



# KOOTENAI COUNTY

## BOARD OF COMMISSIONERS

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### Agenda

#### **Business Meeting**

April 04, 2023

2:00 PM

451 N. Government Way, Administration Building, Meeting Room 1A/B

**A. Call to Order**

**B. Moment of Silence**

**C. Pledge of Allegiance**

**D. Changes to the Agenda (Action)**

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.

**E. Approve Meeting Minutes (Action)**

1. 03/14/2023 University of Idaho Minutes
2. 03/16/2023 Human Resources Minutes
3. 03/23/2023 Community Development Minutes
4. 03/28/2023 Business Meeting Minutes

**F. Approve Consent Calendar (Action)**

5. Assessor Allow Homeowner Exemption
6. Employee Cell Phone Stipend Request / Adam / Noxious Weed Control
7. Professional Service Agreement / Consulting / Torres / Information Technology Services

8. Human Resources PAF/SCF Report for 2023 PP8 Week 1
9. BOCC Signatures for Indigent Cases: 03/23/2023 - 03/29/2023

**G. Approve Payables List (Action)**

10. Payables List for March 27-31, 2023

**H. Business**

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|--|-------------------------------------|
| 11. Approval of Job Advertising Contract with KXLY / KXLY / Human Resources (Action)   | Zachary Newkirk                     |
| 12. Everbridge Contract Renewal / Everbridge / 9 1 1 (Action)  | Collin McRoy                        |
| 13. Grant Agreement (Use) # 22SHSP055 / Coeur d'Alene Police Department SWAT Robot Platform / Idaho Office of Emergency Management \$59,535 / No Match Requirement / Office of Emergency Mgmt (Action) | Andrea Littlefield                  |
| 14. Contract-QLESS for DMV / QLESS / Assessor - Vehicle License (DMV) (Action)   | Ben Crotinger                       |
| 15. Board Approval Request: Justice Building Addition - Proceed to Design Development Phase / Resource Management Office (Action)  | Kaitlin Smith or<br>Dorian Komberec |
| 16. Board Approval Request: First Amendment to Independent Contractor Agreement / Dunau Associates / Kootenai County Aquifer Protection District / BOCC (Action)                                       | Leslie Duncan                       |
| 17. Financial/Budget: Authorization to Expend Budgeted Funding for Equipment Repair / Snowgroomers (Action)  | Nick Snyder                         |
| 18. Advisory Board - Appointment / Jennifer Luoma / Noxious Weed - Term Expiring 12/31/2023 / BOCC (Action)  | Jonathan Gillham                    |
| 19. Advisory Board - Appointment / Tamara Bateson / Noxious Weed - Term Expiring 12/31/2023 / BOCC (Action)  | Jonathan Gillham                    |
| 20. Board Approval Request: Ratify / Subdivision Participation and Release Forms / Opioid Settlement / Walgreens / Teva / CVS / Allergan / Walmart / Idaho Attorney General / BOCC (Action)            | Leslie Duncan                       |
| 21. Resolution 2023-39 / FY23 Assigned Fund Balance Resolution / Auditor (Action)  | Brandi Falcon                       |
| 22. Status Update Pending (Discussion)   | Board of<br>Commissioners           |

**I. Public Comment (Discussion)**

This section is reserved for citizens wishing to address the Board regarding a county related issue.

**J. Adjourn**

*To attend this meeting remotely:*

- The live meeting can be viewed at <https://www.youtube.com/KootenaiCountyIdaho>
- To participate or listen via telephone dial (339) 207-6050
- Please be sure to keep your devices on mute to limit background noise.

