

**JEFFERSON COUNTY
BOARD OF COUNTY COMMISSIONERS**

AGENDA REQUEST

TO: Board of County Commissioners

FROM: Adiel McKnight, Executive Assistant

DATE: September 19, 2022

SUBJECT: RESOLUTION NO. re: HEARING NOTICE: Third Quarter 2022 Budget Appropriations/Extensions; Various County Departments; Hearing scheduled for Monday, October 3, 2022 at 10:30 a.m. in the Commissioners Chambers

STATEMENT OF ISSUE:

Various County Departments have requested increases to their 2022 budget. Per RCW 36.40.140 the BOCC must hold a public hearing regarding the proposed budget changes. This agenda item is to approve the public notice only; the individual changes will be reviewed at the public hearing.

ANALYSIS:

These budget changes are intended to improve the cost effectiveness and efficiency of the requesting departments. The Hearing Notice will be published in the Port Townsend Leader on September 21 and September 28, 2022.

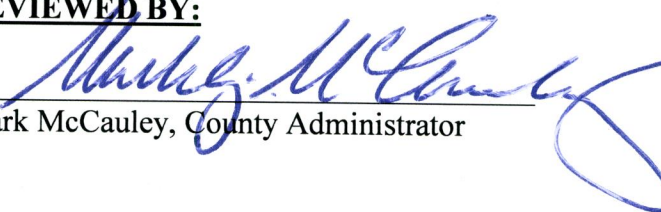
FISCAL IMPACT:

Provided in Resolution.

RECOMMENDATION:

Approve resolution to publish a notice for the hearing set for October 3, 2022 at 10:30 a.m. in the Commissioners Chambers. NOTE: This is a Hybrid meeting: Virtual and In-Person Attendance. To view this meeting live go to www.co.jefferson.wa.us Follow the links under "Quick Links: Videos of Meetings: Today." In addition, written testimony is also invited beginning on September 21, 2022 and ending on October 3, 2022 at the end of the Public Hearing, unless extended by the Board of County Commissioners. Written public testimony may be submitted by **Email to:** jeffbocc@co.jefferson.wa.us; or by **Mail to:** Jefferson County Commissioners' Office; PO Box 1220, Port Townsend, WA 98368.

REVIEWED BY:


Mark McCauley, County Administrator

9/13/22
Date

STATE OF WASHINGTON

Jefferson County

IN THE MATTER OF A HEARING NOTICE
FOR THIRD QUARTER 2022
PROPOSED SUPPLEMENTAL BUDGET
APPROPRIATIONS/EXTENSIONS FOR
VARIOUS COUNTY FUNDS

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RESOLUTION NO.

WHEREAS, various Jefferson County departments have made requests for supplemental budget appropriations/extensions for their 2022 budgets; and

WHEREAS, the increased spending in such requests are funded by additional sources which were not anticipated at the time of preparing said budgets; and such sources include unanticipated revenue received from fees, or grants from the State and Federal government, or proceeds from the sale of bonds, or budgeted but unexpended monies from the prior budget year; and

WHEREAS, it appears to the Board of County Commissioners that a need exists that could not have been foreseen or contemplated at the time of preparing the budgets for 2022. The following identified revenue and expenditure amounts are to be added to the various Funds. Expenditure amounts in excess of revenues listed shall be appropriated from the unencumbered balances and represent an extension of the Fund budgets listed:

		<u>Revenue</u>	<u>Expenditure</u>		<u>Net</u>
Fund	Fund Name	(-)	One-Time	On-Going	Budget Impact
General Fund					
001-050	Clerk	148,684	188,684		40,000
001-068	Community Services		7,669		7,669
001-080	District Court	48,200	48,200		-
001-180	Sheriff	54,497	54,497		-
001-250	Treasurer			6,001	6,001
Total General Fund		\$ 251,381	\$ 299,050	\$ 6,001	\$ 53,670
Other Funds					
105	Auditor's O&M	4,400	4,400		-
108	Cooperative Extension		4,459		4,459
109	Noxious Weed		1,000		1,000
127	Public Health	114,048	292,113		178,065
143	Community Development	117,299	117,299		-
147	Federal Forest Title III		100,000		100,000
149	Homeless Housing		23,078		23,078
174	Parks & Recreation		44,114		44,114
304	HJC Jump!		235,000		235,000
401	Solid Waste		143,500		143,500
403	Solid Waste Equip Reserve		400		400
505	Employee Benefit Reserve		220,170		220,170
506	Information Services	21,400	21,400		-
Total Other Funds		\$ 257,147	\$ 1,206,933	\$ -	\$ 949,786
Total Q3 Appropriation		508,528	1,505,983	6,001	\$ 1,003,456

NOW, THEREFORE, BE IT RESOLVED, that supplemental budget appropriations/extensions be considered for the above noted funds.

BE IT FURTHER RESOLVED, that a public hearing be held on the extensions and that said hearing be held in the County Commissioners' Chambers, located at the Jefferson Courthouse, 1820 Jefferson Street, Port Townsend Washington, **on the 3rd day of October 2022, at 10:30 a.m.**, and that notice of said hearing be published in the official newspaper of Jefferson County, and that at said hearing any interested person may appear virtually or in-person and be heard for or against the extensions. You will need to join the meeting by 10:30 a.m. using the following methods: **VIRTUALLY:** Via the following Zoom, link: <https://zoom.us/j/93777841705>, **PHONE:** Dial 1-253-215-8782 and enter access code: 937-7784-1705# and press *9 to "raise your hand" to be called upon. Access for the hearing impaired can be accommodated using Washington Relay Service at 1-800-833-6384, or **IN-PERSON:** Please note that seating capacity may be limited to 50%.

To view documents or watch this meeting live with no participation, go to www.co.jefferson.wa.us Follow the links under "*Quick Links: Videos of Meetings: Today.*" If you experience difficulties joining the meeting or viewing documents please call 360-385-9100 to report any issues.

In addition, written testimony is also invited beginning on September 21, 2022 and ending on October 3, 2022 at the end of the Public Hearing, unless extended by the Board of County Commissioners. Written public testimony may be submitted by **Email to:** jeffbocc@co.jefferson.wa.us You may view testimony received by clicking here: www.co.jefferson.wa.us – Services – Laserfiche Web Portal – Board of County Commissioners – BOCC Agenda Packets – 2022 Weekly Agenda Items – 10 October 2022 -100322

You can also **Mail** your testimony to: Jefferson County Commissioners' Office; P.O. Box 1220, Port Townsend, WA 98368. Written testimony must be received by the Board of County Commissioners by the end of the hearing testimony period.

APPROVED this 19th day of September, 2022.

SEAL:

JEFFERSON COUNTY
BOARD OF COMMISSIONERS

ATTEST:

Heidi Eisenhour, Chair

Greg Brotherton, Member

Carolyn Gallaway, CMC
Clerk of the Board

Kate Dean, Member

2022 Supplemental Appropriations for Other Funds

Fund/Dept	Description	Revenue		Expense	
		One-time	Ongoing	One-time	Ongoing
	2022 Final Budget Adds/Changes				
105 Auditor's O&M	Transfer from 1-261	130,219	38,027	130,219	38,027
109 WSU	Transfer from 302	1,827	25,000	1,827	25,000
127 Health	Transfer from 1-261	45,000	109,474	45,000	109,474
128 Water Quality	Transfer from 1-261	19,000		19,000	
143 DCD	Transfer from 1-261	5,000		5,000	
174 Parks & Recreation 302 Capital Improvement	Transfer to 127			19,000	
	Total 2022 Final Budget Adds/Changes	201,046	172,501	220,046	172,501
	1st Quarter	One-time	Ongoing	One-time	Ongoing
103 Elections Cares Act	Secretary of State State Archives Salaries & Benefits Master Gardener Salaries & Benefits			2	
105 Auditor's O&M	Operating Transfers - Operating Expenditures			37,000	
108 WSU	Transfer to Health - Staff Retreat Salaries & Benefits Transfer from 123 - Professional Services Operating Transfers from 1-261	2,787		9,240	38,697
109 Noxious Weed	Salaries & Benefits Mental Health Services - Schools			2,787	
123 Grants Mgmt	Salaries & Benefits OlyCAP 7th & Hendricks	34,000		8,238	10,291
127 Health	Habitat Fairgrounds			45,550	
	Other Expenditures (1590 Revenue)			7,500	
	Bayside Housing OlyCAP Pfeiffer House			511,649	
	Salaries & Benefits Operating Transfer 01-261 Salaries & Benefits Salaries & Benefits	7,500		7,500	
128 Water Quality	Treasurer Financial Fees Operating Transfer	313,764			
131 Chemical Dependency	127 Salaries & Benefits			85,139	
143 DCD	EDC Team Jefferson Salaries & Benefits			61,418	
148 Affordable Housing	Treasurer Financial Fees Treasurer Financial Fees Salaries & Benefits Salaries & Benefits			87,669	102,135
				400,000	
				27,000	
				6,000	
				600,000	
149 Homeless Housing		(28,000)		28,000	
				13,505	
174 Parks & Recreation		(74,469)		(89,026)	26,558
175 Parks Improvement				705	
180 Roads				332,124	
181 Emergency Road Reserve				25	
302 CIP					
304 HJC Jump Playground				370	
306 Public Infrastructure				26,530	
401 Solid Waste				81,974	
402 SW Post Closure				50	
403 SW Equip Reserve				200	

405 Tri Area Sewer					10,289
501 ER&R				33,665	57,044
Total 1st Quarter		255,582	-	2,324,814	245,014
	2nd Quarter	One-time	Ongoing	One-time	Ongoing
107 Boating Safety	Motor Replacement			54,633	
108 Coop Ext	Lease Increase				2,861
	Brinnon Youth Services				11,386
	Salaries & Benefits				3,070
123 Grants Mgmt	WA Dept of Commerce Grant	215,548		215,548	
Fund/Dept	Description	Revenue		Expense	
		One-time	Ongoing	One-time	Ongoing
147 Federal Forest	Treasurer Fees			15	
180 Roads	Operating Trensver 01-261	(131,445)			
302 Capital Imp				248,679	
506 Info Services		248,679		248,679	
Total 2nd Quarter		332,782	-	767,554	17,317
	3rd Quarter	One-time	Ongoing	One-time	Ongoing
105 Auditor's O&M	State Archives Recording Records	4,400	4400	4,400	
		67,093			
		46,955			
		99,989			
		17,310			
		21,400			
108 WSU Ext	Salaries & Benefits - Admin Lead Overlap,			4,459	
	Training				
109 Noxious Weed	Training			1,000	
127 Public Health	OSS Repair-Abatement Cost Share &		67093	85,967	
	Expenditures				
	Grant Revenue		46955		
	Operating, Advertising, Prof Svcs,			151,475	
	Memberships				
	Energov			54,671	
143 Community Dev	Grant Revenue		99989		
	Building Permits		17310		
	Professional Svcs - FCAAP, SEA Level			115,299	
	Rise, Supplies				
	Postage			2,000	
147 Federal Forest III	Fire Prevention			100,000	
149 Homeless Housing	Bayside Shelter Grant Expenditures			23,078	
174 Parks & Rec	Capital Outlay			10,515	
	Prof Services, Repair/Maint, Supplies,			33,599	
	Utilities				
302 Capital Improvement	Transfer to IS		21,400		
304 HJC Jump	Improvements			235,000	
401 Solid Waste	Prof Services, Supplies, Fees			143,500	

