

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

<b>FRIDAY</b>	<b>1:30 PM</b>	<b>July 7, 2023</b>
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Board members present: Laura Osiadacz, Cory Wright

Others: Bryan Elliott, Brian Carlson, Amy Cziske, Kylee Wuesthoff

- 1. Call to order: 1:30PM**
- 2. Citizen Comments (1 min. time limit): None**
- 3. Approval of Contract with Can/Am Technologies for "Teller" Software System (\$141,015)**
  - Treasurer Cziske presented an agreement replacing CashTax for consideration and signature, and noted that Auditor and Legal have reviewed the contract.
  - Commissioner Wright requested that subject matter experts are trained in Treasurers Office; Treasurer Cziske agreed.
  - Mr. Carlson noted that this purchase is budgeted both in ARPA fund and in Treasurer's 2023 budget, and recommended booking the expense to the former fund, thereby reducing the 2023 budgeted general fund deficit. There were no objections.
  - Commissioner Osiadacz moved to approve the contract; Commissioner Wright seconded. No discussion. Motion carries (2-0)
- 4. Update re City Ellensburg Request for County Funding for Fieldhouse Project**
  - Mr. Carlson summarized his meeting with Ellensburg City Manager to discuss proposed community fieldhouse, noting that the project is in the very initial phases of development with an estimated \$25 million build and a timeline to complete by the end of 2024. Aggressive timeline is driven by need to make "substantial progress" with new facility within two years of catastrophic loss to access full value of the insurance payout from the ERRC fire. City of Ellensburg is requesting \$6 million from the County with option to pay over the course of several years. The City is still working on a plan for O&M but doesn't have any figures yet.
  - Commissioner Wright asked for clarification regarding status of Federal/State funding had been secured. Mr. Carlson stated that Federal funding of \$7MM is secure, and State funding of \$2MM is pending.
  - The group discussed possible additional funding sources that the city could tap into including Lodging Tax, and REET2, and City bond issuance.
  - Commissioner Osiadacz inquired about access to this facility as well as other facilities such as the City Pool for county residents if the county were to help support this project.

**APPROVED**  
8-15-23

- Mr. Carlson will model scenarios for cash flow to support the project, and related budget impacts. He will also continue to gather more information from the City and get a more detailed proposal.

**5. Follow-up Discussion for 2023/2024 Budget Retreat, BOCC Feedback and Direction, Next Steps**

- Mr. Carlson discussed the Intent of the Budget Retreat was to get County leadership on the same page around a common set of high-altitude facts and assumptions, and noted there could be a greater focus on individual department/division priorities in the future. He also requested feedback on how the Budget Retreat can be improved.
- Auditor Elliott: Agreed that a common set of facts is important and that should continue to be a part of future retreats. There are also other models to consider such as a portion of the retreat focused on priorities, and county wide analysis informed by high level facts, assumptions, and projections. Then a separate portion dedicated to individual department/division priorities. The Auditors Office will be sending out a survey to all participants for additional feedback.
- Treasurer Cziske: Also agreed with the importance of developing a common understanding for the whole county budget among Department Heads and Elected Officials. Interested in ways to foster more engagement.
- Commissioner Osiadacz: Thought that the high-level understanding was good but that there was also a lot of technical information that could have been targeted to the right audience. Maybe this information could be presented in trainings that occur either during, or outside of the Budget Retreat.
- Commissioner Wright discussed the possibility of a more targeted audience for future Budget Retreats.

**6. Other Business:**

- **Next Finance Study Session Topics:**
  - Fieldhouse Update
  - Year-End 2023 Forecast
  - Capital Plan Budget Impacts
  - ARPA Update/Planning


**7. Concluded: 2:40PM**



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**Brian Carlson**

**KITTITAS COUNTY COMMISSIONERS  
KITTITAS COUNTY, WASHINGTON**



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**Cory Wright, Chairman**