located on a single tax parcel that would not be charged, which would increase the amount of inequity even more.

3.2 Residential Rate Option

Table 2 presents an example of a volume-based fee structure for residential customers that could be implemented in Valley County. This “residential” category applies to dwellings with their own living space, kitchen, and bathrooms. The rates are based on the number of dwelling units on a tax parcel of land. Residential generation is based on an assumed 95-gallon garbage can (or 0.47 cy) per household picked up on a weekly basis, or approximately 25 cubic yards per year (rounded).

Table 2 – Valley County Property Assessment Fees – Residential Example (Volume-Based)

Category	Rate	Description
Single-Family Residential	\$110	Standard single-family homes, farms, and ranches with a single living unit.
Multi-Family (per unit)	\$110 x #unit	Residential dwellings such as duplexes and triplexes on a single property with no more than 4 units.

3.3 Commercial Rate Options

3.3.1 Commercial Category Rate Option

Table 3 presents an example of a volume-based fee structure for businesses for both compacted and non-compacted waste. The rates are based on the number and type of containers and the general type of business. The volume-based rate is based solely on the volume of waste produced following the residential fee structure of \$110.00 for 25 cubic yards of waste generated per year. These commercial rates are for businesses that have a fixed address and do not cover commercial contractors, landscapers, etc. as these types of businesses will need to pay at the gate.

Table 3 – Valley County Property Assessment Fees – Commercial Rate Examples (Volume-Based)

Category	Container (1)	Volume Based Rate	Description
Commercial #1	Up to 2 Cans	\$220	Smaller businesses such as small offices, coffee shops, etc.
Commercial #2	Up to 4 Cans or 1 Dumpster	\$440	Small to medium size businesses such as medium offices or small cafes.
Commercial #3	Up to 8 cans or 2 Dumpsters	\$880	Medium size businesses, such as smaller motels, office buildings, etc.
Commercial #4	Up to 4 Dumpsters	\$1,760	Medium to large businesses such as larger office buildings, supply stores, convenient stores, etc.
Commercial #5	Up to 6 Dumpsters	\$2,640	Larger businesses such as hotels, smaller grocery stores, large motels, etc.

Category	Container (1)	Volume Based Rate	Description
Commercial #6	8 or more Dumpsters	\$3,520	This category is for large businesses. If the business also uses a compactor, they shift into Commercial #7.
Commercial #7	Compactor(s)	Case By Case (2)	This category covers the businesses that use their own garbage compactors such as large grocery stores in the valley.

Notes:

1. Container count per week service (cans are considered garbage cans up to 95 gallons each, dumpsters are 2 cubic yard metal containers, and compactors are containers with consolidated waste by a compactor unit. A commercial category can be adjusted for a container size in a commercial category (for example, if a business has one 8-cy dumpster it is equivalent to four 2-cy dumpsters or a Category #4 with increments of 2 cy).

2. Rate based on a case-by-case basis for the type of compactor and equivalent weight of average compactor volume.

Classifying all businesses in Valley County into 6 or 7 categories tends to oversimplify the process by forcing a grouping 'label' based on the container type and count rather than purely the amount of waste that is generated. Lakeshore Disposal provides various collection frequencies for its customers ranging from monthly to weekly, and multiple times per week. Although this may be easier for accounting, this approach will tend to retain the inequities Valley County is trying to overcome unless Lakeshore Disposal standardizes the collection frequency.

These inequalities can be realized by a simple example. If a business has four 95-gallon cans picked up twice a week (or approximately 200 cubic yards per year) opposed to one 2-cubic yard dumpster picked up weekly, they would be charged a Category #2 (\$440/year) rather than Category #3 (\$880/year), while producing the same amount of annual garbage. So, basing the rate solely on the number of waste containers is not equitable unless the waste hauler standardizes the collection frequency to one time per week and puts the waste generator into the appropriately sized container. However, this is likely not reasonable given the constraints each business has on available container storage space and access for trucks picking up the waste.

3.3.2 Commercial Incremental Rate

Another approach for setting volume-based rates is creating a commercial incremental rate based on annual waste generation, which accounts for both the size and number of container(s) along with the collection frequency.

Table 4 presents an example of commercial incremental (C.I.) rate structure for both compacted and non-compacted waste using an 'easy to track' commercial increment of 100 cubic yards per C.I. The rates are based on the number and type of containers and the frequency of pick-up to generate a C.I. factor (to the nearest 0.1 unit). Again, these commercial rates would be for businesses that have a fixed address and would not apply to commercial contractors, landscapers, etc. as these types of businesses will need to pay at the gate.

Table 4 – Valley County Property Assessment Fees – Commercial Rate Example (Commercial Incremental Base)

Category	Rate	Unit	Description
Commercial Increment (C.I.)	\$440	1	1 C.I. is equal to 100 cubic yards of waste per year at a rate of \$440 per year per C.I. (assumed loose density of 300 lb/cy)

Category	Rate	Unit	Description
Compacted Commercial Increment (C.C.I.)	\$1,025	1	1 C.C.I. is equal to 2.33x the loose (uncompacted) rate (ultimate assumed compaction density of 700 pounds per cubic yard)

Notes:

1. Fees are based on audited numbers for waste containers, sizes, and collection frequency on an average basis over the year. Units are in increments of 0.1.

3.4 Comparison of Options

Using 10 of the businesses as an example of 'typical businesses' in the County, the two rate options (Commercial Category and Commercial Increment) were calculated as compared to existing rate. This provides a comparison also with the existing rates. This comparison is shown in **Table 5**.

Table 5 – Comparison of Fee Generation for Commercial Rates

Business / Account Name	Containers	Collection Frequency	Weekly Waste Vol (cy)	Annual Waste Vol (cy)	C.I. (100/cy basis)	Comm. Category	Existing Rate Fees	C.I. Fees	Comm. Category Fees
Leisure Time Properties	1 x2-cy Dumpster	1x week	2.0	104.0	1.0	2	\$330	\$440	\$440
Elkhorn RV Park	5 x95-gal Cans	1x week	2.4	122.3	1.2	3	\$330	\$528	\$880
Cascade Store	2 x95-gal Cans	1x week	0.9	48.9	0.5	1	\$330	\$220	\$220
City of Cascade - Office	1 x95-gal Can	1x week	0.5	24.5	0.2	1	\$330	\$88	\$220
Broken Horn Brewing Co.	1 x2-cy Dumpster	1x week	2.0	104.0	1.0	2	\$330	\$440	\$440
Growlers	1 x3-cy Dumpster	1x week	3.0	156.0	1.6	3	\$330	\$704	\$880
Timbercrest Downtown Condo Assn	1 x8-cy Dumpster	1x week	8.0	416.0	4.2	4	\$330	\$1,848	\$1,760
Springs Apartment #2	9 x2-cy Dumpsters	1x week	18.0	936.0	9.4	6	\$330	\$4,136	\$3,520
Miners Grab n Go	3 x3-cy Dumpsters	1x week	9.0	468.0	4.7	5	\$330	\$2,068	\$2,640
Café 6 Three 4	4 x95-gal Cans	2x week	3.8	195.7	2.0	2	\$330	\$880	\$440
Total			50	2,575			\$3,300	\$11,352	\$11,440

This assessment shows a considerably lower amount of fees collected using the existing rate structure as compared to both the Commercial Category and the C.I. approaches. Assuming a C.I. approach on all 48 accounts that Lakeshore Disposal shared for the project, the County would generate approximately \$54,000 as compared to only \$16,000 using the current fee structure.

