

**JEFFERSON COUNTY
BOARD OF COUNTY COMMISSIONERS**

AGENDA REQUEST

TO: Board of County Commissioners

FROM: Adiel McKnight, Deputy Clerk

DATE: April 8, 2024

SUBJECT: RESOLUTION NO. re: HEARING NOTICE re: First Quarter 2024 Budget Appropriations/Extensions; Various County Departments; Hearing scheduled for Monday, April 22, 2024 at 10:15 a.m. in the Commissioners Chambers

STATEMENT OF ISSUE:

Various County Departments have requested increases to their 2024 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 April 10 and 17, 2024.

FISCAL IMPACT:

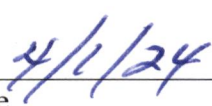
Provided in Resolution.

RECOMMENDATION:

Approve resolution to publish a notice for the hearing set for April 22, 2024 at 10:15 a.m. in the Commissioners Chambers. NOTE: This is a Hybrid meeting: Virtual and In-Person Attendance. In addition, written testimony is also invited beginning on April 10 and ending on April 22, 2024 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


Date

STATE OF WASHINGTON

Jefferson County

IN THE MATTER OF A HEARING NOTICE
FOR FIRST QUARTER 2024
PROPOSED SUPPLEMENTAL BUDGET
APPROPRIATIONS/EXTENSIONS FOR
VARIOUS COUNTY FUNDS

}
}
}
}
}

RESOLUTION NO.

WHEREAS, various Jefferson County departments have made requests for supplemental budget appropriations/extensions for their 2024 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 2024. 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:

General Fund - 001			Revenue		Expense	
Dept	Dept Name	Description	One-time	Ongoing	One-time	Ongoing
020	Auditor	Dues, Training	-	-	-	1,500
068	Community Services	Opioid Settlement	45,388.00		45,388.00	
180	Sheriff	RSAT Jan - Sept 2024	118,900		157,750	
		FRT Navigator 2024			25,000	
240	Superior Court	JAVS Court System Upgrade			54,222	
261	Operating Transfer	Addl Transfer Parks & Rec - Salaries, Benefits			40,410	
270	Non-Departmental	Professional Services Agreements			157,229	
Total General Fund			164,288	-	479,999	1,500

Other Funds			Revenue		Expense	
Fund	Fund Name	Description	One-time	Ongoing	One-time	Ongoing
131	Chemical Dependency	Agreements - Jumping Mouse, Benji Project			63,239	
143	Community Development	Middle Housing, Clallam Strategic Development	110,000		110,000	
		Comprehensive Plan Periodic Update			175,000	
		Office Lease			20,445	
		Interfund Services			28,323	
		Salaries & Benefits			61,254	
		Building Insp Vehicles			6,036	
174	Parks & Recreation	Transfer from the GF	40,410			
		Salaries & Benefits				55,109
175	Parks Improvement	Transfer from Capital Improvement	28,396			
		Insurance Recovery	6,415			
		Improvements & Repairs			34,811	
302	Capital Improvement	Transfer to Parks Improvement			28,396	
306	Public Infrastructure	PIF Board 2024 Budget			2,049,250	85,000
506	Information Services	Salaries & Benefits				117,168
507	Facilities Management	Salaries & Benefits				36,520
Total Other Funds			185,221	-	2,576,754	293,797
Total Appropriations			349,509	-	3,056,753	295,297

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 22nd day of April, at 10:15 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 10:15 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**.

These documents will be available for viewing on the County website by clicking on: www.co.jefferson.wa.us and follow this pathway - Services – Laserfiche Web Portal (Username and Password is: public) – Board of Commissioners – BOCC Agenda Packet – 2024 Weekly Agenda Items – 04 April 2024 – 042224 – **HEARING/TESTIMONY** re: Proposed 2024 1st Quarter Budget Appropriations/Extensions for Various County Departments

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 April 10, 2024 and ending on April 22, 2024 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 (Username and Password is: public) – Board of County Commissioners – BOCC Agenda Packets – 2024 Weekly Agenda Items – 04 April 2024 – 042224

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 8th day of April 2024.

