

**Minutes of Meeting**  
**Auditor**  
**May 28, 2020**  
**1:00 p.m.**

The Kootenai County Board of Commissioners: Chairman Chris Fillios, Commissioner Leslie Duncan and Commissioner Bill Brooks met to discuss the following agenda item. Also present were Finance Director Dena Darrow, Staff Accountant – Budget Michelle Chiaramonte, Court Services Director Marissa Garza, Court Services Manager Kally Young, Resource Management Office (RMO) Senior Program Manager Kimberli Riley, BOCC Senior Business Analyst Nanci Plouffe and Deputy Clerk Tina Ginorio. Also present was Contractor Shawn Riley.

- A. Call to Order:** Chairman Chris Fillios called the meeting to order at 1:02 p.m.
- B. Changes to the Agenda (Action):** There were no changes to the agenda.
- C. Business (Action):**

**Planning Session for Budget Deliberation Meetings**

Finance Director Dena Darrow stated that she would try to streamline the Budget Deliberations Meetings to allow for several two-hour sessions and one three-hour session. She announced that the budget deficit at the moment was down to \$4,433,223, from its initial point of \$7,000,000. She reviewed the established goals of the process, their components and the objectives for the next twelve months.

Staff Accountant – Budget Michelle Chiaramonte reviewed the national and local economic forecast with attention to the key economic indicators of personal income and wages, unemployment, housing starts and GDP (Gross Domestic Product). She remarked that a reasonably swift rebound was predicted from the COVID-19 shutdowns. She offered some predictions based on different data sets.

Ms. Darrow asked the Board to offer initial suggestions of budget items to review.

Commissioner Leslie Duncan asked for Overtime Increases to be examined further.

Ms. Darrow suggested grouping items logically into categories and approaching each category in separate sessions. She asked the Commissioners to tell her what they would particularly like to see accomplished this year.

Commissioner Duncan said she would like to see 0% tax increase.

Commissioner Bill Brooks said he would like to see the across-the-board 2% increase to “B” Budgets eliminated to encourage departments to reduce their requests to the bare minimum.

Chairman Fillios said he would like to see reductions in both the “B” Budgets (Operating Expenses) and the “C” Budgets (Capital Expense).

After discussion, all three Commissioners agreed to remove the ERP (Enterprise Resource Planning) and Internal Audit requests from the Budget.

Commissioner Duncan expressed her concern that all the work that had been put into addressing the Waterways issues could be jeopardized if they lacked enough Deputies for enforcement. She suggested that a full-time Marine Deputy position be added to the Budget. She noted that some of the cost would be funded by the Recreational Boater Safety grant.

Ms. Darrow reminded the Commissioners that additional funding from the COVID-19 grant program would become available. She remarked that anything that supported teleworking could be considered under that funding source. She added that the grants could also include requests from IT (Information Technology) and other areas.

The Commissioners discussed areas which might experience increased demand in FY2021 due to the pandemic shutdowns, such as the court system, and how to plan for that.

Ms. Darrow drew attention to restricted funds with surplus, such as County Assistance and Airport. She suggested that these surpluses could be drawn down somewhat to fund operations and further reduce the deficit amount. She also reviewed some ideas for ways to control “A” Budget (Personnel) costs without resorting to furloughs or similar involuntary measures. She suggested deferring any large projects, such as the proposed new building and stretching other resources as far as possible.

Ms. Darrow expressed her concern about the upcoming Medicaid Expansion. She reminded the Commissioners that the Legislature closed down this year without making a decision on that issue. She cautioned them that they should expect an expense of somewhere from \$800,000 to \$1,000,000 which would have to be paid from the General Fund to cover this in the near future.

Contractor Shawn Riley reminded the Commissioners that they had discussed moving some items that could be quickly completed from the FY21 Budget requests back to funds remaining in the FY20 Budget. He said that he had advised Buildings & Grounds (B&G) Operations Manager Greg Manley to move up the \$20,000 for the Juvenile Detention Center (JDC) water heater and HVAC. He suggested that the request of \$20,000 for locks could be deferred and that the Commissioners consider changes on funding the \$65,000 for Roof Top Units and \$65,000 for Heat Pumps at JDC as well.

Chairman Fillios suggested offering additional education to the public about how taxes were calculated. Ms. Darrow said she would do that.

**D. Public Comment (Discussion):** This section is reserved for citizens wishing to address the Board regarding a County-related issue. Idaho Law prohibits Board action on items brought under this section except in an emergency circumstance. Comments related to future public hearings should be held for that public hearing. There was no public comment.

**E. Adjournment (Action):** Chairman Fillios adjourned the meeting at 1:48 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN

BY: \_\_\_\_\_  
Tina Ginorio, Deputy Clerk

\_\_\_\_\_