

**Minutes of Meeting**  
**Fiscal Year 2017 Budget Overview and Discussion**  
**May 9, 2016**  
**9:00 a.m.**

The Kootenai County Board of Commissioners: Chairman Dan Green, Commissioner Marc Eberlein, and Commissioner David Stewart met to discuss the following agenda item. Also present were Clerk Jim Brannon, Chief Deputy Clerk Pat Raffee, Finance Director Dena Darrow, Senior Staff Accountant Kimberli Price, and Deputy Clerk Alicia Lynch.

- A. Call to Order:** Chairman Dan Green called the meeting to order at 9:00 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:**

**Fiscal Year (FY) 2017 Overview**

Clerk Jim Brannon reviewed feedback from last year's budget process and outlined changes made to this year's process. A budget workbook binder was provided to each Commissioner with budget requests and a budget calendar. Attendees discussed a preliminary budget summary, revenue projections, and requests for: A Budget (Personnel), B Budget (Operations), C Budget (Capital), and New Programs.

Commissioner David Stewart requested further data detailing the impact of the Grants Management Office personnel request.

Chairman Green requested a report regarding the gain/loss of interest in County funds.

Chairman Green recessed the meeting at 10:12 a.m.

Chairman Green resumed the meeting at 10:19 a.m.

Clerk Jim Brannon proposed changing grant budgeting procedures. The Board agreed to remove grants from the budget process.

Senior Staff Accountant Kimberli Price discussed the possibility of using restricted fund dollars for expenses covered by statute. Chairman Green said he supported requesting Legal's opinion regarding the Board's ability to appropriate dollars from restricted funds as well as the Justice Fund levy cap.

Commissioner Stewart moved to tentatively deny the following New Program Requests:

- SAN Expansion (FY18/19 Project) \$90,000
- Wireless Upgrade (FY18/19 Project) \$30,000
- Airport Master Plan Update-Grant Match \$29,167
- Harrison Breakwater-Grant Match \$30,800
- District Court Juror Expenses \$31,900

Commissioner Marc Eberlein seconded the motion adding the correction that the Harrison Breakwater-Grant Match was for \$30,000. There being no further discussion, Deputy Clerk Lynch called the roll:

Commissioner Stewart: Aye

Commissioner Eberlein: Aye

Chairman Green: Aye

The motion carried.

Chairman Green requested the Auditor staff send an email to the Department Heads explaining the change to grant procedures and clarify that it did not mean the Board did not support grants. Clerk Brannon agreed to inform the departments of the changes.

- 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 Green adjourned the meeting at 11:26 a.m.

Respectfully submitted,

JIM BRANNON, CLERK

DANIEL H. GREEN, CHAIRMAN

BY: \_\_\_\_\_  
Alicia Lynch, Deputy Clerk

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