

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

<b>THURSDAY</b>	<b>1:30 PM</b>	<b>June 22, 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,  
Zack DeHaven – Staff Accountant

1. **Call to Order:** 1:31 PM
2. **Citizen Comments** - none
3. **SLRFR (ARPA and LATCF) Appropriations, Expenditures, Balance Review**

Mr. Carlson offered a brief overview, background, and analysis of current SLRFR funds. Approximately 3.6MM had yet to be appropriated and approximately 6.1MM of appropriated funds are yet to be expended. Timeline for appropriations to be completed is by the end of 2024 and funds are to be expended before the end of 2026.

4. **County Capital Projects Review**

Mr. Carlson presented an update to the projects that were scheduled for 2023 which included several revisions. Commissioners expressed support for the notion that projects conducted on jail facilities will be funded from 1/10 tax revenue jail reserve. Budget savings expected from HVAC project and building lease coming in under projections. Discussion commenced around proposed north parking lot project and its funding source, with consensus that a portion would be funded from the 1/10<sup>th</sup> – Jails Reserve, reflecting Corrections staff and clientele use of that property. The Board directed Mr. Carlson to analyze and establish an appropriate funding allocation between Jails Reserve and ARPA, and to reflect same in the forthcoming budget amendment.

5. **2023 Budget Amendment Preview**

Mr. Carlson presented a list of proposed budget amendments to the Board, which result in an increase to the budgeted deficit from \$8MM to \$8.3MM. Mr. Carlson noted that \$1.5MM of the deficit is ultimately allocated to “jails reserve”, which has accumulated for years and totals approximately \$9MM. All items will be reflected in a Budget

**APPROVED**

7-5-23

Amendment Resolution, which will be presented via public hearing to be scheduled for August 1<sup>st</sup>.

**6. Budget Retreat Agenda**

Mr. Carlson presented the outline for the upcoming budget retreat. Commissioners agreed that a follow up meeting was prudent to further develop select BOCC priorities and talking points. Chairman Wright expressed interest in conveying the importance of succession planning and culture building at the budget retreat.

**7. YTD Tax Revenue Analysis**

Commissioners reviewed a tax revenue report detailing the 1<sup>st</sup> quarter of 2023. Chairman Wright inquired about the composition of the REET collections, noting a slight difference in receipts. Commissioner Osiadacz inquired about select revenues, the timing of remittances, and the omission of certain categories within the report. Finance staff noted this discussion as a basis for continued refinement of these and other reports.

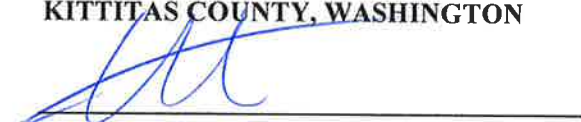
**8. Other Business**

Vice-Chairman Wachsmith proposed an ARPA appropriation of \$35K for the Hearts and Hands grief counselling group. Chairman Wright and Commissioner Osiadacz requested more information on the subject.

Chairman Wright presented a request submitted by the City of Ellensburg for funding to support the construction of a new Field House. The request is approximately 6MM. Board expressed a desire for Mr. Carlson to meet with project managers to gain a better understanding of the project scope and deliverables.

Meeting adjourned at 2:56 PM

  
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Brian Carlson

KITTITAS COUNTY COMMISSIONERS  
KITTITAS COUNTY, WASHINGTON  
  
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Cory Wright, Chairman