
Others present were City Manager Barkley; Finance Director Carpenter; Budget and Accounting Supervisor Snider; Library Director Kline; Children’s Librarian Yaba; Office Specialist Wampler; Parks & Recreation Director Case; Senior Center Coordinator LaCroix; Deputy Clerk Keno and approximately 24 members of the audience.

The purpose of the special session is to receive presentations from groups requesting funding for various community programs in 2005 as well as review the 2005 preliminary budgets for the Library and Hal Holmes Center, and Parks and Recreation Department.

COMMUNITY FUNDED PROGRAMS

Council heard from the following community groups requesting funding for programs in 2005:

Yakima River Clean-Up – No representative present. Request for continued funding of $500 for the refreshments and a barbecue provided for the community volunteers that participate in the 33rd annual Yakima River Clean-Up in 2005. The 2005 preliminary budget includes $500 in funding for this request.

Hope Source (formerly Kittitas County Action Council) – Request for continued funding of the Para-Transit Program. Hope Source is requesting at least $21,500 for 2005 in order to continue funding of the transportation system and allow operation at the current levels of service without cutting any runs. Hope Source wants to expand aggressively in several areas and work toward providing transportation for individuals to get to their jobs on a 24-hour, seven day a week schedule. Currently, the agency is not able to serve the 8-5 time slot for the number of individuals who need rides. The additional $8,000 requested would help with a match to buy more vans. Without the additional funding, Hope Source would only be able to pay 70% of the van cost. In answer to Council inquiry, state funds are not matching funds. The 2005 preliminary budget proposes $13,500—the same level of funding as 2004.

Central Washington Disability Resources (CWDR) – Request for continued in kind support of its therapeutic and recreational swim program at Kittitas Valley Memorial Pool. The 2005 budgeted amount is $6,500—the same as 2004. The money is granted out and paid back.

Kittitas County Substance Abuse Program a/k/a Alcohol Dependency and Drug Services (ADDS) – Request for additional funding over and above the state-mandated 2% of liquor sales and profits
returned to the City by the State. The 2005 preliminary budget proposes $7,000 of support.

Youth Services of Kittitas County – Request for funding in the amount of $5,000 for Work-Study and Mentor Program funding, and other programs and opportunities provided to youth and families. The 2005 preliminary budget includes $4,000 in funding for this request which is the same as the 2004 budgeted amount.

Arts Commission – The Arts Commission is requesting a total of $15,500 for their 2005 budget. This request is $6,500 more than that budgeted the past two years. The additional funding is requested for the Arts Newsletter and the First Friday Artwalk. A handout showing the breakdown of the Commission’s budget was distributed. The Commission is requesting $3,230 (34%) of the $6,500 be funded by Lodging Tax funds with the balance of $3,270 coming from the General Fund. The additional costs this year are attributable to the expiration of two grants from the Artist’s Trust and numerous requests to colorize the front cover of the newsletter. In answer to Council inquiry, the grants are not renewable and were start-up grants only. The Lodging Tax Advisory Committee has not considered the partial funding request.

Children’s Activity Museum - Request for continued support of “After School Adventures” and “First Friday Evening Free” programs totaling $8,500. This is a $400 increase over the 2004 budgeted amount due to an increase in costs, minimum wage and attendance. The 2005 preliminary budget proposes $8,100 of support.

Downtown – City Manager Barkley advised Council’s $50,000 appropriation to the Ellensburg Downtown Association will not be made by the end of 2004. Therefore, no funds are budgeted for this item in the 2005 preliminary budget.

Domestic Violence – Sexual Assault Interviewer Position – Request for continued partial funding for the sexual assault interviewer position housed in the Kittitas County Prosecutor’s Office. The City’s contribution to this funding is $4,523.19. The 2005 preliminary budget includes $5,000 in funding for this position. The position is funded by State shared revenues.

Council will discuss these requests at its November 15, 2004 meeting during the public hearing on the first reading of the budget.

LIBRARY

In 2004 Council approved funding for additional staff hours to keep the Library open longer hours during the week. The funding for these additional hours is not included in the 2005 preliminary budget. Several factors will affect how much money the City will have for funding: 1) health insurance premium costs for 2005 remain unknown at this time; 2) the cost of funding the state retirement system has gone up significantly next year—approximately $70,000; and 3) sales tax performance.

Library Director Kline distributed materials detailing statistics on library and computer usage from
April through September for the years 2000-2002 and 2004. Statistics are not provided for 2003 due to
the library expansion project. The library has seen a significant increase in patron computer usage.

Goals for the Library, Hal Holmes Center and library parking at 2nd and Pine Streets were reviewed. Not all of
these goals are achieved in the preliminary budget; the Library requests funding for these goals as funds
become available.