403	Solid Waste Equip Reserve	Treasurer Financial Svc Fees		400	
505	Employee Benefit Reserve	Post Employment Payouts		220,170	
506	Information Services	GEMS Upgrade		21,400	
Total 3rd Quarter			257,147	-	1,206,933
Total 2022 Supplemental Requests - Other Funds		1,046,557	172,501	4,519,347	434,832

2022 Supplemental Appropriations for the General Fund

Fund/Dept	Description	Revenue		Expense	
		One-time	Ongoing	One-time	Ongoing
	2022 Final Budget Adds/Changes				
1-010 Assessor					
1-020 Auditor	Salaries & Benefits				33,727
	WA DOL Distribution		105,357		
1-021 Elections	Postage				25,000
	Equipment Replacement			55,246	
1-062 Civil Service					2,000
1-067 EOC	Salaries & Benefits		28,354		106,354
1-110 Juvenile Services	Salaries & Benefits				9,833
	Parent to Parent		14,000		
	Professional Services				2,000
	Supplies				2,167
1-150 Prosecutor	Salaries & Benefits				5,711
1-151 Coroner	Autopsies		8,516		13,984
1-180 Sheriff	Salaries & Benefits			30,000	69,382
1-240 Superior Court					
1-250 Treasurer	Salaries & Benefits				76,345
1-261 Operating Transfers	Auditor O&M			130,219	
	WSU			1,827	38,027
	Health			45,000	
	Water Quality			5,000	
	Parks & Recreation				109,474
	DCD				25,000
	Total 2022 Final Budget Adds/Changes	-	156,227	267,292	519,004
	1st Quarter	One-time	Ongoing	One-time	Ongoing
1-010 Assessor	Salaries & Benefits			52,703	51,120
1-020 Auditor	Salaries & Benefits			29,825	100,192
1-021 Elections	Salaries & Benefits			11,237	17,799
1-050 Clerk	Salaries & Benefits			26,111	29,777
	Grant - Blake Reimbursement	45,300		45,300	
1-059 CA	Salaries & Benefits			18,898	58,531
1-060 BOCC	Salaries & Benefits			29,483	14,156
1-067 EOC	Salaries & Benefits			7,349	17,669
1-068 Community Service	EDC Team Jefferson			14,460	
1-080 District Court	Salaries & Benefits			33,918	69,679
	Mental Health & Trial Court Transfer	84			
1-110 Juvenile Services	Salaries & Benefits			41,968	47,600
	Mental Health Transfer - Substance Abuse	14,890			
1-150 Prosecutor	Salaries & Benefits			66,875	40,678
1-180 Sheriff	Salaries & Benefits			30,306	153,653
	Grant s - Navigator & RSAT	167,908		167,908	
1-240 Superior Court	Salaries & Benefits	(2,061)		5,741	6,808
	Mental Health & Trial Court Transfer				

1-250 Treasurer		Salaries & Benefits			18,157	42,585
1-261		Operating Transfer to 174			20,446	26,558
		Operating Transfer to 109			4,500	
1-270 Non-Dept		Operating Transfer to 127				313,764
		Public Defense			114,830	
	Total 1st Quarter		226,121	-	740,015	990,569
Fund/Dept	Description	Revenue		Expense		
		One-time	Ongoing	One-time	Ongoing	
	2nd Quarter	One-time	Ongoing	One-time	Ongoing	
1- Auditor	Salaries & Benefits				16,000	
020					135,000	
1- Elections	Voter ID Cards			16,189		
021						
1- Community	WA Dept of Commerce Grant	6,000				
068						
1- Service						
1- Prosecuting Atty	Salaries & Benefits			75,612		
150						
1- Treasurer	PILT	238,808				
250						
1- Operating Xfers	Roads - Secure Rural Schools			(57,556)		
261						
1- Non Departmental	Courthouse Security					
270						
	Total 2nd Quarter	244,808	-	34,245	151,000	
	3rd Quarter	One-time	Ongoing	One-time	Ongoing	
1-050 Clerk	Blake Reimbursement Grant Revenue & Expense	148,684		148,684		
1-068 Community	Operating Expense - Microfilm Costs			40,000		
Services	Contracts - OlyCAP, Fairgrounds			7,669		
1-080 District Court	AOC Reimbursement -DC Audio & Visual Upgrade	48,200		48,200		
1-180 Sheriff	Navigator Grant & Expenditure	54,497		54,497		
1-250 Treasurer	Reinstate Clerk Hire Position					6,001
	Total 3rd Quarter	251,381	-	299,050	6,001	
	Total 2022 Supplemental Requests - GF	722,310	156,227	1,340,602	1,666,574	

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Request for Budget Appropriation/Extension and Amendment

SEP 01 2022

Department/Fund Name: CLERK / RUTH GORDON

Budget Year: 2022 Quarter: 3RD

Revenue: A revenue source (i.e. grant, new fee) has been received which was not approved in the annual budget. Therefore, I request an appropriation and budget extension in the amount reflected below:

Fund #	Org #	Revenue Obj #	Description	Current Budget	One-time Appropriation	On-going Appropriation	Amended Budget
001	CL33401	334121	BLAKE DECISION LFO REIMBURSEMENT GRANT	\$ 45,299.57	\$ 148,684.00		\$ 193,983.57
							\$ 0.00
							\$ 0.00
							\$ 0.00
TOTAL REVENUE:				\$ 45,299.57	\$ 148,684.00	\$ 0.00	\$ 193,983.57

FROM: If the revenue source is being transferred from another county fund, identify the information for the fund providing the revenue.

Fund #	Org #	Expenditure Obj #	Description				
							\$ 0.00

Expenditure: After a thorough examination of my current budget it appears that the amount allocated is insufficient to pay necessary expenses for this year. Therefore, I request an appropriation and budget extension in the amount reflected below:

OTHER FUNDS (Non General Fund): Is there enough Fund Balance to cover this additional expenditure? ☒ Yes ☐ No

Fund #	Org #	Expenditure Obj #	Description	Current Budget	One-time Appropriation	On-going Appropriation	Amended Budget
001	CL58500	490585	BLAKE DECISION LFO REIMBURSEMENT	\$ 45,299.57	\$ 148,684.00		\$ 193,983.57
							\$ 0.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
TOTAL EXPENDITURE:				\$ 45,299.57	\$ 148,684.00	\$ 0.00	\$ 193,983.57

TO: If the expenditure is providing a revenue source to another county fund, identify the receiving fund information.

Fund #	Org #	Revenue Obj #	Description				
							\$ 0.00

Reason for budget appropriation:

Pursuant to a budget proviso passed by the Legislature earlier this year, the Administrative Office of the Courts (AOC) has earmarked an additional \$148,684.00 to reimburse Jefferson County for refunding Legal Financial Obligations paid by defendants unconstitutionally convicted of drug possession in Washington State. These funds will be available to be claimed from the AOC for LFO refunds advanced by the County prior to June 30, 2023. I ask that this additional spending authority be credited to the Clerk's LFO refund budget line.

Contract IAA 22172 finalized 8/15/22.

Submitted by (Elected Official/Department Head):

Ruth Gordon

Date: August 31, 2022

[Signature]

Request for Budget Appropriation/Extension and Amendment

SEP 01 2022

Department/Fund Name: CLERK / RUTH GORDON

JEFFERSON COUNTY
COMMISSIONERS

Budget Year:

2022

Quarter:

3RD

Revenue: A revenue source (i.e. grant, new fee) has been received which was not approved in the annual budget. Therefore, I request an appropriation and budget extension in the amount reflected below:

Fund #	Org #	Revenue Obj #	Description	Current Budget	One-time Appropriation	On-going Appropriation	Amended Budget
							\$ 0.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
TOTAL REVENUE:				\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

FROM: If the revenue source is being transferred from another county fund, identify the information for the fund providing the revenue.

Fund #	Org #	Expenditure Obj #	Description				
							\$ 0.00

Expenditure: After a thorough examination of my current budget it appears that the amount allocated is insufficient to pay necessary expenses for this year. Therefore, I request an appropriation and budget extension in the amount reflected below:

OTHER FUNDS (Non General Fund): Is there enough Fund Balance to cover this additional expenditure? ☐ Yes ☒ No

Fund #	Org #	Expenditure Obj #	Description	Current Budget	One-time Appropriation	On-going Appropriation	Amended Budget
001	CL51230	310000	Office and Operating Expenses	\$ 6,181.00	\$ 40,000.00		\$ 46,181.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
TOTAL EXPENDITURE:				\$ 6,181.00	\$ 40,000.00	\$ 0.00	\$ 46,181.00

TO: If the expenditure is providing a revenue source to another county fund, identify the receiving fund information.

Fund #	Org #	Revenue Obj #	Description				
							\$ 0.00

Reason for budget appropriation:

Superior Court records from the 1990's going back to territorial days are maintained by the clerk in 526 microfilm rolls which are cumbersome to access and which degrade over time, becoming unusable eventually. Due to the need to identify drug conviction cases from 1970 to the present, the AOC has agreed to pay for digital conversion of 111 relevant rolls of film. Therefore the County has recently entered into a digital conversion contract with MODUS Technology, Inc. MODUS has agreed to amend the contract as necessary to convert all the microfilm in the clerk's office. The rates in this contract are significantly below another bid received, and slightly more than the first quote received from MODUS. This would be a

Submitted by (Elected Official/Department Head):

Date: September 1, 2022



OFFICE OF THE JEFFERSON COUNTY CLERK

Ruth Gordon

P.O. Box 1220

Port Townsend, WA 98368

360-385-9128

To: The Board of County Commissioners
From: Ruth Gordon, Jefferson County Clerk
Date: September 6, 2022
In Re: Statement in Support of Supplemental Budget Request
Amount: \$40,000.00

Superior Court records from the 1990's going back to territorial days are maintained by the clerk in 526 microfilm rolls which are cumbersome to access and which degrade over time, becoming unusable eventually.

