

**Minutes of Meeting
Public Defender Space
June 3, 2014
8:30 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 Republican Candidates Marc Eberlein, David Stewart, and Don Gary, Buildings and Grounds Operations Manager Shawn Riley, and Deputy Clerk Brandie Bradley.

A. Call to Order: Chairman Tondee called the meeting to order at 8:30 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 Green provided the Board with the lease proposal for available office space at the Coeur d'Alene North Building. The attendees discussed the terms of the lease and improvements that will need to be made before the Public Defender's Office can be relocated to this space. The Board agreed to have Commissioner Green propose to Global Finance and Investment Company Inc. and Second and Cedar Associates, Inc. the following changes in the office lease:

- Fixed Base Rent of \$7,500 per month
- Term of forty-eight (48) months
- One (1) free month each year
- Two (2) one (1) year renewals with a three percent (3%) increase
- County to pay improvements
- County is not responsible for commissions

Commissioner Green moved to propose the terms agreed upon by the Board to Global Finance and Investment Company, Inc. and Second and Cedar Associates, Inc. Commissioner Nelson seconded the motion. There being no further discussion, Deputy Clerk Bradley called the roll:

Commissioner Nelson: Aye

Commissioner Green: Aye

Chairman Tondee: Aye

The motion carried.

Commissioner Green agreed to follow-up with the Public Defender's Office in regard to their anticipated furniture needs.

- F. **Staff Reports:** There were no staff reports.
- G. **Public Comment:** Republic Candidate David Stewart inquired about the term of the contract and the Board advised that the term will be for forty-eight (48) months, with the option to extend for two (2) additional terms of one (1) year each.

Mr. Eberlein asked for clarification about the type of furniture that will be used for this space and the amount of parking that will be available. The Board responded that there will be a combination of fixed offices and cubicle spaces and stated that they expect the costs for improvements to be less than \$60,000. They also advised that twenty (20) parking spaces will be allocated for the Public Defender’s Staff and that additional parking will be available at the Administration Parking Lot.

The meeting was adjourned at 9:00 a.m.

Respectfully submitted,

JIM BRANNON, CLERK

TODD TONDEE, CHAIRMAN

BY: _____
Brandie Bradley, Deputy Clerk
