

Kootenai County
Rathdrum Prairie Aquifer Protection District
Policy and Budget Committee

Meeting Minutes
Wednesday, April 27, 2016
4:00 p.m.

451 N. Government Way
Administration Building, 3rd Floor Boardroom

Committee Members Present: Leslie Duncan, Paul Klatt, Jim Hudson, Laurin Scarcello, Dion Holton, and BiJay Adams. Tiffany Heiss and Kristy Reed Johnson were excused.

Also present were Panhandle Health District Administrator Dale Peck, Idaho Washington Aquifer Collaborative (IWAC) Representative Terry Pickler, University of Idaho Extension Representative Jim Ekins, Idaho Department of Water Resources (IDWR) Representative Allen Beardslee, and Recording Secretary Alethea Carpenter.

At 4:05 p.m., Chair Leslie Duncan called the meeting to order.

Pledge of Allegiance: Al Beardslee led the group in the Pledge of Allegiance.

Approval of Minutes: Motion to approve the April 13, 2016, minutes was made by Dion Holton and seconded by Jim Hudson. The vote was taken. The motion carried.

Chairman's Comments and Introductions: Paul Klatt reminded everyone the timeframe is short in regard to the budget subcommittee. Budget subcommittee reports need to be submitted by end of May so the Public Hearing can be the first week of June. Leslie Duncan mentioned Mike Galante and Nancy Jones have been working on the budget so things should be okay. Carryover was discussed and Leslie mentioned that by watching the five-year projection and the carryover it might be okay to lower fees or at least reevaluate.

Business Items

1. Expenditure Reporting and Approvals – Board Administrative Supervisor Nancy Jones will join the meeting later and give an update.

APD Member/Subcommittee Comments:

1. **Work Elements** – Jim Hudson said there were no updates at this point.

Mike Galante arrived at 4:19 p.m.

2. Budget FY17 Presentations:

Jim Ekins from the University of Idaho Extension Services gave a presentation requesting funds for an Outdoor Classroom Project Proposal. His presentation included his personal background, information about applying for and receiving a grant for outdoor education to create an outdoor amphitheater in Coeur d Alene. The topographical survey, covered by the grant, has been completed. The next step is construction. The funding amount for construction is \$34,722.50 and he is requesting \$9,722.50 from the Aquifer Protection District in FY17. Other partners include: City of Coeur d Alene, Bureau of Land Management, Coeur d Alene Tribe, and other educators. The project would be built out of durable materials, enhance the area around the classroom. Paul Klatt asked who owns the land; Jim said the land is currently owned by the Bureau of Land Management however they are in the process of transferring the land to the City of Coeur d Alene. Nothing can happen until the transfer is complete.

Mike Galante asked if there are other costs in addition to the grant. Jim said the grant is paying for other things, the grant monies did pay for the topographical survey, but the rest will come from other resources.

A discussion ensued about the other uses of this classroom setting. It was suggested that the Idaho Water Resources Research Institute (IWWRI) would have access as well as the public when it was not in use. The use of it would run through the City of Coeur d'Alene. A question about the homeless population in the area was asked and answered – the Four Corners project will open up the area and relieve that situation.

Leslie asked about the timeframe for the project. Jim said it would be about 8-12 months out for the land transfer, but he is working on getting things in place so they can start as soon as that happens. Mike asked if there are commitments from others. Jim said there are none confirmed at this time. However, there has been positive feedback, just nothing confirmed at this point.

Paul asked if this is a one-time fund request and Jim confirmed this. Mike mentioned that it needs to go on the budget as a one-time request and not be repeated on the 5 year projection. He also said Work Elements will need to approve the application submitted with the request. Al mentioned there is a monitor well near site that could be given access to as a learning opportunity.

Terry Pickle, representing Idaho Washington Aquifer Collaboration gave a presentation requesting funds for education materials - specifically, videos for all audiences. These videos would be on YouTube, Facebook, Public Service Announcements, Cable, Web, and in Schools. He showed a Beta example of a video of less than two minutes. Other projects would include printed media – coloring books with the process of water droplets, the hydrologic cycle, etc. The total cost for the project is \$45,000. The cost would be shared in both Washington and Idaho. The request from APD in FY17 is \$10,000.

A discussion ensued about the length, quantity and timeframe. Terry said the target is four videos, with a length of approximately 1:30 minutes each, to be produced by November. Leslie reminded the committee the FY17 funding is available in October 2016. Paul suggested approaching various schools to produce the videos in a competition of sorts, using students and student equipment.

FY17 Budget Request Review: Mike Galante reviewed the requests submitted so far:

1. Panhandle Health – added to recurring
2. DEQ (with revenue from Burlington (BNSF))
3. University of Idaho – One-time request
4. IWAC – easement for Hayden
5. Agrimet – Added by Nancy Jones
6. Growers Association – Added by Paul Klatt
7. River Forum – Added by Leslie Duncan
8. Education – Added by Leslie Duncan

Nancy is gathering recurring costs to have on recurring budget. Leslie asked for the breakdown on DEQ. The FY17 Budget Proposal Planning and Outreach and Education need to be added to the next agenda.

3. Outreach and Education –No updates tonight.

A discussion ensued about having a roundtable discussion with APD subcommittees for the next meeting with a synopsis of each project and prospectus on budgets gathered. Each request needs to be a line item on the agenda. The next meeting should also include an item to discuss applications received. Applications and requests need to be sent out prior to the next meeting. A trend history discussion would be helpful. \$280,000 was carried over in 2016, but only \$180,000 was projected and the \$45,000 for easements was not spent.

Terry left at 5:11 p.m. Nancy Jones joined the meeting at 5:13.

APD Member Comments: There were no APD Member Comments.

Jim Eakins left at 5:14 p.m.

Business Item:

Expenditure Reporting and Approvals – Nancy Jones handed out County budget codes, copies of the current FY17 requests, and an APD expenditure report. and suggested the committee use the County budget codes when creating the APD FY17 budget. Mike and Leslie agreed. Mike said the committee should have a breakdown of education expenses. Leslie suggested the less breakdown the better, although projects should be listed separately.

BiJay left at 5:35 p.m.

Nancy suggested the committee could appoint a Treasurer position to report and remit expenditures. There could be an Expenditure Report with Accounts Receivable and Accounts Payable on the agenda. This person would liaison with Alethea Carpenter or Nancy Jones on payables.

Cooperating Agency Comments – Dale will not be at the next meeting and asked if there were any questions about the budget requests he submitted. There were no questions.

Adjournment:

A motion was made by Dion and seconded by Jim Hudson. The meeting was adjourned at 5:43 p.m.

Respectfully submitted,

Alethea Carpenter
Recording Secretary