4.0 Summary and Conclusions

Solid waste fees for both residences and commercial establishments in Valley County need to be adjusted to achieve equitable and fair rates. Currently, all businesses in the County regardless of the

amount of waste they are generating pay a flat rate of \$330 per year (per tax parcel) while residences are paying \$110 per household is reasonable. The residential rate is reasonable to other counties in Idaho being in the middle/upper tier of costs. However, the fee should be increased by the number of housing units up to a fourplex. Buildings with four or more housing units (fourplexes and apartments) should be considered commercial and charged at the commercial rate.

For commercial businesses, equitable rates can be achieved with either of the two approaches of category or increment, as demonstrated. Both options create fairness among all users (residential and commercial), but also help to incentivize people to divert waste and recycle more by creating less volume and having smaller containers. Variable can rate programs (also known as PAYT) are a proven way to encourage people to throw away less and recycle more.

For choosing between the presented options for the commercial businesses, the decision really comes down to how the program can be implemented with the County's resources. Regardless of which system is selected, transparency is a key factor in developing an equitable program for Valley County. Without knowing how much waste businesses are generating, there is no way to make the program fair.

For both commercial options, there will be work and data required to implement the program. It is recommended the County consider passing an ordinance similar to Kootenai County's requiring that each tax parcel report the number of residential units on the property or type of business(es). Additionally, if the commercial increment option is chosen, it will be key to work with the waste hauler (Lakeshore Disposal) to get data on the waste container sizes, number, and frequency of pickup. The County may also offer a business or property to opt-out of the annual assessment fee, and instead, they can then purchase a window sticker that gives them access to the transfer station for self-haul up to a maximum yearly amount of say 4 tons (equal to approximately 25 yards times 300 lbs/cy).

Undoubtedly, the new program will create more paperwork and tracking time for the County. However, the amount of additional revenue that will be generated from the program will more than cover the costs to pay a contractor or additional County staff to perform these services. Evaluating only the 48 accounts given, the increase in revenue from implementing a new rates structure more than triples what the County is currently collecting in fees (\$16,000 vs \$54,000, or a difference of \$38,000). The average amount of collection for the 48 accounts is \$791 vs. \$330 collected to today, or \$461 per account. The commercial account list provided by Lakeshore Disposal has 711 commercial accounts (data were provided for only 48 of these accounts). Assuming this \$461 per account holds as the average among all 711 accounts, the additional fees that will be collected is over \$325,000 per year. The accounts with waste compactors will further add to this annual fee collection amount. Most importantly, this new program creates equity among residential and commercial users and between different sized businesses.

For the next steps of this study, the County might consider the following:

- Meet with the Board of County Commissioners to gain a consensus on the preferred approach to move forward with a change to the rate structure.
- Meet with Lakeshore Disposal to gather all data they have for their commercial accounts in addition to the 48 businesses they provided.
- Start the process of adopting an ordinance requiring all tax parcels to be setup with solid waste accounts and report to the County.
- Create a financial model (included as part of our contract) to track revenues and expenses to better set the fees moving forward for the near term (next 5 years) and the long term (6-20 years) and pay for capital improvements.

ATTACHMENT 1

Calcs and Data

Valley County, Idaho

Solid Waste Fee Rate Estimate Calcs

Basis - Typical Curbside Pickup with a Large Can:

Residential

95 gallon can (typical - large can)
 0.47 cy round to 0.5
 1 time/ week pickup
 Annual Volume = 24.5 round to 25 cy/year

Rate Comparisons:

Residential Assessment = \$110 /property - single home <per Assessor's Office>

Commercial Assessment = \$330 /business property <per Assessor's Office>

Cost Ratio = 3.0 times more garbage for a single business than residential

Volume Comparisons:

Assume Typical Business or Multi-Housing Unit

4 cy dumpster
 1 time/ week
 Annual Volume = 208.0 cy

Volume Ratio = 8.50 times more garbage for a single business/multi-housing than residential

Average of Volume & Cost for Commercial (Uncompacted):

Split the difference of cost & volume: 8.50 round to 8 times more than residential

Therefore,

1 C.I.¹ (uncompacted) = 8 residential equivalents or 200 cy/year

Equitable Rate = \$880.00

Compacted Waste Volumes for Commercial:

Loose Garbage (Container/Dumpster) = 300 lb/cy
 Compacted Garbage 700 lb/cy est.
 Ratio 2.33

Businesses Bringing Compacted Garbage =

Options:

- (1) Create a C.I. and include the compaction ratio in the calculation
- (2) Charge Garbage Hauler the tipping fee by the ton and they back-charge the business

Notes: 1. Commercial Increment (C.I.) = Non-Compacted Waste

Potential Rate Table

Fee Rate Type	Annual Fee	Estimated Annual Vol. (cy)
Residential:		
Single Fam	\$110	25
Duplex	\$220	50
Tri-Plex	\$330	75
Four-Plex	\$440	100
Commercial:		
1 C.I. (non)	\$440	200
1 C.I. (com)	\$1,027	200



