

Minutes of Meeting
FY19 Budget Deliberations
July 11, 2018
10:00 a.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, Treasurer Steve Matheson, Undersheriff Dan Mattos, KCSO Administrative Assistant Tammy Exley, Chief Deputy Coroner Lynette Acebedo, Buildings & Grounds (B&G) Director Shawn Riley, Grants Management Office (GMO) Program Manager Kimberli Riley, Human Resources (HR) Generalist – Benefits and Compensation Dorothy Cross, BOCC Administrative Supervisor Nancy Jones, Financial Analyst Nanci Plouffe, and Deputy Clerk Ronnie Davisson. Also present was citizen Leslie Duncan.

- A. Call to Order:** Chairman Marc Eberlein called the meeting to order at 10:26 a.m.
- B. Changes to the Agenda:** There were no changes to the agenda.
- C. Business:**

Continuing Overview and General Discussion Regarding the FY19 Budget Process, Considerations, and Decisions (Action Item)

Clerk Jim Brannon presented a copy of the Preliminary Summary and noted changes from the prior meeting. Finance Director Dena Darrow showed the Board they had under \$1 million of shortfall to bring down and provided a handout that outlined possible wage increase scenarios. She then presented a list of follow-up items that would be discussed during the meeting.

The discussion moved to a discussion of Personnel Requests. Ms. Darrow said one of the Scalehouse Operators had been cut; however, it was for Solid Waste, which was an enterprise fund and did not affect the Budget deficit. She asked if the Board were amenable to adding the position back into the Budget. The Board declined to add the position back.

Next, Ms. Darrow asked the Board if they would be amenable to adding funds for District Court's request for additional temporary workers. She clarified that if it were added to the FY19 Budget, it would come with the understanding that any unused funds would be returned in FY18. The Board agreed.

Ms. Darrow then discussed the KCSO Matrix. She said the matrix was not moved this year, but there were steps that still needed to be funded. She also pointed out that any open sworn or 911 positions could be funded at minimum instead of 70%, if the Sheriff were amenable. Undersheriff Dan Mattos said they were agreeable to whatever the Board decided.

Ms. Darrow asked the Board to look at Personnel requests and inquired if they would want to cut any positions or add back any positions. Commissioner Fillios asked if the Paralegal position could be covered by the Public Defender grant they would receive, but Ms. Darrow said it could not, because it would be considered supplanting the budget. Commissioner Fillios requested to add the Paralegal position back to the Budget; however, Chairman Eberlein and Commissioner Bingham agreed it should stay cut from the Budget. Chairman Eberlein said he would consider the Appraiser and Vehicle Licensing Title Clerk positions to stay in the Budget.

Human Resources (HR) Director Skye Mercer entered the meeting at 10:49 a.m.

Ms. Darrow inquired about the Operating Budget, specifically Community Support items and presented a document outlining all items. Upon ample discussion, the Board opted to move \$40,000 from the Conflict Attorney Budget to the CASA Budget. After discussing each item, the Board opted to cut the Animal Control line item from \$3000 to \$2500, a decrease of \$500 and the Industrial Litigation Fund for \$15,000. Further, the Board cut the following:

- Airport Equipment Maintenance – cut (\$14,800)
- Airport Admin – decrease by \$10,155
- BOCC General Accounts – Decrease to \$1.25 million
- Elections Remodel Project – cut (\$25,000)

Mr. Riley asked the Board to consider repaving both the Elections Parking Lot and the Admin Parking lot at the same time as he stated he believed he could save the County some money by doing both projects collectively. He pointed out that \$500,000 had been set aside in the Assigned Fund Balance to go towards the paving and he said he could more than likely do both parking lots for approximately that amount as long as he put them both out to bid as one single project. The Board opted to add the Admin Paving Project back into the Budget.

Citizen Ruben Miranda entered the meeting at 11:15 a.m.

Clerk Jim Brannon and Chief Deputy Clerk Jennifer Locke exited the meeting at 11:46 a.m.

Ms. Darrow said that Airport Director Steven Kjergaard had requested to change the budgeted revenue back to the original ask of \$716,000, stating it was under the recommendation of his own Legal Counsel. She then asked if the Board were amenable to increasing Community Development's Revenue projection any further, as it had been increased \$200,000 in a prior budget meeting. They agreed to increase the projection an additional \$200,000, to a total amount of \$1.7 million.

Ms. Mercer, HR Generalist – Benefits and Compensation Dorothy Cross and BOCC Administrative Supervisor Nancy Jones exited the meeting at 12:01 p.m.

Ms. Darrow also noted Adult Misdemeanor Probation was currently working with District Court to obtain information on whether or not they could fund part of their budget with restricted Interlock Funds, which would reduce the amount levied.

Ms. Cross and Ms. Mercer entered the meeting at 12:06 p.m.

Ms. Darrow then turned the discussion over to Personnel Requests. Commissioner Bingham said he would be amenable to a wage increase of 1% to 2%. There were no further decisions made.

- 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 12:19 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

MARC EBERLEIN, CHAIRMAN

BY: _____
Ronnie Davisson, Deputy Clerk
