



CLEARWATER  
— FINANCIAL —

**INSIGHT**  
architects, p.a.

# MASTER FACILITIES & COMPREHENSIVE FINANCIAL PLAN UPDATE

May 15, 2023

Christine Stoll | Vice President, Clearwater Financial  
Russ Phillips | President, Insight Architects





# PROJECT TIMELINE

## Owyhee County Master Facilities Plan Process / Timeline





# STATUS UPDATE

- **Phase 1: INITIATION**

1. Project Logistics - COMPLETE
2. Campus tours - COMPLETE
3. Review existing documentation - COMPLETE
4. Leadership Summit - COMPLETE

- **Phase 2: ANALYSIS**

5. Departmental interviews - COMPLETE
6. Community stakeholder interviews - COMPLETE
7. Review & confirm Demographic Analysis/ Forecast – ALMOST COMPLETE
8. Operational Analysis – ALMOST COMPLETE

- **Phase 3: TESTING**

9. Functional Space Program & Adjacencies - IN PROGRESS





# INVENTORY ASSETS

- **Purpose:** assess the condition of capital assets owned, controlled or maintained.
- **Action: gather and analyze**
  - Description
  - Location
  - Purpose or use
  - When acquired or constructed
  - Description / date of major renovations



# INVENTORY ASSETS

## Owyhee County Building and Land Report



May 8, 2023

Presentation I

PARCEL NO	Site Address	Facility Name	Report_ID
RPC07400060014	20381 State Hwy 78, Murphy ID 83650	Justice Facility	1
RPC0740005011A	17082 Basey Street, Murphy ID 83650	Owyhee County Prosecutor	2
RPC07400070060	17069 Basey Street, Murphy ID 83650	Owyhee County Planning and Zoning	3
RP02S02W266001	17129 County Shop Road, Murphy ID 83650	Owyhee County Road and Bridge Department	4
RPB00000033310	238 8th Avenue W, Marsing ID 83639	University of Idaho Extension	5
RPB00000033520	238 8th Avenue W, Marsing ID 83639	University of Idaho Extension	5.1
RPB03200000200	15 Reich Street, Marsing ID 83639	Owyhee County DMV and Building Department	6
RPB00000346500	15 Reich Street, Marsing ID 83639	Owyhee County DMV and Building Department	6.1
RP03N05W044201	420 W. Nevada Street, Homedale ID 83628	Owyhee County Fair Board	7
RPA0010014009A	420 W. Nevada Street, Homedale ID 83628	Owyhee County Fair Board	7.1
RPA00100140130	420 W. Nevada Street, Homedale ID 83628	Owyhee County Fair Board (Vacant Lot)	7.2
RPA0010014014A	420 W. Nevada Street, Homedale ID 83628	Owyhee County Fair Board (Vacant Lot)	7.3
RPA0010015001A	420 W. Nevada Street, Homedale ID 83628	Owyhee County Fair Board (Vacant Lot)	7.4
RPA0010050017A	8 N 2nd Street W, Homedale ID 83628	Owyhee County Probation Office	8
RP03S01W204200	Tyson Road, Owyhee County, ID 83550	Owyhee County Gravel Pit	9
RPD004000F001B	420 Boise Avenue, Grand View, ID 83624	DMV Office	10
RPD004000F0100	420 Boise Avenue, Grand View, ID 83624	DMV Office	10.1
RPC0740005001A	17026 Hailey Street, Murphy ID 83650	United States Postal Service	11
RPC0740005003A	State Hwy 78, Murphy ID 83650	Owyhee County (Vacant Lot)	12



# INVENTORY ASSETS



Owyhee County Court House / Sheriff's Office  
20381 State Hwy 78  
Murphy, ID 83650