Due to the need to identify drug conviction cases from 1970 to the present, the Administrative Office of the Courts has agreed to pay for digital conversion of 111 relevant rolls of film. Pursuant to this opportunity the County has recently entered into a digital conversion contract with MODUS Technology, Inc..

MODUS has agreed to amend the contract as necessary to convert all the microfilm in the clerk's office. The rates in this contract are significantly below another bid received, and slightly more than the first quote received from MODUS. This would be a cost-effective opportunity to preserve these permanent records.

We could also stop paying an annual licensing fee of \$2000 for our microfilm viewer. I am boldly asking for an appropriation from the General Fund to accomplish this task. Thanks for your consideration.

Ruth Gordon

Jefferson County Clerk

Budget
cc: Case File

Reason for Budget Appropriation

Superior Court records from the 1990's going back to territorial days are maintained by the clerk in 526 microfilm rolls which are cumbersome to access and which degrade over time, becoming unusable eventually. Due to the need to identify drug conviction cases from 1970 to the present, the AOC has agreed to pay for digital conversion of 111 relevant rolls of film. Therefore the County has recently entered into a digital conversion contract with MODUS Technology, Inc. MODUS has agreed to amend the contract as necessary to convert all the microfilm in the clerk's office. The rates in this contract are significantly below another bid received, and slightly more than the first quote received from MODUS. This would be a cost-effective opportunity to preserve these permanent records. We could also stop paying an annual licensing fee of \$2000 for our microfilm viewer. I am boldly asking for an appropriation from the General Fund to accomplish this task. Thanks for your consideration.

Request for Budget Appropriation/Extension and Amendment

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Department/Fund Name: COMMUNITY SERVICES - FUND 068

SEP 06 2022

Budget Year: 2022 Quarter: 3RD

Revenue: A revenue source (i.e. grant, new fee) has been received which was not approved in the annual budget. Therefore, I request an appropriation and budget extension in the amount reflected below:

Fund #	Org #	Revenue Obj #	Description	Current Budget	One-time Appropriation	On-going Appropriation	Amended Budget
							\$ 0.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
TOTAL REVENUE:				\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

FROM: If the revenue source is being transferred from another county fund, identify the information for the fund providing the revenue.

Fund #	Org #	Expenditure Obj #	Description	Current Budget	One-time Appropriation	On-going Appropriation	Amended Budget
							\$ 0.00

Expenditure: After a thorough examination of my current budget it appears that the amount allocated is insufficient to pay necessary expenses for this year. Therefore, I request an appropriation and budget extension in the amount reflected below:

OTHER FUNDS (Non General Fund): Is there enough Fund Balance to cover this additional expenditure? ☐ Yes ☐ No

Fund #	Org #	Expenditure Obj #	Description	Current Budget	One-time Appropriation	On-going Appropriation	Amended Budget
068	CS57550	490115	OLYCAP COMMUNITY CENTERS	\$ 162,002.00	\$ 6,445.00		\$ 168,447.00
068	CS57550	490132	JEFFERSON COUNTY FAIRGROUNDS	\$ 9,704.00	\$ 1,223.27		\$ 10,927.27
							\$ 0.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
TOTAL EXPENDITURE:				\$ 171,706.00	\$ 7,668.27	\$ 0.00	\$ 179,374.27

TO: If the expenditure is providing a revenue source to another county fund, identify the receiving fund information.

Fund #	Org #	Revenue Obj #	Description	Current Budget	One-time Appropriation	On-going Appropriation	Amended Budget
							\$ 0.00

Reason for budget appropriation:

OLYCAP 2022 CONTRACT AMOUNT IS \$168,447.00.

JEFFERSON COUNTY FAIRGROUNDS 2022 CONTRACT AMOUNT IS \$10,927.27

A BUDGET APPROPRIATION IS NEEDED TO FULFILL THE COUNTY'S OBLIGATION OF BOTH CONTRACTS

Submitted by (Elected Official/Department Head):

Date:

9/5/22

RECEIVED

SEP 09 2022

JEFFERSON COUNTY
COMMISSIONERS

Reset

Request for Budget Appropriation/Extension and Amendment

Department/Fund Name: 001-080 General Fund / District Court Budget Year: 2022 Quarter: 3rd

Revenue: A revenue source (i.e. grant, new fee) has been received which was not approved in the annual budget. Therefore, I request an appropriation and budget extension in the amount reflected below:

Fund #	Org #	Revenue Obj #	Description	Current Budget	One-time Appropriation	On-going Appropriation	Amended Budget
080	new	new	inter-agency reimbursement agreement	\$ 0.00	\$ 48,200.00		\$ 48,200.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
TOTAL REVENUE:				\$ 0.00	\$ 48,200.00	\$ 0.00	\$ 48,200.00

FROM: If the revenue source is being transferred from another county fund, identify the information for the fund providing the revenue.

Fund #	Org #	Expenditure Obj #	Description	Current Budget	One-time Appropriation	On-going Appropriation	Amended Budget
							\$ 0.00

Expenditure: After a thorough examination of my current budget it appears that the amount allocated is insufficient to pay necessary expenses for this year. Therefore, I request an appropriation and budget extension in the amount reflected below:

OTHER FUNDS (Non General Fund): Is there enough Fund Balance to cover this additional expenditure? ☐ Yes ☐ No

Fund #	Org #	Expenditure Obj #	Description	Current Budget	One-time Appropriation	On-going Appropriation	Amended Budget
080	DC51240	310000	office and operating supplies		\$ 48,200.00		\$ 48,200.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
TOTAL EXPENDITURE:				\$ 0.00	\$ 48,200.00	\$ 0.00	\$ 48,200.00

TO: If the expenditure is providing a revenue source to another county fund, identify the receiving fund information.

Fund #	Org #	Revenue Obj #	Description	Current Budget	One-time Appropriation	On-going Appropriation	Amended Budget
	new						\$ 0.00

Reason for budget appropriation:

Inter-agency Reimbursement Agreement IAA23926 between Washington State Administrative Office of the Courts and Jefferson County District Court for the reimbursement of upgrading and enhancing the District Court audio and visual system. This \$48,200 grant is reimburse the costs of the new contract for services between JAVS and District Court that will forthcoming in the 3rd and 4th quarter of 2022. IAA23926 has been awarded and is in the review stage for signatures by the county. AOC has already signed off on the grant.

Submitted by (Elected Official/Department Head):

May Walters

Date: 9/9/2022

[Handwritten mark]

INTERAGENCY REIMBURSEMENT AGREEMENT IAA23926
BETWEEN
WASHINGTON STATE ADMINISTRATIVE OFFICE OF THE COURTS
AND
Jefferson County District Court

THIS REIMBURSEMENT AGREEMENT (Agreement) is entered into by and between the Administrative Office of the Courts (AOC) and Jefferson County District Court (Court), for the purpose of reimbursing Jefferson County District Court (Court) for costs related to enhancing its audio and visual systems.

PURPOSE

The purpose of this Agreement is to provide reimbursements to assist Courts with costs related to enhancing its audio and visual systems. These funds are intended to be used for equipment and services related to the installation and set-up of applicable equipment.

REIMBURSEMENT

- A. Audio/Visual Reimbursement. AOC will reimburse the Court up to a maximum of **\$48,200.00** for payments made by the Court during the period July 1, 2022 to June 30, 2023 related to the procurement and installation of upgraded audio/visual equipment in its courtrooms.
- B. General. AOC shall provide reimbursement to the Court for approved and completed reimbursements by warrant or account transfer within 30 days of receipt of a properly completed A-19 invoice and the completed data report as required below.

PERIOD OF PERFORMANCE

Performance under this Agreement begins **July 1, 2022**, regardless of the date of execution, and ends on **June 30, 2023**.

COMPENSATION

- a. AOC will reimburse the Court up to a maximum of **\$48,200.00** for payments made by the Court during the period July 1, 2022 to June 30, 2023 related to the procurement and installation of upgraded audio/visual equipment in its courtrooms.
- b. The Court shall submit invoices to AOC for expenditures no more frequently than monthly, and no less frequently than quarterly. Invoices shall be submitted on state form A-19.
- c. Before payment can be processed, properly-completed A-19 invoices must be submitted to payables@courts.wa.gov
- d. If this agreement is terminated, the Court shall only receive payment for performance rendered or costs incurred in accordance with the terms of this agreement prior to the effective date of termination.

- e. The Court shall maintain sufficient backup documentation of expenses under this agreement.
- f. Payments made by AOC within 30 days of receipt of a properly-completed A-19 invoice shall be deemed timely.
- g. AOC, in its sole discretion and upon notice, may initiate revenue sharing and reallocate funding among recipients of funding. If, in AOC's assessment, the Court is unlikely to expend the maximum agreement amount, AOC may reduce the maximum agreement amount. AOC may increase the maximum agreement amount if additional funds become available.

APPROPRIATIONS

The terms of this Agreement are contingent upon sufficient appropriations and authorization being made by the Legislature of Washington State (Legislature) for the performance of this Agreement. If sufficient appropriations and authorization are not made or removed by the Legislature, this Agreement will terminate immediately upon written notice being given by the AOC to the Court. The decision as to whether appropriations are sufficient to perform the duties under this Agreement is within the sole discretion of AOC.

AGREEMENT ALTERATIONS AND AMENDMENTS

This Agreement may be amended by agreement of the parties. Such amendments are not binding unless they are in writing and signed by personnel authorized to bind each of the parties.

INDEPENDENT CAPACITY

The employees or agents of each party who are engaged in the performance of this Agreement shall continue to be employees or agents of that party and shall not be considered for any purpose to be employees or agents of the other party.

RECORDS, DOCUMENTS, AND REPORTS

The Court shall maintain books, records, documents and other evidence of accounting procedures and practices which sufficiently and properly reflect all direct and indirect costs of any nature expended in the performance of this agreement. These records shall be subject at all reasonable times to inspection, review, or audit by personnel duly authorized by the AOC and the Office of the State Auditor, or so authorized by law, rule, regulation, or agreement. The Court will retain all books, records, documents, and other material relevant to this agreement for six years after settlement, and make them available for inspection by persons authorized by this provision.

RIGHT OF INSPECTION

The Court shall provide right of access to its facilities to the AOC, or any of its officers, or to any other authorized agent or official of the state of Washington at all reasonable times, in order to monitor and evaluate performance, compliance, and/or quality assurance under this agreement.

DISPUTES

Disputes arising under this Agreement shall be resolved by a panel consisting of one representative from the AOC, one representative from the Court, and a mutually agreed upon third party. The dispute panel shall thereafter decide the dispute with the majority prevailing. Neither party shall have recourse to the courts unless there is a showing of noncompliance or waiver of this section.

