ROLL CALL was answered by Councilmembers Bassett, Carlson, Collins, Lillquist, Perrie, O’Brien and Mayor Barry.

Others present were City Manager Barkley; Finance Director Carpenter; Budget and Accounting Supervisor Snider; Library Director Kline; Children’s Librarian Yaba; Adult Services and Internal Operations Librarian Desoer; Parks & Recreation Director Case; Senior Center Coordinator LaCroix; Youth Center Coordinator Spence; Parks Foreperson Demory; Deputy Clerk Keno and approximately 22 members of the audience.

The purpose of the special session is to receive presentations from groups requesting funding for various community programs in 2006 as well as review the 2006 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 2006:

Yakima River Clean-Up – Request for continued funding of $700 for the refreshments and a barbeque provided for the community volunteers that participate in the 34th annual Yakima River Clean-Up in 2006. The 2005 preliminary budget includes $700 in funding for this request.

Arts Commission – The Arts Commission is requesting a total of $12,700 for their 2006 budget. This request is $3,700 more than that budgeted in 2005. The additional funding is requested for new Art Walk flags and the printing of new Art Walk brochures. The Commission is expanding the Art Walk program and trying to cover things they have wanted to do before. They will be funding the Arts Newsletter with $6,000 of their budget.

Children’s Activity Museum - Request for continued support of “After School Adventures” and “First Friday Evening Free” programs totaling $10,000. This is a $1,500 increase over the 2005 budgeted amount due to an increase in costs, minimum wage and attendance. The “First Friday Evening Free” program continues to grow and the attendance numbers require additional staffing. The Museum continues to offer scholarships to students unable to afford the fees; the programs have been expanded to include Damman School and outlying areas. The 2006 preliminary budget proposes $8,100 of support.

Hope Source (formerly Kittitas County Action Council) – Request for continued funding of the Transit Program. Hope Source is experiencing a tremendous demand for transportation services. At present,
Hope Source is able to transport the public on a 24 hour, by reservation method only. Hope Source would also like to extend hours to include the ability to transport people both before and after the normal work hours of 8:00 a.m. to 5:00 p.m. It has lost some grant funding from the State (approximately $100,000 in the next biennium) and is trying to make up that funding loss while committing to all of the community’s transportation needs. The City’s support provides match money for monies received from the State. While no specific amount is requested for 2006, the organization does not to go lower than the 2005 level of funding. The 2006 preliminary budget proposes $13,500—the same level of funding as 2005.

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 $5,564 of support.

Sexual Assault—Investigator Skills – 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 2006 preliminary budget includes $5,000 in funding for this position. The position is funded by State shared revenues.

Central Washington Disability Resources (CWDR) – Request for continued in kind support of its therapeutic and recreational swim program at Kittitas Valley Memorial Pool. The 2006 budgeted amount is $6,500—the same as 2005. The money is granted out and paid back.

Youth Services of Kittitas County – Request for funding in the amount of $4,000 for Work-Study and Mentor Program funding, and other programs and opportunities provided to youth and families. The 2006 preliminary budget includes $4,000 in funding for this request which is the same as the 2005 budgeted amount.

Ellensburg Downtown Association – Request for same level of support as 2005 ($50,000) as a partner to strengthen the business community through the Main Street philosophy. The City’s help now makes us more secure in the future. In 2005 the Association accomplished 501(c)(3) status to solicit funds from other sources. The 2006 preliminary budget proposes $50,000 of support.

Council will discuss these requests and make any adjustments to them at its December 5, 2005 meeting during the public hearing on the first reading of the budget.

LIBRARY

Library Director Kline distributed materials on the Library, Library Trust Fund, Hal Holmes Center and summer reading program. Actions impacting the Library’s 2005 budget were reviewed, including Council creation of a new Adult Services and Internal Operations Librarian position.

Statistics detailing library and computer usage from January through December for the years 2000-2002 and 2004-2005 were reviewed. Statistics are not provided for 2003 due to the library expansion...
project. Staff anticipates a 19% increase in the number of items checked out in 2005; door count statistics and computer sign ups continue to increase. Revenues from the Hal Holmes Center will significantly increase in 2006. The Director and Holmes Center Office Manager are developing a proposal for Council consideration in the near future for Holmes Center staff to manage meeting rooms in City Hall and the Fire Department, with new rates and an increase in current rental rates in the Holmes Center.

Goals for the Library, Hal Holmes Center and library parking at 2nd and Pine Streets were reviewed.

Library capital project requests unfunded in the 2006 preliminary budget include $347,500-$361,500 for development of the parking lot at 2nd and Pine Streets and $50,000 for a two year program to add RFID tags to the library collection to ease collection processing. The 2006 budget does include $3,500 from the Hal Holmes Trust Fund for an architect to prepare a project plan for the future parking lot. This expenditure from the Fund will require approval from the Hal Holmes Trustee as well as Council.

