

Minutes of Meeting
FY22 Resource Management Office Budget Review
March 30, 2021
1:00 p.m.

The Kootenai County Board of Commissioners: Chairman Chris Fillios, Commissioner Leslie Duncan and Commissioner Bill Brooks met to discuss the following agenda item. Also present were Resource Management Office (RMO) Director Jody Bieze, RMO Senior Program Manager Kimberli Riley, BOCC Communications Manager Nancy Jones and Deputy Clerk Tina Ginorio. Ms. Bieze and Ms. Riley were present via teleconference.

- A. Call to Order:** Chairman Chris Fillios called the meeting to order at 1:00 p.m.
- B. Changes to the Agenda (Action):** There were no changes to the agenda.
- C. Business (Discussion):**

Review of the FY22 Resource Management Office Budget Request with Director Jody Bieze

Resource Management Office (RMO) Director Jody Bieze called attention to the one “A” Budget (Personnel) request for FY22: a Grants Manager position. She explained that their volume of grants had increased. She remarked that the position would initially be funded completely by the County, but in the future might become partly or fully grant funded. She stated that the fully loaded cost would be \$78,769, with an additional \$2,500 for onboarding costs.

Ms. Bieze noted that their “B” Budget (Operations) costs had been fully offset by revenue brought in by their grant activities.

RMO Senior Program Manager Kimberli Riley reported that the FY21 operating expenses had been \$6,145 and their generated revenue had been \$12,911. She pointed out this fully offset their “B” Budget and part of their personnel expenses. She remarked that adding a Grants Manager, whose time could be primarily spent pursuing additional grant opportunities, would help to accrue more M & A (Management & Administration) fees and offset still more of their expenses.

In response to a question from Commissioner Leslie Duncan, Ms. Riley stated that about 50% of her time was currently spent on the Transit Program. She estimated she could spend closer to 75% of her time there if they hired a Grants Manager.

In response to a question from Chairman Fillios, Ms. Riley confirmed that Transit had received \$4 million from CARES (Coronavirus Aid, Relief and Economic Security) Act funds. She explained this was dedicated toward their operations expenses, which for Transit also included their personnel costs.

Ms. Bieze stated that they had no “C” (Capital) Budget requests for FY22.

In response to another question from Commissioner Duncan, Ms. Riley stated that there would not be a second Budget Review for the Transit side of their office. She said they would bring the Proposed Program of Projects to the Business Meeting, as usual.

- 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 1:15 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN

BY: _____
Tina Ginorio, Deputy Clerk