## April 4, 2023

Date Started	Project	Bruce	Leslie	Bill	Status
12/9/2019	Facilities Expansion		X	X	<p>11/2 - Addition to west side of Justice Bldg. Funding from ARPA. Start CMGC RFQ process with Cory Trapp.</p> <p>11/9 - No update.</p> <p>11/16 - Leslie meeting with EOs. Will tour Ada courthouse Nov 19.</p> <p>11/23 - Toured Ada Courthouse and met with LCA. Amendment coming to cover change from stand alone building to Justice Center expansion.</p> <p>11/30 - Amendment signed and designs expected in February.</p> <p>1/11 - LCA to meet with stakeholders in Jan, then the BOCC.</p> <p>1/25 - Stakeholder meeting Jan 27.</p> <p>2/1 - LCA meeting with the BOCC Feb 18.</p> <p>2/22 - LCA working on elevations, BOCC working on funding after ARPA March.</p> <p>3/22 - LCA presenting elevations April 13. ARPA presenting by first week April.</p> <p>4/19 - RFQ publish date May 3rd, response date May 24th.</p> <p>4/26 - RFQ is with legal. Will be sent to BOCC before publish.</p> <p>5/3 - RFQ published. Bids due May 24th</p> <p>5/24 - RFQ deadline extended to June 7th</p> <p>6/7 - Two RFQs received. Scoring process in the next two weeks.</p> <p>6/14 - Waiting for responsive determination from legal then scoring will start.</p>
					<p>6/21 - Both bids responsive. Scoring this week, then interviews week of July 11.</p> <p>6/28 - Interviews for July 14th, then finalize scoring.</p> <p>7/12 - Interviews set for July.</p> <p>7/19 - Interviews were moved to August 1.</p> <p>8/2 - Interviews were held August 1. Scoring will be done Aug 4 or Aug 8.</p> <p>8/9 - Bouten chosen as CM/GC. Next step, meet with Cory Trapp &amp; Bouten to document scope of work.</p> <p>8/16 - Scope of work discussed. Choose Commissioner for</p>
					<p>8/23 - Bring forward agreement - Choose Commissioner for negotiations</p>
					<p>8/30 - Duncan chosen to negotiate with Bouten</p>
					<p>9/6 - Legal reviewing standard contract then negotiations will start.</p> <p>9/27 - Negotiations scheduled for October 3rd.</p>

**April 4, 2023**

Date Started	Project	Bruce	Leslie	Bill	Status
12/9/2019	Facilities Expansion (cont.)		X	X	10/4 - Bring updated cost estimate before the BOCC as legal continues with contract.
					10/18 - Update from Cory Trapp and Ken Gallegos on meeting with City of CdA.
					<p>11/1 - Contracts are close to review.</p> <p>12/6 - Bouten ready for negotiations this week or next.</p> <p>12/13 - Negotiation complete, contract next business meeting.</p> <p>12/20 - Contract signed. Bouten will work to bring costs down on total project.</p> <p>12/27 - LCA updated contract approved by BOCC.</p> <p>1/3 - Bouten kick off meeting being scheduled.</p> <p>1/10 - Meeting scheduled for Jan 25th.</p> <p>1/24 - Meeting tomorrow for initial kickoff.</p> <p>2/7 - Bouten Construction will work with LCA then present to the BOCC.</p> <p>2/28 - Meeting March 16th to review cost saving options.</p> <p>3/21 - BOCC agreed to use fund balance to complete the building.</p> <p>3/28 - Next week approve architect LCA to work with Bouten to make cost saving changes in designs.</p>
5/24/2021	Impact Fees			X	<p>12/6 - Bill will reach out to Mayors. Public hearing to be scheduled.</p> <p>12/13 - Bill will reach out to Mayors this week.</p> <p>12/20 - Bill spoke to Anne Westcott regarding contacting Mayors.</p> <p>12/27 - Bill will contact Mayors after the holidays.</p> <p>1/3 - No one contacted.</p> <p>1/10 - Bill will make contact with Mayors by the end of February.</p> <p>2/7 - Nothing to report.</p> <p>2/28 - Letters of Support coming from Mayors by end of March.</p> <p>3/7 - No Update</p> <p>3/14 - Bill is working with Anne Wescott and Attorney Pat Braden. Expects movement by end of March.</p> <p>3/28 - Approved letter to send to Mayors.</p>