

**Minutes of Meeting
Fair Board Monthly Update
November 14, 2016
11:00 a.m.**

The Kootenai County Board of Commissioners: Chairman Dan Green and Commissioner David Stewart met to discuss the following agenda items. Also present were Grants Management Office (GMO) Director Jody Bieze, Finance Director Dena Darrow, Staff Accountant Grants Julina Hildreth, and Deputy Clerk Randi Davis. Also present was Fair Board Chair Gerald Johnson, Assistant General Manager Alexcia Jordan, Board member Karleen Meyer, and Coeur d'Alene Press staff writer Keith Cousins. Commissioner Marc Eberlein was excused.

- A. Call to Order:** Chairman Dan Green called the meeting to order at 11:00 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:**

RV Park Grant

Fair Board Chair Gerald Johnson said Welch-Comer was looking into design options for the proposed RV park that would fit within the Idaho Department of Parks & Recreation grant the Fair had applied for. Chairman Green asked the amount of the grant, and Mr. Johnson confirmed it was approximately \$342,000. Mr. Johnson stated each RV site would have a gravel pad with water and electric. Chairman Green pointed out that the sewage line the RV park would use was currently almost at capacity.

Commissioner David Stewart asked whether the Fair had a business plan or a pro forma showing the projected profitability of the RV park for the Board's review. Mr. Johnson confirmed he did, and said he would email it to the Board. Commissioner Stewart asked whether the Fair would need funds from the County to complete the project, and Mr. Johnson confirmed it would not. Commissioner Stewart stated he would like an agreement to be drafted between the County and the Fair outlining who would receive revenues from the RV park. Mr. Johnson said the Fair anticipated receiving RV park revenues for maintenance and improvements.

Americans with Disabilities Act (ADA) Compliance Projects

Mr. Johnson discussed the ADA compliance projects at the Fair. He said restrooms needed to be remodeled and handicap ramps built. Mr. Johnson stated the Fair had contacted Buildings & Grounds Director Shawn Riley for recommendations on how to proceed with the projects. He said the Fair was going to contact Longwell & Trapp Architects for a design cost estimate. Chairman Green pointed out that the Fair buildings

were the County's responsibility, and encouraged the Fair to come before the Board before entering into a contract.

Audit

Mr. Johnson said the Eide Bailly forensic audit was almost complete. Finance Director Dena Darrow stated there would be an Eide Bailly partner present via webinar at the Fair Audit meeting on November 21, 2016. Mr. Johnson asked where the meeting would be held. Chairman Green said the meeting room would be determined by the amount of attendees. He said he would direct BOCC Administrative Supervisor Nancy Jones to contact the Fair to find out how many attendees the County could expect. Chairman Green stated that the Board has had no input on Eide Bailly's findings.

- 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 11:19 a.m.

Respectfully submitted,

JIM BRANNON, CLERK

DANIEL H. GREEN, CHAIRMAN

BY: _____
Randi Davis, Deputy Clerk
