

Minutes of Meeting
FY22 Budget Deliberations
June 2, 2021
10:00 a.m.

The Kootenai County Board of Commissioners: Chairman Chris Fillios, Commissioner Leslie Duncan and Commissioner Bill Brooks met to discuss the following agenda item. Also present were Coroner Warren Keene, M.D., Prosecutor Barry McHugh, Assessor Bela Kovacs, Assessor’s Office Administrative Manager Reba Grytness, KCSO Sheriff Robert Norris, KCSO Undersheriff Dan Mattos, KCSO Captains Andy Deak, John Holecek, Stuart Miller and Kevin Smart, KCSO Lieutenant William Klinkefus, KCSO Deputy Tanner Cox, KCSO Deputy – Background Investigator Jeremy Geurin, KCSO Detention Deputy Stephen Webb, KCSO Administrative Assistant Tammy Exley, Chief Deputy Clerk Jennifer Locke, Finance Director Dena Darrow, Staff Accountant – Budget Michelle Chiaramonte, County Assistance Manager Shelly Amos, Court Services Director Marissa Garza, Court Services Manager Kally Young, Treasurer Steve Matheson, Chief Deputy Treasurer Jill Smith, Buildings & Grounds (B&G) Maintenance Supervisor Tom Reed, BOCC Senior Business Analyst Nanci Plouffe and Deputy Clerk Tina Ginorio.

- A. Call to Order:** Chairman Chris Fillios called the meeting to order at 10:11 a.m.
- B. Changes to the Agenda (Action):** There were no changes to the agenda.
- C. Business (Action):**

FY22 Budget Deliberations to Include “A” Budget (Personnel)

Finance Director Dena Darrow announced that the County’s predicted revenue for FY22 had been revised downward. She explained how the amount was calculated and noted that ARPA (American Rescue Plan Act) could not be included in the figures yet. She suggested that the Commissioners balance the budget as it stood and once they have access to the ARPA funds, they could start adding things back. She said mid-year position changes and other costs over which the County had no control had caused the expenses for FY22 to rise.

In response to a question from Chairman Fillios, Ms. Darrow confirmed that the County could take only 80% of any URD (Urban Renewal District) money and estimated the amount from the small URD that was closing in Post Falls to be about \$100,000.

Ms. Darrow stressed that this situation had not been caused by the Commissioners; it happened because the State Legislature had implemented a cap on taxing authority.

Ms. Darrow reviewed the items in the “C” (Capital) Budget that had been funded from Fund Balance and noted these reduced the deficit by about \$1 million. She indicated the “C” items which had not yet been funded and were probably coverable by ARPA, in the amount of about \$480,000. She said the Commissioners could reduce the deficit further if they decided to pay for those things out of Fund Balance and confirmed that account currently held about \$9 million.

Treasurer Steve Matheson described some ways the ARPA funds could be used, if they were received. He asked if there were ways the funds could be used in FY21, the current fiscal year, to relieve some pressure on FY22.

First Judicial District Trial Court Administrator Karlene Behringer entered the meeting at 10:23 a.m.

Ms. Darrow indicated that his suggestions were possible, but since the County did not yet have any ARPA money in hand, she was working with the resources they had in hand.

Ms. Darrow reminded the Commissioners that an additional \$2 million would be added to the Fund Balance Account from unused CARES (Coronavirus Aid, Relief and Economic Security Act) money. She suggested that the Board could use up some fund balance this year, knowing that amount would arrive after the close of this fiscal year. She stated that the \$2 million would not have any restrictions placed on it; it could be used at the Board's discretion.

Commissioner Duncan pointed out that the CXT Restroom in the list of items provided by Ms. Darrow would be paid for out of the Vessel Account, which was a restricted fund. She said that amount could be removed from the deficit.

Commissioner Duncan asked Assessor Bela Kovacs if he was willing to have restricted funds available to the Assessor's Office used to pay for the Aumentum Tax and Valuation Program repairs.

Assessor Kovacs stated he did not have an exact cost and wanted to be cautious about depleting the fund. He remarked that the program was also used by the Treasurer's Office and he was not certain that the problems were in the portion of the program used by the Assessor's Office.