Owyhee County - MFP

INSIGHTarchitects, pa  
Clearwater Financial


Task	Notes	Age	Conforms	Slightly Off Norm	Deficient	Struct. Term Life	Wind Term Life	Wind Term Life	Long Term Life	CMU	Concrete / Steel	Wood	Steel	Aluminum	Concrete	Steel or Wood Fram	Single Ply Typ	Metall Low Sloped	Metall High Sloped	Cont. Plastic Chlors. & Wall Ins	Roof Top Units	Due Date	Split System Furn. & A/C	Heatl Pump	Refriger. Gas Source	Under Capacity	Over Capacity	Expandable
Justice Facility	JUSTICE FACILITY																											
20381 82-78 MURPHY 82-83 650	Share the same site with the courthouse																											
Building No. 001																												
Issued or Owned	Owned																											
Building(s) Occupancy / Type of Construction	II / III / Type IFR																											
Building(s) Construction Type	CMU / Concrete / Metal stud framing 1980																											
Building(s) Square Footage	12700 s.f. +/-																											
Building(s) Square Footage Unused	None																											
Code	1991 IBC																											
ADA Conformance	Yes																											
Interior Building Unsurvive	2+ YEARS																											
General Building Deficiencies	No Major																											
General Building Assets	Use to house State inmates and Holding Center for arrested individuals																											
Structural Type / Condition	Reinforced Masonry with Steel Metal deck - Good																											
Roofing Age / Type / Condition	TPD membrane - 10 years - Good																											
HVAC Type / Condition & Age	Roof Top Package Units - Good																											
Plumbing System	Copper and cast iron waste & vent in jail cells - green grade. One hot water heater that serves the jail and kitchen, tankless water heater for shower use.																											
Fire Sprinkler System	Fully Sprinkled																											
Electrical Type and Condition	Commercial, metal conduit, Copper single stranded wire																											
Building Expansion Implications	Complex Construction / Correctional Facility																											
Site Square Footage/Acreage	79016 S.F. / 1.81 Acres																											
Site Zoning	Commercial																											
Site Setbacks, R.O.W.,	Front = 20' Rear = 70' Inside = 0' Rightside = 10'																											
Site Floodway or Floodplain	No																											
Site Capacity	Greater Than 75%																											
Parking Utilization	6 Stalls 1 Accessible																											
Traffic - Site Accessibility	Good																											
Building Age	40+ years																											




# INVENTORY ASSETS



**Owyhee County Master Facilities Plan**  
January 4, 2023  
Department Background Information





**Please complete this background information to the best of your ability based on your office/department's current structure.**

*NOTE: This is a fillable form which you can copy/paste into.*

Office/Department Title:	Division:	Manager:

**Office/Department Overview**

**Mission:** *Please provide your office/department's mission statement.*

**Organization and current FTEs:** *Please provide an overview of your office/department's staffing by role or function. For example, 4 project managers, 2 clerks, etc.*

Enter Position/Role	FTE	
1.		5.
2.		6.
3.		7.
4.		8.
		<b>Total FTEs</b>

**FTE History:**

	2005	2010	2015	2020	2023 Budget
Total FTEs					

**Budget Drivers:** *Please provide a description of your office/department's budget drivers.*

*Are there any upcoming changes to your office/department in the foreseeable future? If yes, please describe.*

- **15 Interviews: Department Heads + Staff**
- **Purpose:**
  - Gain feedback on:
    - how space is used
    - # people providing services in space
    - challenges
    - future needs
- **Analyze**
  - Current use
- **Forecast**
  - Future space needs and efficiencies



# INITIAL FACILITY ASSESSMENT

## COURTHOUSE

- The Courthouse is constructed of durable materials and has adequate structural heights to be remodeled even though it was constructed nearly 100 years ago.
- The building houses the Clerk and courts, Assessor, Treasurer, DMV, and HR.
- There is adequate property around the Courthouse to accommodate building expansions to the north, east and west.
- The street between the County owned property to the south can be vacated so the courthouse and “prosecuting attorney” properties can be adjoined. This provides ample room for future expansion needs.





# INITIAL FACILITY ASSESSMENT

## SHERIFF, JAIL & DISPATCH - MURPHY

- This building is part of the courthouse. The construction is of durable and quality materials.
- As per the courthouse, there is adequate property in two directions that this facility may grow to satisfy long term needs.



## SHERIFF OFFICE/DMV - GRANDVIEW

- The Sheriff presence in Grandview is in a small building that also serves DMV services to the region.
- The Sheriff needs a yard for additional outdoor equipment to serve the area.
- There are other County programs and departments that need a presence in this region. Some have partnerships with Grandview.





# INITIAL FACILITY ASSESSMENT

## PROSECUTOR'S OFFICE

- The former residence that this department occupies is of marginable wood framed construction.
- Future planning indicates that the prosecuting attorney office should be relocated in the courthouse when expansion occurs.
- This residence can eventually be removed when the time comes for the jail & Sheriff expansion.



## PLANNING & ZONING

- The current Planning building is of marginable wood framed construction.
- While close to the main Courthouse a more ideal location would be to relocate it into a courthouse expansion.



# INITIAL FACILITY ASSESSMENT

## BUILDING SERVICES

- This is a marginable building on property shared with the Planning Department.
- Ideally the office ought to be in proximity to the maintenance & storage building which is currently collocated with the Prosecutor's office.





# INITIAL FACILITY ASSESSMENT

## 4H EXTENSION OFFICE

- This is a fairly-recent building of adequate construction.
- The department does have the room to expand to meet its future needs on the current property, however, this property also houses some of the Sheriff yard functions, which is not compatible.
- This department also has a strong connection to the Fairgrounds.





# INITIAL FACILITY ASSESSMENT

## MARSING DMV BUILDING

- The building is of marginal wood framed construction.
- It is long and narrow and appears to be constructed partly outside the property line.
- The site houses the following departments: DMV, Coroner, Building Inspections and Sheriff.
- Coroner needs training and storage space to meet accreditation standards. It would be difficult to achieve this in the current space.
- Coroner needs separate private entry for meeting with families and a waiting room area.
- The site does not provide much room for efficient parking and the departments occupying the building are running out of room and not efficient in their layout.





