



# KOOTENAI COUNTY

## BOARD OF COMMISSIONERS

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### Agenda

#### **Business Meeting**

May 24, 2023

10:00 AM

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. 05/02/2023 FY24 Budget - BOCC Departments Minutes
2. 05/02/2023 Business Meeting Minutes
3. 05/03/2023 Requests for Cancellation of Taxes Minutes
4. 05/09/2023 Business Meeting Minutes
5. 05/09/2023 Airport Minutes
6. 05/09/2023 Status Update Minutes
7. 05/11/2023 Community Development Community Development Minutes
8. 05/11/2023 Community Development Public Hearing Minutes

9. 05/16/2023 Executive Session 74-206(a) Minutes

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

- 10. Assessor Yield Tax Charge Correction
- 11. Assessor Adjustment to Tax-Valuation
- 12. Assessor Allow Homeowner Exemption
- 13. Assessor Allow Homeowner Exemption
- 14. Human Resources PAF/SCF Report for 2023 PP11 Week 2
- 15. BOCC Signatures for Indigent Cases: 5/11/2023 - 05/17/2023

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

**H. Business**

- 16. Bid-Opening Bid#2023-04 / Transport Hauling Services Bid / Solid Waste (Action) John Phillips
- 17. Financial/Budget: Purchase Used (Remanufactured) Landfill Compactor from C&C Manufacturing / Solid Waste (Action) John Phillips
- 18. Textile Recycling Agreement / Northwest Center dba The Big Blue Truck / Solid Waste (Action) Angela Burgeson
- 19. Second Amendment to Lead-Acid Battery Recycling Agreement / Interstate Batteries of Northeastern Washington / Solid Waste (Action) John Phillips
- 20. Addendum 2 SCJ Professional Service Agreement / SCJ Alliance / Contract Amendment / Community Development (Action) David Callahan
- 21. Financial/Budget: Approve payment to Munson Boat / Parks & Waterways (Action) Nick Snyder
- 22. Board Approval Request: Title III USFS Reimbursement / Sheriff - Rec Safety (Action) Sergeant Ryan Miller and Julina Hildreth
- 23. Independent Contractor Agreement / Cheryl Hallgren / Sheriff (Action) Undersheriff Brett Nelson
- 24. Renewal of MOU with IDJC CBAS and SUDS Programs / Idaho Department of Juvenile Corrections / N/A / Juvenile Probation (Action) BRYAN M ALEXANDER
- 25. Grant Agreement # 20HFR1-Kootenai / Hazard Fuel Treatment South Andrea Littlefield

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| East Hayden Lake / Idaho Department of Lands (IDL) \$55,000 / No Match Requirement / Office of Emergency Mgmt (Action)   | or Sarah Long |
| 26. Grant Application / Kootenai County Public Transportation Preventive Maintenance - Section 5307 / Federal Transit Administration (FTA) \$80,000 / In Kind Match In-Kind \$20,000 / Resource Management Office (Action) | Jody Bieze    |
| 27. Grant Application / Kootenai County Public Transportation - Section 5307 - Tractor / Federal Transit Administration (FTA) \$20,000 / In Kind Match In-Kind \$5,000 / Resource Management Office (Action)               | Jody Bieze    |
| 28. Ratify Approval of Offer to Purchase Property and Right of Way for Ramsey Road Extension by the City of Hayden / AIN# 12310L19 / City of Hayden (Action)   | Leslie Duncan |
| 29. Board Approval Request: Request for Additional Item / FY24 Budget Request / Assessor (Action)  | Leslie Duncan |
| 30. Resolution 2023-55 / Reinstate Assessor Salary per Court Order / BOCC (Action)   | Nanci Plouffe |
| 31. Right of Way Easement/George Anderl Park / Avista Corporation / Parks & Waterways (Action)   | Nick Snyder   |
| 32. Board Approval Request: Community Development Fees / BOCC (Action)   | Bruce Mattare |
| 33. Status Update Pending (Discussion)   | Leslie Duncan |

**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.

**May 24, 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>

**May 24, 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> <p>4/4 - LCA approved to move forward with Bouten in cost savings design.</p> <p>4/25 - Projected completion Feb-May 2025.</p> <p>5/2 - Jail to meet with Architect for sally port design.</p> <p>5/9 - Meeting on May 11 with contractor.</p> <p>5/16 - Next meeting end of May/beginning of June.</p>

**May 24, 2023**

Date Started	Project	Bruce	Leslie	Bill	Status
5/24/2021	Impact Fees			X	<p>12/6 - Bill will reach out to Mayors. Public hearing to be scheduled.                      12/13 - Bill will reach out to Mayors this week.                      12/20 - Bill spoke to Anne Westcott regarding contacting Mayors.                      12/27 - Bill will contact Mayors after the holidays.                      1/3 - No one contacted.                      1/10 - Bill will make contact with Mayors by the end of February.                      2/7 - Nothing to report.                      2/28 - Letters of Support coming from Mayors by end of March.                      3/7 - No Update                      3/14 - Bill is working with Anne Wescott and Attorney Pat Braden. Expects movement by end of March.                      3/28 - Approved letter to send to Mayors.                      4/4 - Coroner will make an inquiry regarding impact fees April 11. Hold off on sending the letter.                      4/11 - Coroner to work with Anne Wescott.                      4/18 - No update.                      4/25 - Coroner updated cost estimate sent to Anne Wescott.                      5/2 - Per Anne Wescott, do not include Coroner project in impact fees.                      5/9 - Review letter to Mayors.                      5/16 - Letter finalized to be sent to Mayors.</p>
4/21/2023	PAO Immediate Space Need		X		<p>4/11 - PA Mortenson is out of space for current staff. He will look into options.                      4/25 - PA contacting B&amp;G for solutions.</p>