

**KITTITAS COUNTY  
BOARD OF COMMISSIONERS  
COMMISSIONERS AUDITORIUM  
SPECIAL MEETING**

**FRIDAY**

**10:00 A.M.**

**AUGUST 8, 2014**

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

Others: Mandy Buchholz, Deputy Clerk of the Board; Judy Pless, Budget and Finance Manager; Deanna Panattoni, Treasurer; Doc Hansen, Planning Official; Jerry Pettit, Auditor & the FCS Group; Peter Moy, Principal.

**SPECIAL MEETING**

**FCS GROUP**

**COMMISSIONERS**

At 10:00 a.m. Chairman Jewell opened a Special Meeting to receive a presentation from the FCS Group in response to the RFQ that Kittitas County advertised for regarding a Kittitas County Cost Analysis Determination.

Chairman Jewell explained what the County was looking for. He explained that the Contractor shall determine the permit/fee for the building and planning departments. He stated that it shall include but not be limited to, consideration of costs incurred in the Department for permits/fees and the revenues generated and that the Contractor shall develop a costing model for the Department to utilize and update annually to determine the correct cost for developing the rate for the permit/fees. He stated that the costing model should be available for use and implemented within other County departments. He noted that each of the Board members has a copy of the proposal submitted to the County for them to refer to throughout the presentation.

Mr. Moy Provided copies of the Power Point presentation. He gave an overview of the FCS Group background, project team, firm qualifications, approach, task plan and schedule, cost recovery analysis, cost recovery policy issues and why the County should select the FCS Group team and their experience.

There was roundtable Q&A with County Staff and the FCS Group. The Board questioned the cost of the proposal noting the considerable difference in the two proposals the County received in response to the RFQ.

**2014-08-08 MINUTES**

**APPROVED**  
**8-19-14**

The Board thanked Mr. Moy for his presentation and excused him in order to allow County Staff time to debrief. The County Auditor's Staff was tasked with doing reference checks/follow up, noting they would re-group the following week to select a consultant.

The meeting was adjourned at 11:20 a.m.

**DEPUTY CLERK OF THE BOARD**

  
Mandy Buchholz

**KITTITAS COUNTY COMMISSIONERS  
KITTITAS COUNTY, WASHINGTON**

  
Chairman Paul Jewell