

**COMMISSIONERS' MINUTES
KITITAS COUNTY, WASHINGTON
KVEC ARMORY
SPECIAL MEETING**

THURSDAY

8:30 A.M.

JUNE 27, 2024

Board members present: Chairman Brett Wachsmith, Vice-Chairman Laura Osiadacz, and Commissioner Cory Wright.

Others in attendance: Mandy Buchholz, Office Administrator-BoCC; Julie Kjorsvik, Clerk of the Board; Brian Carlson, Budget and Finance Director; Zack Dehaven, Budget and Finance Assistant Director; Andrew Yoder, Finance Manager; Jeanne Killgore, HR Director; Bill Davis, Network System Administrator III; Doug Fessler, IT Director; Chelsey Pedersen, Application Developer; Grant Shimada, Administrative Assistant; Kylee Wuesthoff, Finance Officer; Amy Cziske, Treasurer; Mike Hougardy, Assessor; Christy Garcia, Chief Administrator - Assessor; Todd Davis, Noxious Weed Director; Bryan Elliott, Auditor; Erin Moore, Assistant Public Health Director; Tip Hudson, WSU Extension; Chelsey Loeffers, Public Health Administrator; Katie Odiaga, Public Health Accountant; Josh Fredrickson, Public Works Director; Reid Burbank, Finance System Manager - DPW; Chad Bala, CDS Director; Patti Stacey, Facilities Director; Jamey Ayling, Planning Manager; Bradley Gasawski, Planner; Kady Porterfield, KVEC Director; Tasha Potter, Chief Administrator - Public Defense; Eileen Murphy, Public Defense Director; Pat Gigstead, Misdemeanor Probation Director; Lindsey Buntin, Senior Misdemeanor Probation Officer; Maria Gomez - Rios, Legal Process Coordinator; Kara Lesarge, Upper Dist. Court Administrator; Kari Elkins, Office Administrator - Juv. Probation; Katrina Mankus, Juvenile Probation Administrator; Sarah Keith, Superior Court Administrator; Barb Demory, Lower District Court Administrator; Karen Bowen, Clerk; Greg Zempel, Prosecutor; Elishia Harvill, Chief Administrator - Prosecutor; Clay Myers, Sheriff; Nancy Shaff, Chief Administrative Deputy; Steve Panattoni, Jail Superintendent; Chris Whitsett, Inspector; Cori McKean, Chief Deputy Coroner; and two members of the public.

SPECIAL MEETING

BUDGET RETREAT

COMMISSIONERS

At 8:30 a.m. Chairman Wachsmith opened a Special Meeting for the County's Annual Budget Retreat and thanked everyone for attending this year.

Brian Carlson, Budget & Finance Director reviewed the Retreat Agenda and reviewed materials regarding the Planning Cycle, annual call for budget introduction, variations on "do more with less", budget

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mission statement, financial summary and history, budgeting methods, 2025 budget emphasis, & the preliminary 2025 budget.

Kylee Wuesthoff, Finance Officer, reviewed the general fund tax and investment revenue 2023, 2024 property tax levy, historical property tax collections trends & average collections 2017-2024, historical sales tax collection and forecast-regular & optional sales and use tax, tax collections by sector 2023, historical sales tax collection - law & justice related sales tax, total REET collection 2018 - May 2024, local REET collections 2021 to May 2024, general fund investment earnings, pool average & daily balance, county and district funds, & historical rate comparison.

Andrew Yoder, Finance Manager, gave an overview regarding personnel, 2025 preliminary budget, personnel budgeting process, budget books, growth and savings, county personnel, DRIFT method; bargaining units & projected personnel costs.

Zack DeHaven, Assistant Finance Director, gave an overview and reviewed projects for physical asset management, history of deferred maintenance, deferred maintenance cost-curve, generational deficit, balancing desired service level, asset management cycle, collaborative asset management, & budget books & project requests.

Doug Fessler, IT Director, gave an overview of IT challenges faced, solutions they came up with, why they feel these solutions will work and what they need from the County Departments/Offices to complete the work, operational bankruptcy, solutions overview for CAMAS, solutions overview ETF(enterprise technology fund), microsummary, review of old and new mission statement, CAMAS facts; CAMAS working environment; CAMAS solution review; CAMAS shopping review; review of success story with new approach NeoGov; ETF origin, solutions, attributes, 2024 technology expenses, going away, review of success story VoIP Phone invoice and what IT needs help with; ETF project budgeting & projects the CSC will be involved with.

Director Carlson provided closing comments and recapped the preliminary budget process, as a starting point, noting analysis with finance through August; requests to BoCC in October; General Fund 8MM deficit, noting personnel contracts are not included nor are the "orphans".

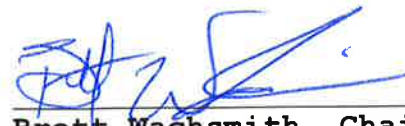
The Board & Bryan Elliott thanked everyone for attending.

The meeting was concluded at 11:02 a.m.

OFFICE ADMINISTRATOR

**KITTITAS COUNTY COMMISSIONERS
KITTITAS COUNTY, WASHINGTON**


Mandy Buchholz


Brett Wachsmith, Chairman