

**Minutes of Meeting
Buildings & Grounds
February 11, 2020
9:00 a.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 Deputy Finance Director Keith Taylor, Staff Accountant – Fixed Assets Isaac Ohm and Deputy Clerk Tina Ginorio. Also present was Contractor Shawn Riley.

- A. Call to Order:** Chairman Chris Fillios called the meeting to order at 9:00 a.m.
- B. Changes to the Agenda (Action):** There were no changes to the agenda.
- C. Business (Discussion Item):**

Discussion with Project Manager Shawn Riley Regarding New Administration Building Occupants

Commissioner Leslie Duncan said she and Contractor Shawn Riley had developed a rough plan that seemed to require the least money for remodeling the old buildings in conjunction with building the new one. She provided a sketch on the whiteboard that illustrated possible placement of different departments among the three structures and reviewed it. She remarked that this was not a final plan, just a working model that could be adjusted as needed.

Commissioner Duncan suggested bringing the sketch to the other Elected Officials and Department Heads for review and comment.

Mr. Riley said that having this preliminary plan would be valuable when the Board decided they were ready to look for an architect.

Commissioner Bill Brooks expressed reluctance to consider detailed plans until the financing questions had been settled.

Mr. Riley pointed out that, once an architect was selected, it would still take about a year to finalize the design, then another year or more until all the work was completed. He asked the Commissioners to direct him to start working on an RFQ (Request for Qualifications). He added that the architect would need to know how to plan out the holding cell, security requirements and underground parking space. He suggested a realistic goal would be to have an architect chosen by the end of the summer.

Chairman Fillios agreed that the information should be presented to the other Elected Officials for their input.

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 9:35 a.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN

BY: _____
Tina Ginorio, Deputy Clerk
