Study Sessions Minutes
January 15, 2004
1:30 p.m.
with Judy Pless

Present were Commissioners Max Golladay, Perry Huston, Bruce Coe, Auditor David Bowen and Budget & Finance Manager Judy Pless.

Financial Reports: Judy presented to the Board the sales tax report ending December 31, 2003, showing $1,615,911.01 collected for 2003. The collection of sales tax above 2002 was approximately 9.3%. The preliminary year-end totals for the two law and justice sales taxes as of December 31, 2003 were $193,884.06 for the adult/juvenile facility tax and $1,327,705.72 for the criminal justice sales tax, with $98,549.84 accumulated for the sheriff’s correction staff.

Judy reported that the budget reports were now going to be available on MyKIN. We were no longer going to send out hard copies.

Judy showed the Board a sample of the new budget graphs for 2004 budgets. The new graphs will show an average of the last 3 years expenses and the budget using those expenses.

Signature Authorization - Judy informed the board that on the agenda for January 20th, 2004, Commissioner’s meeting, a resolution would be presented to update the authorized signatures for signing fiscal documents. This resolution will now reflect the position not the employee’s name. The auditor’s office – accounting division will keep the updated signatures on file in their office.

GASB 34 – Judy reported that we are required to report following the GASB 34 requirements. Notices have been sent to all departments requesting information with various deadlines. The Board stated if the departments don’t turn the information in on the specified deadline, to inform the Board and they will contact the department.

Title III funding: David has requested information regarding Title III funding from Catherine Stevenson, USFS. According to the information the Title III funds are to be in a separate fund. Judy will gather all the information and report to the board recommendations for the fund and expenses.

SFG Project update - Judy reported that SFG project has currently come in under budget. The amount of the project was $152,828.40 and payments to date have been $115,584.94 for a difference of $37,243.46. Judy informed the board that Duke will probably be in to request “backup equipment”. Brandon was working on this project and didn’t get it finished before he left employment.

Pool Car – The prosecutor’s office has turned the 1994 Ford Taurus over as a pool car. Judy wanted to know if the board wanted to sell the 1993 Plymouth Acclaim or keep it as an alternative or buy a used 4x4/AWD vehicle. There is $10,000.00 in reserve for the pool car replacement. The board said to have the Acclaim painted and to look at the 4x4/AWD option.

Telephone – Judy reported that Ellensburg Telephone has amended the way they charge the county for phone lines. They are now grouped in lines of 5 lines as one line. The current charges were $2,778.40 per month, and the new charge is $598.00 per month. The difference is now the line charge will show on the main county phone bill, which will be billed to each department along with their scan bill.

Meeting adjourned 2:45 p.m.

Submitted by

Judy Pless

APPROVED
3/9/04