JEFFERSON COUNTY
BOARD OF COMMISSIONERS
/S/Kate Dean, Chair

RECEIVED

MAR 05 2024

Reset

Request for Budget Appropriation/Extension and Amendment

Department/Fund Name: Auditor

JEFFERSON COUNTY
COMMISSIONERS

Budget Year:

2024

Quarter:

1st

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
020	AU51423	490000	Dues, Subscriptions	\$ 1,500.00		\$ 1,500.00	\$ 3,000.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
TOTAL EXPENDITURE:				\$ 1,500.00	\$ 0.00	\$ 1,500.00	\$ 3,000.00

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:

Dues, Subscriptions - American Payroll Association and WSACA membership, WFOA (3 persons),

Submitted by (Elected Official/Department Head):

Brenda T. Hensley

Date:

3.5.2024

Reset

Request for Budget Appropriation/Extension and Amendment

Department/Fund Name: Community Services

Budget Year: 2024 Quarter: 1

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	CS36940	369402	OPIOID SETTLEMENT VIA KITSAP CTY	\$ 0.00	\$ 45,388.00		\$ 45,388.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
TOTAL REVENUE:				\$ 0.00	\$ 45,388.00	\$ 0.00	\$ 45,388.00

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	CS55720	410396	OPIOID SETTLEMENT TO DBH	\$ 0.00	\$ 45,388.00		\$ 45,388.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
TOTAL EXPENDITURE:				\$ 0.00	\$ 45,388.00	\$ 0.00	\$ 45,388.00

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:

OPIOID SETTLEMENT FUND COLLECTED BY KITSAP COUNTY VIA SALISH BEHAVIORAL INTERLOCAL AGREEMENT WITH COUNTY. PER BOARD DIRECTION & CONTRACT, FUNDS ARE DEDICATED TO BEHAVIORAL HEALTH CONSORTIUM WITH FISCAL OVERSIGHT BY DISCOVERY BEHAVIORAL HEALTHCARE.

Submitted by (Elected Official/Department Head):

Date:

3/19/2024

Reset

Request for Budget Appropriation/Extension and Amendment

Department/Fund Name: JCSO

Budget Year: 2024 Quarter: 1

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		339784	RSAT January through September 2024	\$ 0.00	\$ 118,900.00		\$ 118,900.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
TOTAL REVENUE:				\$ 0.00	\$ 118,900.00	\$ 0.00	\$ 118,900.00

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	SH52360	410158	RSAT Believe in Recovery (incl County match)	\$ 0.00	\$ 157,750.00		\$ 157,750.00
001.180	SH52122	410155	FRT Navigator January through December 2024	\$ 0.00	\$ 25,000.00		\$ 25,000.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
TOTAL EXPENDITURE:				\$ 0.00	\$ 182,750.00	\$ 0.00	\$ 182,750.00

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:

RSAT and Navigator not included in 2024 Budget.

Submitted by (Elected Official/Department Head):

Date: 3/16/2024

RECEIVED

MAR 11 2024

Reset

Request for Budget Appropriation/Extension and Amendment

Department/Fund Name: SUPERIOR COURT/ 240

JEFFERSON COUNTY
COMMISSIONERS

Budget Year: 2024 Quarter: 1st

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
001	SC51221	480000	UPDATE FOR SUPERIOR COURT JAVS	\$ 0.00	\$ 54,222.00		\$ 54,222.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
TOTAL EXPENDITURE:				\$ 0.00	\$ 54,222.00	\$ 0.00	\$ 54,222.00

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:

Beginning December 31, 2023 the JAVS platform will be obsolete, with maintenance no longer provided to that system. Additionally, ongoing issues with the courtroom cameras necessitates an upgrade in equipment to replace cameras that are at least 15 years old.