TERMINATION

Either party may terminate this Agreement upon thirty (30) days written notice to the other party. If this Agreement is so terminated, the parties shall be liable only for performance rendered or costs incurred in accordance with the terms of this Agreement prior to the effective date of termination.

GOVERNANCE

This Agreement is entered into pursuant to and under the authority granted by the laws of the state of Washington and any applicable federal laws. The provisions of this Agreement must be construed to conform to those laws.

In the event of an inconsistency in the terms of this Agreement, or between its terms and any applicable statute or rule, the inconsistency will be resolved by giving precedence in the following order:

- a. Applicable state and federal statutes and rules;
- b. This Agreement; and
- c. Any other provisions of the agreement, including materials incorporated by reference.

ASSIGNMENT

The work to be provided under this Agreement, and any claim arising hereunder, is not assignable or delegable by either party in whole or in part, without the express prior written consent of the other party, which consent shall not be unreasonably withheld.

WAIVER

A failure by either party to exercise its rights under this Agreement does not preclude that party from subsequent exercise of such rights and is not a waiver of any other rights under this Agreement unless stated to be such in a writing signed by an authorized representative of the party and attached to the original Agreement.

SEVERABILITY

If any provision of this Agreement, or any provision of any document incorporated by reference is held invalid, such invalidity does not affect the other provisions of this Agreement which can be given effect without the invalid provision and to this end the provisions of this Agreement are declared to be severable.

AGREEMENT MANAGEMENT

The program managers noted below are responsible for and are the contact people for all communications and billings regarding the performance of this Agreement:

AOC Program Manager	Court Program Manager
Kyle Landry PO Box 41170 Olympia, WA 98504-1170 Kyle.Landry@courts.wa.gov (360) 218-6096	Brian Gleason PO Box 1220 Port Townsend, WA 98368-1220 bgleason@co.jefferson.wa.us 360-385-9134

ENTIRE AGREEMENT

This Agreement contains all the terms and conditions agreed upon by the parties. No other understandings, oral or otherwise, regarding the subject matter of this Agreement are considered to exist or to bind any of the parties to this agreement unless otherwise stated in this Agreement.

AGREED:

Administrative Office of the Courts

Signature *Date*

Christopher Stanley
Name

Chief Financial and Management Officer
Title

Signature *Date*

Brian Gleason
Name

Title

RECEIVED

SEP 06 2022

Reset

Request for Budget Appropriation/Extension and Amendment

Department/Fund Name: JCSO

JEFFERSON COUNTY
COMMISSIONERS

Budget Year:

2022

Quarter:

3

Revenue: A revenue source (i.e. grant, new fee) has been received which was not approved in the annual budget. Therefore, I request an appropriation and budget extension in the amount reflected below:

Fund #	Org #	Revenue Obj #	Description	Current Budget	One-time Appropriation	On-going Appropriation	Amended Budget
001.180	SH33393	339785	FRT NAVIGATOR GRANT July through Dec 2022		\$ 54,497.00		\$ 54,497.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
TOTAL REVENUE:				\$ 0.00	\$ 54,497.00	\$ 0.00	\$ 54,497.00

FROM: If the revenue source is being transferred from another county fund, identify the information for the fund providing the revenue.

Fund #	Org #	Expenditure Obj #	Description				
							\$ 0.00

Expenditure: After a thorough examination of my current budget it appears that the amount allocated is insufficient to pay necessary expenses for this year. Therefore, I request an appropriation and budget extension in the amount reflected below:

OTHER FUNDS (Non General Fund): Is there enough Fund Balance to cover this additional expenditure? ☐ Yes ☐ No

Fund #	Org #	Expenditure Obj #	Description	Current Budget	One-time Appropriation	On-going Appropriation	Amended Budget
001.180	SH52122	410155	FRT NAVIGATOR GRANT	\$ 0.00	\$ 54,497.00		\$ 54,497.00
				\$ 0.00	\$ 0.00		\$ 0.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
TOTAL EXPENDITURE:				\$ 0.00	\$ 54,497.00	\$ 0.00	\$ 54,497.00

TO: If the expenditure is providing a revenue source to another county fund, identify the receiving fund information.

Fund #	Org #	Revenue Obj #	Description				
							\$ 0.00

Reason for budget appropriation:

NAVIGATOR GRANT AWARD FOR JULY THROUGH DECEMBER 2022

Submitted by (Elected Official/Department Head):

Date: 09/06/2022

Request for Budget Appropriation/Extension and Amendment

Department/Fund Name: Treasurer

RECEIVED

SEP 06 2022

Reset

Budget Year: 2022 Quarter: 3rd

Revenue: A revenue source (i.e. grant, new fee) has been received which was not approved in the annual budget. Therefore, I request an appropriation and budget extension in the amount reflected below:

Fund #	Org #	Revenue Obj #	Description	Current Budget	One-time Appropriation	On-going Appropriation	Amended Budget
				\$ 0.00		\$ 0.00	\$ 0.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
TOTAL REVENUE:				\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

FROM: If the revenue source is being transferred from another county fund, identify the information for the fund providing the revenue.

Fund #	Org #	Expenditure Obj #	Description				
							\$ 0.00

Expenditure: After a thorough examination of my current budget it appears that the amount allocated is insufficient to pay necessary expenses for this year. Therefore, I request an appropriation and budget extension in the amount reflected below:

OTHER FUNDS (Non General Fund): Is there enough Fund Balance to cover this additional expenditure? ☐ Yes ☐ No

Fund #	Org #	Expenditure Obj #	Description	Current Budget	One-time Appropriation	On-going Appropriation	Amended Budget
001.250	TBD	TBD	CLERK HIRE	\$ 0.00		\$ 6,001.00	\$ 6,001.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
TOTAL EXPENDITURE:				\$ 0.00	\$ 0.00	\$ 6,001.00	\$ 6,001.00

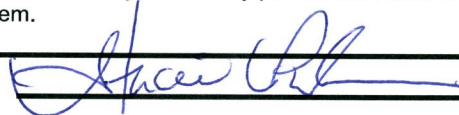
TO: If the expenditure is providing a revenue source to another county fund, identify the receiving fund information.

Fund #	Org #	Revenue Obj #	Description				
							\$ 0.00

Reason for budget appropriation:

Approved 2021 Budget included \$19,001 for Clerk Hire. 3rd Quarter appropriation done in September 2021 requested a reduction of Clerk Hire account by \$13,000 which should have left \$6,001 in the Clerk Hire line, 001250000.51422.10.0600. Administrative data entry mistakenly put the account line at zero. Please restore the 2022 Budget to the correct amount of \$6,001. An account line needs to be created in the new financial system.

Submitted by (Elected Official/Department Head):



Date: 9/6/2022



2022 Budget Amendment - General Fund Add Request Summary

		Expenditure		Revenue								
Fund	Department	Base Budget Add	One-time Add	Base Budget Add	One-time Add	Description	Notes	Org	Object	Amount		FTE
020	Auditor			105,357		WA DOL Distribution to Counties						
		33,727				Salaries & Benefits	DOL .5 fte	AU51423	101000	19,001	DOL Clerk Hire	0.5
									200000	14,726		
021	Elections	25,000				Postage	Ballot returns - postage					
			55,246			Elections Hardware/Software	Replacement cost increase					
062	Civil Service	2,000				Annual Exams	Historically underbudgeted expense					
067	EOC	106,354		28,354		Salaries & Benefits	Clerk Hire positions funded by grants	EM52510	101000	13,102	Clerk Hire - Social Media	
									200000	1,572		
									101000	12,480	EOC Reservists	
									200000	1,200		
									101000	60,000	Volunteer Coordinator	
									200000	18,000		
110	Juvenile & Family Court Svcs			14,000		Parent for Parent Funding						
		9,833				Salaries & Benefits	Parent Ally Coordinator .25 fte	JU56700	101000	7,000	Clerk Hire-Parent Ally Coordinator	0.25
		2,000				Professional Services			200000	1,833		
		2,167				Supplies						
150	Prosecuting Attorney	5,711				Salaries & Benefits	Senior Legal Assist.	PA51530	101000	948	Lysa Increase	
									101000	4,763	Laura increase	
151	Coronor	13,984		8,516		Autopsies						
180	Sheriff	81,069				Salaries & Benefits	Records Officer & Search and Rescue	SH52110	101000	47,715	Records Officer	1.0
		69,382	30,000			Equipment	Body cameras - tasers		200000	27,528		
								SH52520	101000	5,000	SARS Overtime	
									200000	826		
250	Treasurer	76,345				Salaries & Benefits	Financial Analyst 1.0 fte	TR51422	101000	64,845	Finance Analyst	1.0
									200000	24,500		
									101000	(13,000)	Clerk Hire - remove	-0.33
261	Operating Transfers Out		130,219			Transfer to Auditor's O&M	Scan Public Records & new equipment					
		38,027	1,827			WSU	MOA Increase/reinstate loan xfer/s&b					
			64,000			Health	Salaries & Benefits - Energov/CHIPS					
			5,000			Water Quality	Lakes					
		109,474				Parks & Recreation	S&B, Repair & Maint, Utilities, Rents					
		25,000				DCD	Eliminate CAM Charges					
	Total	493,719	286,292	156,227	-	11/1/2021 Approved by BOCC						

Reduce Not P

Reduce Not Remove.

See departments detailed requests for additional information.

3RD Qtr Approp - 2021



FORM A: GENERAL FUND ADD REQUEST FORM

Budget Year: 2023
 Department: Treasurer
 Departmental Contact: Stacie Prada
 Date: 9/24/2021

Who should use FORM A:
General Fund Departments use this form if requesting an ongoing or one-time increase to your Base Budget
Other Funds use this form if you are requesting an increase in the General Fund Transfer to your department.

Account #	Account Description	Base Budget Add	One-time Add	Total Add Request	Brief Description of Request
REVENUES (if applicable)					
				-	
				-	
				-	
				-	
	TOTAL REVENUES	-	-	-	

EXPENDITURES					
001.250.60.51422.101000	Financial Analyst S/W	65,137		65,137	Add 1.0 FTE position for Financial Analyst - Salary
001.250.60.51422.200000	Financial Analyst Benefits	24,610		24,610	Associated Financial Analyst Benefits
001.250.80.51422.101000	Clerk Hire	(13,000)		(13,000)	Reduce Clerk Hire 0.33 FTE to reduce financial impact of new position
				-	
				-	
	TOTAL EXPENDITURES	76,747	-	76,747	

Reduce
 Not
 Remove

NET REQUEST FROM GENERAL FUND (expenditures - revenues)				
NET GF REQUEST	76,747	-	(76,747)	

76637

2023 Budget Request for Financial Analyst position to meet needs of department for expertise, volume of work, reporting and new financial system tasks. The department has been understaffed for years, and the hope that a new financial system would reduce staff needed has not materialized. With excellent software and transparent systems, the amount of time and expertise needed to use and maintain our financial integrity has increased significantly and additional staff is necessary.

