

Minutes of Meeting
Fund Balance Policy
March 6, 2013
3:00 p.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, Finance Director Dave McDowell, and Deputy Clerk Nancy Jones.

A. Call to Order: Chairman Tondee called the meeting to order at 3:11 p.m.

B. Introductions: There were no introductions made.

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

D. New Business:

The Board asked for clarification of the categories within the Projected Fund Balance report. Specific questions included which resources were already committed to particular projects, and whether they could be transferred to other classifications. The Board also asked for clarification of utilization limitations and balance minimum requirements. Finance Director Dave McDowell presented FY2012 calculations, showing how actual expenditures were used to compute the Fund Balance amount. Chief Deputy Clerk Pat Raffee questioned if the Fund Balance amount was sufficient, given previous discussions of minimum amounts that should be maintained. Commissioner Nelson asked which monies could be allocated to proposed Facilities Master Plan improvements. In response to questions from Chairman Tondee, Mr. McDowell provided information about planned uses for various categories. At the request of the Board, Mr. McDowell agreed to generate a report with additional information regarding the limitations and planned uses of the Assigned/Restricted, Committed (Other Uses), and FY2012 Capital Project Carryover categories. Mr. McDowell explained the differences between Committed and Restricted Funds, noting that the former may be redirected by the Board (with the exception of amounts slated for Operations). The Board discussed redirecting undesignated assets to other Fund Balance categories, or designating those assets toward specific projects and plans. Mr. McDowell said he could generate the consolidated report by next week, providing the Board with information that will assist in making that determination. In response to a question from Chairman Tondee, Mr. McDowell noted that allocations must be done in conjunction with the budget cycle.

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 3:52 p.m.

Respectfully submitted,

CLIFFORD T. HAYES, CLERK

BY: _____
Nancy A. Jones, Deputy Clerk