

**Minutes of Meeting**  
**Architects West – Scott Fischer**  
**December 20, 2013**  
**8:00 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 Buildings and Grounds Operations Manager Shawn Riley, Architects West Principal Scott Fischer and Deputy Clerk Pamela Bogaert.

**A. Call to Order:** Chairman Tondee called the meeting to order at 8:09 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:**

Architects West Principal Scott Fischer presented to the Board the final plans for the Ancillary Services Building and noted that the plans would be submitted today for review by the City of Coeur d'Alene (City). Mr. Fischer advised that plan review would require three (3) to six (6) weeks and he anticipates putting the project out to bid at the beginning of February 2014. The group discussed the City's plan review process and previous issues that have since been resolved such as fire suppression sprinklers, a possible elevator and sidewalks.

The group reviewed the plans for the three (3) phases and discussed the various construction aspects including landscaping, excavation, drainage, utilities, elevations and schedules. Mr. Fischer advised that the anticipated completion date for the building is August 1, 2014.

The Board briefly discussed options for the name of the new building, but agreed it would be several months before a decision must be made.

Commissioner Green exited the meeting at 8:53 a.m.

The Board reviewed building security options with Buildings and Grounds Operations Manager Shawn Riley; however, no decisions were made.

**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 9:04 a.m.

Respectfully submitted,

PAT RAFFEE, CHIEF DEPUTY CLERK

BY: \_\_\_\_\_  
Pamela B. Bogaert, Deputy Clerk