Submitted by (Elected Official/Department Head):

Date: 3/7/24

Reset

Request for Budget Appropriation/Extension and Amendment

Department/Fund Name: GENERAL FUND - NON DEPARTMENTAL

Budget Year: 2024 Quarter: 1

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

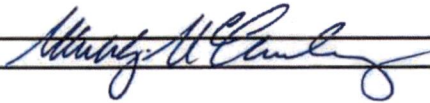
Fund #	Org #	Expenditure Obj #	Description	Current Budget	One-time Appropriation	On-going Appropriation	Amended Budget
001	ND55720	410000	PEAK SUSTAINABILITY - PLDD	\$ 0.00	\$ 26,153.00		\$ 26,153.00
	ND51880	410000	HANSELL TIERNEY - ENERGOV CONSULTANT	\$ 0.00	\$ 131,076.00		\$ 131,076.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
TOTAL EXPENDITURE:				\$ 0.00	\$ 157,229.00	\$ 0.00	\$ 157,229.00

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:
PER CONTRACT AMENDMENTS.

Submitted by (Elected Official/Department Head):



Date: 3/22/24



Reset

Request for Budget Appropriation/Extension and Amendment

Department/Fund Name: Chemical Dependency/Mental Health - Fund 131

Budget Year: 2024

Quarter: 1

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
131	13156400	410424	JUMPING MOUSE CHIMACUM	\$ 0.00	\$ 38,531.00		\$ 38,531.00
131	13156400	495213	BENJI PROJECT	\$ 0.00	\$ 24,708.00		\$ 24,708.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
TOTAL EXPENDITURE:				\$ 0.00	\$ 63,239.00	\$ 0.00	\$ 63,239.00

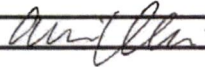
TO: If the expenditure is providing a revenue source to another county fund, identify the receiving fund information.

Fund #	Org #	Revenue Obj #	Description				
							\$ 0.00

Reason for budget appropriation:

Expenses named above were not identified in the 2024 budget.

Submitted by (Elected Official/Department Head):



Date:

3/18/24



Reset

Request for Budget Appropriation/Extension and Amendment

Department/Fund Name: COMMUNITY DEVELOPMENT (1 OF 3)

Budget Year: 2024 Quarter: 1

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	14333404	334092	DEPT OF COMMERCE MIDDLE HOUSING GRANT	\$ 0.00	\$ 50,000.00		\$ 50,000.00
143	14333311	333150	CLALLAM CO STRATEGIC DEVELOPMENT GRANT	\$ 0.00	\$ 60,000.00		\$ 60,000.00
							\$ 0.00
							\$ 0.00
TOTAL REVENUE:				\$ 0.00	\$ 110,000.00	\$ 0.00	\$ 110,000.00

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
			DEPT OF COMMERCE MIDDLE HOUSING	\$ 0.00	\$ 50,000.00		\$ 50,000.00
143	14355862	440145	CLALLAM CO STRATEGIC DEVELOPMENT	\$ 0.00	\$ 60,000.00		\$ 60,000.00
143	14355862	440144	COMPREHENSIVE PLAN PERIODIC UPDATE	\$ 0.00	\$ 175,000.00		\$ 175,000.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
TOTAL EXPENDITURE:				\$ 0.00	\$ 285,000.00	\$ 0.00	\$ 285,000.00

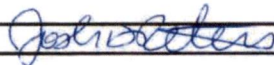
TO: If the expenditure is providing a revenue source to another county fund, identify the receiving fund information.

Fund #	Org #	Revenue Obj #	Description				
							\$ 0.00

Reason for budget appropriation:

Neither the Middle Housing nor the Strategic Development grant had been applied for by the time our budget was originally submitted. The Comprehensive Plan Periodic Update grant had only been factored in as revenue.

