

**COMMISSIONERS' MINUTES  
KITITITAS COUNTY, WASHINGTON  
COMMISSIONERS' CONFERENCE ROOM  
SPECIAL MEETING**

**THURSDAY**

**1:30 PM**

**APRIL 16, 2009**

Board members present: Chairman Alan Crankovich; Vice-Chairman Paul Jewell, Commissioner Mark McClain.

Others present: Catherine Dunn, Deputy Clerk of the Board; Judy Pless, Budget and Finance Manager; Jerry Pettit, Auditor.

**SPECIAL MEETING**

**FINANCE MEETING**

**AUDITOR**

Chairman Crankovich opened the special meeting at 1:30 p.m. Judy Pless, Budget and Finance Manager explained that the March Sales Tax Revenues are down \$206,000 over previous year's collection. She explained the graphs that are located on CAMAS show the expense and revenues for 2008 and 2009. She explained the Law and Justice Funds and said that the .3 Sales Tax has a \$434,000 balance.

Judy Pless, Budget and Finance manager explained the Budget Amendment process and what was needed to institute the budget as suggested by the Management Team. She noted that the Budget Reports by department are also on CAMAS.

Commissioner McClain asked about the EMS budget in view of the recent Declaration of Emergency. Judy Pless explained that this budget will be amended to include the FEMA payments for emergency work.

There are two departments that are down at this time. Human Resources is 64% down due to use of the labor attorney and Information Services is always down at this time of year because of software license renewals being purchased at the first of the year.

Vice Chairman Jewell submitted an updated Communication Plan which does not include mandates from State or Federal sources.

There was a discussion of the voucher and budget process and the possibility of moving the Budget function from the Auditor's office to another venue.

Commissioner McClain moved to task Vice-Chairman Jewell with working together with the Auditor's office to determine whether the budget function should be moved and what it would look like. Vice-Chairman Jewell seconded. The motion passed, 3-0.

Meeting adjourned at approximately 2:45 p.m.

**DEPUTY CLERK OF THE BOARD**

**KITTITAS COUNTY COMMISSIONERS  
KITTITAS COUNTY, WASHINGTON**

---

Catherine Dunn

---

Alan Crankovich, Chairman