Customer List by Bill Group, Bill Area & Status

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CITY OF CASCADE	1097122	LEISURE TIME PROPERTIES	412 S MAIN ST	CASCADE	ID	83611	2 yd	1	Weekly
CITY OF CASCADE	111231	ELKHORN RV PARK	606 DAM RD	CASCADE	ID	83611	95 gallon	5	Weekly
CITY OF CASCADE	117786-004	IDAHO DEPT PARKS & RECREATION	000 CROWN POINT	CASCADE	ID	83611	2 yd	4	Weekly
CITY OF CASCADE	117786-005	IDAHO DEPT PARKS & RECREATION	000 RIDGEVIEW	CASCADE	ID	83611	8 yd	2	Weekly
CITY OF CASCADE	117786-006	IDAHO DEPT PARKS & RECREATION	000 VAN WYCK	CASCADE	ID	83611	8 yd	2	Weekly
CITY OF CASCADE	117786-007	IDAHO DEPT PARKS & RECREATION	000 BIG SAGE/SAGE BLUFF	CASCADE	ID	83611	3 yd	4	Weekly
CITY OF CASCADE	117786-009	IDAHO DEPT PARKS & RECREATION	0000 POISON CREEK	CASCADE	ID	83611	2 yd	2	Weekly
CITY OF CASCADE	117786-011	IDAHO DEPT PARKS & RECREATION	000 BUTTERCUP	CASCADE	ID	83611	2 yd	4	Weekly
CITY OF CASCADE	121112	CASCADE STORE	101 N MAIN ST	CASCADE	ID	83611	95 gallon	2	Weekly
CITY OF CASCADE	122001	CITY OF CASCADE-OFFICE	105 S MAIN ST	CASCADE	ID	83611	95 gallon	1	Weekly
CITY OF DONNELLY	1064207-00	DONNELLY BIBLE CHURCH	157 F W GESTRIN ST	DONNELLY	ID	83615	95 gallon	1	Monthly
CITY OF DONNELLY	1064207-00	DONNELLY BIBLE CHURCH	135 FRONT ST	DONNELLY	ID	83615	95 gallon	1	Monthly
CITY OF MCCALL	1059582	BROKEN HORN BREWING CO	201 S MISSION ST	MCCALL	ID	83638	2 yd	1	Weekly
CITY OF MCCALL	1060032	STAX	600 N 3RD ST	MCCALL	ID	83638	2 yd	1	Weekly
CITY OF MCCALL	1060849	BRUNDAGE BUNGALOWS	308 W LAKE ST	MCCALL	ID	83638	3 yd	2	Weekly
CITY OF MCCALL	1061021	HIDDEN CREEK VILLAGE	1401 DAVIS AVE	MCCALL	ID	83638	8 yd	1	Weekly
CITY OF MCCALL	1061905	OLD TOWN MARKET	507 N 3RD ST	MCCALL	ID	83638	6 yd	3	Weekly
CITY OF MCCALL	1061946	GROWLERS	501 N 3RD ST	MCCALL	ID	83638	3 yd	1	Weekly
CITY OF MCCALL	1062979-00	STOR-IT	207 N 3RD ST	MCCALL	ID	83638	3 yd	2	Weekly
CITY OF MCCALL	1062979-00	STOR-IT	207 N 3RD ST	MCCALL	ID	83638	95 gallon	2	Monthly
CITY OF MCCALL	1066310	BEST WESTERN MCCALL LODGE	211 S 3RD ST	MCCALL	ID	83638	8 yd	1	Weekly
CITY OF MCCALL	1067177	TIMBERS	1305 PONDEROSA ST	MCCALL	ID	83638	3 yd	2	Weekly
CITY OF MCCALL	1067614	PRINT SHOP MCCALL	200 JACOB ST	MCCALL	ID	83638	95 gallon	1	Weekly
CITY OF MCCALL	1068043	MCCALL DENTAL CARE	327 DEINHARD LN	MCCALL	ID	83638	95 gallon	2	Weekly
CITY OF MCCALL	1068532	CRUSTY'S	214 LENORA ST	MCCALL	ID	83638	3 yd	1	Weekly
CITY OF MCCALL	1069684	UNIQUE ARS	401 S MISSION ST	MCCALL	ID	83638	3 yd	2	Weekly
CITY OF MCCALL	1069711	ASPEN MARKET	1609 DAVIS AVE	MCCALL	ID	83638	95 gallon	1	Monthly
CITY OF MCCALL	1071310	TIMBERCREST DOWNTOWN CONDO ASSN	1000 2ND ST	MCCALL	ID	83638	8 yd	1	Weekly
CITY OF MCCALL	1071948	DONERIGHT MGMT INC	200 E PARK ST	MCCALL	ID	83638	3 yd	1	Weekly
CITY OF MCCALL	1074050	KDK LLC	411 S 3RD ST	MCCALL	ID	83638	3 yd	1	Weekly
CITY OF MCCALL	1082185	SPRINGS APARTMENTS #2	225 VALLEY SPRINGS RD	MCCALL	ID	83638	2 yd	9	Weekly
CITY OF MCCALL	1083544	MCNATT, AMBER	1002 1ST ST	MCCALL	ID	83638	95 gallon	1	Monthly
CITY OF MCCALL	1083867	CENTRAL IDAHO COUNSELING, PLLC	125 COMMERCE ST STE B	MCCALL	ID	83638	95 gallon	1	Monthly
CITY OF MCCALL	1084170	MCCALL PET SPA	102 N 3RD ST	MCCALL	ID	83638	95 gallon	1	Monthly
CITY OF MCCALL	1085523	MCCALL CHAMBER	605 N 3RD ST	MCCALL	ID	83638	95 gallon	1	Monthly
CITY OF MCCALL	1086516	LARDO PROPERTIES LLC	411 COLORADO ST	MCCALL	ID	83638	4 yd	1	2x/Week
CITY OF MCCALL	1087561	DEW AIRCRAFT	104 S 3RD ST	MCCALL	ID	83638	95 gallon	1	Weekly
CITY OF MCCALL	1087850	SUBWAY MCCALL	320 N 3RD ST	MCCALL	ID	83638	6 yd	1	2x/Week
CITY OF MCCALL	1088665	ALBERTSONS #4707	1001 2ND ST	MCCALL	ID	83638	95 gallon	3	Weekly
CITY OF MCCALL	1090760-00	PAYETTE DREAM	312 E LAKE ST	MCCALL	ID	83638	95 gallon	2	3x/Week
CITY OF MCCALL	1090760-00	PAYETTE DREAM	312 E LAKE ST	MCCALL	ID	83638	95 gallon	1	Weekly

CITY OF MCCALL	1090762	LAKE FRONT INVESTMENTS	317 E LAKE ST	MCCALL	ID	83638	95 gallon	6	5x/Week
CITY OF MCCALL	1090816	TODD ALLEN CONSTRUCTION	335 DEINHARD LN	MCCALL	ID	83638	95 gallon	1	Weekly
CITY OF MCCALL	1091004	MINERS GRAB N GO	147 N 3RD ST	MCCALL	ID	83638	3 yd	3	Weekly
CITY OF MCCALL	1092605	LITTLE SPROUTS KIDDIE KAMPUS LLC	300 STIBNITE ST	MCCALL	ID	83638	95 gallon	1	2x/Week
CITY OF MCCALL	1095964	BANYANS ON THE GREEN	925 FAIRWAY DR	MCCALL	ID	83638	3 yd	2	Weekly
CITY OF MCCALL	1096044	MCCALL QUICK LUBE & REPAIR LLC	130 COMMERCE ST	MCCALL	ID	83638	3 yd	1	Weekly
CITY OF MCCALL	1098701	CAFE 6 THREE 4	500 N 3RD ST	MCCALL	ID	83638	95 gallon	4	2x/Week

FINAL REPORT - June 2022

**McCall Fire Protection District
Impact Fee Study and
Capital Improvement Plan**

Prepared By

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Section I.

Introduction

This report regarding impact fees for the McCall Fire Protection District is organized into the following sections:

- An overview of the report's background and objectives;
- A definition of impact fees and a discussion of their appropriate use;
- An overview of land use and demographics;
- A step-by-step calculation of impact fees under the Capital Improvement Plan (CIP) approach;
- A list of implementation recommendations; and
- A brief summary of conclusions.

Background and Objectives

The McCall Fire Protection District hired Galena Consulting to calculate impact fees for Fire and EMS.

This document presents impact fees based on the District's demographic data and infrastructure costs before credit adjustment; calculates the District's monetary participation; examines the likely cash flow produced by the recommended fee amount; and outlines specific fee implementation recommendations. Credits can be granted on a case-by-case basis; these credits are assessed when each individual building permit is pulled.

