

**Minutes of Meeting
Commissioners' Debriefing
August 26, 2019
11:00 a.m.**

The Kootenai County Board of Commissioners: Chairman Chris Fillios, Commissioner Leslie Duncan and Commissioner Bill Brooks met to discuss the following agenda items. Also present were Finance Director Dena Darrow, Staff Accountant – Budget Michelle Chiaramonte, BOCC Communications Manager Nancy Jones, BOCC Senior Business Analyst Nanci Plouffe and Deputy Clerk Tina Ginorio. Also present were Contractor Shawn Riley and Kootenai County Resident Jim Stafford.

- A. Call to Order:** Chairman Chris Fillios called the meeting to order at 11:02 a.m.
- B. Changes to the Agenda (Action):** There were no changes to the agenda.
- C. Business:**

Parking Lot Accommodations during repaving (Discussion)

Contractor Shawn Riley reminded the Commissioners that they would receive the contract and the notice to proceed for the repaving project on the Administrative Building and the Election's Office parking lots in tomorrow's Business Meeting. He noted that both documents had been approved by Legal.

Mr. Riley predicted that both projects would begin on September 9, 2019 and said he hoped both would be finished by October 31, 2019. He said that signs and fences would be placed to guide people away from the construction areas.

Commissioner Bill Brooks asked what provisions would be made for wheelchair accessibility for customers. Mr. Riley stated that they could put up signs indicating temporary handicapped parking spaces. BOCC Communications Manager Nancy Jones added that the best ADA (Americans with Disabilities Act) accessible parking was in the judges' parking lot between the two court buildings. Commissioner Leslie Duncan requested that the public communications list specific locations for alternative customer parking.

Commissioner Brooks stated that the employees would be directed to park mostly in the lot near the Carousel. Mr. Riley said that the County had two hundred parking slots in the lot between the Human Rights Institute and the skate park. He added that there was plenty of handicapped parking available down there.

Mr. Riley suggested that public communications include the recommendation that Department of Motor Vehicle customers go to the Post Falls office during the project. He assured the Commissioners that the Administrative Building would not have to be shut down at all during the work. He said he would keep the Commissioners informed about their progress.

Ms. Jones confirmed that she would act as coordinator between Assessor Rich Houser, KCSO and Mr. Riley.

Commissioner Duncan also confirmed that, after the construction was completed, a new policy would be put in place designating the DMV lot as customer-only parking. Ms. Jones said that a memo on this would be provided to employees shortly.

Waterways Advisory Appointment (Action)

Chairman Fillios said he met with Ed Peletski and felt that he was a good selection for the Waterways Advisory Board. He commented that Mr. Peletski fished and spent time on both the river and the lake. Commissioner Brooks and Commissioner Duncan agreed. Chairman Fillios stated his appointment would be voted on in the Business Meeting tomorrow.

Budget Hearing Procedures (Discussion)

Chairman Fillios called attention to the agenda for Thursday night's FY20 Budget Public Hearing. He asked if Finance Director Dena Darrow wanted him to include anything specific in his opening remarks. Ms. Darrow suggested he talk about his own thoughts about the Budget and the process by which it was generated.

Chairman Fillios also asked if sample tax bills were going to be shown. Ms. Darrow said she would include them. She said she planned to go through the packet provided at the meeting to explain the contents fully. She added that once Clerk Jim Brannon and Chief Deputy Clerk Jennifer Locke had reviewed her draft presentation, she would provide the Commissioners with copies.

Chairman Fillios said that the Aquifer Protection District, KCEMSS (Kootenai County Emergency Medical Services System) and Kootenai County would be covered, then the meeting would move to Public Testimony.

Ms. Jones said there had been some discussion of covering KPIs (Key Performance Indicators) in the meeting, but she and Ms. Darrow did not feel it was necessary in this context. Ms. Darrow suggested that some mention of KPIs and where additional information could be found could be included in Chairman Fillios's introductory remarks. He agreed.

- 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 11:23 a.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN

BY: _____
Tina Ginorio, Deputy Clerk
