

**COMMISSIONERS' MINUTES
KITTTITAS COUNTY, WASHINGTON
COMMISSIONERS AUDITORIUM
SPECIAL MEETING**

WEDNESDAY

10:00 A.M

AUGUST 20, 2008

Board members present: Chairman Mark McClain; Vice-Chairman Alan Crankovich and Commissioner Linda Huber.

Others: Mandy Robinson, Deputy Clerk of the Board; Clay Myers, Undersheriff; Judy Pless, Budget & Finance Manager; Deanna Panattoni, Administrative Assistant-Treasurer's Office; Bob Gubser, Commander; Gene Dana, Sheriff; Steve Panattoni, Patrol Sergeant; Michael Carpenter, Maintenance Director; Susan Musselman, DM Inc; Scott Bowers, DM Inc.

SPECIAL MEETING FINANCIAL STRATEGIC PLANNING COMMISSIONERS

At 10:00 a.m. Commissioner McClain opened a special meeting to discuss Financial Strategic Planning for Kittitas County.

Susan Musselman, provided documents for the Commissioners to review and reviewed an overview of financing process, alternatives and timing. She explained bond terms and what the standard is as well as explaining bond council. She indicated that bond council is the legal council to tell the client what's okay and what's not. She reviewed the importance of a bond underwriter and explained that they are necessary to invest & obtain the bond. She explained that a bond underwriter's job is to buy the package of bonds and then they sell it to counties, cities and other municipalities. She briefly reviewed bond ratings and bond insurance.

Judy Pless, Budget & Finance Manager questioned whether the bonds are a fixed interest rate or variable.

Chairman McClain questioned what Kittitas County was capable of bonding.

Judy Pless, Budget & Finance Manager indicated that the Real Estate Excise Tax (REET) is down right now and it was not forecasted.

Susan Mussleman, questioned the timing and scope the Commissioners had in mind. She explained that as of today there are offers with Key Bank to do an interim six month finance period with a 3% fixed rate or 6% prime. She questioned the Commissioners on the location

of the proposed facility. Chairman McClain indicated that the proposed location was north of the building.

Steve Panattoni, Patrol Sergeant provided a rough idea of a layout for the Mtn. View property if it was purchased. He explained that in the future there would be room at this location if the County grew to have a coroner's office.

Chairman McClain explained his desire to have a good concrete idea in the next few months of what the County needs and can bond for. He indicated that a new building for administrative staff is what we need and we as a County need to come up with ten million dollars. He indicated that roughly around twenty thousand square feet would be needed for the new building.

Susan Mussleman, suggested the Commissioners consider a line of credit possibly as another option to a bond.

Chairman McClain questioned how long it would be before the Board saw a complete proposal.

The Commissioners asked if Judy Pless, Deanna Panattoni and Susan Mussleman would be willing to get a proposal together for the Commissioners within the next three to four weeks. Commissioner Crankovich indicated that if they could meet back in a month even with some place holder figures it would help to get the ball rolling. The Commissioners reviewed what was needed in the proposal for a bond. The Commissioners reviewed an outline of County "needs" starting with a new building which would be new construction; Mtn. View property which would be remodel; remodel the existing Sheriff's admin location for jail cells etc. There was discussion on bringing Lombard Conrad Architects (LCA) back on, as they are familiar with the Jail facility and they have the experience from the previous proposal for the Law & Justice center.

Commissioner Crankovich moved to bring LCA back to draft plans for the Sheriff's Administrative offices to be remodeled for jail cells, not to exceed twenty thousand dollars. Commissioner Huber seconded. Motion carried 3-0.

Commissioner Huber was selected to be the lead on the Mtn. View property. She indicated that she would keep the Board informed with what information she found out as well as keeping the Sheriff's office staff involved in the process.

Meeting adjourned at 11:00 a.m.

KITTITAS COUNTY COMMISSIONERS

DEPUTY CLERK OF THE BOARD

KITTITAS COUNTY, WASHINGTON

Mandy Robinson

Mark McClain, Chairman