Definition of Impact Fees

Impact fees are one-time assessments established by local governments to assist with the provision of Capital Improvements necessitated by new growth and development. Impact fees are governed by principles established in Title 67, Chapter 82, Idaho Code, known as the Idaho Development Impact Fee Act (Impact Fee Act). The Idaho Code defines an impact fee as "... a payment of money imposed as a condition of development approval to pay for a proportionate share of the cost of system improvements needed to serve development."¹

Purpose of impact fees. The Impact Fee Act includes the legislative finding that "... an equitable program for planning and financing public facilities needed to serve new growth and development is necessary in order to promote and accommodate orderly growth and development and to protect the public health, safety and general welfare of the citizens of the state of Idaho."²

Idaho fee restrictions and requirements. The Impact Fee Act places numerous restrictions on the calculation and use of impact fees, all of which help ensure that local governments adopt impact fees that are consistent with federal law.³ Some of those restrictions include:

- Impact fees shall not be used for any purpose other than to defray system improvement costs incurred to provide additional public facilities to serve new growth;⁴
- Impact fees must be expended within 8 years from the date they are collected. Fees may be held in certain circumstances beyond the 8-year time limit if the governmental entity can provide reasonable cause;⁵
- Impact fees must not exceed the proportionate share of the cost of capital improvements needed to serve new growth and development;⁶
- Impact fees must be maintained in one or more interest-bearing accounts within the capital projects fund.⁷

In addition, the Impact Fee Act requires the following:

- Establishment of and consultation with a development impact fee advisory committee (Advisory Committee);⁸
- Identification of all existing public facilities;
- Determination of a standardized measure (or service unit) of consumption of public facilities;
- Identification of the current level of service that existing public facilities provide;
- Identification of the deficiencies in the existing public facilities;
- Forecast of residential and nonresidential growth;⁹
- Identification of the growth-related portion of the District's Capital Improvement Plan;¹⁰
- Analysis of cash flow stemming from impact fees and other capital improvement funding sources;¹¹
- Implementation of recommendations such as impact fee credits, how impact fee revenues should be accounted for, and how the impact fees should be updated over time;¹²
- Preparation and adoption of a Capital Improvement Plan pursuant to state law and public hearings regarding the same;¹³ and
- Preparation and adoption of a resolution authorizing impact fees pursuant to state law and public hearings regarding the same.¹⁴

How should fees be calculated? State law requires the District to implement the Capital Improvement Plan methodology to calculate impact fees. The District can implement fees of any amount not to exceed the fees as calculated by the CIP approach. This methodology requires the District to describe its service areas, forecast the land uses, densities and population that are expected to occur in those service areas over the 10-year CIP time horizon, and identify the capital improvements that will be needed to serve the forecasted growth at the planned levels of service, assuming the planned levels of service do not exceed the current levels of service.¹⁵ Only those items identified as growth-related on the CIP are eligible to be funded by impact fees.

The governmental entity intending to adopt an impact fee must first prepare a capital improvements plan.¹⁷ Once the essential capital planning has taken place, impact fees can be calculated. The Impact Fee Act places many restrictions on the way impact fees are calculated and spent, particularly via the principal that local governments cannot charge new development more than a “proportionate share” of the cost of public facilities to serve that new growth. “Proportionate share” is defined as “. . . that portion of the cost of system improvements . . . which reasonably relates to the service demands and needs of the project.”¹⁹ Practically, this concept requires the District to carefully project future growth and estimate capital improvement costs so that it prepares reasonable and defensible impact fee schedules.

The proportionate share concept is designed to ensure that impact fees are calculated by measuring the needs created for capital improvements by development being charged the impact fee; do not exceed the cost of such improvements; and are “earmarked” to fund growth-related capital improvements to benefit those that pay the impact fees.

There are various approaches to calculating impact fees and to crediting new development for past and future contributions made toward system improvements. The Impact Fee Act does not specify a single type of fee calculation, but it does specify that the formula be “reasonable and fair.” Impact fees should take into account the following:

- Any appropriate credit, offset or contribution of money, dedication of land, or construction of system improvements;
- Payments reasonably anticipated to be made by or as a result of a new development in the form of user fees and debt service payments;
- That portion of general tax and other revenues allocated by the District to growth-related system improvements; and
- All other available sources of funding such system improvements.²⁰

Through data analysis and interviews with the District and Galena Consulting identified the share of each capital improvement needed to serve growth. The total projected capital improvements needed to serve growth are then allocated to residential and nonresidential development with the resulting amounts divided by the appropriate growth projections from 2021 to 2031. This is consistent with the Impact Fee Act.²¹ Among the advantages of the CIP approach is its establishment of a spending plan to give developers and new residents more certainty about the use of the particular impact fee revenues.

Other fee calculation considerations. The basic CIP methodology used in the fee calculations is presented above. However, implementing this methodology requires a number of decisions. The considerations accounted for in the fee calculations include the following:

- Allocation of costs is made using a service unit which is “a standard measure of consumption, use, generation or discharge attributable to an individual unit²² of development calculated in accordance with generally accepted engineering or planning standards for a particular category of capital improvement.”²³ The service units chosen by the study team for every fee calculation in this study are linked directly to residential dwelling units and nonresidential development square feet.²⁴
- A second consideration involves refinement of cost allocations to different land uses. According to Idaho Code, the CIP must include a “conversion table establishing the ratio of a service unit to various types of land uses, including residential, commercial, agricultural and industrial.”²⁵ In this analysis, the study team has chosen to use the highest level of detail supportable by available data and, as a result, in this study, the fee is allocated between aggregated residential (i.e., all forms of residential housing) and nonresidential development (all nonresidential uses including retail, office, agricultural and industrial).

Current Assets and Capital Improvement Plans

The CIP approach estimates future capital improvement investments required to serve growth over a fixed period of time. The Impact Fee Act calls for the CIP to “. . . project demand for system improvements required by new service units . . . over a reasonable period of time not to exceed 20 years.”²⁶ The impact fee study team recommends a 10-year time period based on the District’s best available capital planning data.

The types of costs eligible for inclusion in this calculation include any land purchases, construction of new facilities and expansion of existing facilities to serve growth over the next 10 years at planned and/or adopted service levels.²⁷ Equipment and vehicles with a useful life of 10 years or more are also impact fee eligible under the Impact Fee Act.²⁸ The total cost of improvements over the 10 years is referred to as the “CIP Value” throughout this report. The cost of this impact fee study is also impact fee eligible for all impact fee categories.

Fee Calculation

In accordance with the CIP approach described above, we calculated fees by answering the following seven questions:

1. **Who is currently served by the District?** This includes the number of residents and visitors, but is more specifically tied to the number of residential and nonresidential land uses.
2. **What is the current level of service provided by the District?** Since an important purpose of impact fees is to help the District achieve its planned level of service²⁹, it is necessary to know the levels of service it is currently providing to the community.
3. **What current assets allow the District to provide this level of service?** This provides a current inventory of assets used by the District, such as facilities, land and equipment. In addition, each asset’s replacement value was calculated and summed to determine the total value of the District’s current assets.

4. **What is the current investment per residential and nonresidential land use?** In other words, how much of the District's current assets' total value is needed to serve current residential households and nonresidential square feet?
5. **What future growth is expected in the District?** How many new residential households and nonresidential square footage will the District serve over the CIP period?
6. **What new infrastructure is required to serve future growth?** For example, how many additional stations and apparatus will be needed by the McCall Fire Protection District within the next ten years to achieve the planned level of service of the District?³⁰
7. **What impact fee is required to pay for the new infrastructure?** We calculated an apportionment of new infrastructure costs to future residential and nonresidential land-uses for the District. Then, using this distribution, the impact fees were determined.

