

**KITTITAS COUNTY**  
**FINANCE STUDY SESSION MINUTES**  
**BOCC CONFERENCE ROOM, 205 WEST 5TH ROOM 108 - ELLENSBURG**  
**Regular Meeting**

<b>THURSDAY</b>	<b>1:30 PM</b>	<b>JAN 16, 2025</b>
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**Board members present:** Chairman Laura Osiadacz, Commissioner Brett Wachsmith

**Staff Present:** Bryan Elliott, Auditor, Zack DeHaven, Amy Cziske, Kylee Wuesthoff, Reid Burbank, Josh Fredrickson, Ben Kokjer, Nancy Shaff, Darren Higashiyama, Sue Patterson

**Members of Public:** Lori Nevin, Upper Kittitas Co Senior Center, Cindy McLaughlin, Commissioner Fire District 3, Members of the public

**1. Call to Order: 1:31PM**

**2. Citizen Comments - none**

**3. Upper Kittitas County Senior Center-Annual Report** Lori Nevins (Upper Kittitas County Senior Center) reported on the growth and status of Upper Kittitas County Senior Center. Ms. Nevins stated they had received \$56K in grant funding in 2024. The Senior Center saw a 20% increase in attendance when compared to the previous year. Volunteer hours are equal to 3 full-time employees and are attributed to keeping expenses down.

**4. Request for Funding-Fire District 3 Helipad**

Josh Fredrickson (Public Works) has done initial research regarding access to the helipad. An arial image and several surveys were presented for consideration. To remedy potential access issues the cost range is \$2,000 to \$8,000. Cindy McLaughlin (Commissioner Fire District #3) asked what specifically the \$2,000 to \$8,000 cost represented. Mr. Fredrickson explained that this fee includes information gathering, surveys, and filings to correct the property title.

**Chairman Osiadacz and Commissioner Wachsmith agree to funding of \$50,000 for the maintenance of the helipad and up to \$8,000 to remedy any access issues.**

**5. Project Status and Funding: Upper County EOC**

Staff requested a preliminary approval of a Budget amendment to the Upper County EOC/SAR project in the amount of \$492 K for site prep expenses. This amount has proposed funding using REET 1 revenues, which is consistent with other phases of this project. Commission Wachsmith inquired about the current obligations associated with this revenue stream. Zack DeHaven discussed the REET 1 projects and confirmed that funds are available.

**The Board has given preliminary approval and will formally approve with the quarter one budget amendments.**

**6. Finance Update-Dec 2024**

Zack DeHaven discussed the 2024 year end finances. A report was presented and questions addressed. The year end estimates have been adjusted to reflect the most current data as it continues to come in. The original estimates were a general fund surplus of approximately \$2MM - \$3MM. Data will continue to change through the end of February due to delayed tax revenues and closing tasks.

**7. 2025 Budget in Brief**

Mr. Elliott sought feedback from the Board pertaining to the format of information that is being presented and their preference. The presentation will be made available on the county website for the public. Amy Cziske (Treasurer) would like to see a Town Hall for the purpose of providing tax information to the public.

**8. Central Services Committee-Draft Bylaws**

Mr. Elliott discussed the role of the Central Services Committee. This committee makes no decisions, its role is to provide analysis and discuss resources available for future projects. Commissioner Wachsmith commented on the need for a project manager, and elected officials and department head involvement with this committee.

Bylaws to be reviewed at the next finance study session.

**9. Other Business: NONE**

Meeting adjourned at 2:39 PM

  
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Sue Patterson, Accounting Assistant II

KITTITAS COUNTY COMMISSIONERS  
KITTITAS COUNTY, WASHINGTON

  
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Laura Osiadacz, Chairman