

**Minutes of Meeting**  
**FY2020 Budget Review – Building & Grounds**  
**April 10, 2019**  
**10:00 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 Building & Grounds (B&G) Operations Manager Greg Manley, Assistant Manager Tom Reed, Finance Director Dena Darrow, Staff Accountant – Budget Michelle Chiaramonte and Deputy Clerk Ronnie Davisson. Also present was Kootenai County Independent Contractor Shawn Riley.

- A. Call to Order:** Chairman Chris Fillios called the meeting to order at 10:02 a.m.
- B. Introductions**
- C. Changes to the Agenda (Action):** There were no changes to the agenda.
- D. Business:**

**Review of FY2020 Building & Grounds Budget Request with Operations Manager Greg Manley (Discussion)**

Manager Greg Manley said there were no changes to the Budget for the Juvenile Detention Center (JDC) and pointed out there was a personnel request for a Maintenance Operator at the Jail – a position that was currently frozen. Mr. Manley then stated the Jail budget had no further increases and the Building & Grounds budget showed an increase in overtime and for a seasonal position. Contractor Shawn Riley explained that the overtime was an increase because the prior year, the overtime budget had been cut back by \$2000, but more money was needed to cover the costs. He also pointed out there was not a personnel request in the B&G Budget as the Board had yet to make a decision on the requested Administrative Assistant position. Commissioner Leslie Duncan suggested adding it to the budget and if the decision were made to deny the position, they would let Finance Director Dena Darrow know so she could remove it from the budget requests.

Mr. Riley then presented the Budget of the 5-Year Plan, explaining that there were projects at the Juvenile Justice Center, Admin Campus and the Jail that were being budgeted in the 5-Year Plan. He then presented a snapshot of the Capital Budget requests, which showed that the remainder of the Assigned Fund Balance (\$6.8 million) was placed within the Capital Budget. Mr. Riley explained that the reason the remainder of the Assigned Fund Balance was placed within the Budget was to cover the cost of potential new buildings.

**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 10:33 a.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN

BY: \_\_\_\_\_  
Ronnie Davisson, Deputy Clerk

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