

**JEFFERSON COUNTY
BOARD OF COUNTY COMMISSIONERS**

CONSENT AGENDA REQUEST

TO: Board of County Commissioners

FROM: Judy Shepherd, Finance Director

DATE: August 11, 2025

SUBJECT: Establish Fund 406 PHUGA Sewer Operations Fund and Update Fund 405 Name to PHUGA Sewer Capital Fund

STATEMENT OF ISSUE:

1. The PHUGA wastewater treatment system (a.k.a., sewer) requires a sewer operations fund.
2. The existing Fund 405 Tri-Area Sewer requires an update to the name to reflect the use for capital improvements.

ANALYSIS:

1. The PHUGA Sewer requires an operations fund to receive revenue and disburse expenditures when the sewer becomes operational in September 2025.
2. The Fund 405 needs the fund name updated to the official name of the sewer.
3. The proposed resolution authorizes the Jefferson County Treasurer to invest both funds and deposit interest to the respective fund.

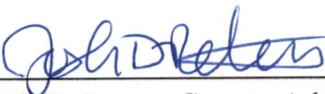
FISCAL IMPACT:

None

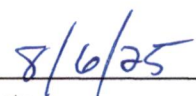
RECOMMENDATION:

Establish Fund 406 PHUGA Sewer Operations Fund and update Fund 405 name from Tri-Area Sewer to PHUGA Sewer Capital Fund.

REVIEWED BY:



Josh D. Peters, County Administrator



Date

STATE OF WASHINGTON
County of Jefferson

**In the Matter of Establishing Fund 406
PHUGA Sewer Operations Fund and Update
Fund 405 Fund Name**

RESOLUTION NO. _____

WHEREAS, the Jefferson County Port Hadlock Water Reclamation Facility, part of the Port Hadlock Urban Growth Area (PHUGA) Sewer System, is set to begin operations in September, 2025; and

WHEREAS, currently Fund 405 Tri-Area Sewer is tracking the revenue to fund the project and construction activity; and

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF JEFFERSON COUNTY, STATE OF WASHINGTON:

Section 1. Whereas Clauses Adopted as Findings of Fact. The Jefferson County Board of Commissioners hereby adopts the above “Whereas” clauses as Findings of Fact.

Section 2. Establish a New Fund. The Jefferson County Board of Commissioners hereby authorizes Fund 406 PHUGA Sewer Operations Fund be established and authorizes the Jefferson County Treasurer to invest the fund balance with interest earned to be deposited to this fund. Budget authority shall be established by budget appropriation.

Section 3. Change the Name of Fund: The Jefferson County Board of Commissioners shall authorize the name of Fund 405 changed to PHUGA Sewer Capital Fund and authorize the Jefferson County Treasurer to continue to invest the fund balance with interest earned to be deposited to this fund.

Section 5. Severability. If any section, subsection, sentence, clause, phrase or section of this resolution or its application to any person or circumstance is held invalid, the remainder of this resolution or its application to other persons or circumstances shall be fully valid and shall not be affected.

Section 6. Effective Date. This resolution is effective upon adoption.

Section 7. SEPA Categorical Exemption. This resolution is categorically exempt from the State Environmental Policy Act under WAC [197-11-800\(19\)](#).

(SIGNATURES FOLLOW ON THE NEXT PAGE)

APPROVED this 4th day of August 2025.

SEAL:

JEFFERSON COUNTY BOARD OF
COUNTY COMMISSIONERS

Heidi Eisenhour, Chair

Greg Brotherton, Member

Heather Dudley-Nollette, Member

ATTEST:

APPROVED AS TO FORM:

Carolyn Gallaway, CMC Date
Clerk of the Board

 8/6/2025
Philip C. Hunsucker, Date
Chief Civil Deputy Prosecuting Attorney