

Minutes of Meeting
Vessel Fund Discussion
April 27, 2015
10:30 a.m.

The Kootenai County Board of Commissioners: Chairman David Stewart, Commissioner Marc Eberlein, and Commissioner Dan Green met to discuss the following agenda items. Also present were Clerk Jim Brannon, Chief Deputy Clerk Pat Raffee, Senior Staff Accountant Kimberli Price, Staff Accountant Debbie Stoner, Sheriff Ben Wolfinger, Sheriff's Patrol Captain Andy Boyle and Sergeant Ryan Higgins, Grants Management Office Director Jody Bieze, Parks & Waterways Director Nick Snyder, and Deputy Clerk Mary Enquist.

- A. Call to Order:** Chairman David Stewart called the meeting to order at 10:32 a.m.
- B. Introductions:** There were no introductions.
- C. Changes to the Agenda:** There were no changes to the agenda.
- D. Old Business:** There was no old business discussed.
- E. New Business:**
 - Discussion with County Sheriff Ben Wolfinger, Parks & Waterways Director Nick Snyder and the Auditor's office regarding:**
 - 1. Fund 37-shared by Parks & Waterways and the Sheriff's Department**
 - 2. Distribution of Fund 37**
 - 3. Current request from Parks & Waterways for reallocation of Grant Match Funds**

Clerk Jim Brannon distributed the Vessel Fund 37 and the Revenue Budget Worksheet to the Board. Clerk Brannon said Mr. Snyder had requested monies be carried forward into FY2015; the request had not been processed but the monies have been expensed. He suggested the monies come from the General Funds Contingency, or from Fund Balances in Fund 11, 35 or 37. He requested the Board's direction as the Auditor needs to determine what funds to use before other steps are taken.

Chairman Stewart asked about the September 8, 2014 Memorandum from Parks & Waterways Director Nick Snyder asking that \$60,000 in grant match funds be carried forward to FY2015 for the Mowry Shelter Replacement Project. Mr. Snyder explained the process, and said his department had assumed the funds were transferred. Senior Staff Accountant Kimberli Price said only the Latah County match of \$10,000 was in the account, and that it was restricted for the Mowry Shelter use.

Grants Management Office (GMO) Director Jody Bieze said any grant application, whether funded or not, has a process, and that both her office and the Auditor's office should document every step in a paper trail. Ms. Bieze said the GMO helps ensure the appropriate grant matches are in place. She said in this case, the Vessel Fund is utilized by both Parks and Waterways and the Sheriff's Office.

Commissioner Eberlein asked why there were not two separate Vessel Fund accounts. Mr. Snyder said his department and the Sheriff's Office have always split the Vessel Fund money equally. Clerk Brannon said the Auditor's office will be glad to split the funds. However, Sheriff Wolfinger and Mr. Snyder said they would like to keep the fifty-fifty split because it has been working for them. Mr. Snyder noted Vessel Fund dollars are dedicated to use only for boating-related law enforcement and/or boating-related facilities.

After lengthy discussion, Mr. Snyder withdrew his request to repurpose the Mowry Grant match funds, and asked that the \$50,000 be carried forward to FY2016.

Clerk Brannon said the Vessel Fund account needs to be rectified because some funds have been expensed against it by Parks and Waterways. The Board agreed to approve the September 8, 2015 Memorandum from Mr. Snyder asking for carry forward to the FY2015 Budget of \$60,000 that was

approved for the Mowry Shelter Replacement Project and Commissioner Green said a motion does not need to be made. Clerk Brannon agreed to include this carry forward action in the fiscal year-end cleanup of the FY15 budget, so it would apply retroactively.

Clerk Brannon asked Mr. Snyder if in the Parks and Waterways budget request for FY2016 a grant match request for Hauser Boat Launch would be included, and if so, whether Mr. Snyder expected match funds to come out of Funds 35 and 37. Mr. Snyder replied yes to both questions.

Land Acquisition at Black Lake

Commissioner Green said he had received a telephone call regarding someone who wanted to sell real estate at Black Lake. The Board decided to enter into Executive Session *§67-2345(1)(d) to consider records that are exempt from disclosure as provided by law.*

Commissioner Dan Green moved that the Board enter Executive Session pursuant to Idaho Code §67-2345(1)(d) to consider records that are exempt from disclosure as provided by law. Commissioner Eberlein seconded the motion. There being no further discussion, Deputy Clerk Enquist called the roll.

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

The Board entered Executive Session at 11:30 a.m. Parks and Waterways Director Nick Snyder joined the Board in Executive Session.

The Board exited Executive Session with no decision made at 11:46 a.m.

F. Public Comment: This section is reserved for citizens wishing to address the Board regarding a County related issue. There was no public comment.

Chairman Stewart adjourned the meeting at 11:46 a.m.

Respectfully submitted,

JIM BRANNON, CLERK

DAVID STEWART, CHAIRMAN

BY: _____
Mary Enquist, Deputy Clerk
