

Minutes of Meeting
Fund Balance Presentation
February 9, 2015
8:00 a.m.

The Kootenai County Board of Commissioners: Chairman David Stewart, Commissioner Dan Green and Commissioner Marc Eberlein met to discuss the following agenda items. Also present were County Treasurer Steve Matheson, Assessor Mike McDowell, Chief Deputy Assessor Richard Houser, Prosecutor Barry McHugh, Interim Finance Director Keith Taylor, Clerk Jim Brannon, Chief Deputy Clerk Pat Raffee, Staff Accountant Kimberli Price, Undersheriff Daniel Mattos, and Deputy Clerk Meshell Missler.

- A. Call to Order:** Chairman David Stewart called the meeting to order at 8:04 a.m.
- B. Introductions:** There were no introductions made.
- C. Changes to the Agenda:** There were no changes to the agenda.
- D. Old Business:** There was no old business discussed.
- E. New Business:**

Clerk Jim Brannon gave the Board an overview of the County Fund Balances and history.

Commissioner Green explained the Fund Balance Policy which states:

The policy will be for the county to establish and maintain a General Fund and Justice Fund Balance of:

- 1. The combined, unassigned General Fund and Justice Fund balances are to be maintained at a level between 10 – 15 percent of actual total county-wide personnel and operating expenses based on the prior year’s budget.*
- 2. When either or both funds exceeds the 15% level the excess funds should be appropriated to a committed fund for a specific, designated use or used to relieve property tax revenues generated by the county.*

Interim Finance Director Keith Taylor explained to the Board the assigned balances in the General Fund, the Replacement Reserve / Acquisition Fund, and the Justice Fund.

The Board of County Commissioners discussed their commitment priorities at length.

Commissioner Green made a motion for allocation of surplus fund balances from FY2014 by allotting \$2,000,000 to Committed - Other Uses/Compensation Adjustments; and \$4,281,174 to Committed - Future Capital/Jail Construction and Repurposing of the Work Release Center. Commissioner Eberlein seconded the motion. There being no discussion, Deputy Clerk Missler called the roll:

Commissioner Eberlein: Aye
Commissioner Green: Aye
Chairman Stewart: Aye
The motion carried.

F. Public Comment: This section is reserved for citizens wishing to address the Board regarding a County related issue. Idaho Law prohibits Board action on items brought under this section except in an emergency circumstance. Comments related to future public hearings should be held for that public hearing. There were no public comments.

Chairman Stewart adjourned the meeting at 9:56 a.m.

Respectfully submitted,

JIM BRANNON, CLERK

DAVID STEWART, CHAIRMAN

BY: _____
Meshell Missler, Deputy Clerk