Addressing these seven questions, in order, provides the most effective and logical way to calculate impact fees for the District. In addition, these seven steps satisfy and follow the regulations set forth earlier in this section.

Exhibits found in Section III of this report detail all capital improvements planned for purchase over the next ten years by the District.

¹ See Section 67-8203(9), Idaho Code. "System improvements" are capital improvements (i.e., improvements with a useful life of 10 years or more) that, in addition to a long life, increase the service capacity of a public facility. Public facilities include fire, emergency medical and rescue facilities. See Sections 67-8203(3), (24) and (28), Idaho Code.

² See Section 67-8202, Idaho Code.

³ As explained further in this study, proportionality is the foundation of a defensible impact fee. To meet substantive due process requirements, an impact fee must provide a rational relationship (or nexus) between the impact fee assessed against new development and the actual need for additional capital improvements. An impact fee must substantially advance legitimate local government interests. This relationship must be of "rough proportionality." Adequate consideration of the factors outlined in Section 67-8207(2) ensure that rough proportionality is reached. See *Banbury Development Corp. v. South Jordan*, 631 P.2d 899 (1981); *Dollan v. District of Tigard*, 512 U.S. 374 (1994).

⁴ See Sections 67-8202(4) and 67-8203(29), Idaho Code.

⁵ See Section 67-8210(4), Idaho Code.

⁶ See Sections 67-8204(1) and 67-8207, Idaho Code.

⁷ See Section 67-8210(1), Idaho Code.

⁸ See Section 67-8205, Idaho Code.

⁹ See Section 67-8206(2), Idaho Code.

¹⁰ See Section 67-8208, Idaho Code.

¹¹ See Section 67-8207, Idaho Code.

¹² See Sections 67-8209 and 67-8210, Idaho Code.

¹³ See Section 67-8208, Idaho Code.

¹⁴ See Sections 67-8204 and 67-8206, Idaho Code.

¹⁵ As a comparison and benchmark for the impact fees calculated under the Capital Improvement Plan approach, Galena Consulting also calculated the District's current level of service by quantifying the District's current investment in capital improvements, allocating a portion of these assets to residential and nonresidential development, and dividing the resulting amount by current housing units (residential fees) or current square footage (nonresidential fees). By using

current assets to denote the current service standard, this methodology guards against using fees to correct existing deficiencies.

¹⁷ See Section 67-8208, Idaho Code.

¹⁹ See Section 67-8203(23), Idaho Code.

²⁰ See Section 67-8207, Idaho Code.

²¹ The impact fee that can be charged to each service unit (in this study, residential dwelling units and nonresidential square feet) cannot exceed the amount determined by dividing the cost of capital improvements attributable to new development (in order to provide an adopted service level) by the total number of service units attributable to new development. See Sections 67-8204(16), 67-8208(1(f) and 67-8208(1)(g), Idaho Code.

²² See Section 67-8203(27), Idaho Code.

²³ See Section 67-8203(27), Idaho Code.

²⁴ The construction of detached garages alongside residential units does not typically trigger the payment of additional impact fees unless that structure will be the site of a home-based business with significant outside employment.

²⁵ See Section 67-8208(1)(e), Idaho Code.

²⁶ See Section 67-8208(1)(h).

²⁷ This assumes the planned levels of service do not exceed the current levels of service.

²⁸ The Impact Fee Act allows a broad range of improvements to be considered as “capital” improvements, so long as the improvements have useful life of at least 10 years and also increase the service capacity of public facilities. See Sections 67- 8203(28) and 50-1703, Idaho Code.

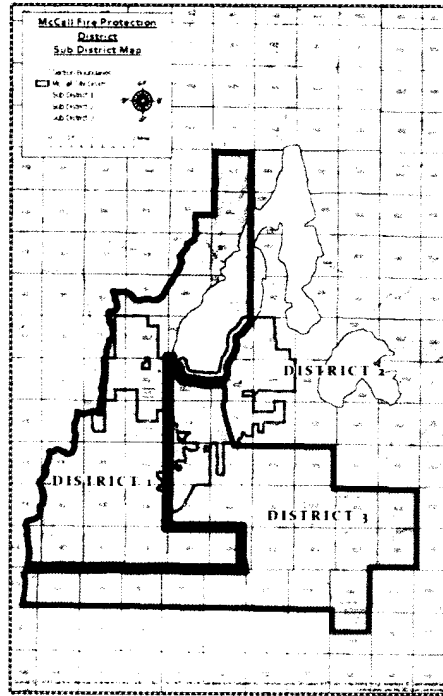
²⁹ This assumes that the planned level of service does not exceed the current level of service.

³⁰ This assumes the planned level of service does not exceed the current level of service.

Section II. Land Uses

The McCall Fire Protection District serves the population of the City of McCall and a portion of unincorporated Valley County as indicated in Exhibit II-1 below.

Exhibit II-1. District Boundaries



The following Exhibit II-2 presents the current and estimated future population for the District based on U.S. Census data through 2020.

Exhibit II-2. Current and Future Population within the boundaries of the McCall Fire Protection District

	2021	2031	Net Growth	Annual Growth Rate
Population	5,411	6,709	1,299	2.4%
Unincorporated	1,725	2,138	414	2.4%
City Of McCall	3,686	4,571	885	2.4%

The District currently has approximately 5,411 persons residing within its service boundary. Over the next ten years, it is estimated the District will grow by approximately 1,299 people, or at an annual growth rate of 2.4%. Population alone is not an accurate indicator of growth within the District, however, as McCall is a resort community and many of the residential units are short-

term rentals. As these units are not owner-occupied, the inhabitants are not included within the U.S. Census as part of the residential population. These units do drive demand for fire and EMS services and need to be considered within the study calculations.

To more accurately project growth, the study team determined the number of projected new households and nonresidential square footage from 2021 through 2031 for the District based on data from the Valley County Assessor’s Office, the Valley County Planning Department, the City of McCall, Idaho Power, regional real estate market reports and recommendations from District Staff and the Impact Fee Advisory Committee.

The following Exhibit II-3 presents the current and future number of residential units and nonresidential square feet projected for the District.

**Exhibit II-3.
Current and Future Land Uses, McCall Fire Protection District**

	2021	2031	Net Growth	Net Growth in Square Feet ⁽¹⁾	Percent of Total Growth in SF
Population	5,411	6,709	1,299		
Residential (in units)	5,838	7,239	1,401	3,502,800	94%
Nonresidential (in square feet)	875,700	1,085,868	210,168	210,168	6%
			Total Square Footage Growth =	3,712,968	100%

As shown above, the McCall Fire Protection District is expected to grow by approximately 1,401 residential units and about 210,168 nonresidential square feet over the next ten years. Ninety-four percent of this growth is attributable to residential land uses, while the remaining six percent is attributable to nonresidential growth. These growth projections will be used in the following sections to calculate the appropriate impact fees for the District.

