

City of Kootenai

Special MEETING MINUTES

DATE: July 24, 2019

TIME: 6:00 p.m.

Budget Workshop

Members Present: Mayor Lewis, Councilwoman Bauer, Councilman Schock, Councilman Sundquist. Councilman Macha was not present.

Staff Present: City Clerk/Treasurer, Ronda L. Whittaker, City Engineer, Ryan Luttmann and City Planner, Clare Marley.

Others Present from the Sign-In Sheet: None

A. Budget Workshop

The mayor, council and staff went over and discussed the budget line by line. Line items of special interest and discussion:

Street Fund Revenue/Expense

- **Revenue** – Ronda advised that she had updated the budget worksheet per discussion and proposed revisions from the last workshop.
- **Expenses** – Ryan advised that the culvert and utility expense should be increased as there may be a potential for some development within the City. He also advised that funds be put into a line item for Urban Transportation Plan as there may be a need to contribute toward a grant match. He also stated he had reviewed the City's infrastructure management plan discussed in 2017 and was working on getting costs down for improvements on N. Main Street. He was happy to see that there may be additional future street funds that could help manage the project.

General Revenue/Expense

- **Revenue** – Ronda advised that she had updated the budget worksheet per discussion and proposed revisions from the last workshop.
- **Law Enforcement** – Mayor advised that she had asked the City Administrator for the city of Sandpoint to provide Council with a proposed share law enforcement contract that did not include a School Resource Officer as the City already had funds for School Resource Officers. Ronda advised that she has been advised by the City's Attorney that funds should be increased for code enforcement as Council has been encouraging code enforcement.
- **Planning** – Clare summarized some of the projects that Council has been working on that will continue into the new fiscal year. She advised that the city of Sandpoint was seeking contributions from the "Quad Cities" of Sandpoint, Dover, Kootenai, and Ponderay plus Bonner County to fund a high-resolution fly-over of the area this fall. Council agreed that the use of the information would be beneficial to the City. She advised that the budget set for Planning and mapping would be sufficient.
- **Park Maintenance** – Councilman Schock suggested Council add funds to park materials as the water fountain is outdated.
- **Employee Health Insurance** – Councilwoman Bauer asked if the City's health insurance had increased. Ronda stated that it had increased by 3.66%, but that the budget for health insurance should still be sufficient.

Meeting adjourned at 7:30 p.m.

Submitted by:

Ronda L. Whittaker

City Clerk/Treasurer