**2021 BUDGET
JEFFERSON COUNTY**

**GENERAL FUND
DEPT 250 Treasurer**

Account Number	Name	2021 APPROVED BUDGET
Revenues		
001250000.31110.00.0000	REAL AND PERSONAL PROPERTY TAXES	8,405,171
001250000.31120.00.0000	DIVERTED COUNTY ROAD PROPERTY TAX	720,000
001250000.31311.00.0000	LOCAL RETAIL SALES USE TAX	3,723,931
001250000.31315.00.0000	SALES TAX - SPECIAL PURPOSE	1,020,783
001250000.31371.00.0000	LOCAL CRIMINAL JUSTICE TAX	426,336
001250000.31720.00.0000	LEASEHOLD EXCISE TAX	79,098
001250000.31740.10.0000	TIMBER EXCISE TAX - TAV	300,000
001250000.31740.20.0000	TIMBER EXCISE TAX-CE CO RD DIVERSION	39,599
001250000.33215.23.0000	PILT LAW 97-258	1,020,000
001250000.33500.91.0000	PUD PRIVILEGE TAX	409,940
001250000.33602.31.0000	DNR PILT NAP/NRCA	15,150
001250000.33606.10.0000	MVET-CRIMINAL JUSTICE FUNDING-HIGH CRI	460,000
001250000.33606.42.0000	MARIJUANA EXCISE TAX DISTRIBUTION	50,520
001250000.33606.51.0000	DUI/OTHER CRIMINAL JUST ASSIST	9,060
001250000.33606.94.0000	LIQUOR EXCISE TAX	58,697
001250000.33606.95.0000	LIQUOR BOARD PROFITS	85,169
001250000.34142.15.0000	TREASURER'S FEES - FIRE PATROL	4,303
001250000.34142.16.0000	TREASURERS FEES - DRAINAGE DISTRICT	1,288
001250000.34142.17.0000	TREAS FEE CLEAN WATER ASSESSMENT	4,120
001250000.34142.18.0000	TREASURER'S FEES - LID ASSESSMENT	1,475
001250000.34142.19.0000	TREAS FEE -NOX WEED ASSESSMENT	1,524
001250000.34142.20.0000	TREASURERS FEE FIRE PATROL	4,584
001250000.34142.31.0000	TREASURERS FEE-STATE 1.3% REET	54,110
001250000.34142.32.0000	TREASURERS FEE-CO/CITY 1% REET	15,997
001250000.34142.33.0000	TREASURERS FEE-REET COLLECTION FEE	5,198
001250000.34142.50.0000	INVESTMENT SERVICE FEE	7,323
001250000.34143.10.0000	NSF RETURN CHECK FEE	1,650
001250000.34181.15.0000	DATA/WORD PROC/PRINTING/IT SERV	200
001250000.35940.10.0000	PENALTIES ON DELQ REAL PROP TAXES	128,271
001250000.36111.00.0000	INVESTMENT INTEREST	421,888
001250000.36140.00.0000	INTEREST ON CONTRACTS,NOTES,TAXES,LOAN	3,018
001250000.36140.10.0000	INTEREST ON DELQ TAXES	226,616
001250000.36140.30.0000	INTEREST ON DNR TIMBER LEASES	500
001250000.36250.00.0180	COST ALLOCATION - PUBLIC WORKS	212,122
001250000.36250.00.0671	JEFFCOM LICENSE FEE	39,140
001250000.36250.10.0000	DNR TIMBER LEASES	3,800
001250000.36990.00.0000	OTHER MISC REVENUE	7,697
001250000.39510.10.0000	TIMBER SALES DNR	250,000
001250000.39700.00.0151	XFER FROM REET TECH FUND	3,000
001250000.39700.00.0505	XFR-LV PAYOUT OF \$1000 OR MORE RES 11-14	7,000
Total Revenues		18,228,278
Expenditures		
001250000.51422.10.0000	SALARIES AND WAGES	-
001250000.51422.10.0010	TREASURER	93,847
001250000.51422.10.0020	CHIEF DEPUTY TREASURER	73,649

**2021 BUDGET
JEFFERSON COUNTY**

**GENERAL FUND
DEPT 250 Treasurer (cont.)**

Account Number	Name	2021 APPROVED BUDGET
001250000.51422.10.0030	ACCT/INVESTMENT OFFICER	50,429
001250000.51422.10.0040	REVENUE FORECLOSURE CLERK	29,081
001250000.51422.10.0050	ACCT/INVESTMENT OFFICER	46,270
001250000.51422.10.0600	CLERK HIRE	19,001
001250000.51422.20.0000	PERSONNEL BENEFITS	110,303
001250000.51422.31.0010	OFFICE & MICRO FISCHE SUPPLIES	15,345
001250000.51422.35.0000	OFFICE EQUIPMENT	1,813
001250000.51422.42.0010	POSTAGE	11,342
001250000.51422.43.0000	TRAVEL	2,087
001250000.51422.44.0000	ADVERTISING	155
001250000.51422.48.0000	REPAIR & MAINTENANCE	71,063
001250000.51422.49.0010	DUES, SUBSCRIPTIONS & MEMBERSHIPS	349
001250000.51422.49.0020	SCHOOLS AND SEMINARS	2,352
001250000.51422.92.0010	TELEPHONE	106
Total Expenditures		527,192

$\$19,001$
 $-13,000$

 $\$6,001$

3rd Qtr Budget Approp
Remaining Budget.

RECEIVED

SEP 02 2022

Reset

Request for Budget Appropriation/Extension and Amendment

Department/Fund Name: 105 Auditor's O&M

JEFFERSON COUNTY
COMMISSIONERS

Budget Year: 2022 Quarter: 3

Revenue: A revenue source (i.e. grant, new fee) has been received which was not approved in the annual budget. Therefore, I request an appropriation and budget extension in the amount reflected below:

Fund #	Org #	Revenue Obj #	Description	Current Budget	One-time Appropriation	On-going Appropriation	Amended Budget
105	10534181	341120	Customer Deposit Rcdg Records	\$ 0.00	\$ 4,400.00		\$ 4,400.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
TOTAL REVENUE:				\$ 0.00	\$ 4,400.00	\$ 0.00	\$ 4,400.00

FROM: If the revenue source is being transferred from another county fund, identify the information for the fund providing the revenue.

Fund #	Org #	Expenditure Obj #	Description				
							\$ 0.00

Expenditure: After a thorough examination of my current budget it appears that the amount allocated is insufficient to pay necessary expenses for this year. Therefore, I request an appropriation and budget extension in the amount reflected below:

OTHER FUNDS (Non General Fund): Is there enough Fund Balance to cover this additional expenditure? ☒ Yes ☐ No

Fund #	Org #	Expenditure Obj #	Description	Current Budget	One-time Appropriation	On-going Appropriation	Amended Budget
105	10551430	410000	Professional Services	\$ 37,000.00	\$ 4,400.00		\$ 41,400.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
TOTAL EXPENDITURE:				\$ 37,000.00	\$ 4,400.00	\$ 0.00	\$ 41,400.00

TO: If the expenditure is providing a revenue source to another county fund, identify the receiving fund information.

Fund #	Org #	Revenue Obj #	Description				
	10534181						\$ 0.00

Reason for budget appropriation:

Invoice charges for records from State Archives requested by customer higher than initially quoted by State Archives.

Submitted by (Elected Official/Department Head):



Date: 9-1-2022



RECEIVED

SEP 01 2022

Reset

Request for Budget Appropriation/Extension and Amendment

Department/Fund Name: WSU Jefferson Extension

Budget Year: 2022 Quarter: QTR3

Revenue: A revenue source (i.e. grant, new fee) has been received which was not approved in the annual budget. Therefore, I request an appropriation and budget extension in the amount reflected below:

Fund #	Org #	Revenue Obj #	Description	Current Budget	One-time Appropriation	On-going Appropriation	Amended Budget
				\$ 0.00			\$ 0.00
				\$ 0.00			\$ 0.00
							\$ 0.00
							\$ 0.00
TOTAL REVENUE:				\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

FROM: If the revenue source is being transferred from another county fund, identify the information for the fund providing the revenue.

Fund #	Org #	Expenditure Obj #	Description				
							\$ 0.00

Expenditure: After a thorough examination of my current budget it appears that the amount allocated is insufficient to pay necessary expenses for this year. Therefore, I request an appropriation and budget extension in the amount reflected below:

OTHER FUNDS (Non General Fund): Is there enough Fund Balance to cover this additional expenditure? ☒ Yes ☐ No

Fund #	Org #	Expenditure Obj #	Description	Current Budget	One-time Appropriation	On-going Appropriation	Amended Budget
108	57121	101000	Administrative Assistant-Lead-Salary	\$ 42,432.00	\$ 3,659.00		\$ 46,091.00
108	57121	200000	Administrative Assistant-Lead-Benefits	\$ 17,882.00	\$ 800.00		\$ 18,682.00
				\$ 0.00			\$ 0.00
				\$ 0.00			\$ 0.00
				\$ 0.00	\$ 0.00		\$ 0.00
							\$ 0.00
TOTAL EXPENDITURE:				\$ 60,314.00	\$ 4,459.00	\$ 0.00	\$ 64,773.00

TO: If the expenditure is providing a revenue source to another county fund, identify the receiving fund information.

Fund #	Org #	Revenue Obj #	Description				
							\$ 0.00

Reason for budget appropriation:

Requesting additional funds for December 2022, Training overlap time for new Administrative Assistant-Lead, current Administrative Assistant-Lead is retiring, December 29, 2022 is the past day of work.

Submitted by (Elected Official/Department Head):

Date: 8/30/22

RECEIVED

Reset

Request for Budget Appropriation/Extension and Amendment

Department/Fund Name: Noxious Weeds Control

SEP 01 2022

Budget Year: 2022 Quarter: QTR3

Revenue: A revenue source (i.e. grant, new fee) has been received which was not approved in the annual budget. Therefore, I request an appropriation and budget extension in the amount reflected below:

Fund #	Org #	Revenue Obj #	Description	Current Budget	One-time Appropriation	On-going Appropriation	Amended Budget
				\$ 0.00			\$ 0.00
				\$ 0.00			\$ 0.00
							\$ 0.00
							\$ 0.00
TOTAL REVENUE:				\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

FROM: If the revenue source is being transferred from another county fund, identify the information for the fund providing the revenue.

