

Minutes of Meeting
FY19 Budget Deliberations
June 13, 2018
1:00 p.m.

The Kootenai County Board of Commissioners: Chairman Marc Eberlein, Commissioner Chris Fillios, and Commissioner Bob Bingham met to discuss the following agenda item. Also present were Clerk Jim Brannon, Chief Deputy Clerk Jennifer Locke, Finance Director Dena Darrow, Financial Performance & Compliance Senior Manager Kimberli Riley, KCSO Captain Kim Edmondson, Building & Grounds (B&G) Director Shawn Riley and Deputy Clerk Ronnie Davisson. Also present was citizen Ruben Miranda.

- A. Call to Order:** Chairman Marc Eberlein called the meeting to order at 1:03 p.m.
- B. Changes to the Agenda:** There were no changes to the agenda.
- C. Action:**

Continuing Overview and General Discussion Regarding the FY19 Budget Process, Considerations, and Decisions

Clerk Jim Brannon provided new and current documents to the Board for their reference: Preliminary Summary, Capital Requests (including a Fleet Management breakout), Operating Budget Requests by Elected Officials and Personnel Requests. Commissioner Bob Bingham suggested beginning with Capital Requests.

Chief Deputy Coroner Lynette Acebedo entered the meeting at 1:06 p.m.

Commissioner Bingham inquired about Elections Design Fees for \$25,000. B&G Director Shawn Riley said that with the current construction rates and the age of the Elections Building, that number might be inadequate. Chief Deputy Clerk Jennifer Locke said some of the main concerns were furnace and heating and cooling system maintenance. Mr. Riley said it would most likely be approximately \$350,000 to \$400,000 to remodel the building, which meant that 10% of the cost should be dedicated to the design fees. Rather, the design fees should equal \$35,000 to \$40,000 instead of \$25,000. Clerk Brannon said the redesign request had been in the Budget for three years and if the Board were to cut the request, it needed to hit the County 5-Year Plan soon.

Citizen Leslie Duncan entered the meeting at 1:11 p.m.

Chairman Eberlein inquired about the Citizen Transparency Module request (\$18,500). Finance Director Dena Darrow said that some of the Auditor and Information Technology (IT) staff members had gotten together and tried a demo of the Citizen Transparency Module. She said it did in fact have some nice features, but was rather expensive and provided examples of maintenance issues other clients had had. She also said the module was cloud-based, which meant the County would not have any control over what was downloaded. Commissioner Fillios said it sounded like the module was not quite ready and Clerk Brannon agreed, adding that there would be only a certain number of days

downloaded which would not match the County's reports. Commissioner Bingham suggested cutting it in order to acquire more information and the Board agreed.

Ms. Acebedo exited the meeting at 1:20 p.m.

The Board discussed the IT-Sheriff requests at length and requested a member of IT to discuss the requests. Mr. Riley offered to call Network Administrator Grant Kinsey to conference him in to the meeting. The Board agreed to contact him for teleconference. While awaiting the phone call, the Board discussed and opted to cut the Administration Building Parking Lot Repaving for \$237,000. Clerk Brannon suggested that because there were other entities that used the 3rd Street Annex Building where Elections was located, it might be appropriate to ask those entities to see if they would be able to help pay for the repaving of the parking lot. Mr. Riley said that was not in the agreement but could certainly ask.

Mr. Riley exited the meeting at 1:25 p.m.

Ms. Acebedo and Mr. Riley reentered the meeting at 1:26 p.m.

Network Administrator Grant Kinsey entered the meeting at 1:30 p.m. via teleconference.

The Board discussed with Mr. Kinsey the IT-Sheriff requests. Regarding the ID Card Printer and the Battery Backup, the Board asked Mr. Kinsey to consult with a local vendor for the battery and to acquire more information for the printer, then report his findings to the Board. The Board opted to cut the Spillman Mobile Arrest Form (\$43,720) and the Detective Multimedia Wall (\$5819).

Mr. Kinsey exited the meeting at 1:45 p.m.

The Board continued to discuss the Capital Requests. Upon speaking with Mr. Riley, the Board opted to cut the Jail Walk-In Outdoor Freezer (\$35,700) and Washer/Dryer (\$19,817), with the possibility of utilizing leftover contingency funds from the Jail Expansion. They also agreed to cut the Full Body X-Ray Scanner (\$99,800) and to use Lottery Funds for the Juvenile Detention Camera System (\$75,000).

The Board directed Ms. Riley to use Fund Balance to fund the Toolcat with Attachments (\$90,000) and the Miles Lift Station (\$60,000) for the Airport. Ms. Acebedo then spoke to the Coroner Lab and Body Coolers requests. She said Coroner Dr. Warren Keene had devised a second option if the Board were to cut the Coroner Lab and Body Coolers. She explained there were three body coolers in a hangar located at the Airport and said the idea Dr. Keene had would leave the body coolers at the Airport and relocate the office space to a pod located at the Jail. Mr. Riley pointed out there was no cabling, needed electrical work, and no cubicles set up, but said it would be secure enough to have the office space. Commissioner Bingham suggested cutting the Coroner Lab and the Body Coolers, but assigning \$100,000 from Fund Balance to renovate the pod. The Board ultimately cut the Coroner Lab (\$517,075) but assigned \$100,000 to renovations and also cut the Body Coolers (\$21,990).

Ms. Acebedo exited the meeting at 2:34 p.m.

The Board moved on to discuss New Program Requests. They agreed to spread the \$657,506 request over the course of six years, stating \$100,000 would be FY19 share. They also opted to cut the 2019 Imagery with Structure Change Analysis (\$148,372).

The Board discussed Personnel Requests and made the following cuts:

- 2 Title Clerks – Assessor (\$99,184)
- Sergeant – Sheriff Professional Standards (\$94,785)
- 1 Appraiser – Assessor (\$66,041)
- 1 Scale House Operator/Spotter (\$55,098)
- Overtime Increase – Public Defender (\$5,393)
- 2 Position Increases – Public Defender (\$4,640)
- Overtime Increase – Jail (reduce to \$80,000 loaded)
- Overtime Increase – Assessor (reduce to \$3000 loaded)

D. Public Comment: 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.

Chairman Eberlein adjourned the meeting at 3:13 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

MARC EBERLEIN, CHAIRMAN

BY: _____
Ronnie Davisson, Deputy Clerk
