

Minutes of Meeting
Assessor FY21 Budget Review
May 7, 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 Clerk Jim Brannon, Chief Deputy Clerk Jennifer Locke, Finance Director Dena Darrow, Staff Accountant – Budget Michelle Chiaramonte, Chief Deputy Assessor Joe Johns, Vehicle License Manager Holly Thompson, Land Records Manager Betty Conces, Assessor’s Office Administrative Manager Reba Grytness and Deputy Clerk Tina Ginorio. Commissioner Bill Brooks attended via teleconference.

- A. Call to Order:** Chairman Chris Fillios called the meeting to order at 1:03 p.m.
- B. Changes to the Agenda (Action):** There were no changes to the agenda.
- C. Business (Action Item):**

Fiscal Year 2020 Budget Review - Assessor

Chief Deputy Assessor Joe Johns reported that operating expenses had been kept as low as possible. He noted that his department had four separate divisions, each with its own manager, plus the County Surveyor.

Mr. Johns said that they requested two new appraisal vehicles using a restricted fund, Fund 46, intended for revaluation and mapping purposes. He stated that the request had gone through the Fleet Management process.

Mr. Johns said that his department’s other focus for the coming year was staff compensation. He stated he wanted to be certain provisions were made for the advancement of personnel to the next levels. He explained the process by which Appraisers progressed professionally.

Mr. Johns explained that the \$41,000 request for iPads and the monthly fee under “B” Budget was for connectivity for field use of the devices. He said he was not certain whether this would qualify for Fund 46 at this time. He added that they were in the process of amending their contract with PCS Mobile Assessor, with the assistance of Information Technology.

Mr. Johns stated that there were some requests from their Vehicle Licensing Division: a concrete walkway and an ADA (Americans with Disabilities Act) compliant door needed at the Post Falls facility. He said he thought the door was included in the Buildings & Grounds Five Year Plan.

Mr. Johns remarked that a future need would be for an OCR (Optical Character Reader), but this would be researched in conjunction with Information Technology, Treasurer’s Office and the Auditor’s Office. He acknowledged the price would be over \$100,000.

Finance Director Dena Darrow confirmed the price for such a system would be high, but would result in substantial manpower savings in a number of areas.

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 1:21 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN

BY: _____
Tina Ginorio, Deputy Clerk