# INITIAL FACILITY ASSESSMENT

## PROBATION OFFICE - HOMEDALE

- The building is of marginal wood framed construction and is configured in a long and narrow design.
- The site has undeveloped room however, another structure appears to be built partially on the county property.
- The site can support additional parking, but the land is not efficient in its shape.
- The department will need to expand significantly with no room at this site.





# INITIAL FACILITY ASSESSMENT

## FAIRGROUNDS

- There are several old structures that the Fairgrounds has identified for replacement.
- The Fairgrounds also has a master plan that is providing guidance in their facility replacement, maintenance and future assets.
- There is a need for more meeting space in the main community building.
- The connection with the U of I / County Extension office is strong.
- More property is needed for visitor parking.
- The Fairgrounds may need to limit event sizes and # of visitors based on their residential locations.
- Recent upgrades include the new Community Center and restroom buildings.





# INITIAL FACILITY ASSESSMENT

## ROADS AND BRIDGE DEPARTMENT LOCATIONS

- Murphy property is large enough to fulfill their immediate and future needs.
- Roads has property partnerships that assist with their gravel road maintenance program. Ideally more are needed to be more effective with County dollars.



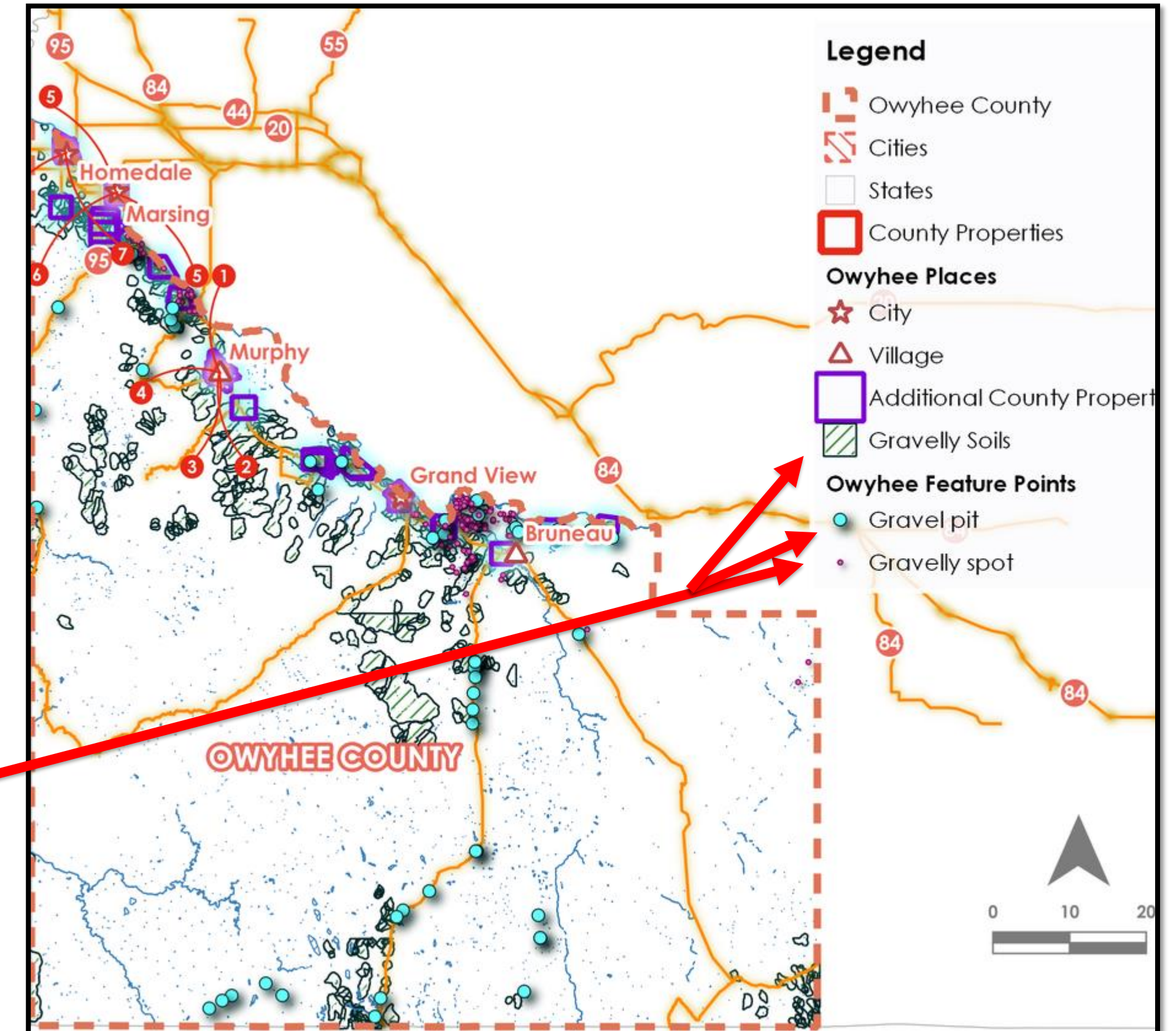


# GRAVEL PITS

## GRAVEL PITS

- **County road miles: 615 miles, 411 miles being gravel**
- **Challenges**
  - Current gravel pit locations spread throughout the County
  - Long commutes to deliver material to roads
  - Status of current County gravel pits
    - 5 gravel pits in use
    - 1 on County owned land
      - 1M cu. yd left
    - 4 leased on BLM owned land
      - 2 depleted,
      - 1- 2,000 cu. Yd left
      - 1- 100K cu. Yd left
- **Opportunities**

Identification of non-County gravel pits and gravelly soil in the County for further research and consideration for future purchase or lease.





# WORK ENVIRONMENT

- **County is “making-do” with what they have.**
- **Challenges & Opportunities**
  - Main location is centrally and remotely located in area with no services and few residents.
  - Not all offices are staffed M-F during the hours of 8:00 a.m. – 5:00 p.m.
  - Departments are “fitting into” space they are given.
  - Lack of workspace equity. Specifics vary depending on the work setting and function.
  - Need for additional space and expansion in the next 5-10 years.
  - Need for an adequately sized and furnished meeting and training rooms.
  - Security and parking at many facilities is minimal.
- **Positive Feedback**
  - The new fairgrounds additions are helping to fulfill expanding program.
  - Elected officials and department heads are respected.





