

Minutes of Meeting
FY22 Budget Deliberations Cont.
July 16, 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 Clerk Jim Brannon, Chief Deputy Clerk Jennifer Locke, Finance Director Dena Darrow, Staff Accountant – Budget Michelle Chiaramonte, Court Services Director Marissa Garza, County Assistance Manager Shelly Amos, Sheriff Bob Norris, Undersheriff Dan Mattos, Captain Andy Deak, Captain Stu Miller, KCSO Administrative Assistant Tammy Exley, Treasurer Steve Matheson, Assessor Bela Kovacs, Coroner Dr. Warren Keene, Human Resources Director Sylvia Proud, BOCC Senior Business Analyst Nanci Plouffe, and Deputy Clerk Ronnie Davisson.

- A. Call to Order:** Chairman Chris Fillios called the meeting to order at 1:03 p.m.
- B. Changes to the Agenda (Action):** There were no changes to the agenda.
- C. Business (Action):**

FY22 Budget Deliberations – Final Balancing

Clerk Jim Brannon opened the meeting by thanking the BOCC, Finance Director Dena Darrow and Staff Accountant – Budget Michelle Chiaramonte for their hard work during the budget process. He explained that after speaking to the State Liquor department, Kootenai County would be receiving a great deal of additional funds from the liquor revenues. Clerk Brannon pointed out that these windfalls could help the BOCC in balancing the budget; they could perhaps address compression issues, wages or even reduce taxes. He said that revenues had previously been understated and with the growth of the County, it needed to be estimated correctly.

Ms. Darrow shared that there was a sizable surplus due to the efforts of Chief Deputy Clerk Jennifer Locke and Commissioner Leslie Duncan on the revenue projections and the cuts the BOCC had suggested. She said that there would be an adjustment toward the end of FY2021 where the County would receive \$1.3 million, with \$210,000 going to the District Court fund and the rest to the General Fund. Further, the County would receive about \$3.6 million in liquor apportionments. Ms. Darrow showed that the current total surplus was \$2.1 million, which was what the BOCC could use to address additional items.

Ms. Locke pointed out that that there would be additional revenue over and above the current projections. She indicated that, for Shared Revenue, the County was likely to see a return of \$1.6 million, Sales Tax likely \$1.1 million returned, additional State Liquor likely \$1.1 million returned, and Magistrate likely \$371,000 returned, which would equal about \$4.1 million total returned back to the fund balance at the end of the Fiscal Year.

Prosecutor Barry McHugh entered the meeting at 1:17 p.m.

Land Records Manager Betty Conces entered the meeting at 1:25 p.m.

Treasurer Steve Matheson exited the meeting at 1:27 p.m.

Ms. Conces exited at 1:30 p.m.

Ms. Darrow reviewed all of the Personnel requests for the FY22 Budget year, noting that an Internal Auditing function would be important to ensure all financials were correct and accurate. Clerk Brannon said that it would not only provide confidence in the numbers, but would also strengthen the controls. The BOCC agreed to fund the Internal Audit position and add it back to the Budget.

Assessor Bela Kovacs exited the meeting at 1:49 p.m.

The Board and the attendees discussed a range of topics, including new positions, a compensation pool and a mobile morgue for the Coroner’s Office.

The Board opted to form a compensation pool of \$650,000 to address salary compression and midyear changes and to add in additional positions to the Assessor’s Office, District Court and the Prosecutor. They also determined to set aside \$300,000 as a placeholder for salary adjustments for the Sheriff’s Office, as well as a one-time bonus for a Department Head. Trial Court Administrator Karlene Behringer requested if the Board would be amenable to a new Deputy Trial Court Administrator position, to which there was no agreement. They said that the remainder of the surplus should go to reimburse Fund Balance.

D. Public Comment (Discussion): 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. Adjourn: Chairman Fillios adjourned the meeting at 2:19 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN

BY: _____
Ronnie Davisson, Deputy Clerk
