

**Minutes of Meeting
Commissioners' Status Update
October 7, 2019
11:00 a.m.**

The Kootenai County Board of Commissioners: Chair Pro Tem 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, Resource Management Office (RMO) Senior Program Manager Kimberli Riley, Civil Deputy Prosecuting Attorney Jamila Holmes, BOCC Senior Business Analyst Nanci Plouffe and Deputy Clerk Tina Ginorio. Also present were Fair Board Chairman Jerry Johnson, Fair Board Member Linda Rider, Contractor Shawn Riley, Kootenai County Resident Jim Stafford and Coeur d'Alene Press Reporter Keith Erickson. Chairman Chris Fillios was excused.

A. Call to Order: Chair Pro Tem Leslie Duncan called the meeting to order at 11:00 a.m.

B. Changes to the Agenda (Action):

Chair Pro Tem Duncan stated that Chairman Chris Fillios had been delayed because the auction was taking longer than expected. She said that the meeting would cover item #4 on the agenda, Phase III Fairgrounds RV Project Management (Discussion), and item #6, Parks & Waterways, now and the meeting would then be continued to 2:00 p.m.

C. Business:

Phase III Fairgrounds RV Project Management (Discussion)

Contractor Shawn Riley reported that the grant for Phase III of the Fairgrounds RV Park had been awarded to Welch Comer. He explained there had been a misunderstanding regarding who would take on the responsibility for construction management. Mr. Riley said Phil Boyd from Welch Comer had sent him a quote for the project minus the amount for construction management and he had sent it to Fair General Manager Alexcia Jordan. He said he then learned that the Fair Board had asked Welch Comer to manage the project and this led to some confusion about the quotes.

Mr. Riley stated that the quote that was calculated with Welch Comer managing the project was \$10,000 higher. He pointed out that, since this was a grant funded project, someone from the County still needed to sign off on the "pay apps" (applications for payment). Mr. Riley pointed out that, if the County paid the extra \$10,000 to have Welch Comer do this, they would still have to pay someone from the County to do much of the same work. He said he would have time to manage the project himself, if that was the Board's decision.

Fair Board Chair Jerry Johnson stated that they would agree to Mr. Riley's suggestion, especially since it would save them \$10,000.

Parks & Waterways (P&W)/Noxious Weeds Director Nick Snyder entered the meeting at 11:06 a.m.

There was general agreement to proceed as Mr. Riley suggested.

Mr. Riley said that they could now send the correct quote from Welch Comer to Chief Deputy Prosecutor Barry Black for review. He added that once the quote was approved, they could bring it to the Board for signatures, set up a pre-construction meeting and get the project out to bid in November or December of this year.

Parks & Waterways

Commissioner Bill Brooks moved that the Board enter into Executive Session pursuant to Idaho Code §74-206(1)(f). Chair Pro Tem Duncan seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Chair Pro Tem Duncan: Aye
Chairman Fillios: Excused

The motion carried.

Chair Pro Tem Duncan invited Civil Deputy Prosecuting Attorney Jamila Holmes to remain for the Executive Session.

The Board entered into Executive Session at 11:10 a.m.

Chairman Fillios entered the Executive Session at 11:18 a.m.

Executive Session pursuant to Idaho Code §74-206(1)(f) to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. (Closed Session – Discussion)

Decisions/Direction (Open Session – Action)

The Board exited Executive Session at 11:26 a.m.

Commissioner Duncan moved that the Board exit Executive Session with no decisions being made. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye
Commissioner Duncan: Aye
Chairman Fillios: Aye

The motion carried.

Treasurer Steven Matheson entered the meeting at 11:26 a.m.

Mr. Snyder and Ms. Holmes exited the meeting at 11:26 a.m.

Since Chairman Fillios arrived earlier than expected, the Board decided to complete its full agenda rather than continuing the meeting at 2:00 p.m.

New Building Financing Options (Discussion)

Chairman Fillios reported that he and Treasurer Matheson had met with Wally Jacobson from PAC (Panhandle Area Council) and John Austen, who had previously been Finance Director for the City of Coeur d'Alene, to discuss financing options for the proposed new County Administration building. He said that Treasurer Matheson and Mr. Jacobson had introduced a new option to consider.

Treasurer Matheson said that Mr. Jacobson had suggested a bank-held bond. He explained that an entity such as PAC could facilitate a loan from a bank for the County and construct the building. He said the County would make payments to them over a period of years. He noted that this would be similar to a lease arrangement. Treasurer Matheson said the County would own the land; PAC would negotiate a decree with the County to build a building to its specifications; then structure the payment so every year the BOCC would have to appropriate the payments. He added that if the BOCC chose not to appropriate the payment, PAC would own the building and the County would be freed from further financial responsibility.

Treasurer Matheson pointed out that this method could reduce or eliminate the need to draw on Fund Balance for the project.

Chairman Fillios said that Mr. Austen had commented that one of the current Coeur d'Alene URDs (Urban Renewal District) would expire in 2021 and this would bring about 1.5 million dollars new revenue to the County. He added that Post Falls had a similar upcoming expiration that would bring about another million dollars. Chairman Fillios suggested that the extra 2.5 million dollars could be used to cover the debt service on the building. He remarked that they had discussed an interest rate of about 3.5% for a fifteen to seventeen year period.

Treasurer Matheson said he would estimate the total amount that the County could borrow based on the URDs would be around 30 million dollars.