Ms. Darrow confirmed that Legal had said the expense would be coverable under that restricted fund.

Commissioner Duncan commented that there appeared to be about \$669,000 in that restricted account. She suggested that they plan to take the \$50,000 from there and, if the expense went higher, the rest could come from Fund Balance.

There was general agreement expressed with her suggestion.

Commissioner Duncan stated that she did not feel that the K-9 car could be delayed and recommended it be funded out of Fund Balance.

There was general agreement expressed with that item also.

The Commissioners went over a number of other individual capital requests and decided whether to cut them or cover them with Fund Balance.

Community Development Director David Callahan entered the meeting at 10:32 a.m.

Mr. Callahan reported that the two vehicles he was seeking to replace were constantly in the shop. He commented that the Commissioners would have to consider how much money they wanted to expend on aging vehicles as opposed to paying for new ones.

It was generally agreed that those two vehicles would be kept in the Budget and paid for out of General Fund Balance.

Mr. Callahan exited the meeting at 10:34 a.m.

Assessor Kovacs exited the meeting physically at 10:36 and rejoined by teleconference shortly afterward.

Buildings & Grounds (B&G) Maintenance Supervisor Tom Reed provided additional details on the requests made for the Jail.

KCSO Captain John Holecek provided more information on requests made for the Jail that might be covered by restricted funds or ARPA.

Ms. Darrow asked the Board to consider requests to fund currently open positions and for Overtime. She inquired whether they wanted to fund some of the open positions for half a year and delay hiring.

Treasurer Steve Matheson exited the meeting at 10:49 a.m.

Commissioner Duncan commented that departments could not receive full funding for both overtime and all open positions as well.

There followed a detailed discussion of overtime and open positions between the Commissioners, Court Services Director Marissa Garza, Ms. Behringer, KCSO Sheriff Robert Norris, Undersheriff Dan Mattos and Ms. Darrow.

Ms. Darrow asked the Commissioners if they wished to approve the On Call Pay for Detectives.

KCSO Captain Stuart Miller explained the justification for the \$2 per hour On Call Pay request.

Assessor Kovacs rejoined the meeting in person at 11:22 a.m.

Sheriff Norris renewed his request to increase the County's contribution toward a School Resource Officer for Lakeland School District.

Staff Accountant – Budget Michelle Chiaramonte remarked that there were grants available from the Department of Justice that could be used to pay for the School Resource Officer.

Assessor Kovacs exited the meeting again at 11:31 a.m.

Ms. Darrow asked the Commissioners how they would like to address the requests from the Public Defender. She explained it contained a mixture of salary increases and

adjustments, some of which would be covered by grants. She confirmed that the total amount was \$253,000, with a little over \$100,000 being grant-funded.

Commissioner Duncan remarked that, while she would agree to suspend the request for the moment, it was definitely a serious issue, since the Public Defender was losing personnel. She said she had asked BOCC Senior Business Analyst Nanci Plouffe to collect some additional information on this and suggested that the item be left in the budget for the time being. She added that she would like to leave the Prosecutor's request in their calculations also, for now.

Ms. Darrow asked the Commissioners how they would like to address the request from Veteran Services for an increase of \$5,000 per year for their Director.

Commissioner Bill Brooks stated that this was a unique situation and should be treated as such.

Chairman Fillios commented that a 10% increase had been given to this position in November and another increase would be coming through the General Pay Plan. He expressed concern that giving this additional increase would not be equitable.

Commissioner Brooks objected, saying that the person possessed knowledge and skills that made him almost impossible to replace.

Commissioner Duncan said she had requested an analysis from Human Resources on this position as well.

Ms. Behringer exited the meeting at 11:35 a.m.

Ms. Darrow stated that the Clerk had added a retention bonus of \$1,700, loaded, for a County Assistance Specialist to his request.

Commissioner Duncan described how she would distribute the \$2.5 million in various salary adjustments to allow the inclusion of retention and recruiting bonuses. She said she would like to address such bonuses as part of a pool, rather than under individual departments.

General agreement was expressed.

- 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 11:40 a.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN

BY: _____
Tina Ginorio, Deputy Clerk