The 2006 Library Materials budget is $76,500. The book collection is beginning to show its age; funds in this line item are insufficient to keep up with the need to purchase newer items to keep the collection current. An additional $1,500 (2% increase) is requested for 2006 to purchase items for the collection. Another unfunded request is to increase the Office Specialist position from 18 hours per week to a full time benefited position at an additional cost of $22,611.

Goals for the Library Trust Fund in 2006 were reviewed. Expenditures for 2006 are budgeted at $13,000. The $50,000 bequest from the Marguerite Gustafson estate will be set aside to accumulate interest. The 2006 budget for the Holmes Memorial Trust Fund is $10,000

The ending market value of the Holmes Memorial Trust Fund as of August 31, 2005 was $533,611.71.

PARKS AND RECREATION DEPARTMENT

Parks and Recreation Director Case distributed a handout detailing the 2006 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 operations at existing levels of service at all facilities and parks. Projected 2006 expenditures are $1,553,295 against projected 2006 revenues of $364,952. The Department’s expenditures are broken down as follows: 1) Parks Maintenance Division - $600,000; 2) Tennis/Recreation Center - $117,000; 3) Swimming Pool - $407,000; 4) Adult Activity Center - $123,000; 5) Youth & Community Center - $85,000; 6) Administration - $152,000; and 7) Recreation Services - $64,000.

Projected 2006 revenues from the Adult Activity Center are $61,802; projected expenditures are $122,818—a 50% recovery rate. The scope of services at the Center has expanded over the past two
years to include the daily hot meal program and Meals on Wheels. Senior adults comprise 30% of our County’s population.

In 2006 expenditures in Recreation Services are budgeted at $64,000 and revenues are budgeted at $43,000. 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 $2,500 for 2006—a $500 increase over 2005. Swimming Pool revenues are budgeted at $182,900—a 9% increase—due to new exercise equipment, new hot tubs, reorganization of staff, and additional programming. Through mid-October of this year the pool has had close to 50,000 participations. Expenditures for 2006 are budgeted at $407,282.

Expenditures at the Youth & Community Center are budgeted at $84,989. 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. The average monthly attendance at the Center in 2005 is 1,480 youth. Expenditures at the Tennis/Recreation Center are budgeted at $116,963. Revenues are projected at $72,000. This budget supports 1 full-time center coordinator/teaching professional, plus various part-time positions. Utilization of this facility is very weather dependent with increased participation during the winter months. Council will receive additional information on those participation levels shortly. This facility is operating at a 62% rate of recovery.

Park Maintenance expenditures are budgeted at $603,002. This Division maintains 200+ acres of improved parks and playfields plus City right-of-way areas, irrigation and sprinkler maintenance for the same. The Division also maintains the Central Business District Beautification program, street tree maintenance, skate park, roller hockey court, building landscaping, snow removal, special event hauling, graffiti removal/vandalism, and picnic shelter rental clean up/preparation. A new scope of services for this Division includes the West Ellensburg Park expansion including an additional estimated 17 acres of turf and youth baseball complex. The special event hauling is taxing staff at its busiest time of the year; more help for this Division is needed and has been requested every budget year for the last five years. Council briefly discussed the possibility of cost reimbursement for special event hauling. In the future, staff anticipates requesting funding for a staff position to run the tournaments scheduled at West Ellensburg Park to capture some of the economic benefit these events bring to the community. At this time the City charges a nominal fee to use the Park.

Total expenditures in the Park Acquisition & Development Fund are budgeted at $296,985. Proposed 2006 projects from this Fund include: 1) $25,000.00 for Alder Street Park property development; 2) $156,985 for West Ellensburg Park Soccer Fields; 3) $50,000 for West Ellensburg Park Landscaping; 4) $15,000 for Off Leash Dog Park development; and 5) $50,000 for West Ellensburg Park Softball Field Lighting. The Park Impact Fee balance is $209,553, with $103,940 of those fees earned in 2005.

Four capital projects totaling $15,000 are budgeted for 2006. These projects include: 1) a shade shelter and glass doors at the Adult Activity Center ($3,000); 2) bird deterrent netting ($4,000) and
security cameras ($3,000) at the City Pool; and 3) replacement games room equipment ($5,000) at the Youth Center.

Personnel requests for the Department include: 1) $7,680 for a recreational leader (16 hours per week) at the Adult Activity Center; 2) $3,000 for additional summer help at the Youth Center to minimize the use of volunteers; and 3) $35,956 for part-time staff employee hours at the City Pool. Options for additional staffing in the Parks Maintenance Division include: 1) $22,000 for an additional laborer position (beginning of April-end of October); 2) $28,000 to add a second laborer position + one additional (total of 4) student laborer; and 3) $39,000 + benefits to add one full-time park maintenance technician.

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

City Manager Barkley discussed handouts detailing revenues into and expenditures from the Park Acquisition and Development Fund from 1992 to the present.

**ADJOURN** Adjourn at 9:10 p.m. Carlson

Affirmed

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Mayor

ATTEST: ________________________________

City Clerk