Fund #	Org #	Expenditure Obj #	Description				
							\$ 0.00

Expenditure: After a thorough examination of my current budget it appears that the amount allocated is insufficient to pay necessary expenses for this year. Therefore, I request an appropriation and budget extension in the amount reflected below:

OTHER FUNDS (Non General Fund): Is there enough Fund Balance to cover this additional expenditure? ☒ Yes ☐ No

Fund #	Org #	Expenditure Obj #	Description	Current Budget	One-time Appropriation	On-going Appropriation	Amended Budget
109	55360	499999	OTHER SERVICES-MISC.	\$ 3,550.00	\$ 1,000.00		\$ 4,550.00
				\$ 0.00			\$ 0.00
				\$ 0.00			\$ 0.00
				\$ 0.00			\$ 0.00
				\$ 0.00	\$ 0.00		\$ 0.00
							\$ 0.00
TOTAL EXPENDITURE:				\$ 3,550.00	\$ 1,000.00	\$ 0.00	\$ 4,550.00

TO: If the expenditure is providing a revenue source to another county fund, identify the receiving fund information.

Fund #	Org #	Revenue Obj #	Description				
							\$ 0.00

Reason for budget appropriation:

Request for \$1,000 is to provide the new Noxious Weeds Coordinator, with funds for training. With the current vacant positions of Coordinator and Assistant, 109 has enough funds to cover these extra expenditures to provide training for the new Noxious Weeds Coordinator.

Submitted by (Elected Official/Department Head):

Date: 8/30/22

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Reset

Request for Budget Appropriation/Extension and Amendment

SEP 06 2022

Department/Fund Name: Public Health/127 (ENVIRONMENTAL PUBLIC HEALTH DIVISION)

Budget Year: 2022 Quarter: 3

Revenue: A revenue source (i.e. grant, new fee) has been received which was not approved in the annual budget. Therefore, I request an appropriation and budget extension in the amount reflected below:

Fund #	Org #	Revenue Obj #	Description	Current Budget	One-time Appropriation	On-going Appropriation	Amended Budget
127	12733366	336612	OSS Repair-Abatement Cost Share	\$ 38,874.00	\$ 67,093.00		\$ 105,967.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
TOTAL REVENUE:				\$ 38,874.00	\$ 67,093.00	\$ 0.00	\$ 105,967.00

FROM: If the revenue source is being transferred from another county fund, identify the information for the fund providing the revenue.

Fund #	Org #	Expenditure Obj #	Description				
							\$ 0.00

Expenditure: After a thorough examination of my current budget it appears that the amount allocated is insufficient to pay necessary expenses for this year. Therefore, I request an appropriation and budget extension in the amount reflected below:

OTHER FUNDS (Non General Fund): Is there enough Fund Balance to cover this additional expenditure? ☒ Yes ☐ No

Fund #	Org #	Expenditure Obj #	Description	Current Budget	One-time Appropriation	On-going Appropriation	Amended Budget
127	12756210	562001	OSS Cost Share Activities	\$ 20,000.00	\$ 85,967.00		\$ 105,967.00
127	12756210	440000	Advertising	\$ 6,475.00	\$ 5,949.00		\$ 12,424.00
127	12759418	640104	Energov (Software)	\$ 0.00	\$ 54,671.00		\$ 54,671.00
127	12756210	410000	EH-Misc. Professional Services	\$ 10,500.00	\$ 17,500.00		\$ 28,000.00
							\$ 0.00
							\$ 0.00
TOTAL EXPENDITURE:				\$ 36,975.00	\$ 164,087.00	\$ 0.00	\$ 201,062.00

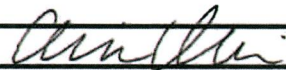
TO: If the expenditure is providing a revenue source to another county fund, identify the receiving fund information.

Fund #	Org #	Revenue Obj #	Description				
	12733366						\$ 0.00

Reason for budget appropriation:

The revenue and expenses are amended to reflect the projected amounts we will receive and expend in 2022 in Jefferson County Public Health's Environmental Public Health Division.

Submitted by (Elected Official/Department Head):



Date: 9/6/2022



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Reset

Request for Budget Appropriation/Extension and Amendment

SEP 06 2022

Department/Fund Name: Public Health/127 (COMMUNITY HEALTH DIVISION) JEFFERSON COUNTY COMMISSIONERS Budget Year: 2022 Quarter: 3

Revenue: A revenue source (i.e. grant, new fee) has been received which was not approved in the annual budget. Therefore, I request an appropriation and budget extension in the amount reflected below:

Fund #	Org #	Revenue Obj #	Description	Current Budget	One-time Appropriation	On-going Appropriation	Amended Budget
127	12733404	334034	Youth Tobacco (Kitsap)	\$ 6,154.00	\$ 7,800.00		\$ 13,954.00
127	12733406	334015	DCYF-NFP	\$ 344,147.00	\$ 7,000.00		\$ 351,147.00
							\$ 0.00
							\$ 0.00
TOTAL REVENUE:				\$ 350,301.00	\$ 14,800.00	\$ 0.00	\$ 365,101.00

FROM: If the revenue source is being transferred from another county fund, identify the information for the fund providing the revenue.

Fund #	Org #	Expenditure Obj #	Description				
							\$ 0.00

Expenditure: After a thorough examination of my current budget it appears that the amount allocated is insufficient to pay necessary expenses for this year. Therefore, I request an appropriation and budget extension in the amount reflected below:

OTHER FUNDS (Non General Fund): Is there enough Fund Balance to cover this additional expenditure? ☒ Yes ☐ No

Fund #	Org #	Expenditure Obj #	Description	Current Budget	One-time Appropriation	On-going Appropriation	Amended Budget
127	12756220	310301	Operating Costs	\$ 18,840.00	\$ 38,050.00		\$ 56,890.00
127	12756220	410000	CH-Misc.-Professional Services	\$ 1,000.00	\$ 24,000.00		\$ 25,000.00
127	12756220	490000	Subscriptions & Memberships	\$ 870.00	\$ 7,671.00		\$ 8,541.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
TOTAL EXPENDITURE:				\$ 20,710.00	\$ 69,721.00	\$ 0.00	\$ 90,431.00

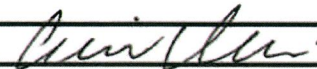
TO: If the expenditure is providing a revenue source to another county fund, identify the receiving fund information.

Fund #	Org #	Revenue Obj #	Description				
	12733404						\$ 0.00

Reason for budget appropriation:

The revenue and expenses are amended to reflect the projected amounts we will receive and expend in 2022 in Jefferson County Public Health's Community Health Division.

Submitted by (Elected Official/Department Head):



Date: 09/06/2022



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SEP 06 2022

Reset

Request for Budget Appropriation/Extension and Amendment

Department/Fund Name: Public Health/127 (ADMINISTRATION DIVISION)

Budget Year: 2022 Quarter: 3

Revenue: A revenue source (i.e. grant, new fee) has been received which was not approved in the annual budget. Therefore, I request an appropriation and budget extension in the amount reflected below:

Fund #	Org #	Revenue Obj #	Description	Current Budget	One-time Appropriation	On-going Appropriation	Amended Budget
127	12733390	333910	Covied-Workforce Cap	\$ 0.00	\$ 32,155.00		\$ 32,155.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
TOTAL REVENUE:				\$ 0.00	\$ 32,155.00	\$ 0.00	\$ 32,155.00

FROM: If the revenue source is being transferred from another county fund, identify the information for the fund providing the revenue.

Fund #	Org #	Expenditure Obj #	Description				
							\$ 0.00

Expenditure: After a thorough examination of my current budget it appears that the amount allocated is insufficient to pay necessary expenses for this year. Therefore, I request an appropriation and budget extension in the amount reflected below:

OTHER FUNDS (Non General Fund): Is there enough Fund Balance to cover this additional expenditure? ☒ Yes ☐ No

Fund #	Org #	Expenditure Obj #	Description	Current Budget	One-time Appropriation	On-going Appropriation	Amended Budget
127	12756200	410000	Admin-Misc. Professional Services	\$ 0.00	\$ 32,155.00		\$ 32,155.00
127	12756200	440000	Advertising	\$ 11,250.00	\$ 7,000.00		\$ 18,250.00
127	12756200	310301	Operating Costs	\$ 18,700.00	\$ 19,150.00		\$ 37,850.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
TOTAL EXPENDITURE:				\$ 29,950.00	\$ 58,305.00	\$ 0.00	\$ 88,255.00

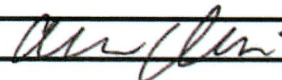
TO: If the expenditure is providing a revenue source to another county fund, identify the receiving fund information.

Fund #	Org #	Revenue Obj #	Description				
	12733390						\$ 0.00

Reason for budget appropriation:

The revenue and expenses are amended to reflect the projected amounts we will receive and expend in 2022 in Jefferson County Public Health's Administration Division.

Submitted by (Elected Official/Department Head):



Date: 9/6/2022



Request for Budget Appropriation/Extension and Amendment

Department/Fund Name: Community Development

Budget Year: 2022 Quarter: 3rd

Revenue: A revenue source (i.e. grant, new fee) has been received which was not approved in the annual budget. Therefore, I request an appropriation and budget extension in the amount reflected below:

Fund #	Org #	Revenue Obj #	Description	Current Budget	One-time Appropriation	On-going Appropriation	Amended Budget
143		334057	DOE-SHORELAND FCAAP CFHMP	\$ 0.00	\$ 60,164.00		\$ 60,164.00
143	14333409	334065	STATE GRANT-DEPT OF ECOLOGY SEA LEVEL RISE	\$ 0.00	\$ 29,765.00		\$ 29,765.00
143	14333409	334067	STATE GRANT-DEPT OF ECOLOGY SHORE USER	\$ 0.00	\$ 10,060.00		\$ 10,060.00
143	14332210	322100	BUILDING PERMITS	\$ 471,328.00	\$ 17,310.00		\$ 488,638.00
TOTAL REVENUE:				\$ 471,328.00	\$ 117,299.00	\$ 0.00	\$ 588,627.00

FROM: If the revenue source is being transferred from another county fund, identify the information for the fund providing the revenue.

