

**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>April 18, 2024</b>
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**Board members present:** Chairman Brett Wachsmith, Commissioner Cory Wright

**Staff Present:** Brian Carlson, Finance Director, Amy Cziske, Treasurer, Patti Stacey, Kady Porterfield, Kylee Wuesthoff, Reid Burbank, Zack DeHaven, Sue Patterson

**Others:** Terry Larue, Mike Stern & Lori Nevin (Webex)

1. **Call to Order:** 1:30PM
2. **Citizen Comments** - none
3. **ARPA Grant Award Contract: Clymer Museum**

A request was submitted by the Clymer Museum for \$ 50K for the design cost for elevator and 2<sup>nd</sup> floor renovation. The museum has engaged with Marc Brown Architecture & Design to complete the work.

Commissioner Wright moved to approve the funds for the Clymer Museum and Chairman Wachsmith seconded the motion and the motion passed.

4. **Upper Kittitas Putnam Senior Center- Discussion on Contract Renewal, Terms & Funding**

Lori Nevin from the Senior Center gave an overview of the Centers Financial Summary with 2023 Income and 2023 Expenses. Lori Nevins explained the need to increase the 2024 budget by 60K due to a rise in expenses, this does not included capital projects. Chairman Wachsmith inquired as to the nature if any of contribution by the local municipalities, the cities of Cle Elum and Roslyn. Currently they have not partnered with the Senior Center, but opportunities are being explored. Commissioner Wright outlined potential areas to assess current revenue and potential adjustments to fee structuring that would result in a decreased need for external funding.

APPROVED

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

Upper County EOC is in Phase 1 of design and site preparation expected to cost \$ 3.5 MM, Phase 2 is projected at an additional \$ 2MM. A grant has currently been secured in the amount of \$ 1.2MM and a second has been applied for \$ 4MM. In the absence of additional funding, a shortfall of 1.9MM is projected in order to get the project to threshold completion for occupancy. Discussion of other internal funding sources was had, including Capital Improvement Fund (Reet 1), 3/10<sup>th</sup> Tax/fund, 1/10<sup>th</sup> Criminal Justice fund and lastly ARPA funding.

## **6. Project Status & Funding: Rodeo Arena Improvements**

Mr. Carlson discusses funding scenarios for the Rodeo Arena Improvements. The project is expected to cost approximately \$15.75 MM with a current shortfall of \$6MM. The Prosecutor's office has declared that Lodging Tax Funds are eligible for this project. Chairman Wachsmith wants to make sure the Lodging Tax RCW states that the funds can be used towards the Rodeo Arena. Kady Porterfield's understanding is that the Large Capital project funding through the Lodging Tax Committee is not available until the Strategic Plan is completed with the Chamber of Commerce. Commissioner Wright would like a meeting with the BOCC and LTAC to discuss further. In addition Commissioner Wright would like to bring this topic to the next COG meeting.

## **7. Kittitas County Labor Market Data**

Mr. Carlson presented material from the Employment Security Department. Unemployment rates in Kittitas County have risen one percent between February 2023 and February 2024. Discussion was had.

## **8. Budget Retreat: Continuation of Discussion about Structure and Topic**

Mr. Carlson stated that this years Budget Retreat will be a ½ day meeting; 3 hours before lunch. The plan is to have pro-forma 2025 budget completed before the retreat. A proposed Fall Budget hearing will be comprised of 7 half-day meetings.

**9. Other Business:**

Commissioner Wright raised the topic of the Short-Term Rental Software invoice that had been circulating. He stated this should be paid by Lodging tax funds and a desire to run this by Commissioner Osiadacz who is the Chairman of the Lodging tax committee. A meeting with the committee will be had prior to payment.

Meeting adjourned at 2:45 PM



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**Brian Carlson**

**KITTITAS COUNTY COMMISSIONERS  
KITTITAS COUNTY, WASHINGTON**



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**Brett Wachsmith, Chairman**