Expenditures from the Library Construction Fund budget in 2005 are zero in anticipation of the final payout
on the expansion and renovation project being made by the end of 2004. The construction punch list is taking
a long time to complete; however, staff is hopeful the final payout will be made by the end of the year.

Library capital project requests unfunded in the 2005 preliminary budget include $361,500 for the parking lot at 2nd and Pine Streets and $25,000 for half of a two year program to add RFID tags to the library collection to ease collection processing. Goals for the Library Trust Fund in 2005 were reviewed. Expenditures for 2005 are budgeted at $15,250. The 2005 budget for the Holmes Memorial Trust Fund is $100,000 and reflects the balance of the funds remaining from the 2004 authorization by the Holmes trustee for the expansion and renovation project work. The Director expects to spend this balance in 2005. The ending market value of the Trust Fund as of May, 2004 was $492,755.

PARKS AND RECREATION DEPARTMENT

Parks and Recreation Director Case distributed a handout detailing the 2005 Preliminary Budget for his Department. The Department operates with 11 full time employees, 75 seasonal part-time laborers at Memorial Pool and the Racquet Center and two Americorp placements for the Youth and Adult Activity Centers as well as numerous volunteers. Council reviewed an Expenditures Analysis for the Department. The budget assumes continued levels of service at all facilities and parks. Projected 2005 expenditures are $1,381,494—an approximate increase of 3.5% over 2004. Projected 2005 revenues are $325,585. Total administrative costs are $143,311.

In 2005 expenditures in Recreation Services are budgeted at $56,955 and revenues are budgeted at $31,235—an approximate 55% recovery rate. This budget supports a variety of part-time staff and contracted professional services to support the programs and activities being offered. Expenditures for Training for professional staff development are budgeted at $2,000 for 2005—a $1,000 increase over 2004. Swimming Pool revenues are budgeted at $164,130 and expenditures are budgeted at $339,849.

Expenditures at the Youth & Community Center are budgeted at $82,353. This budget supports one full-time Youth Program Coordinator and agency match for two Americorp placements for program support. The Center utilizes significant volunteer staff for program and facility supervision. Expenditures at the Tennis/Recreation Center are budgeted at $112,834. This budget supports 1 full-time center coordinator/teaching professional, plus various part-time positions.
Park Maintenance expenditures are budgeted at $532,788. This Division will continue to experience infrastructure maintenance issues as new City facilities are developed. The work force is maintaining 200 plus acres and will be taking on maintenance of the new City Hall grounds as well as the new downtown restroom. This Division will have a hard time keeping up with West Ellensburg Park as soccer fields are developed.

Projected 2005 revenues from the Adult Activity Center (formerly Senior Center) are $50,470; projected expenditures are $111,404. The Adult Activity Center program has seen the most growth within the Department as a result of a growing senior population and energized staff getting more people through the door. While growth is great this creates the additional problem of not having the staff to support recreational opportunities. In the future additional staff who can provide recreational skills to complement staff already on board will be needed. Over the course of the last nine months a total of 27 programs have been developed and added to the Adult Activity Center.

Expenditures from the Park Acquisition & Development Fund total $100,000. Proposed projects include: 1) reallocation of unexpended funds from this Fund in 2003 and 2004 for lighting at the two new softball fields at West Ellensburg Park ($50,000); 2) low-maintenance landscaping improvements to select areas of West Ellensburg Park ($20,000); 3) initial development components for the Off-Leash Dog Park ($15,000); and 4) development of a downtown pocket park at 300 North Main Street ($15,000).

Six capital projects totaling $49,000 are budgeted for 2005. These projects include: 1) a submersible pump for vacuuming City Pool ($4,000); 2) four sets of portable bleachers for West Ellensburg Park ($5,500); 3) a JD Gator utility vehicle for the Parks Maintenance Division ($7,000); 4) new fitness room equipment for the City Pool ($20,000); 5) lounge seating for the Adult Activity Center ($5,000); and 6) a re-seal of the roof at the Racquet and Recreation Center ($7,500).

In answer to Council inquiry, staff’s prioritization for staffing needs for this Department would be: 1) an additional laborer for the Parks Maintenance Division; 2) additional help at the Youth & Community Center; and 3) additional help at the Adult Activity Center.

Council took comments from audience members. Council expressed interest in seeing preliminary numbers for insulating the Racquet Center building. Staff will prepare a list of items that came up during the budget process for Council’s consideration at the next meeting.

ADJOURN Adjourn at 9:35 p.m. Carlson

Affirmed

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Mayor
ATTEST: ______________________________________

City Clerk