Submitted by (Elected Official/Department Head):



Date: 3/27/24



Reset

Request for Budget Appropriation/Extension and Amendment

Department/Fund Name: COMMUNITY DEVELOPMENT (2 OF 3)

Budget Year: 2024 Quarter: 1

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
143	14355870	101000	CSO CLERK HIRE SALARY APRIL-SEPTEMBER	\$ 0.00	\$ 25,684.00	✓	\$ 25,684.00
143	14355870	450000	DCD OFFICE SPACE RENT/LEASE INCREASE	\$ 53,044.00	\$ 20,445.00	✓	\$ 73,489.00
143	14352460	420500	INTERFUND INCREASE CODE COMPLIANCE	\$ 0.00	\$ 9,613.00	✓	\$ 9,613.00
143	14355850	420500	INTERFUND INCREASE BUILDING	\$ 26,315.00	\$ 4,448.00	✓	\$ 30,763.00
143	14355862	420500	INTERFUND INCREASE PLANNING	\$ 80,551.00	\$ 9,814.00	✓	\$ 90,365.00
143	14355865	420021	INTERFUND INCREASE PERMIT COORDINATION	\$ 26,315.00	\$ 4,448.00	✓	\$ 30,763.00
TOTAL EXPENDITURE:				\$ 186,225.00	\$ 74,452.00	\$ 0.00	\$ 260,677.00

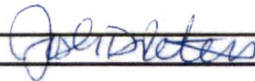
TO: If the expenditure is providing a revenue source to another county fund, identify the receiving fund information.

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

Reason for budget appropriation:

The status of the Chief Strategy Officer's (CSO) employment was uncertain when the budget was initially drafted, but now can be extrapolated through September 2024. The 2024 increases to the office rent/lease and the Information Services Interfund fees were either unknown or missed during the initial creation of the 2024-2025 budget in August 2023.

Submitted by (Elected Official/Department Head):



Date: 3/27/24



Reset

Request for Budget Appropriation/Extension and Amendment

Department/Fund Name: COMMUNITY DEVELOPMENT (3 OF 3)

Budget Year: 2024 Quarter: 1

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
143	14355850	420024	BUILDING INSPECTOR VEHICLES	\$ 15,600.00	\$ 6,036.00	✓	\$ 21,636.00
143	14352220	101000	DEPUTY FIRE MARSHAL SALARY	\$ 62,940.00	\$ 29,964.00	✓	\$ 92,904.00
143	14355220	200000	DEPUTY FIRE MARSHAL PERSONNEL BENEFITS	\$ 23,025.00	\$ 5,606.00	✓	\$ 28,631.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
TOTAL EXPENDITURE:				\$ 101,565.00	\$ 41,606.00	\$ 0.00	\$ 143,171.00

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

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

Reason for budget appropriation:

Vehicle costs increased after the original budget was adopted.

A highly qualified candidate for the Deputy Fire Marshal position was offered more than the initial step that was budgeted for; however, fees that will be generated through this vital work should offset a majority of this expenditure.

Submitted by (Elected Official/Department Head):



Date: 3/27/24



Reset

Request for Budget Appropriation/Extension and AmendmentDepartment/Fund Name: PUBLIC WORKS / PARKS & RECREATIONBudget Year: 2024 Quarter: 1**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
174	17439700	397010	Transfer from General Fund	\$ 871,559.00		\$ 40,410.00	\$ 911,969.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
TOTAL REVENUE:				\$ 871,559.00	\$ 0.00	\$ 40,410.00	\$ 911,969.00

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
001	OT59700	597174	Transfer to Parks & Rec	\$ 871,559.00		\$ 40,410.00	\$ 911,969.00

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	17457100	101000	SALARIES & WAGES	\$ 141,174.00		\$ 27,986.00	\$ 169,160.00
174	17457100	200000	PERSONNEL BENEFITS	\$ 46,589.00		\$ 12,656.00	\$ 59,245.00
174	17457520	200000	PERSONNEL BENEFITS	\$ 26,647.00		\$ 545.00	\$ 27,192.00
174	17457680	101000	SALARIES & WAGES	\$ 243,128.00		\$ 3,175.00	\$ 246,303.00
174	17457680	200000	PERSONNEL BENEFITS	\$ 102,017.00		\$ 10,747.00	\$ 112,764.00
							\$ 0.00
TOTAL EXPENDITURE:				\$ 559,555.00	\$ 0.00	\$ 55,109.00	\$ 614,664.00

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
	17439700						\$ 0.00

Reason for budget appropriation:

The original 2024-2025 budget does not cover the new 0.50 FTE Recreation Supervisor or the cost of benefits for existing seasonal maintenance staff per the updated Teamsters Contract.

