

**Minutes of Meeting
FY13 Budget Opening
October 29, 2013
1:00 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 Finance Director David McDowell, Chief Deputy Clerk Pat Raffee, Staff Accountant Kristi Graves, and Deputy Clerk Nancy Jones.

A. Call to Order: Chairman Tondee called the meeting to order at 1:01 p.m.

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

C. Old Business: There was no old business discussed.

D. New Business:

Finance Director David McDowell came before the Board to present the Schedule of Contingency and Capital Project Funds, which was updated to include information through the end of Fiscal Year 2013. Mr. McDowell stated that all amounts had been verified so that the totals for all projects and activities reflect the total amount necessary to complete the project or make the cost center whole. Mr. McDowell provided details and answered the Commissioners' questions on a variety of items including projects for Parks and Waterways, the Airport, District Court, the Kootenai County Sheriff's Office, Human Resources, Juvenile Detention, Adult Misdemeanor Probation, and Information Systems. Mr. McDowell acknowledged those projects that were completed under budget and explained overages, so that the Board could approve the expenditure of contingency funds, in order to balance the final budget. Carryover amounts and use of lottery dollars were also discussed. Further, Mr. McDowell explained how unanticipated revenues and contingency funds will be used to cover some overages. In response to questions from the Board, Mr. McDowell confirmed that those funds would only be used if surplus 'B' budget funds were unavailable. The attendees also held a discussion to review the Grants Summary report for FY2013, and Mr. McDowell explained the procedures that are used to balance grants that provide funding for projects that carry into the new fiscal year.

Commissioner Nelson left the meeting at 1:26 p.m.

The group reviewed the Schedule of Unanticipated Revenues and the Schedule of Capital Appropriation Carryovers, which were categorized by department. Mr. McDowell clarified that each Department Head or Elected Official is contacted in order to confirm the amount that needs to be carried over to the new fiscal year. In closing, Mr. McDowell stated that he would be working with his staff to formulate the Resolutions for Public Hearing approval.

The meeting was adjourned at 1:55 p.m.

Respectfully submitted,

CLIFFORD T. HAYES, CLERK

BY: _____
Nancy A. Jones, Deputy Clerk