Demographic and land-use projections are some of the most variable and potentially debatable components of an impact fee study, and in all likelihood the projections used in our study will not prove to be 100 percent correct. The purpose of the Advisory Committee’s annual review is to account for these inconsistencies. As each CIP is tied to the District’s land use growth, the CIP and resulting fees can be revised based on actual growth as it occurs.

Section III. Impact Fee Calculation

In this section, we calculate fire and EMS impact fees for the McCall Fire Protection District according to the seven -question method outlined in Section I of this report.

1. Who is currently served by the McCall Fire Protection District?

As shown in Exhibit II-3, the District currently serves 5,838 residential units and approximately 875,700 square feet of nonresidential land use.

2. What is the current level of service provided by the McCall Fire Protection District?

The McCall Fire Protection District provides a response time of 6.15 minutes District-wide. Response times are approximately 4.99 minutes within the City of McCall, and can be longer than 6.15 minutes for other parts of the unincorporated County. As the number of residents and visitors to the District grows, additional infrastructure and equipment will be needed to sustain this level of service. Based on conversations with District staff, it is our understanding that the planned level of service is equal to a continuation of the current level of service.

3. What current assets allow the McCall Fire Protection District to provide this level of service?

The following Exhibit III-1 displays the current assets of the McCall Fire Protection District utilized to provide fire protection and EMS response.

Exhibit III-1. Current Assets – McCall Fire Protection District

Type of Capital Infrastructure	Square Feet	Replacement Value
Facilities		
McCall Fire Station #1 Deinhard Lane	14,500	\$8,700,000
Vehicles/Apparatus		
2 Engines		\$1,300,000
2 Ambulances		\$470,000
Pumper Tender		\$400,000
Tender		\$200,000
Squad		\$100,000
3 Support Vehicles		\$160,000
Fire Boat		\$50,000
3 Snowmobiles		\$45,000
UTV		\$25,000
Equipment		
2 Stryker Auto Load		\$40,000
2 Stryker Cots		\$44,000
3 Cardiac Monitors		\$120,000
2 CPR Machines		\$30,000
Snowmobile Trailer		\$10,000
UTV Trailer		\$7,000
Extrication Tools		\$30,000
30 SCBAs		\$180,000
		\$11,911,000
Plus Cost of Fee-Related Research		
Impact Fee Study		\$15,000
Grand Total		\$11,926,000

As shown above, the District currently owns almost \$12 million of capital assets. These assets are used to provide the District’s current level of service for fire and EMS response.

4. What is the current investment per residential unit and nonresidential square foot?

The McCall Fire Protection District has already invested \$1,927 per existing residential unit and \$0.77 per existing nonresidential square foot in the capital necessary to provide the current level of service for fire protection and emergency medical response. These figures are derived by allocating the value of the District’s current assets among the current number of residential units and nonresidential square feet.

We will compare our final impact fee calculations with these figures to determine if the two results will be similar; this represents a “check” to see if future District residents will be paying for infrastructure at a level commensurate with what existing District residents have invested in infrastructure.

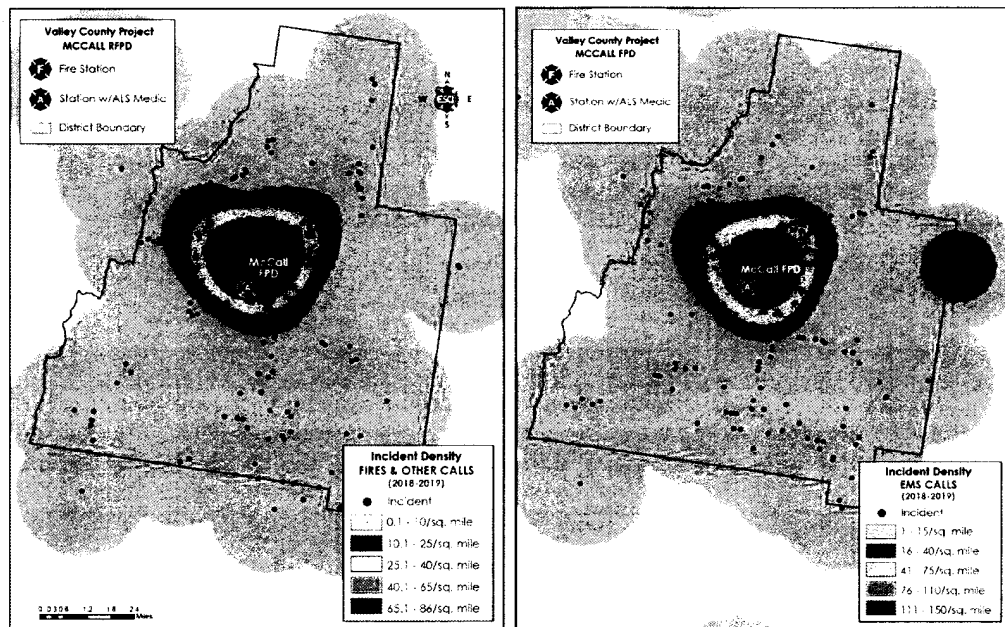
5. What future growth is expected in the McCall Fire Protection District?

As shown in Exhibit II-3, the McCall Fire Protection District is expected to grow by approximately 1,401 residential units and 210,168 square feet of nonresidential land use over the next ten years.

6. What new infrastructure is required to serve future growth?

The following Exhibit III-2 indicates the density of calls for both fire protection and emergency medical services for the McCall Fire Protection District in 2018-2019.

**Exhibit III-2.
Incident Density 2018-2019 – Fire and EMS Calls for Service**



As shown above, the highest incidence of calls for service come from within the City of McCall and its immediate surroundings. The existing Station #1 is well-located geographically to respond to the areas of highest density within the desired amount of time.

Of greater concern to the District than location, however, is the issue of concurrency of calls. The District participated in a study of the Valley County EMS District conducted by ESCI in 2020 in partnership with Valley County, the Donnelly Fire Protection District and the Cascade Fire Protection District. This study determined that 15% of the time the District was responding to more than one call (175 calls out of 1,147 in 2019). Without adequate staffing and apparatus, concurrent incidents result in response times beyond standards to reduce loss of life and property. It was recommended that an additional ambulance be acquired as a reserve ambulance to be shared among the three fire and EMS districts, and that the McCall Fire Protection District move toward staffing an additional ambulance at Station #1.

The District intends to add nine firefighter/EMTs, increasing the size of each shift from four to seven, and the minimum manning from the current model of three firefighter/EMT's to six. This will would allow the district to staff an engine, and two ambulances with at least two people on each apparatus to further ensure the level of service does not decline as growth occurs.

The McCall Fire Protection District has developed its capital improvement plans (CIPs) based on the recommendations of the ESCI study and its increased staffing initiative. The following Exhibit III-3 displays the capital improvements planned for purchase by the McCall Fire Protection District over the next ten years for fire protection response.

