

Commissioner Minutes

October 29, 11:25 a.m. – 11:48 a.m.

**MEETING TO RECEVCE THE CLERK’S QUARTERLY REPORT**

Commissioners Leslie Van Beek Brad Holton

COO Greg Rast

Controller Kyle Wilmot

Auditing Supervisor Sarah Winslow

County Clerk Rick Hogaboam

Canyon County Treasurer Jennifer Watters

Banking & Finance Manager Melissa Tucker

Chief Deputy Clerk Jess Urresti

Deputy Clerk Diana Hoffman\_\_\_\_\_

MEETING TO RECEVCE THE CLERK’S QUARTERLY REPORT

The Board met today to receive the Clerk’s quarterly report. Present were: Commissioners Leslie Van Beek and Brad Holton, COO Greg Rast, Controller Kyle Wilmot, Auditing Supervisor Sarah Winslow, Canyon County Clerk Rick Hogaboam, Canyon County Treasurer Jennifer Watters, Banking & Finance Manager Melissa Tucker, Court Clerk Jess Urresti, and Deputy Clerk Diana Hoffman.

Clerk Hogaboam began by stating that, upon review of the report you will see Canyon County is meeting the statutory requirements. However, he clarified that claims for the 2025 fiscal year are still being processed. Mr. Wilmot noted that the budget remains open until Monday of next week, and additional revenue is expected to be received during that time.

Mr. Wilmot summarized his reports from the last quarter and provided projections for fiscal year 2025. The following items are justification on why budget line items may be over or significantly underutilization.

- Additional 6.5 – 9 million in revenue expected
  - This includes sales tax distribution, some operation transfers, and other receivables
- Some expenses are still outstanding
- Anticipated 91% utilization from the overall operating fund, could increase to 92%
- Some departments may show an overage in their “A” budget due to the health fund infusion
- County Fair Building: Some of the URA funds to be returned to reconcile the line item, creating an appearance of underutilization
- Parks revenue is at 73% of their expected revenue, primarily due to grant funding

- The enterprise revenue fund came in at \$535,000 over budget, attributed to the fee increase that was implemented in FY25
- Emergency Management realized only 26.5% of expected revenue; some projects were delayed, and so grant funds are expected in FY26
- Some smaller “B” budgets went overutilized
- The Justice Departments “B” budget utilization was closer to 94%, as there was no Pod 6 payment in Q3, which is not reflected in the current report

Ms. Winslow noted the necessary salary transfers for FY25 have been completed. According to Controller Wilmot \$1,00,000 more was received from sales tax compared to the previous fiscal year. Liquor apportionment was slightly down.

Clerk Hogaboam mentioned that Canyon County is transitioning from PowerPlan to Euna. The formatting of future reports may change with the new software, statutory requirements will continue to be met. He also noted that sales tax revenue from the state was down in the general fund, and Canyon County’s distribution is based on population. Mr. Hogaboam offered to provide a final report once numbers are finalized. A workshop on the new software was discussed.

Upon a motion by Commissioner Holton, seconded by Commissioner Van Beek, the Board voted unanimously to adjourn the meeting at 11:48 a.m. A copy of the reports is on file with this day’s minutes. An audio recording is on file in the Commissioners’ Office.