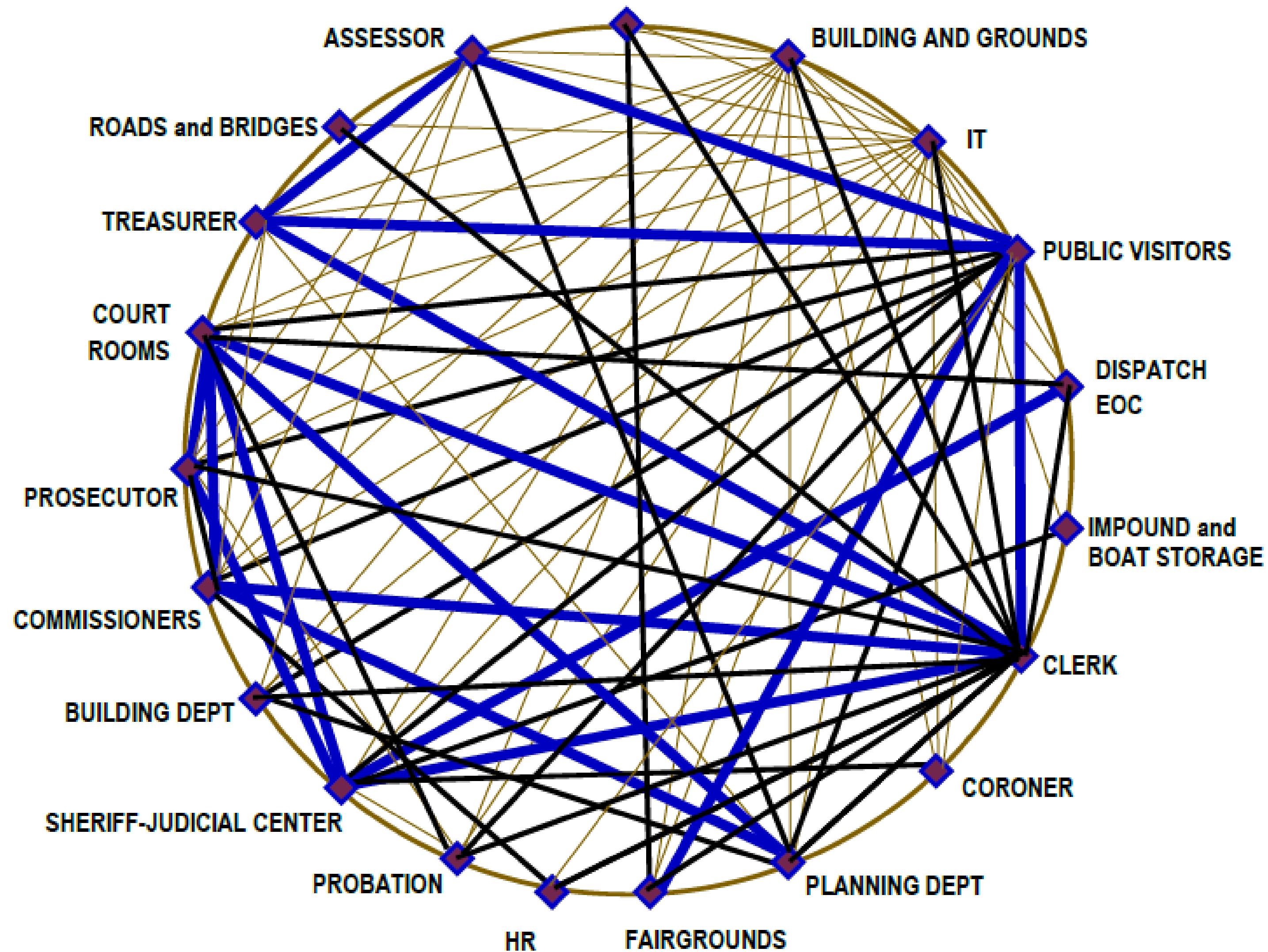
# SUSTAINABILITY

## Sustainability Goals Affect the Workplace

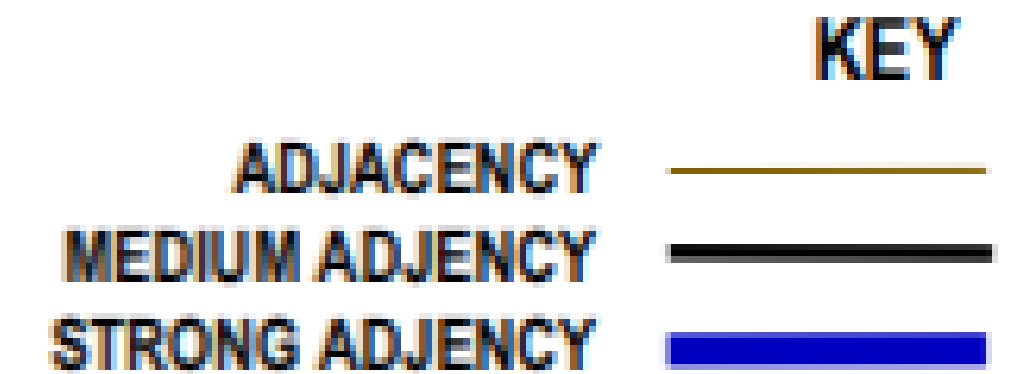
- The existing buildings are not comfortable due to improper heating, cooling and ventilation.
  - As buildings are remodeled, expanded or newly constructed, there is the opportunity to create *High Performance Building Envelopes* that eliminate drafts and augment proper insulation and mechanical HVAC systems.
  - Initial additional costs payback very quickly in public facilities.
- The use of geothermal heat in Idaho is largely untapped.
  - A study ought to be commissioned to explore this potential at county facility locations.
  - Geothermal use is a unique and incredibly multi-beneficial asset to any community.
- Remote workplace options are helping businesses and municipalities attract and retain employees.
  - For services that can be performed remotely, this is a positive option to be considered.
- Designing quality outdoor spaces for breaks, lunch, meetings and gatherings would be a positive asset.



