

**Minutes of Meeting
Commissioners' Status Update
February 22, 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 Treasurer Steve Matheson, 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, Longwell Trapp Engineers Representative Cory Trapp and Coeur d'Alene Press Reporter Madison Hardy. Commissioner Brooks was present via teleconference.

- 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 (Discussion):**

Kootenai Electric Building Future Planning

Commissioner Leslie Duncan stated that they needed to decide what departments would be moving from the Administrative Campus to the Kootenai Electric Building. She remarked that Cory Trapp, from Longwell Trapp Architects, was very familiar with the building and asked if he might offer some guidance.

Contractor Shawn Riley reported that he had met with Commissioner Duncan, Mr. Trapp and Ken Gallegos from LCA Architects to discuss department movements over the next three to five years. He said that they would like to assemble a proposal outlining the departments that would move to the Kootenai Electric Building, the departments that would then take their vacated spaces in current buildings, the remodeling that would need to be done and estimated costs. Mr. Riley commented that he thought this would be useful, because it would lay things out in phases, with their separate expenses.

Commissioner Duncan said she would like Mr. Trapp to bring the Board a proposal. The other Commissioners voiced agreement.

Commissioner Duncan said she felt that the Board should rename the building at this point, perhaps as "County North." She asked if anyone had other suggestions.

Mr. Riley confirmed that ICRMP (Idaho Counties Risk Management Program) required specific names for buildings covered under their plan. He added that Kootenai County's agent with Northwest Insurance, John Goedde, should be informed also.

Chairman Fillios remarked that he would accept "Kootenai County North." He pointed out they could always change it later.

Commissioner Bill Brooks agreed.

Chairman Fillios commented that, as departments were moved, County buildings that were emptied could be sold to bring in additional revenue.

Mr. Riley reminded the Commissioners that, if the Juvenile Justice Center were emptied, they would lose two courtrooms.

Commissioner Duncan agreed and added that juveniles and adults could not be served in the same space. She also pointed out that every Elected Official was required to have an office in the County Seat.

Mr. Riley said that the Elected Officials had to have offices at the County Seat, but their staff could be located elsewhere, if desired.

Attorney Center Building Request for Qualifications (RFQ) Scoring Team

Commissioner Duncan said that the three Commissioners had done scoring for the architect for the Attorney Center, with Mr. Riley's assistance. She stated that Mr. Riley had suggested to her that the scoring team be increased to five people for the Request for Qualifications (RFQ). She said she thought Chief Bailiff Pete Barnes and Treasurer Steve Matheson would be good choices.

Treasurer Steve Matheson indicated he would be willing to participate.

Commissioner Duncan said she would contact Mr. Barnes, if everyone agreed.

Mr. Riley explained that they would be scoring RFQs for the CMGC (Construction Manager/General Contractor).

Commissioner Duncan stated that the RFQ would be completed this week but would not be put out to bid until after the Legislature closed around the end of March.

Treasurer Matheson remarked that he had heard the Legislature was considering not adjourning this year.

Commissioner Duncan responded that the Legislature planned to go into recess, so they could call themselves back into session if necessary, rather than fully adjourn the session.

Underground Parking for Attorney Center

Commissioner Duncan reported that it had become apparent that they could save money and provide some needed storage space if the underground parking were eliminated.

Mr. Riley explained that only about eight parking spaces would have been created. He said the ramp would be expensive and a traffic flow would be created that would jeopardize pedestrian safety. He predicted they could save about \$200,000 and gain about 3,000 square feet of useable space if they eliminated the underground parking.

Vacation of Garden Avenue

Commissioner Duncan reminded those present that the BOCC had consulted with the City of Coeur d'Alene about closing down Garden Avenue, when it was thought the Attorney Center might be built there. She said that, although the County had chosen another location, part of the Garden Avenue right-of-way would still be needed for access.

Mr. Trapp said the right of way for Garden Avenue was very wide and the part they needed was of no real value to the City, so he felt there would be no difficulty in getting this approved.

In response to a question from Treasurer Matheson, Mr. Trapp confirmed the space that they were talking about was a 35 foot section of right of way located on the south side of Garden Avenue, not part of the street itself.