**Exhibit III-3.
McCall Fire Protection District CIP 2021 to 2031**

Type of Capital Infrastructure	CIP Value	Growth Portion	Amount to Include in Fees	Amount from General Fund
Facilities				
Addition to Station #1 to accommodate 9 additional FF/EMTs for growth	\$ 2,500,000	100%	\$ 2,500,000	\$ -
Vehicles				
Additional command vehicle for growth	\$ 60,000	100%	\$ 60,000	\$ -
Additional Ambulance - shared by 3 districts	\$ 78,333	100%	\$ 78,333	\$ -
Engine Replacement	\$ 650,000	0%	\$ -	\$ 650,000
Equipment				
PPEs/Radios for 9 additional Firefighters	\$ 45,000	100%	\$ 45,000	\$ -
1 Stryker Cot	\$ 22,000	100%	\$ 22,000	\$ -
1 Stryker Auto Load	\$ 20,000	100%	\$ 20,000	\$ -
Total Infrastructure	\$ 3,375,333		\$ 2,725,333	\$ 650,000
Plus Cost of Fee-Related Research				
Impact Fee Study	\$ 15,000	100%	\$ 15,000	
Grand Total	\$ 3,390,333		\$ 2,740,333	\$ 650,000

As shown above, the District plans to purchase approximately \$3.4 million in capital improvements over the next ten years, \$2.7 million of which is impact fee eligible. These new assets will allow the District to continue its current level of fire protection and emergency medical service as the community grows.

The primary impact fee eligible expenditures are the expansion of Station #1 to accommodate living and dormitory space for the 9 additional firefighters/EMTs recommended in the ESCI study, the District's proportional share of an additional ambulance and equipment to be used by all three districts providing EMS in Valley County, personal protective equipment and radios for the 9 firefighters/EMTs, and an additional command vehicle for the expanded crew. 100% of these expenditures are necessitated by growth and are required to maintain the current level of service. The replacement of the existing engine is not impact fee eligible and must be funded through other sources.

The remaining \$650,000 is the price for the District to replace an existing engine. Replacement of existing capital is not eligible for inclusion in the impact fee calculations. The District will therefore have to use other sources of revenue including all of those listed in Idaho Code 67-8207(iv)(2)(h). The District has identified property tax revenue as the source for funding non-growth-related capital improvements.

It should be noted that the participation amount associated with purely non-growth improvements like apparatus replacements is discretionary. The District can choose not to fund these capital improvements (although this could result in a decrease in the level of service if the deferred repairs or replacements were urgent).

7. What impact fee is required to pay for the new capital improvements?

The following Exhibit III-4 takes the projected future growth from Exhibits II-3 and the growth-related CIP for Fire from Exhibit III-3 to calculate fire and EMS impact fees for the McCall Fire Protection District.

**Exhibit III-4.
Impact Fee Calculation, McCall Fire Protection District**

Impact Fee Calculation	
Amount to Include in Fee Calculation	\$ 2,740,333
Distribution of Future Land Use Growth	
Residential	94%
Nonresidential	6%
Future Assets by Land Use	
Residential	\$ 2,585,220
Nonresidential	\$ 155,113
Future Land Use Growth	
Residential	1,401
Nonresidential	210,168
Impact Fee per Unit	
Residential	\$ 1,845
Nonresidential	\$ 0.74

As shown above, we have calculated impact fees for the McCall Fire Protection District at \$1,845 per residential unit and \$0.74 per non-residential square foot. In comparison, as indicated in question #4 above, property taxpayers within the District have already invested \$1,927 per residential unit and \$0.78 per nonresidential square foot in the capital inventory necessary to provide today's level of service.

The District cannot assess fees greater than the amounts shown above. The District may assess fees lower than these amounts, but would then experience a decline in service levels unless the District used other revenues to make up the difference.

Section IV.

Fee Analysis and Administrative Recommendations

A comparison of the calculated Fire and EMS impact fees to similar fees being assessed by fire and EMS departments/districts within Southwest Idaho is shown in Exhibit IV-1:

Exhibit IV-1. Impact Fee Comparison

	McCall Fire District DRAFT	Cascade Fire District DRAFT	Ada County/ Kuna Fire District	Canyon Co/ Nampa Fire District	Gem County/ Gem Fire District	Twin Falls Co/ Rock Creek Fire District DRAFT	Elmore Co/ Mtn Home Fire District DRAFT	Payette Co/ Parma Fire District DRAFT
Fire and EMS								
per Residential Unit	\$ 1,845	\$ 2,891	\$ 1,973	\$ 1,567	\$ 1,808	\$ 1,661	\$ 2,111	\$ 2,316
per Non-Residential sf	\$ 0.74	\$ 1.16	\$ 0.80	\$ 0.63	\$ 0.71	\$ 0.66	\$ 1.80	\$ 1.90

Some communities express concern that impact fees will stifle growth. Empirical data indicates impact fees are not a primary reason for a decision to build or not build in a particular area. Factors including the price of land and construction, market demand, the availability of skilled workers, access to major transportation modes, amenities for quality of life, etc. all weigh more heavily in decisions to construct new homes or businesses, as well for business relocation. Ultimately the impact fee, which is paid at the time of building permit, is passed along to the buyer in the purchase price or wrapped into a lease rate. Therefore, in a market with a high demand for development, an impact fee higher than other jurisdictions is unlikely to slow growth.

An impact fee program will enable the District to plan for growth without decreasing its service levels (response time), which can decrease buyer satisfaction and cause property insurance premiums to increase. It will also allow the District to collect a proportionate share of the cost of capital improvements from growth instead of funding future capital through property taxes.

As the District Commission evaluates whether or not to adopt the Capital Improvement Plan and impact fee presented in this report, we also offer the following information regarding District participation in funding, and implementation recommendations for your consideration.

Implementation Recommendations

The following implementation recommendations should be considered:

Intergovernmental Agreements. The McCall Fire Protection District is enabled under Idaho Code as a governmental entity to adopt impact fees. However, because impact fees are paid upon building permit, and the District does not participate in this process, it needs another governmental entity to collect these fees on its behalf. Idaho Code 67-8204(a) authorizes the District to enter into an intergovernmental agreement with the City of McCall and Valley County to collect fire and EMS fees on their behalf.

In the case that any one of these jurisdictions chooses not to collect the fees on the Fire District's behalf, inequities will result. Developers will have to pay an impact fee in one part of the District but not another, and the growth in the non-participating jurisdictions will essentially be subsidized by the growth in the participating region. Should this occur, it is recommended that the fee calculation be revised to more accurately reflect demand from the participating jurisdictions. Alternatively, jurisdictions not wishing to collect impact fees on behalf of the District may be encouraged to include the payment of the fee amount in their development agreements to be paid directly to the District.

Capital Improvements Plan. Should the Advisory Committee recommend this study to the District Commission and should the Commission adopt the study, the District should also formally adopt this Capital Improvement Plan. While not subject to the procedures of the Local Land Use Planning Act (LLUPA), the adoption of the Capital Improvement Plan would comply with the Act's requirements of other governmental entities to adopt capital improvement plans into a Comprehensive Plan as part of the adoption of impact fees.

Each participating jurisdiction will need to also adopt the Capital Improvement Plan into their Comprehensive Plan via amendment.

Impact Fee Ordinance. Following adoption of the Capital Improvement Plan, the Commission should review the proposed Impact Fee Ordinance for adoption via resolution as reviewed and recommended by the Advisory Committee and legal counsel. Each participating jurisdiction will also need to adopt the impact fee ordinance.

