

**Minutes of Meeting**  
**Commissioners' Status Update**  
**May 3, 2021**  
**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 Public Defender Anne C. Taylor, Resource Management Office (RMO) Director Jody Bieze, RMO Senior Program Manager Kimberli Riley, Finance Director Dena Darrow, Deputy Finance Director Keith Taylor, Senior Staff Accountant Melissa Merrifield, KCSO Captain Stuart Miller, KCSO Lieutenant Ryan Higgins, BOCC Communications Manager Nancy Jones, BOCC Senior Business Analyst Nanci Plouffe and Deputy Clerk Tina Ginorio. Also present were Coeur d'Alene Press Reporter Madison Hardy and Kootenai County Residents Erin Barnard and William Le.

- A. Call to Order:** Chairman Chris Fillios called the meeting to order at 11:01 a.m.
- B. Changes to the Agenda (Action):** There were no changes to the agenda
- C. Business:**

**Funding and Bid Notice for Detective Processing and Marine Buildings (Discussion)**

Commissioner Leslie Duncan reported that the projected bids for these two projects looked as if they would be above the initially budgeted amounts. She said the Board and KCSO would need to decide how to fund the additional expense.

KCSO Lieutenant Ryan Higgins stated that the project had been budgeted for last year but had not been addressed, so the funds were rolled over into this year's budget. He said that they had increased the amount set aside because they had anticipated the higher cost. He stated there was about \$220,000 available in the Vessel Fund, which should be more than sufficient to cover the project.

Commissioner Duncan remarked that \$100,000 had originally been budgeted for the Marine Building.

Lieutenant Higgins said the current estimate was between \$120,000 and \$125,000.

Longwell Trapp Architects Representative Cory Trapp entered the meeting at 11:03 a.m.

Commissioner Duncan stated that about \$100,000 had been budgeted for the Detective Evidence Processing Building and asked Mr. Trapp to update the Board on that project.

Mr. Trapp confirmed that about \$100,000 had been set aside for this project about a year and a half ago. He estimated that the total project cost would be about \$125,000 now, because the price of materials had gone up substantially.

Commissioner Duncan noted that there was \$95,000 in the Detective's Evidence Storage Building Project Fund at this time, which was about \$30,000 less than was needed. She asked KCSO Captain Stuart Miller if he had any recommendations for the additional funding.

Captain Miller said he did not, at this time.

Mr. Trapp reminded those present that the original plan had been to bid the two projects together because it would have reduced the expense. He pointed out that the cost would probably increase again if they were bid separately. He confirmed that they did need to submit the projects for permits, as well as put it out for bids but that they could adjust the dates as needed.

Finance Director Dena Darrow said the extra money could come from the Contingency Fund, if all three Commissioners agreed.

Commissioner Duncan suggested that, if all three Commissioners agreed today that using the Contingency Fund was an acceptable option, they could send both projects out to bid, get accurate prices and come back in a Business Meeting to formally designate the funding source.

Chairman Fillios and Commissioner Bill Brooks voiced their acceptance of her proposal.

Ms. Darrow commented that there were sufficient funds in Contingency to cover the extra cost.

Lieutenant Higgins exited the meeting at 11:07 a.m.

#### **Public Transportation Update (Discussion)**

Resource Management Office (RMO) Senior Program Manager Kimberli Riley reminded those present that, during their previous budget presentation, the Board had asked for the Public Transportation Operating Budget. She explained that they receive multiple FTA (Federal Transit Administration) awards and there were multiple projects within the different awards. She said they do an annual budget and have quarterly meetings with the Coeur d'Alene Tribe and the jurisdictions that wish to attend.

Ms. Riley called attention to the Quarterly Update Tracking Sheet of the Operating Budget for Public Transportation. She reviewed the FY19 and FY20 performance figures, including the COVID funding received, as well as the FY21 budgeted and actual figures. She offered to email the BOCC copies of the quarterly reports as they became available.

In response to a question from Chairman Fillios, Ms. Riley confirmed that Public Transportation had received about \$4 million from CARES (Coronavirus Aid, Relief and Economic Security) funds. She described how those funds were used.