Commissioner Brooks asked what the new building would cost. Chairman Fillios said the current estimate for the project was about 22 million dollars.

Finance Director Dena Darrow stated they would have to include the additional cost of retrofitting of the old building, which would probably be between 12 and 15 million dollars.

Commissioner Duncan reminded all assembled that those figures were only preliminary estimates; the actual cost could be significantly less.

Ms. Darrow provided the Board with a report on different debt instruments available to the County. She asked if a public vote would be required to pursue the type of financing Treasurer Matheson had described. He said it was not required legally but might be advisable anyway. Ms. Darrow agreed and said making sure the community was well informed and supportive of the project would be important.

Commissioner Brooks commented that he would prefer the voters to be offered a binding formal vote on the issue. Chairman Fillios and Commissioner Duncan expressed some concern regarding the difficulties that might create, but indicated they would certainly support at least an advisory vote from the public.

Chairman Fillios called upon Kootenai County Resident Jim Stafford for public comment. Mr. Stafford remarked that if he were a commissioner, he would want to see a spreadsheet with actual figures before making any commitments to an option.

Treasurer Matheson exited the meeting at 11:43 a.m.

Possible Formation of a Citizens Advisory Committee to Reduce and Eliminate Outdated, Redundant and Unnecessary Rules, Policies and Ordinances. (Discussion)

Commissioner Brooks suggested that a citizens' advisory committee be created to eliminate County rules, policies and ordinances that no longer served a purpose.

Chairman Fillios called on Mr. Stafford for public comment.

Mr. Stafford suggested that the committee be made up of County employees to ensure that staff were not harassed regarding issues they could not affect, such as State or Federal laws. Commissioner Duncan remarked that perhaps the group could be composed of both residents and employees. Commissioner Brooks voiced his willingness to consider the point.

Ms. Darrow suggested offering a survey on social media asking what the top issues of concern were in Kootenai County, then proceeding from that basis.

Commissioner Duncan pointed out this group would probably need to be set up formally, in the same way the Advisory Boards were created. She volunteered to look into it and report to the Board. Commissioner Brooks agreed and remarked that he would prefer member applications to be approved by the Board.

Chairman Fillios commented that Ms. Darrow's idea of a survey would be useful because it would give initial direction and scope to the committee.

Airport Sewer and Water Line Extensions. (Discussion)

Airport Director Steven Kjergaard joined the meeting via teleconference at 11:53 a.m.

Mr. Kjergaard reported that the Airport owned a parcel located west of Unitek that did not have water or sewer access. He said this had not been a concern before because no one had been interested in it, but now someone wanted to develop it. He reported that the interested party had completed an application and was working with Airport staff on a lease agreement for two hangars of about 8,000 square feet each. Mr. Kjergaard added that there were also two other hangar owners on different parcels who were requesting to be connected to sewer.

Mr. Kjergaard said the price for the connections would be about \$110,000 to \$140,000, which could probably be drawn from the Sewer Fund. He reported that there was about \$150,000 in the Sewer Fund and about \$900,000 in the Airport Fund.

Ms. Darrow asked what the potential earnings from the development would be. Mr. Kjergaard said it would be about \$9,000 per year for each lease. He added that the person had also expressed interest in leasing the remainder of the area, which would be enough for two or three more hangars. He concluded that the development would potentially include five hangars and some expansion by Unitek, with a total annual revenue of about \$45,000. Ms. Darrow suggested that she look at the Fund Balance and talk to Deputy Finance Director Keith Taylor about the Sewer Fund. She said she would provide Mr. Kjergaard and the Board with financial projections.

Mr. Kjergaard said the issue was not time sensitive.

Mr. Kjergaard exited the meeting at 11:59 p.m. when the teleconference call ended.

Idaho Office of Emergency Management Conference (Discussion)

Commissioner Duncan reported that she attended the Idaho Office of Emergency Management (OEM) Conference last week. She said that they had formed the FIT team (FEMA Integrated Team) and now had FEMA representatives permanently stationed at their location. She commented that Kootenai County's OEM had compared favorably to those of other counties.

Commissioner Duncan remarked that a sheriff who was part of the committee appointed by the Governor for the Parkland School shooting had spoken at the conference. She said that she would like to try to bring him to Kootenai County to speak. She added that local school boards should hear him speak and listen to his recommendations for safety improvements.

Chairman Fillios allowed Deputy Clerk Tina Ginorio to offer a public comment. She suggested that school safety teams be specifically invited to hear the speaker, in addition to the school board members.

- 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.

Mr. Stafford reported that River Friends 2019 had scheduled a meeting with the Mayor of Post Falls to discuss law enforcement efforts on the Spokane River. He said that the Mayor of Coeur d'Alene had agreed to a meeting as well. He stated that Sheriff Ben Wolfinger had given them his recommendations. Mr. Stafford said that he had asked members for feedback by October 18, so they could share the results with the Sheriff and the Board.

Mr. Stafford noted that the Sheriff had told them that any recommendations needed to be approved by the Waterways Advisory Board, which would next meet in December. He

expressed his concern over his observation of some conflicts of interest present in the Waterways Advisory Board. He pointed out that some of the members made their livings selling boats and repairing docks, so he felt their input was biased.

E. Adjournment (Action): Chairman Fillios adjourned the meeting at 12:08 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN

BY: _____
Tina Ginorio, Deputy Clerk