Advisory Committee. The Advisory Committee is in a unique position to work with and advise Commission and District staff to ensure that the capital improvement plans and impact fees are routinely reviewed and modified as appropriate.

Impact fee service area. Some municipalities have fee differentials for various zones under the assumption that some areas utilize more or less current and future capital improvements. The study team, however, does not recommend the District assess different fees by dividing the areas into zones. The capital improvements identified in this report inherently serve a system-wide function.

Specialized assessments. If permit applicants are concerned they would be paying more than their fair share of future infrastructure purchases, the applicant can request an individualized assessment to ensure they will only be paying their proportional share. The applicant would be required to prepare and pay for all costs related to such an assessment.

Donations. If the District receives donations for capital improvements listed on the CIP, they must account for the donation in one of two ways. If the donation is for a non- or partially growth-related improvement, the donation can contribute to the District's General Fund participation along with more traditional forms, such as revenue transfers from the General Fund. If, however, the donation is for a growth-related project in the CIP, the donor's impact fees should be reduced dollar for dollar. This means that the District will either credit the donor or reimburse the donor for that portion of the impact fee.

Credit/reimbursement. If a developer constructs or contributes all or part of a growth-related project that would otherwise be financed with impact fees, that developer must receive a credit against the fees owed for this category or, at the developer's choice, be reimbursed from impact fees collected in the future.³⁷ This prevents "double dipping" by the District.

The presumption would be that builders/developers owe the entirety of the impact fee amount until they make the District aware of the construction or contribution. If credit or reimbursement is due, the governmental entity must enter into an agreement with the fee payer that specifies the amount of the credit or the amount, time and form of reimbursement.³⁸

Impact fee accounting. The District should maintain Impact Fee Funds separate and apart from the General Fund. All current and future impact fee revenue should be immediately deposited into this account and withdrawn only to pay for growth-related capital improvements of the same category. General Funds should be reserved solely for the receipt of tax revenues, grants, user fees and associated interest earnings, and ongoing operational expenses including the

repair and replacement of existing capital improvements not related to growth.

Spending policy. The District should establish and adhere to a policy governing their expenditure of monies from the Impact Fee Fund. The Fund should be prohibited from paying for any operational expenses and the repair and replacement or upgrade of existing infrastructure not necessitated by growth. In cases when *growth-related capital improvements are constructed*, impact fees are an allowable revenue source as long as only new growth is served. In cases when new capital improvements are expected to *partially replace existing capacity and to partially serve new growth*, cost sharing between the General Fund or other sources of revenue listed in Idaho Code 67-8207(1)(iv), (2)(h) and Impact Fee Fund should be allowed on a pro rata basis.

Update procedures. The District is expected to grow rapidly over the 10-year span of the CIPs. Therefore, the fees calculated in this study should be updated annually as the District invests in additional infrastructure beyond what is listed in this report, and/or as the District's projected development changes significantly. Fees can be updated on an annual basis using an inflation factor for building material from a reputable source such as McGraw Hill's Engineering News Record. As described in Idaho Code 67-8205(3)(c)(d)(e), the Advisory Committee will play an important role in these updates and reviews.

³⁷ See Section 67-8209(3), Idaho Code.

³⁸ See Section 67-8209(4), Idaho Code

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VALLEY COUNTY COMMISSIONERS MEETING AGENDA Monday June 13, 2022

Valley County adheres to ADA requirements. If anyone requires an accommodation, please contact the County Clerk, Douglas Miller prior to the meeting.

PROPOSED AGENDA Note: Any item(s) in need of a motion will be described in the agenda under the appropriate section.

9:00 Call to Order – Pledge of Allegiance – Approve Agenda

9:05 **Action Item:** Claims, Board Order Claims & Junior College Tuition- Senior Deputy Auditor, Rheta Clingan

9:10 **Elected Official Reports/Discussion**

Assessor – June Fullmer

Clerk – Doug Miller

Prosecutor – Brian Naugle

Sheriff – Patti Bolen

Treasurer – Johanna Defoort

Department Head Reports - 5 Minutes each

Building Department – Annette Derrick

Court Services – Skip Clapp

Action Item: Sign Memorandum of Agreement with Idaho Department of Juvenile Correction to Support the Community Based Alternative Services Program and The Substance Use Disorder Services Program

Extension Office- Melissa Hamilton

Information Technology – Jeremy Wilcox

Planning and Zoning-Cynda Herrick

Action Item: Rodebaugh Recorder's Plat

Sign Letter of Support for the Payette River National Scenic Byway Project

Parks and Recreation- Larry Laxson

Action Item: Accept Additional Funding from Idaho Department of Commerce for Rural Economic Development Professionals Program Grantees

10:30 Buildings and Grounds / Solid Waste- Scott Clingan

- 11:00 Road & Bridge Presentation- Jeff McFadden
Action Items: Sign Cooperative Forest Road Agreement With The USDA Forest Service Boise National Forests
Sign Mosquito Surveillance Contract from The Idaho State Department of Health & Welfare
- 11:30 **Action Item:** Executive Session per Idaho Code 74-206 1(d)-“to consider records that are exempt from disclosure as provided in Chapter 1, Title 74, Idaho Code”-Indigent & Charity
- 11:45 Commissioner Discussion
Action Items: Meeting Minutes of June 6, 2022
Accept Additional Funding from Idaho Department of Commerce for Rural Economic Development Professionals Program Grantees
Reimbursement Request Close out of Fire Mitigation Project-Bear Basin Grant #17HFR4-Valley
- 12:00 Recess for Lunch
- 1:00 Budget Workshop for Fiscal Year 2023-Clerk, Douglas Miller
01-10 Facilities – Director Scott Clingan
23-00 Solid Waste – Director Scott Clingan
- 1:30 **Action Item:** Presentation on Prices to Rent Excavator at the Transfer Site – Lake Shore Disposal, Scott Carnes
- 1:45 **Action Item:** Discussion on Fire District Impact Fees
- 2:15 Presentation from Assessor’s Office on 2022 Property Values
- 3:00 Workshop with Great West Engineering Related Solid Waste Services
- 3:45 **Action Item:** Review and Accept Request for Qualifications for Master Facilities Plan and a Comprehensive Financial Plan
- 4:00 **Action Item/Public Hearing:** Appeal of P&Z Approval of C.U.P. 22-05 Gold Fork Reserve – Preliminary Plat: Landmark Pacific Investors LLC is requesting a conditional use permit for a 28-lot single-family subdivision on 80 acres. The proposal includes an additional six open space lots. Access would be from private roads onto one access point onto Gold Fork Road (public). Shared driveways are proposed. Proposed lot sizes range from 1.2 acres to 2.99 acres. Individual wells and individual septic systems are proposed. The site is parcel RP16N04E294206 in the W ½ Section 29, T.16N, R.4E, Boise Meridian, Valley County, Idaho.
- 4:00 **Action Item:** McCall Area of Impact Discussion/Decision

Opportunity for General Public to Present to Commissioners

Adjourn

COMMISSIONERS FUTURE MEETING DATE
Tuesday June 21, 2022