Submitted by (Elected Official/Department Head):

Date: 3-11-24

Reset

Request for Budget Appropriation/Extension and Amendment

Department/Fund Name: Public Works, Parks Improvement Fund

Budget Year: 2024 Quarter: 1st

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
175	17539700	397302	Transfer from Capital Improvement Fund	\$ 0.00	\$ 28,396.00		\$ 28,396.00
175	17539520	398100	Insurance Recoveries		\$ 6,415.00		\$ 6,415.00
							\$ 0.00
							\$ 0.00
TOTAL REVENUE:				\$ 0.00	\$ 34,811.00	\$ 0.00	\$ 34,811.00

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	597175	Transfer to Parks Imp Fund		\$ 28,396.00		\$ 28,396.00

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
175	17559476	630000	Other Improvements	\$ 0.00	\$ 34,811.00		\$ 34,811.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
TOTAL EXPENDITURE:				\$ 0.00	\$ 34,811.00	\$ 0.00	\$ 34,811.00

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
	17539700						\$ 0.00

Reason for budget appropriation:

The Quincy Street section of the Memorial Field perimeter fence was damaged when a vehicle belonging to a private citizen crashed into it. An insurance claim payment has been received for \$6,415. Since the remaining section of the fence on Quincy St also needs replacement, and the fence repair contractor will already be on-site to repair the vehicle damaged section, it makes financial sense for the county to the entire length of the Quincy St. fence at the same time. The replacement fence will be shorter which will reduce the overall cost significantly.

Submitted by (Elected Official/Department Head)

Date: 3.11.24

Paid for from REET2 3-21-2024

Parks and Rec Ongoing General Fund Transfer Increase Information. February 1, 2024				
Summary of General Fund Revenue Increases				
	2023	2024	2025	Increase
Budgeted General Fund Transfer	\$ 721,559	\$ 871,559	\$ 871,559	\$ 150,000
Summary of Expenditure Increases				
General Fund Financial Assistance Request				
" This expenditure maintains the current level of service by funding cost increases such as salaries for current employees, insurance premium increases and utility rate increases caused by inflation."	\$ -	\$ 135,301	\$ 155,290	
Form A: General Fund Add Request				
"This expenditure enhances the current level of service"				
New .5 FTE Recreation Supervisor	\$ -	\$ 40,642	\$ 42,268	
Additional Issues as of 1/11/23				
Benefits for Part-Time Teamsters Staff	\$ -	\$ 11,292	\$ 11,631	
ESTIMATE 1% additional increase for Teamsters	\$ -	\$ 3,175	\$ 3,175	
Total Additional Expenditures	\$ -	\$ 190,410	\$ 212,364	
Additional Revenue Received	\$ -	\$ 150,000	\$ 150,000	
Expenditures not Funded	-	\$ (40,410)	\$ (62,364)	

Parks and Rec LTAC Grant for County Campgrounds Information				
	2023	2024		
LTAC Grant Funding	\$ 50,000	\$ -		
Budgeted need		\$ 45,000		
Expenditure not Funded		\$ 45,000		

Mem Fld Fence Quincy St Repair Cost Summary

Expenses		
Crash Repair (33ft)	\$	6,416
Remainder of Quincy St. (164ft)	\$	28,395
Total Expenses	\$	34,811
Revenue		
Insurance Payment	\$	6,415
County Capital Funds	\$	28,396
Total Revenue	\$	34,811

