

**JEFFERSON COUNTY
BOARD OF COUNTY COMMISSIONERS**

AGENDA REQUEST

TO: Board of County Commissioners
Philip Morley, County Administrator

FROM: Leslie Locke, Deputy Clerk of the Board

DATE: November 21, 2011

SUBJECT: HEARING re: Budget Appropriations/Extensions; Various County Departments

STATEMENT OF ISSUE:

Various County Departments have requested increases to their 2011 budget. Per RCW 36.40.140 the BOCC must hold a public hearing regarding the proposed budget changes. This agenda item is to hold the public hearing and adopt the budget changes.

ANALYSIS:

These budget changes are intended to improve the cost effectiveness and efficiency of the requesting departments. The Hearing Notice was published in the Leader on November 9 and 16, 2011.

FISCAL IMPACT:

Provided in Resolution.

RECOMMENDATION:

Hear public testimony and consider approval of a resolution to adopt the supplemental budget appropriations.

REVIEWED BY:


Philip Morley, County Administrator

11/15/11
Date

**JEFFERSON COUNTY
STATE OF WASHINGTON**

**ORDER: BUDGET APPROPRIATIONS/
EXTENSIONS FOR VARIOUS
COUNTY DEPARTMENTS**

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RESOLUTION NO. _____

WHEREAS, the Jefferson County Board of Commissioners did on the 7th day of November, 2011 declare that an emergency existed for the listed expenses which are funded by additional sources which were not anticipated at the time of preparing said budgets; and such sources include unanticipated 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, the Jefferson County Board of Commissioners did on the 7th day of November, 2011, set a hearing on said emergency for the 21st day of November, 2011, at the hour of 10:00 a.m. in the County Commissioners' Chamber, Courthouse, Port Townsend, Washington; and,

WHEREAS, Jefferson County has published notice of this hearing as provided in RCW 36.40.140 on November 9 and 16, 2011 in the official newspaper of Jefferson County; and,

WHEREAS, this being the time and place set forth for said hearing and no objection or objection interposed.

NOW, THEREFORE, IT IS HEREBY ORDERED, by the Board of County Commissioners, that due to there being sufficient monies available in the other listed funds, that the County Auditor is hereby directed to extend the budget of the following funds by the amounts listed and per the attached requests:

FUND #	FUND NAME	AMOUNT FROM		
		UNENCUMBERED FUND BALANCE	REVENUE	EXPENSE
CURRENT EXPENSE/GENERAL FUND				
001-240-000	SUPERIOR COURT	<u>\$29,336</u>	<u>\$2,664</u>	<u>\$32,000</u>
	Total General Fund	<u>\$29,336</u>	<u>\$2,664</u>	<u>\$32,000</u>
SPECIAL REVENUE/CAPITAL/ENTERPRISE/INTERNAL SERVICE FUNDS				
114-000-010	ECONOMIC DEVELOPMENT FUND	\$17,208		\$17,208
119-000-010	JEFFCOM CAPITAL FUND		\$328,000	\$328,953
140-000-010	LAW LIBRARY	\$2,000		\$2,000
501-000-010	EQUIPMENT RENTAL & REVOLVING	<u>\$0</u>	<u>\$328,953</u>	<u>\$328,000</u>
	Total Other Funds	<u>\$19,208</u>	<u>\$656,953</u>	<u>\$676,161</u>

APPROVED this 21st day of November, 2011.

JEFFERSON COUNTY
BOARD OF COMMISSIONERS

SEAL:

John Austin, Chairman

Phil Johnson, Member

ATTEST:

Raina Randall,
Deputy Clerk of the Board

David Sullivan, Member

TO: BOARD OF COUNTY COMMISSIONERS
 RE: Request For Emergency Budget Appropriation/Extension and Amendment

Date: 11/01/2011

Superior Court - General Fund

001,240,000

Department/Fund Name

Fund Number

Commissioners: (check all that apply)

Please be advised that after a thorough examination of my current budget it appears that the amount allocated is insufficient to pay necessary expenses of this department for this year. After a careful examination of all the expenditures within the department budget with respect to present and future needs, I find that my budget is short. Therefore, I request an emergency appropriation and budget extension in the amount \$32,000.00 for this current year for the reason(s) outlined below.