Fund #	Org #	Expenditure Obj #	Description	Current Budget	One-time Appropriation	On-going Appropriation	Amended Budget
				\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

Expenditure: After a thorough examination of my current budget it appears that the amount allocated is insufficient to pay necessary expenses for this year. Therefore, I request an appropriation and budget extension in the amount reflected below:

OTHER FUNDS (Non General Fund): Is there enough Fund Balance to cover this additional expenditure? ☒ Yes ☐ No

Fund #	Org #	Expenditure Obj #	Description	Current Budget	One-time Appropriation	On-going Appropriation	Amended Budget
143	14355870	410177	SOFTWARE SUBSCRIPTION (ENRGV LICENSES)	\$ 0.00	\$ 34,599.00	\$ 0.00	\$ 34,599.00
143	14355862	410866	PROF SVC - FCAAP	\$ 0.00	\$ 55,600.00	\$ 0.00	\$ 55,600.00
143	14355862	410867	PROF SVC - SEA LEVEL RISE	\$ 0.00	\$ 20,000.00	\$ 0.00	\$ 20,000.00
143	14355870	310000	OFFICE AND OPERATING SUPPLIES	\$ 9,250.00	\$ 5,100.00	\$ 0.00	\$ 14,350.00
143	14355870	420100	POSTAGE	\$ 1,500.00	\$ 2,000.00	\$ 0.00	\$ 3,500.00
143							\$ 0.00
TOTAL EXPENDITURE:				\$ 10,750.00	\$ 117,299.00	\$ 0.00	\$ 128,049.00

TO: If the expenditure is providing a revenue source to another county fund, identify the receiving fund information.

Fund #	Org #	Revenue Obj #	Description	Current Budget	One-time Appropriation	On-going Appropriation	Amended Budget
							\$ 0.00

Reason for budget appropriation:

We received grants in 2022 that were not budgeted for in the fall of 2021, we would like to account for those in our 2022 DCD budget. Additional EnerGov licenses were purchased for new DCD employees in 2022.

Submitted by (Elected Official/Department Head):

Date:

September 7, 2022

Request for Budget Appropriation/Extension and Amendment

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Department/Fund Name: 147 FEDERAL FOREST TITLE III

SEP 06 2022

Budget Year: Quarter:

Revenue: A revenue source (i.e. grant, new fee) has been received which was not approved in the annual budget. Therefore, I request an appropriation and budget extension in the amount reflected below:

Fund #	Org #	Revenue Obj #	Description	Current Budget	One-time Appropriation	On-going Appropriation	Amended Budget
							\$ 0.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
TOTAL REVENUE:				\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

FROM: If the revenue source is being transferred from another county fund, identify the information for the fund providing the revenue.

Fund #	Org #	Expenditure Obj #	Description	Current Budget	One-time Appropriation	On-going Appropriation	Amended Budget
							\$ 0.00

Expenditure: After a thorough examination of my current budget it appears that the amount allocated is insufficient to pay necessary expenses for this year. Therefore, I request an appropriation and budget extension in the amount reflected below:

OTHER FUNDS (Non General Fund): Is there enough Fund Balance to cover this additional expenditure? ☒ Yes ☐ No

Fund #	Org #	Expenditure Obj #	Description	Current Budget	One-time Appropriation	On-going Appropriation	Amended Budget
147	14752230	410000	FIRE PREVENTION - PROFESSIONAL SERVICES	\$ 0.00	\$ 100,000.00		\$ 100,000.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
TOTAL EXPENDITURE:				\$ 0.00	\$ 100,000.00	\$ 0.00	\$ 100,000.00

TO: If the expenditure is providing a revenue source to another county fund, identify the receiving fund information.

Fund #	Org #	Revenue Obj #	Description	Current Budget	One-time Appropriation	On-going Appropriation	Amended Budget
							\$ 0.00

Reason for budget appropriation:

ANTICIPATED CONSULTANT TO CREATE A FIRE PROTECTION PROCEDURE FOR THE COUNTY.

Submitted by (Elected Official/Department Head):

Date:

9/5/22

SEP 06 2022

Reset

Request for Budget Appropriation/Extension and Amendment

JEFFERSON COUNTY
COMMISSIONERS

Department/Fund Name: HOMELESS HOUSING - FUND 149

Budget Year: 2022 Quarter: 3RD

Revenue: A revenue source (i.e. grant, new fee) has been received which was not approved in the annual budget. Therefore, I request an appropriation and budget extension in the amount reflected below:

Fund #	Org #	Revenue Obj #	Description	Current Budget	One-time Appropriation	On-going Appropriation	Amended Budget
							\$ 0.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
TOTAL REVENUE:				\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

FROM: If the revenue source is being transferred from another county fund, identify the information for the fund providing the revenue.

Fund #	Org #	Expenditure Obj #	Description				
							\$ 0.00

Expenditure: After a thorough examination of my current budget it appears that the amount allocated is insufficient to pay necessary expenses for this year. Therefore, I request an appropriation and budget extension in the amount reflected below:

OTHER FUNDS (Non General Fund): Is there enough Fund Balance to cover this additional expenditure? ☐ Yes ☐ No

Fund #	Org #	Expenditure Obj #	Description	Current Budget	One-time Appropriation	On-going Appropriation	Amended Budget
149	14956540	565402	BAYSIDE SHELTER COMMERCE GRANT	\$ 45,000.00	\$ 23,078.00		\$ 68,078.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
TOTAL EXPENDITURE:				\$ 45,000.00	\$ 23,078.00	\$ 0.00	\$ 68,078.00

TO: If the expenditure is providing a revenue source to another county fund, identify the receiving fund information.

Fund #	Org #	Revenue Obj #	Description				
							\$ 0.00

Reason for budget appropriation:

THE COUNTY ENTERED INTO A 3-YEAR (2020-2023) AGREEMENT WITH BAYSIDE HOUSING FOR A DEPT OF COMMERCE SHELTER BED GRANT IN THE AMOUNT OF \$169,085. THERE IS \$68,077.43 LEFT REMAINING ON THIS CONTRACT. AN APPROPRIATION IS NEEDED TO FULFILL THE CONTRACT. WE ANTICIPATE THEY WILL USE UP ALL THEIR CONTRACTED FUNDS BY THE END OF 2022.

Submitted by (Elected Official/Department Head):

Date:

9/5/22

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Request for Budget Appropriation/Extension and Amendment

SEP 06 2023

Department/Fund Name: PUBLIC WORKS / PARKS & RECREATION

Budget Year: 2023 Quarter: 3

Revenue: A revenue source (i.e. grant, new fee) has been received which was not approved in the annual budget. Therefore, I request an appropriation and budget extension in the amount reflected below:

Fund #	Org #	Revenue Obj #	Description	Current Budget	One-time Appropriation	On-going Appropriation	Amended Budget
				\$ 0.00			\$ 0.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
TOTAL REVENUE:				\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

FROM: If the revenue source is being transferred from another county fund, identify the information for the fund providing the revenue.

Fund #	Org #	Expenditure Obj #	Description				
							\$ 0.00

Expenditure: After a thorough examination of my current budget it appears that the amount allocated is insufficient to pay necessary expenses for this year. Therefore, I request an appropriation and budget extension in the amount reflected below:

OTHER FUNDS (Non General Fund): Is there enough Fund Balance to cover this additional expenditure? ☒ Yes ☐ No

Fund #	Org #	Expenditure Obj #	Description	Current Budget	One-time Appropriation	On-going Appropriation	Amended Budget
174	17459476	640000	Capital Outlay Parks and Rec Equipment	\$ 0.00	\$ 10,515.00		\$ 10,515.00
174	17457680	410500	Interfund Professional Services	\$ 0.00	\$ 7,100.00		\$ 7,100.00
174	17457680	480000	Repair and Maintenance - Parks	\$ 28,000.00	\$ 10,321.00		\$ 38,321.00
174	17457520	480000	Repair and Maintenance - Mem Field	\$ 14,000.00	\$ 2,200.00		\$ 16,200.00
174	17457100	310000	Operating Supplies -Recreation	\$ 12,750.00	\$ 1,978.00		\$ 14,728.00
74	17457680	470000	Public Utility Service	\$ 42,000.00	\$ 12,000.00		\$ 54,000.00
TOTAL EXPENDITURE:				\$ 96,750.00	\$ 44,114.00	\$ 0.00	\$ 140,864.00

TO: If the expenditure is providing a revenue source to another county fund, identify the receiving fund information.

Fund #	Org #	Revenue Obj #	Description				
							\$ 0.00

Reason for budget appropriation:

A zero-turn mower was purchased to replace a tractor at Memorial Field. JCSO deputies were hired for security in county campgrounds due to a rise in behavior problems and compliance issues. Septic system was repaired at HJ Carroll Park. The Chimacum Park Shelter was removed for safety reasons. Mem Fld preventative maintenance pressure washing. The Irondale Beach Park parking lot was regraded to improve drainage. Four additional portable toilets and three additional vault toilet pump outs were required.

Submitted by (Elected Official/Department Head):

Date: 8/29/22

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Reset

SEP 06 2022

Request for Budget Appropriation/Extension and Amendment

Department/Fund Name: PUBLIC WORKS / HJC JUMP!

JEFFERSON COUNTY Budget Year: 2022 Quarter: 3

Revenue: A revenue source (i.e. grant, new fee) has been received which was not approved in the annual budget. Therefore, I request an appropriation and budget extension in the amount reflected below:

Fund #	Org #	Revenue Obj #	Description	Current Budget	One-time Appropriation	On-going Appropriation	Amended Budget
							\$ 0.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
TOTAL REVENUE:				\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

FROM: If the revenue source is being transferred from another county fund, identify the information for the fund providing the revenue.

Fund #	Org #	Expenditure Obj #	Description				
							\$ 0.00

Expenditure: After a thorough examination of my current budget it appears that the amount allocated is insufficient to pay necessary expenses for this year. Therefore, I request an appropriation and budget extension in the amount reflected below:

OTHER FUNDS (Non General Fund): Is there enough Fund Balance to cover this additional expenditure? ☒ Yes ☐ No

Fund #	Org #	Expenditure Obj #	Description	Current Budget	One-time Appropriation	On-going Appropriation	Amended Budget
304	30459476	63000	OTHER IMPROVEMENTS	\$ 979,378.00	\$ 235,000.00		\$ 1,214,378.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
TOTAL EXPENDITURE:				\$ 979,378.00	\$ 235,000.00	\$ 0.00	\$ 1,214,378.00

TO: If the expenditure is providing a revenue source to another county fund, identify the receiving fund information.

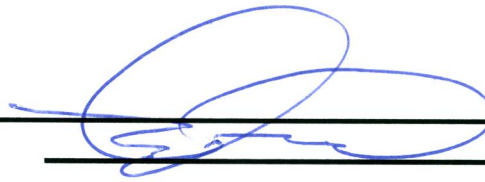
Fund #	Org #	Revenue Obj #	Description				
							\$ 0.00

Reason for budget appropriation:

Expenses originally budgeted for in 2023 are occurring in 2022.

