

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

MONDAY

4:00 P.M.

JULY 13, 2009

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

Others: Catherine Dunn, Deputy Clerk of the Board.

SPECIAL MEETING

BUDGET RETREAT

COMMISSIONERS

At 4:00 p.m. Chairman Crankovich opened a special meeting to discuss the budget retreat to be held July 23, 2009 by reading an email from Judy Pless, Budget and Finance Officer, outlining what she thought should be included at the retreat.

Commissioner McClain said he wanted to focus on where the County is going. He thought the Pierce County resolution was great.

Chairman Crankovich noted that Community Development Services had previously funded other County departments, and that funding is no longer available due to reduced revenues.

A discussion took place of the Board's Policies and Priorities including: Policies

- The Board did not want to raise taxes.
- The Board wished to have a fund balance strategy of maintaining 10% of the general fund expense budget that won't be used.
- The Board will not entertain FTE requests without a known, dedicated funding source.
- Vacancy savings can only be spent with Board approval.
- The Board will only consider zero-based budgeting. The statutorily required items considered first, the items supporting the statutorily required items and lastly, other programs.

Priorities

- Capital Facilities remain the Board's goal.
- Investing in long term efficiencies is a priority.

- Essential public safety (Law Enforcement, Fire Marshal, CDS, DPW, etc.)
- Maintaining staffing levels while keeping efficiencies.

Chairman Crankovich said that the impacts of the CDS budget should be discussed. Other departments should be aware that some positions were staffed with CDS funds while their revenues were high and they have kept those positions while CDS has been decimated. Vice-Chairman Jewell asked if he was talking about layoffs. Chairman Crankovich said he just wanted Department Heads and Elected Officials to be aware. For instance, at least one Deputy Prosecutor position is being funded because of CDS activity.

Commissioner McClain suggested starting off with Board Priorities and then state the Policies. He asked what the goal of the retreat was? Chairman Crankovich said it was to get a message across. Commissioner McClain agreed, saying the Board did not need to hear wish lists. He would like to hear reverse wish lists - how the departments can save money.

Vice-Chairman Jewell asked if this should be the time for a discussion of a County financial department. The Board discussed a proposed Budget, Finance and Purchasing Department.

Chairman Crankovich said that the Departments will want to discuss the Armory and the Board will let them know they won't deal with that subject.

Vice-Chairman Jewell said the Board can give good marching orders for moving forward and the Board's goals for this budget season. He said to tell them this is a different Budget Retreat than any before, while giving them the Goals and Policies, have a discussion of cost saving measures, then hamburgers for lunch and be done.

Chairman Crankovich said that mid-year financial reports need to be given and compensation and benefits need to be addressed.

Commissioner McClain suggested looking at committee memberships. He also said that a part of the Chairman's opening remarks could be the accomplishments of the year for the County.

It was decided that Vice-Chairman Jewell would do the first draft of a letter to go out to Department Heads and Elected Officials under the Chairman's signature.

The meeting was adjourned at 5:06 p.m.

DEPUTY CLERK OF THE BOARD

Catherine Dunn

KITTITAS COUNTY COMMISSIONERS
KITTITAS COUNTY, WASHINGTON

Alan Crankovich, Chairman