

Minutes of Meeting
FY23 Budget Meeting – Community Development
June 10, 2022
1:30 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 Chief Deputy Clerk Jennifer Locke, Auditor’s Office Staff Accountant – Budget Brandi Falcon, Community Development Director David Callahan, Certified Building Official Christina Garland, Code Compliance Office II Craig Davidson, Administrative Manager Reba Grytness, BOCC Communications Coordinator Jonathan Gillham and Deputy Clerk Tina Ginorio.

- A. Call to Order:** Chairman Chris Fillios called the meeting to order at 1:30 p.m.
- B. Changes to the Agenda (Action):** There were no changes to the agenda.
- C. Business:**

FY23 Community Development Budget Review (Action)

Community Development Director David Callahan said he had made an error in reporting that his department did not need any additional vehicles. He stated that four vehicles used by his staff were over the recommended mileage and dated from 2013 to 2015. He asked that two SUVs with 4-wheel drive be added to his requests.

Commissioner Leslie Duncan said that they could work with Fleet Management and try to arrange for the purchase from FY22 funds.

Mr. Callahan stated that he was asking for three new positions: Planner III, Plans Examiner and an Administrator for Code Enforcement. He explained the need for each position.

Deputy Finance Director Keith Taylor entered the meeting at 1:36 p.m.

Mr. Callahan indicated that the rest of his FY23 Budget requests were the same as FY22.

Administrative Manager Reba Grytness remarked that she would review revenue numbers later with Auditor’s Office Staff Accountant – Budget Brandi Falcon.

In response to a question from Commissioner Duncan, Mr. Callahan said his priority for the three new positions would be Plans Examiner first, an Administrator for Code Enforcement second and the Planner III last.

Commissioner Duncan commented that there were a couple of positions which Mr. Callahan was asking to have upgraded to Senior status.

Certified Building Official Christina Garland explained that the Senior Building Technician would entail transferring a current employee into the higher position, with the vacated slot not being filled. She stated that it was the same for the Senior Plans Examiner position; both were conversions, not new positions.

Ms. Falcon commented that a new Plans Examiner position had just been approved in a recent Human Resources meeting.

Ms. Garland confirmed this and said that it was a separate item from the one in the FY23 Budget request.

It was generally agreed that Community Development would provide updated information to Ms. Falcon as it became available.

Mr. Callahan confirmed that they were looking at increasing their fees in the near future as well. A public hearing will be scheduled at the appropriate time.

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 1:51 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

BOCC SIGNATURE

BY: _____
Tina Ginorio, Deputy Clerk