

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

THURSDAY

9:00 AM

OCTOBER 31, 2013

Board members present: Chairman Obie O'Brien, Vice Chairman Paul Jewell, and Commissioner Gary Berndt

Others: Judy Pless, Budget and Finance Manager; Interim Director Community Development Services, Kirk Holmes; Planning Official, Doc Hanson; Administrative Assistant for Community Development Services Mandy Weed; Information Services Director Jim Goeben; Human Resource Director, Lisa Young; and Facilities Director, Matt Anderson

SPECIAL MEETING

COMMISSIONERS

Community Development Services (CDS)

Planning Official Doc Hanson presented the Planning side of the CDS 2014 Preliminary Budget. Hanson explained the request for new personnel. He also updated the Board on the Critical Areas Ordinance and the Shoreline Master Plan both anticipated to be completed in 2014.

Interim Director Kirk Holmes presented the Building side of the CDS 2014 Preliminary Budget. Holmes discussed the Building revenues and suggested we contract with a consultant to calculate the fees. The Board approved to start the process in January 2014 to do an RFQ for a consultant to do the costing of services. Holmes also discussed the purchase of new vehicles, furniture and file cabinets.

Information Technology

Director Jim Goeben presented his 2014 Preliminary Budget. Goeben discussed the computer rotation moving it to replacement every four (4) years.

Human Resource

Director Lisa Young presented her 2014 Preliminary Budget.

Young stated she included 2% wage increase in her budget and is requesting a label printer. Young also discussed the Civil Service testing process.

Facilities Maintenance

Director Matt Anderson presented his 2014 Preliminary Budget. Anderson is requesting a full time position which would be split half for maintenance and half for fairgrounds. Anderson stated he created cleaning standards to his staff, stating he has too much real estate to keep clean with the current staff. The utilities budget has been reduced due to the new energy savings that was part of the Department Enterprise Services grant. Anderson brought up the suggestion of separating the Event Center and Facilities Maintenance; he would like to start the conversation with the Board.

The meeting was adjourned at 11:50 am.

KITTITAS COUNTY
COMMISSIONERS
KITTITAS COUNTY, WASHINGTON



Judy Pless



Obie O'Brien, Chairman