

Minutes of Meeting
FY 2016 Airport Budget Request Discussion
June 11, 2015
1:30 p.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 Clerk Jim Brannon, Chief Deputy Clerk Pat Raffee, Senior Staff Accountant Kimberli Price, Airport Director Greg Delavan, Deputy Director Phil Cummings, Administrative Secretary Linda Leigh, and Deputy Clerks Theresa Atchley and Meshell Missler.

- A. Call to Order:** Chairman David Stewart called the meeting to order at 1:31 p.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:**
Airport Director Greg Delavan presented and discussed with the Board the Airport's B Budgets (Operating Expenses), C Budget (Capital Expenditures) and New Program requests.

C Budget (Capital Requests)

After some discussion about the new Capital requests the Board agreed to cut \$40,000 for a tractor and defer the decision regarding Land Acquisitions until after the executive session on June 22, 2015.

Commissioner Eberlein moved to tentatively cut \$40,000 new Capital request for a tractor from the Airport FY2016 Budget. Commissioner Green seconded the motion. There being no further discussion. Deputy Clerk Atchley called the roll:

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

B Budget (Operating Expenses)

After further discussion regarding the Airport's Administration, Field Maintenance and Equipment Maintenance B Budgets, the Board agreed to the following amendments:

Administration

- Printing and Copies expenses reduced from \$5,000 to \$2,000
- Other Professional Services reduced from \$6,000 to \$4,000
- Per Diem expenses reduced from \$2,398 to \$1,650
- Airfare and Mileage expenses from \$2,917 to \$1,512
- Lodging expenses from \$4,807 to \$2,619
- Miscellaneous Travel Expenses from \$582 to \$460
- Seminars and Professional Associations from \$8,924 to \$7,215

Field Maintenance

- Non-Capital Equipment \$9,000 – cut
- Road Maintenance reduced from \$12,500 to \$5,000

Equipment Maintenance

- Non-Capital Equipment reduced from \$20,000 to \$5,000

The Board requested the \$5,000 in the Non-Capital Equipment line item be recoded, and that Auditor staff create a new account code entitled Surplus Equipment Acquisition for the Airport’s use.

Commissioner Green moved to tentatively accept the Airport’s proposed FY2016 B Budgets as submitted with the following amendments: to reduce the Administration Printing and Copies to \$2,000, Other Professional Services to \$4,000, Per Diem to \$1,650, Airfare and Mileage to \$1,512, Lodging to \$2,619, Miscellaneous Travel Expenses to \$460 and Seminars and Professional Associations to \$7,215; and to cut the Field Maintenance Non-Capital Equipment expense of \$9,000 and reduce the Road Maintenance expense to \$5,000; and reduce the Equipment Maintenance Non-Capital Equipment expense to \$5,000. Commissioner Eberlein seconded the motion. There being no further discussion. Deputy Clerk Atchley 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. There were no public comments.

Chairman Stewart adjourned the meeting at 3:19 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

DAVID STEWART, CHAIRMAN

BY: _____
Theresa Atchley, Deputy Clerk

BY: _____
Meshell Missler, Deputy Clerk