

**Minutes of Meeting**  
**FY2020 Preliminary Budget Review – BOCC**  
**May 10, 2019**  
**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 Chief Deputy Clerk Jennifer Locke, Finance Director Dena Darrow, Budget Accountant Michelle Chiamonte, Chief Deputy Prosecutor Barry Black, Adult Misdemeanor Probation (AMP) Director Keith Hutcheson, BOCC Senior Business Analyst Nanci Plouffe, Contractor Shawn Riley, and Deputy Clerk Ronnie Davisson. Also present was Kootenai County Fair General Manager Alexcia Jordan. Commissioner Bill Brooks was present via teleconference.

- A. Call to Order:** Chairman Chris Fillios called the meeting to order at 9:01 a.m.
- B. Changes to the Agenda (Action):** There were no changes to the agenda.
- C. Business:**

**Review of FY2020 Preliminary Budget Review – BOCC (Discussion)**

Finance Director Dena Darrow opened the meeting by introducing Budget Accountant Michelle Chiamonte and said that she had created graphs for the Board's review. Ms. Chiamonte explained to the Board that each graph was color coded by budgets, which would help give them an overall perspective of where each department was spending in their departments. Ms. Darrow explained that the two key budget drivers were the KCSO and BOCC departments.

Ms. Darrow opened the floor for discussion. Commissioner Leslie Duncan asked about "personnel allocation" within some of the Budgets. Ms. Darrow explained that it was line 7700 and explained that 7700 was used as a placeholder for every personnel-related ask (not including new positions); because the asks had yet to be approved, it was an easy and discreet way to keep track of the requests within departmental budgets.

The Board discussed Community Development and inquired about a consultant fee in which Community Development had budgeted \$75,000 over the years, but had never exceeded \$17,000 in expenses. Chairman Fillios suggested potentially cutting that line item and Commissioner Duncan suggested bookmarking their \$80,000 capital request for renovations, as there was still discussion to be had on space planning. Commissioner Duncan then inquired about a temp/seasonal position for approximately \$42,000 and Commissioner Fillios suggested calling Community Development Director David Callahan.

Mr. Callahan entered the meeting at 9:26 a.m.

Mc. Callahan explained the \$42,000 increase was for his annual temporary worker and said it was the same one each year. Commissioner Fillios explained to Mr. Callahan why

they might postpone his \$80,000 renovation request and Mr. Callahan said that that reason made sense. The Board excused Mr. Callahan.

Mr. Callahan exited the meeting at 9:31 a.m.

After a lengthy discussion, Chairman Fillios called for a recess.

The meeting entered into recess at 9:52 a.m.

The meeting reconvened at 10:00 a.m.

Information Technology Director James Martin entered the meeting at 10:00 a.m.

The Board asked several questions of Mr. Martin; they discussed what portions of the IT budget should be funded by IT's five year plan. The Board had no further questions and excused Mr. Martin.

Mr. Martin exited the meeting at 10:21 a.m.

Chairman Fillios said he would not fully fund the \$1.6 million for rising healthcare costs and if it were up to him, that number would be cut in half and Commissioner Duncan suggested cutting it to \$1 million rather than in half. Ms. Darrow said there were other options to funding the healthcare costs and said she was interested in seeing what Alliant Health Benefits would be predicting in their upcoming meeting. The Board continued discussing several other topics, from new building construction to the Justice Fund.

Adult Misdemeanor Probation Director Keith Hutcheson exited the meeting at 10:49 a.m.

Commissioner Duncan asked Contractor Shawn Riley should a new building be constructed, if there would be a need for more Building & Grounds personnel. Mr. Riley said most likely and that it would require at least one additional position and pointed out that the position request within the B&G budget was currently frozen, but all the B&G departments were fully staffed. Because they were fully staffed, Mr. Riley suggested considering freezing the position again. After some discussion, the Board opted to keep the position frozen.

Chairman Fillios recessed the meeting at 11:00 a.m.

The meeting reconvened at 11:08 a.m.

The Board discussed Airport requests and noted several clarification items. Commissioner Brooks offered to reach out to Airport Director Steven Kjergaard to inquire for the clarifications, as he was the liaison to the Airport. Chief Deputy Clerk Jennifer Locke suggested copying Ms. Darrow on the email chain when the Commissioners reached out to their department heads and liaisons, so that way there would be a backup record of the responses. The Board were amenable to the request.

The Board switched topics to the Fairgrounds requests and discussed their priority list. The Board decided to fund three projects at the Grandstands, Jacklin Gate and Arena Gate for an estimated \$80,000, which was a decrease from the \$200,000 FY20 request.

Senior Business Analyst Nanci Plouffe suggested the Board look at personnel costs for Snowgroomers because she noticed that the prior year allocation of \$20,000 for temp/seasonal had not been enough and said that this year alone they were already at \$26,000 with the rest of the fiscal year looming. She then suggested giving it another look because the past several years it had been trending roughly \$25,000 a year.

Ms. Darrow began wrapping up the meeting, informing the Board of the upcoming budget meetings and explained that any cuts that were made in their current session would be updated and presented in their binders prior to the next meeting.

**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 were no public comments.

**E. Adjourn:** Chairman Fillios adjourned the meeting at 11:53 a.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN

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

\_\_\_\_\_