

**JEFFERSON COUNTY  
BOARD OF COUNTY COMMISSIONERS**

**AGENDA REQUEST**

**TO:** Board of County Commissioners

**FROM:** Judy Shepherd, Finance Director

**DATE:** August 4, 2025

**SUBJECT:** Establish Fund 406 PHUGA Sewer Operations Fund, Update Fund 405 Fund Name, and Merge Fund 186 and 187 into Fund 185

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**STATEMENT OF ISSUE:**

1. The PHUGA Sewer requires a sewer operations fund.
2. The Fund 405 Tri-Area Sewer requires an update to the name.
3. Funds 186 and 187 have minimal activity.

**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. Fund 186 and 187 have minimal or no activity and should be merged into Fund 185.

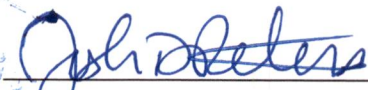
**FISCAL IMPACT:**

None

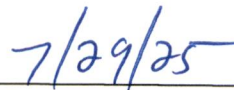
**RECOMMENDATION:**

Establish Fund 406 PHUGA Sewer Operations Fund, update Fund 405 name to PHUGA Sewer Capital Fund and merge Fund 186 and 187 into Fund 185

**REVIEWED BY:**



Josh Peters, County Administrator



Date

**STATE OF WASHINGTON**  
**County of Jefferson**

**In the Matter of Establishing Fund 406  
PHUGA Sewer Operations Fund, Update  
Fund 405 Fund Name and Merge Fund 186  
and 187 into Fund 185**

**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

***WHEREAS***, Fund 185 Flood/Storm Water Management, Fund 186 Brinnon Flood Control Subzone and Fund 187 Quilcene Flood Control Subzone are separate funds with minimal activity.

***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. 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.

Section 4. Merge Three Funds: The Jefferson County Board of Commissioners shall authorize to merge Fund 186 Brinnon Flood Control Subzone and Fund 187 Quilcene Flood Control Subzone into Fund 185 Flood/Storm Water Management.

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

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Heidi Eisenhour, Chair

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Greg Brotherton, Member

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Heather Dudley-Nollette, Member

ATTEST:

APPROVED AS TO FORM:

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Carolyn Gallaway, CMC      Date  
Clerk of the Board

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Philip C. Hunsucker,      Date  
Chief Civil Deputy Prosecuting Attorney