U of I/County Extension

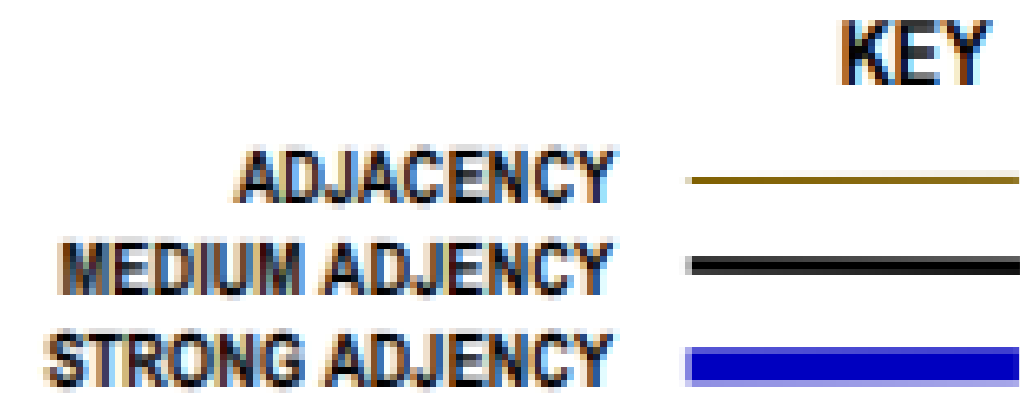


## FUNCTIONAL ADJAGENCY DIAGRAM OWYHEE COUNTY FACILITY MASTER PLAN

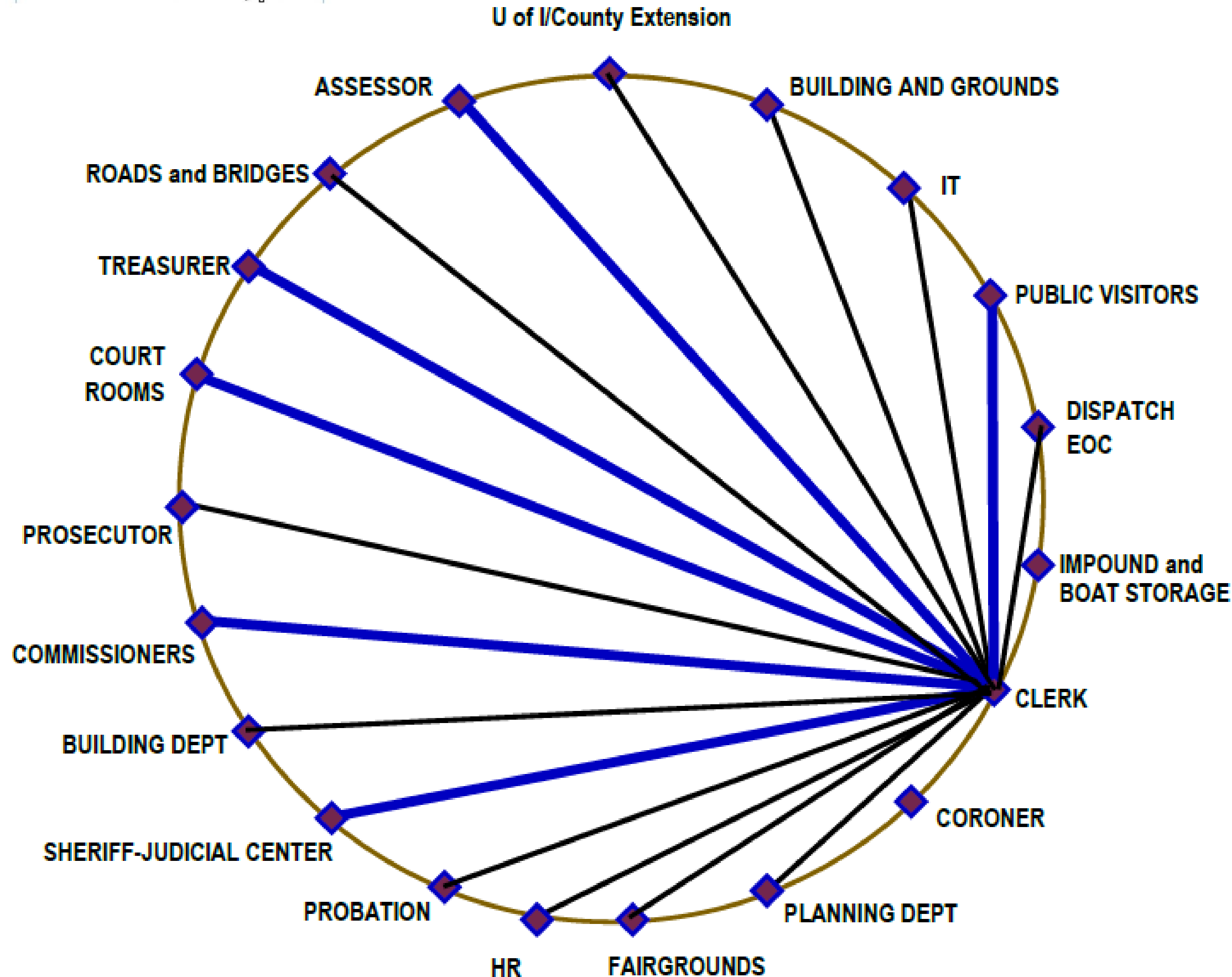


- Details how:
  - various departments interact with one another *and* with public visitors.
- Helps determine:
  - necessity of where service locations should be in relation to their interaction levels and public visitor levels.





## CLERK ADJACENCY DIAGRAM OWYHEE COUNTY FACILITY MASTER PLAN



### • Higher adjacency with:


- Public visitors
- Assessor
- Treasurer
- Courtrooms
- Commissioners
- Sheriff

### • Lower adjacency with:

- IT
- Building and grounds
- Prosecutor



# COMMUNITY STAKEHOLDER FEEDBACK

- **14 One-Hour Interviews**
  - **Purpose:**
    - Gain feedback on:
      - County's strengths
      - Areas for improvement
      - Opinions on current facilities
      - Services needed for business expansions
      - Future focus areas & top budgetary items
      - Things to be preserved
  - **Representation included:**
    - Stakeholders throughout the County
      - Included other municipalities (city, schools, fire, EMS)
      - County business owners
      - Influential citizens
- 





# COMMUNITY STAKEHOLDER FEEDBACK

## • THEMES

- Facilities updates
- Planning and zoning
- Community safety
- Emergency dispatch
- Fire and EMS
- Infrastructure
  - Roads
  - Irrigation
  - Natural gas for farmers
- Communication
- Family and youth services
- Collaboration and use of resources
- Future budgetary priorities



### Owyhee County General Stakeholder Comments

During a series of fourteen one-hour interviews conducted by Clearwater on behalf of the Owyhee County Commissioners, stakeholders from municipalities, businesses, and residents within the County provided feedback. The interviews aimed to identify the County's strengths, areas for improvement, opinions on current facilities, the impact of future growth on services, future focus areas, and what should be preserved about the County. The following report summarizes the feedback gathered during these interviews.