Reset

Request for Budget Appropriation/Extension and Amendment

Department/Fund Name: PIF 306Budget Year: 2024 Quarter: 1st

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
306	30655870	NEW	GLEN COVE FEASIBILITY STUDY	\$ 0.00	\$ 250,000.00		\$ 250,000.00
	30655870	NEW	JCIA ECO-INDUSTRIAL PARK - PORT OF PT	\$ 0.00	\$ 325,000.00		\$ 325,000.00
	30655870	597405	TRI-AREA SEWER	\$ 240,000.00		\$ 85,000.00	\$ 325,000.00
	30655870	410906	SIMS WAY GATEWAY - EXT 2025	\$ 0.00	\$ 1,300,000.00		\$ 1,300,000.00
	30655870	410907	QUILCENE COMPLETE STREETS - EXT 2025	\$ 0.00	\$ 100,000.00		\$ 100,000.00
	30655870	410905	EDC	\$ 25,750.00	\$ 74,250.00		\$ 100,000.00
TOTAL EXPENDITURE:				\$ 265,750.00	\$ 2,049,250.00	✓ \$ 85,000.00	\$ 2,400,000.00

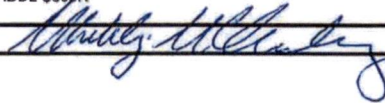
TO: If the expenditure is providing a revenue source to another county fund, identify the receiving fund information.

Fund #	Org #	Revenue Obj #	Description				
							\$ 0.00

Reason for budget appropriation:

PER AGREEMENTS - GLEN COVE FEASIBILITY, JCIA ECO-INDUSTRIAL, EDC
ADDED DEBT SERVICE TO THE ORIG TRANSFER FOR TRI-AREA SEWER
SIMS WAY & QUIL COMPLETE STREETS EXTENDED TO 2025. SIMS WAY ADDL \$300K

Submitted by (Elected Official/Department Head):


Date: 3/13/24


RECEIVED

MAR 07 2024

Reset

Request for Budget Appropriation/Extension and Amendment

JEFFERSON COUNTY
COMMISSIONERS

Department/Fund Name: Central Services - Information Services

Budget Year: 2024 Quarter: 1

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
506	50651888	1010000	Salaries & Wages	\$ 446,413.00		\$ 53,930.00	\$ 500,343.00
506	50651888	2000000	Benefits	\$ 168,874.00		\$ 26,718.00	\$ 195,592.00
							\$ 0.00
506	50651810	1010000	Salaries & Wages	\$ 83,691.00		\$ 23,769.00	\$ 107,460.00
506	50651810	2000000	Benefits	\$ 30,058.00		\$ 12,751.00	\$ 42,809.00
							\$ 0.00
TOTAL EXPENDITURE:				\$ 729,036.00	\$ 0.00	\$ 117,168.00	\$ 846,204.00

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 Network Technician II position was approved by Mark McCauley to increase IT staffing levels to help meet industry standards. An administrative position is being added and will be jointly funded between Information Services and Facilities. The additional costs will be recovered in the IS Cost Allocation Plan.

Submitted by (Elected Official/Department Head):



Date: 3-7-24

RECEIVED

MAR 07 2024

Reset

Request for Budget Appropriation/Extension and Amendment

Department/Fund Name: Central Services - Facilities Management

JEFFERSON COUNTY
COMMISSIONERS

Budget Year: 2024 Quarter: 1

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
507	50651830	1010000	Salaries & Wages	\$ 648,230.00		\$ 23,769.00	\$ 671,999.00
507	50651830	2000000	Benefits	\$ 255,300.00		\$ 12,751.00	\$ 268,051.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
							\$ 0.00
TOTAL EXPENDITURE:				\$ 903,530.00	\$ 0.00	\$ 36,520.00	\$ 940,050.00

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:

An administrative position is being added and will be jointly funded between Information Services and Facilities. The additional costs will be recovered in the Facilities Cost Allocation Plan.

Submitted by (Elected Official/Department Head):

Date: 3-7-24