Ms. Riley went over their Program of Projects, which spanned FY22 through FY26.

RMO Director Jody Bieze announced that they had launched their Strategic Service Plan in April. She noted their primary goal was to “integrate multimodal mobility options to enable individuals to plan and execute complete trips throughout the region.” She listed their objectives: improve service, meet future ridership demands, increase bus operation efficiency and reduce expenses. She listed the members of their Working Group, which were drawn from many different jurisdictions and described the ways their cooperative endeavors would improve transportation services.

**Offer Republican Central Committee and Democratic Central Committee to Livestream Monthly Meetings Using County Equipment (Action)**

Commissioner Brooks presented his suggestion that the Republican and Democratic Central Committees be invited to livestream their monthly meetings using the County’s equipment.

BOCC Communications Manager Nancy Jones confirmed that they could offer the service at no charge.

Commissioner Duncan expressed her concern that Ms. Jones would be overburdened if she took on coverage of those meetings too. She suggested that additional people be trained in the use of the equipment.

Ms. Jones said that BOCC Senior Business Analyst Nanci Plouffe had offered to cover the meetings.

Commissioner Brooks moved that the Board Chairman contact each of the Central Committees with the offer. Commissioner Duncan 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.

Chairman Fillios indicated he would contact the Committees.

**Pending Items Status Review – List Attached (Discussion)**

**County Form of Government Study Commission**

Chairman Fillios reported that the nine members of the Study Commission had been appointed.

Ms. Jones announced that she was working with the members to set up their first meeting. She said that she would offer training on open meeting law, public records law and a review of the history of the topic in Kootenai County to the members on May 11, 2021. She added that she would act as liaison for the Commission if they needed legal opinions.

Ms. Jones stated that Ms. Plouffe had volunteered to tape the meeting, in the interest of transparency.

#### Facilities Expansion

Commissioner Duncan said that they were still waiting for the study to be completed.

Mr. Trapp said he had spoken with LCA last week and they planned to visit on May 13 and 14 to review the plans and develop several different options to present to the Board.

Chairman Fillios noted that this would include all County facilities, including Kootenai North (formerly Kootenai Electric).

#### PAC Airport Lease

Commissioner Duncan stated there had been no new information on this topic.

Commissioner Brooks indicated that he would check with Airport Director Steven Kjergaard to get a progress update.

#### 1A/B Audio Upgrade

Ms. Jones announced that the work would be done June 14 through June 17, with meetings to be shifted to other locations for that week. She added that the down payment for the project would be sent shortly.

#### Financial Snapshot

Ms. Darrow provided the Commissioners with copies of the Second Quarter Unaudited Quarterly Report, which offered a comprehensive overview of the County's financial status. She said that the County had spent about 48% of the budget and had collected about 63% of the property tax revenue. She briefly reviewed the contents of the document and said that the total budget for FY2021 had reached \$139,000,000.

In response to a request from Chairman Fillios, Ms. Darrow explained that the change in the initial budget to the new figure of \$139 million did not include any increased burden on taxpayers. She offered examples of how grant awards and carry-over from FY20 projects into FY21 affected the numbers.

Ms. Darrow confirmed that interested persons could go to the Clerk's page of the County website and access this information, in addition to quarterly reports that went back several years.

#### Ballot Bond Language

Commissioner Duncan stated this topic was on hold until the Legislature went into recess.

Building Financing

Commissioner Duncan stated this topic was on hold until the Legislature went into recess.

Commissioner Duncan moved that the Board enter into Executive Session pursuant to Idaho Code §74-206(1)(c). 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.

The Board entered into Executive Session at 11:34 a.m.

**Executive Session pursuant to Idaho Code §74-206(1)(c) to acquire an interest in real property which is not owned by a public agency – Public Defender Division (Closed Session – Discussion)**

**Decisions/Direction (Open Meeting – Action Item)**

The Board exited Executive Session at 11:51 a.m.

Commissioner Duncan moved that the Board exit Executive Session with staff to proceed as discussed. 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.

**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.

**E. Adjournment (Action):** Chairman Fillios adjourned the meeting at 11:52 a.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN

BY: \_\_\_\_\_  
Tina Ginorio, Deputy Clerk

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