

**Minutes of Meeting
Building & Grounds
March 27, 2019
11:00 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 Assessor Rich Houser, Treasurer Steve Matheson, Finance Director Dena Darrow, Building & Grounds Director Shawn Riley, and Deputy Clerk Ronnie Davisson. Also present was Architects West Principal Scott Fischer.

- A. Call to Order:** Chairman Chris Fillios called the meeting to order at 11:01 p.m.
- B. Introductions**
- C. Changes to the Agenda (Action):** There were no changes to the agenda.
- D. Business:**

Scope of work and fee estimate from Architects West regarding the County Admin Campus Facilities project (Action)

Architects West Principal Scott Fischer discussed the proposal for a Space Planning Study at the County Admin Campus. He showed a presentation that outlined a prior study performed at North Idaho College and said that the proposed fee for the work was \$54,861. Mr. Fischer also said that he would have B&G Director Shawn Riley's assistance in interviewing each department head and Elected Official as to what their wants and needs were for a new space.

Chairman Fillios said the BOCC could broadcast to all Elected Officials and department heads about the project; Mr. Riley said it would be helpful in order to assist with scheduling. Finance Director Dena Darrow asked if they would send out a list of questions prior to the interviews to give time to think of answers and gather information. Mr. Riley said it was a great idea and asked Mr. Fischer to send him the list of questions so he could distribute them accordingly.

Commissioner Leslie Duncan moved to bring forth the Contract between Architects West and the County for approval at the next Business Meeting. Commissioner Bill Brooks seconded the motion. There being no further discussion, Deputy Clerk Davisson called the roll:

Commissioner Brooks: Aye
Commissioner Duncan: Aye
Chairman Fillios: Aye

The motion carried.

Mr. Riley said the contract was currently with Legal under review and would be able to add it to the April 9, 2019 Business Meeting agenda.

E. 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 were no public comments.

F. Adjourn (Action): Chairman Fillios adjourned the meeting at 11:31 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN

BY: _____
Ronnie Davisson, Deputy Clerk
