

**KITTITAS COUNTY**  
**FINANCE STUDY SESSION MINUTES**  
**BOCC AUDITORIUM, 205 WEST 5TH - ELLENSBURG**  
**Special Meeting**

<b>THURSDAY</b>	<b>2:00 PM</b>	<b>August 24, 2023</b>
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**Board members present:** Chairman Cory Wright, Vice-Chairman Brett Wachsmith,  
Commissioner Laura Osiadacz

**Staff Present:** Brian Carlson - Finance Director, Bryan Elliott – Auditor,  
Amy Cziske – Treasurer, Greg Zemple – Prosecutor, Mark Cook – Public Works Director,  
Doug Fessler – IT Director, Jeanne Killgore – HR Director, Zane Kinney – Assistant IT Director,  
Chelsey Pedersen – IT Application Developer, Dora Van Epps – Accountant,  
Zack DeHaven – Accountant, Jacob Schroeder – Prosecutor SV Tech,  
Julie Kjorsvik – Clerk of the Board, Debbie Stanavich – Administrative Assistant

**Others:** Ann Linklaeder, Sue Pope, Jerica Pasco, Heidi Behrends Cerniwey, Brad Case

1. **Call to Order:** 2:01 PM
2. **Citizen Comments** - none
3. **Funding Request: City of Ellensburg Fieldhouse, Update**

Mr. Carlson Reviewed the Fieldhouse project scope and funding needs. The Fieldhouse is to replace the Racket Club which was lost due to fire earlier this year. The projected total funding need is 25MM. The City of Ellensburg is requesting 6MM from the County. The County’s Capital Projects fund was identified as a likely place from which the funds could be drawn, Real Estate Excise Tax is the revenue source. Ms. Behrends Cerniwey spoke on behalf of the City of Ellensburg outlining the community demand for the facility. The 6MM dollar contribution from the County was emphasized as a onetime funding request, operations and maintenance would be the sole responsibility of the City of Ellensburg. The proposed location for the facility is Rotary Park. WinCo Foods was proposed as a potential partner to mitigate some of the costs associated with potential access issues.

Commissioner Osiadacz questioned the source of the City of Ellensburg Contribution to the project. Ms. Behrends Cerniwey stated that the 6.5MM the City of Ellensburg is contributing to the project is the total sum of the insurance settlement.

Mr. Case expressed the limitations of the former facility and the new opportunities the proposed facility will provide.

Chairman Wright asked if the City of Ellensburg had considered going out for bond to

fund the project and to what extent. Ms. Pasco articulated the current market is unfavorable for this type of fund seeking.

Commissioners unanimously expressed their interest in the project. Commissioner Osiadacz stated that she is not in favor of the current proposal where the County contributes 6MM to the project. Equity across the County was stressed and a desire to see the City of Ellensburg contribute more.

Mr. Carlson listed four items as next steps prior to future consideration:

1. Review this project amongst the current County project mix.
2. Clarify the outline of funding and milestones.
3. Identify the operations and maintenance plans to ensure protection of County investment.
4. A follow up conversation to ensure equity for county residents using the facility.

#### **4. Funding Request: Boys and Girls Club of the Columbia Basin**

Mr. Carlson introduced the topic of funding a local Boys and Girls Club with remaining ARPA reserves. Ms. Pope articulated the funding need of 200K while stressing the importance of initial community support. The goal is for a long-term program, with a specific Kittitas County chapter. The potential of a grant contribution stemming from Century 21 was voiced. Mr. Carlson noted that there is an exit strategy in place where the funds would be recouped if the project failed to be realized. Chairman Wright stated that he would like to wait for resolution on the grant application prior to a final decision. The board expressed their favor toward the project and would like to discuss further at the September finance study session.

#### **5. 2024 Budget: Preview of Enterprise Technology Fund Proposal**

Mr. Carlson presented a summarized version of a new County wide Enterprise Technology Fund. The current system is distributed across a vast number of accounting lines which can prove difficult to capture quantify and measure. The proposed system of consolidation puts the budgeting in the hands of the subject matter experts offering mad efficiency. Mr. Fessler and Ms. Pedersen offered affirmations for the project highlighting its usefulness and support among IT staff. The Board stated that they have no issues with the project as currently presented.

#### **6. SLFRF Appropriations and Expenditures Report and Discussion**

Mr. Carlson presented an update to the current SLFRF appropriations and expenditures. Data was reviewed and will be revisited ongoing at subsequent meetings. Monies appropriated that remain unspent were highlighted as a topic to be highlighted in the near term.

#### **7. County Wellness Program: Discussion of Funding and Programming**

Mr. Carlson noted many of the changes to staffing, location, and funding of the Wellness program. It was highlighted that the revenue is in fact a County expense disguised by the

process of sending money back forth via 3<sup>rd</sup> party plan administrator, who discontinued this funding convention in early 2023.

The Board expressed that they had directed the funding be resumed on Monday. Mr. Elliot stated that once a budget amendment is approved a fund balance assignment will follow.

**8. YTD Revenue Report**

Mr. Carlson presented a table of the years accumulated revenue to date. Mr. Elliot highlighted his inclination that the sales tax numbers reflect both an increase in inflation and consumer spending. Chairman Wright pointed to a dramatic increase in admissions tax. Ms. Cziske informed the Board that the increase is from a payment received from the golf course. Mr. Carlson highlighted leading economic indicators and the perception that they are unfavorable predictors of the future revenue flows.

**9. Capital and Maintenance Projects Planning and Budgets**

Mr. Carlson presented an update on the status of 2023 project appropriations and expenditures. A new project flow was discussed that will assist in bringing order to the future of the topic. The process will improve visibility spanning years through the project life cycle.

**10. Other Business**

Mr. Schroeder presented an update to a previously approved security camera project. The initial estimate for the project was 8K while the actual expenditure was 17.5K. The board decided to table the discussion for the Monday Administrative meeting.

An Executive session was called at 3:21 PM and the room was cleared with the exception of Chairman Wright, Mr. Zempel, and Mr. Cook.

Meeting adjourned at approximately 3:36 PM

  
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Brian Carlson

KITTITAS COUNTY COMMISSIONERS  
KITTITAS COUNTY, WASHINGTON

  
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Cory Wright, Chairman

APPROVED  
9-5-2023