

MINUTES

BOARD OF BENTON COUNTY COMMISSIONERS

Special Board Meeting
Wednesday, January 21, 2009, 8:00 am.
Commissioners' Conference Room
Benton County Justice Center
Kennewick, WA

Present: Chairman Max E. Benitz, Jr. Chairman
Commissioner Leo Bowman
Commissioner James Beaver
County Administrator David Sparks
Clerk of the Board Cami McKenzie

Benton County Employees Present During All or a Portion of the Meeting: Deputy Administrator Loretta Smith Kelty; Adam Fyall, Community Development Coordinator; Finance Manager Linda Ivey; Public Works Director Ross Dunfee; DPA Ryan Brown; Auditor Bobbie Gagner; Deputy Auditor Brenda Chilton; Central Services Manager Randy Reid; Keith Mercer, Sheriff's Office; District Court Administrator Jacki Lahtinen; Clerk Josie Delvin; Treasurer Duane Davidson; Personnel Manager Melina Wenner; GIS Manager Mary Phillips; District Court Judge Bob Ingvalson; Facilities Manager Roy Rogers.

Workshop – 2009 Commissioner Priorities

Budget Policy

The Board continued its discussion on the budget policy. Mr. Sparks said his research indicated that Counties start biennial budgets on odd years so the Board could begin in 2011-2012. The Board was in agreement with that concept.

The Board then reviewed the proposed budget policy. Chairman Benitz also suggested the words "County Administrator" be substituted for "department head" under the "Preliminary Budget" section. The Board agreed this could be discussed at a later time since it would also affect the Human Services and Public Works Department.

There was a discussion regarding eliminating the time allowed for the department heads at the budget hearing workshops. Commissioner Beaver said he was hopeful that he would receive information throughout the year outside the budget hearing in a regular or workshop session. The Board agreed.

Mr. Sparks said that final budget adoption was not required by November 30 as indicated in the policy. The Board agreed it wanted to keep November 30 as a self-imposed requirement.

The Board agreed to change the beginning fund balance for the Park Development Fund and Fairgrounds Operating and Maintenance Fund at a cap of \$500,000, keeping in the language “may” to allow for flexibility. Additionally, it was requested to include language to allow unanticipated and/or excess revenue to accelerate bond payments. The Board also agreed to the other proposed changes in the policy.

Central Services Replacement Fund

Randy Reid submitted proposed changes to the policy for the Central Services Computer Replacement Fund. The Board agreed to the changes.

Capital Facilities Plan

Mr. Sparks presented the proposed 2009-2014 Capital Facilities Plan for approval. The Board discussed lengthening the plan beyond six-years and including long-range visions for the County. The Board agreed to move the following items from Commissioners to Economic Development projects: PNNL Research Campus, Biofuel Project, and Port of Benton.

Commissioner Beaver requested Mr. Sparks send a letter to the Elected Officials for a list of their 10-15 year capital needs and the Board agreed.

Duane Davidson discussed possible use of the vacated offices at the Annex. He said originally it seemed that Juvenile had the greatest need at the annex, however, it was determined it would not be an efficient move so she was no longer interested. Mr. Davidson said he was increasingly concerned about the security for the large amount of cash flow in his office and if he occupied the space for his office with a few changes, felt it would be more secure. Josie Delvin could then move her four Juvenile employees and files into the Treasurer’s office, which would more convenient for Clerk and Juvenile staff.

Commissioner Benitz said he was ready to address the Justice Center Expansion and Courthouse renovation by approving one line drawings and cost estimates.

The Board agreed that Mr. Sparks could present the 2009-2014 Capital Facilities Plan (with suggested changes) for adoption, send a letter to the elected officials requesting a list of their long-term capital needs, and proceed ahead on implementation of space needs.

Commissioner Bowman discussed his desire to add the animal control facility to the current Capital Facilities Plan because he wanted to address the issue in 2009.

The Board agreed to postpone the discussion on Economic Development until the next workshop.

The Board scheduled another workshop for 8:30 a.m. on Thursday, January 29, 2009 to discuss Economic Development and Office of Public Defense.

The meeting adjourned at approximately 10:00 a.m.

Clerk of the Board

Chairman