

**Minutes of Meeting  
Elected Officials  
February 26, 2014  
9:00 a.m.**

The Kootenai County Board of Commissioners: Chairman Todd Tondee and Commissioner Jai Nelson met to discuss the following agenda items. Also present were Treasurer Tom Malzahn, Coroner Deb Wilkey, Assessor Mike McDowell, Clerk Jim Brannon, Sheriff Ben Wolfinger, Prosecutor Barry McHugh, Chief Deputy Clerk Pat Raffee, Undersheriff Travis Chaney, Chief Deputy Treasurer Laurie Thomas, Finance Director Dave McDowell and Deputy Clerk Pamela Bogaert. Commissioner Dan Green was excused.

**A. Call to Order:** Chairman Tondee called the meeting to order at 9:00 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:**

**FY15 Budget Process and Key Activities Timelines**

Finance Director Dave McDowell presented the Fiscal Year 2015 Budget Calendar to the group and gave a brief overview of the process. Mr. McDowell noted that the budget process would be launched on March 17, 2014 and outlined the timeline of events. In response to Assessor Mike McDowell's question, the Board confirmed that the Auditor's department is in the process of compiling the data that will be required to implement BDPA, Inc.'s Salary Survey recommendations. The group discussed various topics such as, budget meeting schedules, spacing of meetings with a day in between and breaking the Sheriff's office into smaller, more manageable segments. Mr. Dave McDowell also announced that an updated version of the General Ledger Account Codes Definitions could now be found on KC Place and provided a handout for the link.

**Upcoming Budget Workshop**

Commissioner Nelson announced that a workshop will be held on March 14, 2014, to bring larger, global topics to the attention of the Board.

**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 9:16 a.m.

Respectfully submitted,

JIM BRANNON, CLERK

TODD TONDEE, CHAIRMAN

BY: \_\_\_\_\_

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Pamela B. Bogaert, Deputy Clerk