

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

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| THURSDAY | 10:00am | February 27, 2025 |
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Board members present: Chairman Laura Osiadacz, Commissioner Cory Wright & Commissioner Brett Wachsmith

Staff Present: Brian Carlson, Auditors Finance Director, Amy Cziske, Treasurer, Kylee Wuesthoff, Zack DeHaven, Sue Patterson

Others: Pat Kelleher

1. **Call to Order:** 10:00am
2. **Citizen Comments** - none
3. **Upper Kittitas County Recreation Center (Decision)-Funding Request for Feasibility Study**

Mr. Carlson discussed the need for \$30K for a feasibility study for the Upper Kittitas County Recreation Center. Funds will not exceed \$30K and are to be appropriated from the unassigned General Fund.

The Board verbally agrees with this decision.

4. **Finance Study Session (Discussion)- Agenda and Calendar Structure**

Mr. Carlson discussed the need to improve the process of which information is brought to the Board to ensure maximum value of everyone's time.

No action requested

5. **Budget Retreat (Discussion) – Preliminary Discussion**

Mr. Carlson recommends using the April finance Study Session to discuss and plan the annual budget retreat that is scheduled for June 10th this year. Commissioner Wright would like to discuss the Boards priorities for the upcoming year.

No action requested

6. Countywide Financial Update (Discussion)- Review of Draft Policy

Mr. Carlson proposes a set of policies to establish a countywide financial planning function. The four components are to ensure alignment with BOCC on goals, principles and structure.

No action requested

7. Finance Update (discussion)-Preliminary Year End 2024

Mr. Carlson updates the Board with schedules showing countywide expense and revenue figures through the year-end.

No action requested

8. Review of CSC Bylaws (Discussion)

Mr. Carlson reviewed the Central Services Committee bylaws with the Board. The board agreed that more discussion is to be had regarding the structure of the committee and would like to see feedback from the management team.

No action requested

9. Other Business- None

Meeting adjourned at 10:52am



Sue Patterson

Accountant Assistant II

**KITTITAS COUNTY COMMISSIONERS
KITTITAS COUNTY, WASHINGTON**



Laura Osiadacz, Chairman