Stakeholders agree that Owyhee County must prepare for growth as the area is expected to expand. The majority (79%) of respondents acknowledge that the County is managing taxpayer funds responsibly and doing their best with the available resources. While they recognize that improvements to buildings and services are necessary, they understand the limitations due to budget constraints. On the other hand, a minority (21%) expressed uncertainty regarding how funds are allocated and reported that they have not seen any improvements in the County. Residents value the preservation of agricultural land and desire a well-informed plan to accommodate the growing population while maintaining the rural character of the area.

#### Facilities

During the interviews, many stakeholders acknowledged the outdated and cramped County buildings. Participants who had visited the buildings felt that they were in need of rebuilding or remodeling to provide more space for staff and services, including larger meeting and waiting rooms and expanded parking. They believed that these improvements would enhance the experience of residents conducting County business by improving wait times, providing privacy and confidentiality, and allowing for parking of larger vehicles and trailers.

Some specific issues were noted, such as the inadequate space for public hearings at the Planning and Zoning office in Murphy, the odd configuration and lack of waiting area at the Marsing DMV office, and the limited parking at the Fairgrounds.





# PUBLIC ENGAGEMENT

Involving Your Public at Each Stage is Key



ESSENTIAL FOR  
SUPPORT



PUBLIC IS  
DECISION  
MAKER



LISTEN, LEARN,  
ADJUST



EARLY  
&  
OFTEN



## Project Summary and Updates on Website

The screenshot shows the website's landing page for the Master Facilities Plan & Comprehensive Financial Plan. The header features a navigation bar with links to Auditor, Elections, Public Records Request, Recorder, and the current page. Below the header is a large banner with the title "Master Facilities Plan & Comprehensive Financial Plan" and a background image of mountains. A sidebar on the right contains links to Reports, News, and Public Engagement. The main content area displays a timeline titled "Owyhee County Master Facilities Plan Process / Timeline" with phases: INITIATION, ANALYSIS, TESTING, RECOMMENDATION PHASE, and IMPLEMENTATION PHASE. Each phase includes numbered steps and their descriptions. A "CLERK CONTACT" section on the right features a photo of Angela Barkell, Clerk, and her contact information: email (abarkell@co.owyhee.id.us), mailing address (P.O. Box 128, Murphy, ID 83650), phone (208-495-2421), fax (208-495-1173), court documents (208-495-1226), and office hours (Monday thru Friday).

**Master Facilities Plan & Comprehensive Financial Plan**

Auditor Elections Public Records Request Recorder Master Facilities Plan & Comprehensive Financial Plan

Reports  
News  
Public Engagement

**Owyhee County Master Facilities Plan Process / Timeline**

NOV 2022 DEC 2022 JAN 2023 FEB MAR APR MAY JUNE JULY AUG SEPT OCT NOV DEC

**INITIATION**

- 1 • PROJECT LOGISTICS
- 2 • CAMPUS TOURS
- 3 • REVIEW EXISTING DOCUMENTATION
- 4 • LEADERSHIP SUMMIT

**ANALYSIS**

- 5 • DEPARTMENTAL INTERVIEWS
- 6 • FACILITY & SITE ANALYSES
- 7 • REVIEW & CONFIRM DEMOGRAPHIC ANALYSIS / FORECAST
- 8 • OPERATIONAL ANALYSIS

**TESTING**

- 9 • FUNCTIONAL SPACE PROGRAM
- 10 • CAMPUS / BUILDING SCENARIOS
- 11 • PRELIMINARY COST ESTIMATES
- 12 • COMPARATIVE EVALUATION

**RECOMMENDATION PHASE**

- 13 • PREFERRED SCENARIO WITH FUNDING & FINANCING OPTIONS
- 14 • STUDY DOCUMENTATION

**IMPLEMENTATION PHASE**

- 15 • IMPLEMENTATION GUIDANCE + CAPITAL INVESTMENT PLAN PROCESS

**CLERK CONTACT**

Angela Barkell, Clerk  
abarkell@co.owyhee.id.us

**Mailing Address:**  
P.O. Box 128  
Murphy, ID 83650

**Phone:** 208-495-2421

**Fax:** 208-495-1173

**Court Documents**  
**Only Fax:** 208-495-1226

**Office Hours:**  
Monday thru Friday

**Master Facilities Plan and Comprehensive Financial Plan Process**

Owyhee County is currently conducting a Master Facilities Plan (MFP) and Comprehensive Financial Plan (CFP) multi-phase process that will provide an assessment of existing facilities, a forecast of facility needs over the next 20 years, and a long-term comprehensive-financial-plan/ p the County meet these needs. The project kicked off in January 2023 and is expected to be finalized in

- **Project Landing Page**

- Summary of project
- Timelines
- Additional info dropdowns
  - Reports
  - News
  - Public Engagement



Auditor

Elections

Public Records Request

Recorder

Master Facilities Plan & Comprehensive Financial Plan

Reports

News

Public Engagement

This page will feature press releases for the Master Facility Plan and Comprehensive Financial Plan. The page will be updated periodically with new releases as they become available.

