

**Minutes of Meeting  
Strategic Planning  
December 28, 2012  
9:30 a.m.**

The Kootenai County Board of Commissioners: Chairman Todd Tondee, Commissioner Dan Green, and Commissioner Jai Nelson met to discuss the following agenda items. Also present were Chief Deputy Clerk Pat Raffee and Deputy Clerk Nancy Jones.

**A. Call to Order:** Chairman Tondee called the meeting to order at 9:38 a.m.

**B. Introductions:** There were no introductions made.

**C. Changes to the Agenda:** There were no changes made to the agenda.

**D. Old Business:** There was no old business discussed.

**E. New Business:**

Commissioner Nelson acknowledged that comprehensive reports and tentative timelines have been completed in reference to Impact Fees, Paid Time Off (PTO) and Benefit Restructuring, Fleet Management, and plans for the Jail. Existing facilities plans are still incomplete, pending a report from the Auditor in regard to the Airport and 911.

The Board discussed the overall timeline for Master Plan completion in an attempt to establish which projects, reports, and plans should be initiated at this time. Commissioner Nelson stated that she will request an updated Cross Fund Report from Finance Director Dave McDowell to determine available funding that may be allocated for particular long-term projects, such as construction plans. Commissioner Nelson offered to review the Master Plan timeline drafted by Civil Deputy Prosecuting Attorney John Cafferty, and to apply that information to specific projects in an effort to ascertain definitive actions that should be taken in the near future.

The Board discussed the need for a long-term plan from the Parks and Waterways department, as well as funding options and timelines for possible Parks and Waterways projects. Commissioner Nelson stated that she would speak with Director Nick Snyder and report back to the Board.

Commissioner Nelson presented the Board with the five (5) year facilities plan that was drafted by Airport Director Greg Delavan. The Board discussed how new facilities and land acquisition tie to long-term Airport growth, development, and self-sufficiency. Commissioner Nelson suggested that the plan offered by Mr. Delavan should include specific dates. Deputy Clerk Pat Raffee expressed concerns regarding the terms and conditions of current Airport leases. Ms. Raffee also stated that a disparity exists pertaining to the liability coverage required in those lease agreements, with incomplete tracking of existing policies naming Kootenai County as an additional insured party, and inconsistent coverage amounts on existing policies.

Commissioner Nelson updated the Board concerning the County Seal design contest for the Kootenai County 150<sup>th</sup> anniversary. The Board agreed that \$250 is a sufficient award amount, and that the contest should be open to the community as a whole. Commissioner Tondee suggested that the Kootenai County Elected Officials should serve as the deciding panel in choosing the contest winner.

The Board discussed options for their BOCC Departmental Reorganization Project, and debated the goals that are to be accomplished by restructuring. The Board engaged in considerable discussion about ways that communication and accountability could be improved, and debated the specifics of how departments should be grouped under the proposed reform.

**F. Staff Reports:** There were no staff reports.

**G. Public Comment:** This section is reserved for citizens wishing to address the Board regarding a County related issue. There was no public comment.

The meeting was adjourned at 10:06 a.m.

Respectfully submitted,

CLIFFORD T. HAYES, CLERK

BY : \_\_\_\_\_  
Nancy A. Jones, Deputy Clerk