Mr. Riley suggested that they ask for the whole strip in front of the Courthouse done, all the way to Government way.

General agreement was expressed by the Commissioners.

Building Site for Attorney Center

Chairman Fillios said some people had asked why the Annex was not going to be removed and the Attorney Center placed there.

Mr. Riley replied that putting the Attorney Center in place of the Annex would create two problems. He explained that they would lose a number of parking spaces, that the City would probably require be replaced in some way. He added that the Annex contained the holding cell and, without that, inmates would have to be escorted across two open parking lots to get to the court buildings.

Mr. Trapp agreed with Mr. Riley that it was a potential safety issue. He said they had minimized inmate exposure in their current plans.

Chairman Fillios said that the amount the Board had placed a cap of \$20 million on this project and asked Mr. Riley if that restricted the size of the new building too much.

Mr. Riley replied that he felt it did, in his opinion. He said that the current space would give the departments that moved there no room to grow in the future.

Mr. Trapp said he agreed. He added that the Prosecutor himself would have no space for his office in the new building as laid out now and would have to stay where he was.

Chairman Fillios reviewed the specifications, time lines and other details off the current plan for the Attorney Center with Mr. Riley and Mr. Trapp.

Mr. Riley stated another planning meeting would be held about three weeks.

Commissioner Brooks commented that he was concerned about the order in which items were being addressed on the project. He pointed out the changes that had occurred since COVID, including having more staff working from home. He said these considerations should be taken into account when deciding how much space a department would need.

Pending Items Review – List Attached

Citizen Advisory Committee

Commissioner Brooks confirmed that this item was still on hold. He explained that he wanted to complete the Bylaws for the County Form of Government Study Committee first.

County Form of Government Study Committee

Commissioner Brooks asked that about 20 minutes be set aside in the next Commissioners' Status Update for him to present his draft of the Bylaws for this committee.

Commissioner Duncan suggested that it be listed as a separate agenda item for the March 1, 2021 meeting.

Commissioner Brooks confirmed that he would provide Chairman Fillios and Commissioner Duncan copies of the Bylaws prior to that meeting.

Facilities Expansion

Chairman Fillios stated that the Board planned to request a General Obligation Bond to pay for the Attorney Center. He stressed that the voters should understand that they were voting on how the building would be financed, not on whether the building would be built. He suggested that they should have a backup plan in case the voters reject the bond.

Commissioner Duncan responded that they would investigate other financing options and include them all in the educational material provided to the public.

Chairman Fillios noted that Forgone Taxes could also be used.

Treasurer Matheson explained how Forgone Taxes could be used in a loan arrangement.

Commissioner Duncan reminded those present that the Legislature was already considering restricting counties' use of Forgone Taxes. She stated that, if they could not use the bond, they needed to have an alternate plan immediately ready.

Treasurer Matheson pointed out that, if the Board made a decision on using Forgone before the Legislature made a ruling, they would be able to proceed without any new restrictions.

Commissioner Duncan pointed out that justice services made up the largest part of the County budget. She said that the Public Defender and the Prosecutor required full support if our legal system were to be maintained. She described some of the problems the County could face if the courts were forced to use inadequate facilities.

Commissioner Duncan suggested that BOCC Communications Manager Nancy Jones post a poll on Facebook right away asking the public which financing option was preferred.

Treasurer Matheson predicted that the General Obligation Bond request would be voted down, so the Board should have their alternate plan ready. After further discussion, he concluded that the taxpayers would end up paying almost the same regardless of whether the Board used a General Obligation Bond or Forgone.

PAC Airport Lease

Commissioner Duncan said that documents would be delivered to Airport Director Steven Kjergaard this week.

1A/B Audio Upgrade

Ms. Jones reported that she would have additional information for the Board by the end of the week.

Financial Snapshot

Finance Director Dena Darrow will offer the next update at the March 8, 2021 meeting.

Ballot Bond Language

Commissioner Duncan said there was nothing further to add on this point at the moment.

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 12:06 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN

BY: _____
Tina Ginorio, Deputy Clerk