FOR IMMEDIATE RELEASE

May 9, 2023

## Owyhee County Begins Master Facilities Plan Process

MURPHY — Owyhee County kicked off the initial phase of a Master Facilities Plan Process and Comprehensive Financial Plan process that will help guide future planning and budgeting for County facilities. The Idaho-based consulting team of Clearwater Financial and Insight Architects, along with County staff, toured eight facilities from Murphy and Homedale to assess existing building and mechanical systems conditions as well as space utilization.

This initial step is part of a multi-phase process that will also include a Comprehensive Financial Plan. Together, the two documents will provide long-term strategic guidance for future facility and budgeting decisions.


In addition, the team surveyed and interviewed key County staff and officials to evaluate future needs for all County departments. Population projections, anticipated service demands, and public service delivery trends will also be considered in estimating future needs. The assessment visits and other findings will be used to evaluate if existing facilities are able to be renovated or expanded or if constructing new facilities may be more cost-effective to meet future space needs. Immediate facility, service, and technological needs will be prioritized.

The tours highlighted that some facilities have minor space challenges and are in need of technological upgrades, while others such as the County courthouse, which dates back to 1936, may require improvements to meet code requirements for public facilities.

“Our facilities are aging, and we need adequate space for the public and staff, as well as storage for required equipment and things related to official county business,” said Commissioner Merrick. “Idaho is one of the fastest growing states in the nation, we’re the second largest county in the state, and we need to be proactive in planning for our future. This process will allow us to plan and budget to ensure facilities and funds are in place to deliver uninterrupted services to County residents and businesses well into the future.”

Both plans will align with the County’s Comprehensive Plan goals for public services and facilities. The County anticipates consultant recommendations in early 2024.

### CLERK CONTACT



Angela Barkell, Clerk

[abarkell@co.owyhee.id.us](mailto:abarkell@co.owyhee.id.us)

**Mailing Address:**  
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**Court Documents**  
**Only Fax:** 208-495-1226

**Office Hours:**  
Monday thru Friday  
8:30am-5:00pm

**Clerk:** Angie Barkell

**Chief Deputy Clerk:** Zoe Daulton




Owyhee County

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<https://owyheecounty.net/.../master-facilities-plan.../news/>  
 May 10, 2023 - Murphy, ID - Press Release  
 Owyhee County is currently working on a Master Facilities and Comprehensive Financial Plan to address current facilities and future growth needs. ... **See more**



OWYHEECOUNTY.NET

**News - Owyhee County Idaho**  
 Clerk Auditor Elections Public Records Request Recorder Catering Permit Liquor License Marriage License Master Facilities Plan & Comprehensive Financial Plan Reports News Public Engagement This page will feature press releases for the Master Facility Plan and Comprehensive Financial Plan projects...

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## Public Engagement Content and Next Steps

Auditor Elections Public Records Request Recorder Master Facilities Plan & Comprehensive Financial Plan

Reports  
News  
Public Engagement

The Master Facilities Plan (MFP) and Comprehensive Financial Plan (CFP) process places community involvement, including the sharing of information and soliciting feedback. To find more information, please refer to the information provided below.

**Community Stakeholder Interviews**

- County consultants held meetings with various community stakeholders, including residents, public entities, and key organizations and businesses within the county. The stakeholders were informed about the process and provided feedback on several aspects, such as:
  - Identifying areas where the county is performing well and suggesting areas for improvement,
  - Assessing county services and facilities,
  - Considering the potential impact of future growth (10-30 years) on services,
  - Identifying areas of focus for the county's future, and
  - Identifying unique aspects of the county that should be preserved.
- Additionally, community stakeholders discussed their own plans and operations to identify common goals and potential partnerships, ensuring that the needs of Owyhee County residents are met.

**Citizen Committee**

Beginning in the summer months, a Citizens Committee consisting of community leaders will convene to review the results of facility assessments, evaluate current and projected space requirements, and formulate recommendations. The committee will seek public feedback to ensure ideas and concerns are considered and will communicate their professional and community expertise to the relevant parties.

**CLERK CONTACT**

Angela Barkell, Clerk  
[abarkell@co.owyhee.id.us](mailto:abarkell@co.owyhee.id.us)

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 P.O. Box 128  
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**Office Hours:**

This page features recent and upcoming events related to public engagement during the project

- **Current Highlight**
  - Community Stakeholder interviews
- **Future Activities**
  - Citizen Committee Summary





# NEXT STEPS

## Owyhee County Master Facilities Plan

### Process / Timeline



CLEARWATER  
— FINANCIAL —

**INSIGHT**  
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# DISCUSSION