Submitted by (Elected Official/Department Head):

Date: 8/30/22




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SEP 06

Reset

Request for Budget Appropriation/Extension and Amendment

JEFFERSON COUNTY
COMMISSIONERS

Department/Fund Name: PUBLIC WORKS / SOLID WASTE

Budget Year: 2022 Quarter: 3

Revenue: A revenue source (i.e. grant, new fee) has been received which was not approved in the annual budget. Therefore, I request an appropriation and budget extension in the amount reflected below:

Fund #	Org #	Revenue Obj #	Description	Current Budget	One-time Appropriation	On-going Appropriation	Amended Budget
							\$ 0.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
TOTAL REVENUE:				\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

FROM: If the revenue source is being transferred from another county fund, identify the information for the fund providing the revenue.

Fund #	Org #	Expenditure Obj #	Description				
							\$ 0.00

Expenditure: After a thorough examination of my current budget it appears that the amount allocated is insufficient to pay necessary expenses for this year. Therefore, I request an appropriation and budget extension in the amount reflected below:

OTHER FUNDS (Non General Fund): Is there enough Fund Balance to cover this additional expenditure? ☒ Yes ☐ No

Fund #	Org #	Expenditure Obj #	Description	Current Budget	One-time Appropriation	On-going Appropriation	Amended Budget
							\$ 0.00
401	40153700	410100	PROF SVCS - LONG HAUL	\$ 1,645,239.00	\$ 100,000.00		\$ 1,745,239.00
401	40153700	495000	CITY YARD WASTE FEES	\$ 95,567.00	\$ 30,000.00		\$ 125,567.00
401	40153720	310000	SW EDUCATION - SUPPLIES	\$ 2,500.00	\$ 13,500.00		\$ 16,000.00
							\$ 0.00
							\$ 0.00
TOTAL EXPENDITURE:				\$ 1,743,306.00	\$ 143,500.00	\$ 0.00	\$ 1,886,806.00

TO: If the expenditure is providing a revenue source to another county fund, identify the receiving fund information.

Fund #	Org #	Revenue Obj #	Description				
							\$ 0.00

Reason for budget appropriation:

Long Haul contract: adjusted for tonnage projections and CPI adjustment
 Yard debris: 4th quarter 2021 fees paid in 2022; tonnages exceeding projections, likely owing to City curbside service
 Solid Waste Education: adjusted for customer signage for revisions to recycling program

Submitted by (Elected Official/Department Head):

Date: 8/29/22

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SEP 06 2022

Reset

Request for Budget Appropriation/Extension and Amendment

Department/Fund Name: PUBLIC WORKS - SOLID WASTE EQUIPMENT RESERVE FUND

JEFFERSON COUNTY
COMMISSIONERS

Budget Year:

2022

Quarter:

3

Revenue: A revenue source (i.e. grant, new fee) has been received which was not approved in the annual budget. Therefore, I request an appropriation and budget extension in the amount reflected below:

Fund #	Org #	Revenue Obj #	Description	Current Budget	One-time Appropriation	On-going Appropriation	Amended Budget
				\$ 0.00			\$ 0.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
TOTAL REVENUE:				\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

FROM: If the revenue source is being transferred from another county fund, identify the information for the fund providing the revenue.

Fund #	Org #	Expenditure Obj #	Description				
							\$ 0.00

Expenditure: After a thorough examination of my current budget it appears that the amount allocated is insufficient to pay necessary expenses for this year. Therefore, I request an appropriation and budget extension in the amount reflected below:

OTHER FUNDS (Non General Fund): Is there enough Fund Balance to cover this additional expenditure? ☒ Yes ☐ No

Fund #	Org #	Expenditure Obj #	Description	Current Budget	One-time Appropriation	On-going Appropriation	Amended Budget
403	40351420	514200	TREASURER FINANCIAL SVCS FEES	\$ 200.00	\$ 400.00		\$ 600.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
TOTAL EXPENDITURE:				\$ 200.00	\$ 400.00	\$ 0.00	\$ 600.00

TO: If the expenditure is providing a revenue source to another county fund, identify the receiving fund information.

Fund #	Org #	Revenue Obj #	Description				
							\$ 0.00

Reason for budget appropriation:

Increase budget for Treasurer's Financial Services Fees. Fees are higher than anticipated due to increasing interest rates.

Submitted by (Elected Official/Department Head):

Date:

8/30/22

RECEIVED

Reset

Request for Budget Appropriation/Extension and Amendment

Department/Fund Name: 505 Employee Benefit Reserve

SEP 01 2022

Budget Year: 2022 Quarter: 3

Revenue: A revenue source (i.e. grant, new fee) has been received which was not approved in the annual budget. Therefore, I request an appropriation and budget extension in the amount reflected below:

Fund #	Org #	Revenue Obj #	Description	Current Budget	One-time Appropriation	On-going Appropriation	Amended Budget
							\$ 0.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
TOTAL REVENUE:				\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

FROM: If the revenue source is being transferred from another county fund, identify the information for the fund providing the revenue.

Fund #	Org #	Expenditure Obj #	Description				
							\$ 0.00

Expenditure: After a thorough examination of my current budget it appears that the amount allocated is insufficient to pay necessary expenses for this year. Therefore, I request an appropriation and budget extension in the amount reflected below:

OTHER FUNDS (Non General Fund): Is there enough Fund Balance to cover this additional expenditure? ☒ Yes ☐ No

Fund #	Org #	Expenditure Obj #	Description	Current Budget	One-time Appropriation	On-going Appropriation	Amended Budget
505	50559700	597505	Transfer-Post Emp Payouts over \$1,000 per Resolution	\$ 100,001.00	\$ 220,170.00		\$ 320,171.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
TOTAL EXPENDITURE:				\$ 100,001.00	\$ 220,170.00	\$ 0.00	\$ 320,171.00

TO: If the expenditure is providing a revenue source to another county fund, identify the receiving fund information.

Fund #	Org #	Revenue Obj #	Description				
							\$ 0.00

Reason for budget appropriation:

2022 YTD has had several retirements. These retirements of long term employees have a higher leave(s) payout and has resulted in a need to increase the budget for 2022. As of this point in time and by reaching out to department heads, there are 6 additional long term employees that will be retiring by 12-31-22. This increase addresses this situation with additional added for those the county is not aware of at this point in time.

Submitted by (Elected Official/Department Head):

Date:

9/5/22

8

RECEIVED

Reset

Request for Budget Appropriation/Extension and Amendment

SEP 07 2022

Department/Fund Name: 506-000-010

Budget Year: 2022 Quarter: 3rd

Revenue: A revenue source (i.e. grant, new fee) has been received which was not approved in the annual budget. Therefore, I request an appropriation and budget extension in the amount reflected below:

Fund #	Org #	Revenue Obj #	Description	Current Budget	One-time Appropriation	On-going Appropriation	Amended Budget
506		397302	Operating Transfer from 302	\$ 455,794.00	\$ 21,400.00		\$ 477,194.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
TOTAL REVENUE:				\$ 455,794.00	\$ 21,400.00	\$ 0.00	\$ 477,194.00

FROM: If the revenue source is being transferred from another county fund, identify the information for the fund providing the revenue.

Fund #	Org #	Expenditure Obj #	Description	Current Budget	One-time Appropriation	On-going Appropriation	Amended Budget
302	30259700	597506	Operating Transfer to 506	\$ 455,794.00	\$ 21,400.00		\$ 477,194.00

Expenditure: After a thorough examination of my current budget it appears that the amount allocated is insufficient to pay necessary expenses for this year. Therefore, I request an appropriation and budget extension in the amount reflected below:

OTHER FUNDS (Non General Fund): Is there enough Fund Balance to cover this additional expenditure? ☐ Yes ☐ No

Fund #	Org #	Expenditure Obj #	Description	Current Budget	One-time Appropriation	On-going Appropriation	Amended Budget
506	50651888	480000	Repair & Maintenance	\$ 315,000.00	\$ 21,400.00		\$ 336,400.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
TOTAL EXPENDITURE:				\$ 315,000.00	\$ 21,400.00	\$ 0.00	\$ 336,400.00

TO: If the expenditure is providing a revenue source to another county fund, identify the receiving fund information.

Fund #	Org #	Revenue Obj #	Description	Current Budget	One-time Appropriation	On-going Appropriation	Amended Budget
							\$ 0.00

Reason for budget appropriation:

GEMS software requires an update to extend use beyond 2022 for Munis implementation. The monies transferred out of fund 302 should come from the GF portion of funds not REET revenue.

Submitted by (Elected Official/Department Head):

Date:

Misty McCarty
9/7/22



Company Address 1224 Fern Ridge Parkway
Suite 100
Creve Coeur, MO 63141
US

Created Date 7/18/2022
Expiration Date 12/31/2022
Quote Number 00003791

Prepared By Carol Oberlohr
Email moberlohr@harriscomputer.com

Account Name Jefferson County (WA)

Product	Product Description	Line Item Description	Sales Price	Total Price
GEMS-MISC		Migration from ABS 6.1 to ABS 7.0	\$21,400.00	\$21,400.00
	Acceptance Terms: Testing: - Upon completion of the work described in this document the affected program(s) will be deployed to the customer's TEST environment. - The client will have thirty (30) calendar days from the day the TEST environment is updated for acceptance testing. - Any changes requested by the Client that are outside the scope of work specified in this document will require a Change Order.			
TERMS-ACCEPT	Acceptance: The work contained within this document is deemed completed and accepted when one of these criteria is met: - The work is moved to the LIVE environment upon customer approval. - 30 days has elapsed from deployment of the work into the customer TEST environment. Note: Any items requiring support following acceptance of this work should be logged through the Support Desk.		\$0.00	\$0.00
TERMS-FUL	Payment Terms: Invoiced in full upon signing and due Net 30.		\$0.00	\$0.00

Subtotal \$21,400.00
Discount 0.00%
Grand Total \$21,400.00

Acceptance:

Signature of Authorized Representative

Print Name: _____

Print Title: _____

Date: _____

This quote, and the Professional Services outlined herein, are exclusively governed by the terms and conditions, including any limits of liability therein, of the Master License and Support Agreement between Harris Systems USA, Inc. and the above listed party. Said terms and conditions shall override any conflicting, amending and/or additional terms contained in any order, supplemental terms, or other purchasing document submitted by the above listed party; and N. Harris Computer Corporation does not consent to, or acknowledge, any such additional terms contained in any order, supplemental terms, or other purchasing document that may be submitted by the above listed party with this quote.