For funds other than Current Expense – Is there enough Fund Balance (unencumbered cash) to cover this additional expenditure? Yes _____ No

Please be advised that a revenue source (i.e. grant, new fee) has been received by this department which was not included in the annual budget at the time it was prepared. Therefore, I request an emergency appropriation and budget extension in the amount of \$3,438.80 \$ 2,663 to include this new revenue in the budget this year as outlined below.

BARS # Revenue	Description	Current Budget	Revision	New Budget
33401.20.0004	Judge Pro Tem	\$525.00	\$2,037.11	\$2,562.11
33401.20.0005	Witness Reimbursement	\$250.00	\$626.69	\$876.69
				\$0.00
				\$0.00
TOTAL REVENUE		\$775.00	\$2,663.80	\$3,438.80

BARS # Expenditure	Description	Current Budget	Revision	New Budget
51221.41.0100	Court Commissioner	\$22,659.00	\$6,400.00	\$29,059.00
51281.41.0003	Conflict Attorney	\$49,970.00	\$6,400.00	\$56,370.00
51221.49.0010	Dues/Subscriptions/Memberships	\$1,970.01	\$6,400.00	\$8,370.01
51221.41.0070	Psych Evaluations/Expert Services	\$13,000.00	\$6,400.00	\$19,400.00
51221.41.0010	Guardian Ad Litem Fees	\$1,891.00	\$6,400.00	\$8,291.00
TOTAL EXPENDITURE		\$89,490.01	\$32,000.00	\$121,490.01

Reason for Appropriation/Extension

The number of criminal filings for 2011 are up. This number is above 2007, 2009 & 2010 and just trailing 2008 by 30. This number can effect a number of budget line items including jury, jury board, bailiff, experts & evaluations, conflict attorneys, interpreters, witnesses, visiting judge, judge pro tem and commissioner. There was a joint investigation between the Jefferson County Sheriff's Office and OPNET which resulted in 11 Superior Court filings and all requiring a conflict attorney due to Jefferson Associated Counsel's representation of the Confidential Informant. This amongst other conflict appointments has driven all several line items into the negative. Judge Verser was diagnosed with pancreatic cancer in July and his absence from the bench is a driving force behind higher than average fees for court commissioner, visiting judge and judge pro tem. Due to the continuing recession and higher than average unemployment rate there has been more appointments of guardian ad litem in family law cases at county expense. I was unable to meet the 3rd quarter appropriation deadline due because in order to make an informed request I needed specific invoices to compute that amount and did not receive them until the last week of October.

Respectfully submitted,

Michelle Moore

TO: BOARD OF COUNTY COMMISSIONERS
 RE: Request for Emergency Budget Appropriation/Extension and Amendment

Date: November 2, 2011

ECONOMIC DEVELOPMENT

114

Department/Fund Name

Fund Number

Commissioners: (mark all that apply with an "X")

Please be advised that after a thorough examination of my current budget it appears that the amount allocated is insufficient to pay necessary expenses of this department for this year. After a careful examination of all the expenditures within the department budget with respect to present and future needs, I find that my budget is short. Therefore, for this current year for the reason(s) outlined below, I request an emergency appropriation and budget extension in the amount of:

For funds other than Current Expense (General Fund) - Is there enough Fund Balance (unencumbered cash) to cover this additional expenditure?

Yes
 No

Please be advised that a revenue source (i.e. grant, new fee) has been received by this department which was not included in the annual budget at the time it was prepared. Therefore, I request an emergency appropriation and budget extension to include this new revenue in the budget this year as outlined below in the amount of:


BARS Revenue #	Description	BUDGET		
		CURRENT	REVISION	AMENDED
				\$0
				\$0
				\$0
				\$0
TOTAL REVENUE		\$0	\$0	\$0

BARS Expenditure #	Description	BUDGET		
		CURRENT	REVISION	AMENDED
55100.41.0000	PROFESSIONAL SERVICES	\$28,540	\$17,208	\$45,748
				\$0
				\$0
				\$0
TOTAL EXPENDITURE		\$28,540	\$17,208	\$45,748

Reason for Appropriation/Extension

A portion of WSU Team Jefferson contract was paid in 2011 for 2010 service equal to 4,708. In addition \$12,500 is allocated for July 1 to December 31 to pay Associated Development Organization services by EDC Team Jefferson.

Respectfully Submitted


 Elected Official/Department Head Signature