

**JEFFERSON COUNTY
BOARD OF COUNTY COMMISSIONERS**

**AGENDA REQUEST
For Week of December 5, 2011**

CONSENT AGENDA **REGULAR AGENDA**

TO: **Board of Commissioners**

FROM: **Philip Morley, County Administrator**

DATE: **November 30, 2011**

RE: **Set Hearing Date for 2011 Budget Appropriations/Extensions**

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 set the date for the public hearing.

STRATEGIC GOALS:

These budget changes are intended to improve the cost effectiveness and efficiency of the requesting departments.

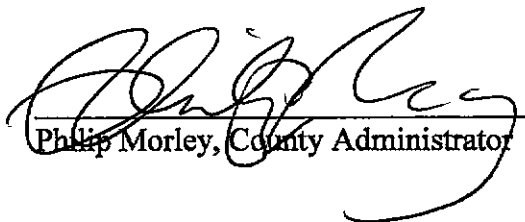
FISCAL IMPACT:

See attached department fund requests.

REQUESTED ACTION:

Set hearing date for December 5th, 2011 at 10:00 a.m. and publish the hearing notice on December 7th and December 14th, 2011.

REVIEWED BY:


Philip Morley, County Administrator

12/1/11
Date

Please publish 2 times: December 7th and 14th, 2011

Bill to: Jefferson County Commissioners Office
P.O. Box 1220
Port Townsend, WA 98368
Account: 15829 Non-Departmental

**JEFFERSON COUNTY
STATE OF WASHINGTON**

**IN THE MATTER OF A HEARING NOTICE }
FOR 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 2011 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 and emergency exists that could not have been foreseen or contemplated at the time of preparing the budgets for 2011. 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:

Draft (NOT FINAL)

FUND #	FUND NAME	AMOUNT FROM UNENCUMBERED FUND BALANCE	REVENUE	EXPENSE
CURRENT EXPENSE/GENERAL FUND				
001-051-000	CORONER	\$2,900		\$2,900
001-060-000	COUNTY COMMISSIONERS	\$6,700		\$6,700
001-261-000	OPERATING TRANSFERS	\$0	\$75,000	\$75,000
	Total General Fund	\$9,600	\$75,000	\$84,600
SPECIAL REVENUE/CAPITAL/ENTERPRISE/INTERNAL SERVICE FUNDS				
114-000-010	ECONOMIC DEVELOPMENT FUND	\$6,000		\$6,000
127-000-010	PUBLIC HEALTH	-\$63,273	-\$197,000	-\$260,273
128-000-010	WATER QUALITY JC AFFORDABLE HOUSING FUND	-\$41,171	-\$200,167	-\$241,338
148-000-010		\$45,000		\$45,000
174-000-010	PARKS & RECREATION	\$7,477		\$7,477
306-000-010	PUBLIC INFRASTRUCTURE FUND	\$161,000		\$161,000
502-000-010	RISK MANAGEMENT RESERVE	\$30,000		\$30,000
	Total Other Funds	\$145,033	-\$397,167	-\$252,134

NOW, THEREFORE, BE IT RESOLVED, that an emergency is hereby declared, and that supplemental budget appropriations/extensions be made for the above noted funds.

BE IT FURTHER RESOLVED, that a public hearing be held on the said emergency extensions and that said hearing be held in the County Commissioners' Chambers, Courthouse, Port Townsend Washington, **on the 19th day of December, 2011, at the hour of 10:00 a.m.**, and that notice of said hearing be published in the official newspaper of Jefferson County, and that at said hearing any interested taxpayer may appear and be heard for or against the extensions for such alleged emergency.

APPROVED this 5th day of December, 2011.

JEFFERSON COUNTY BOARD OF COMMISSIONERS

/s/John Austin, Chairman

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

Date: 11/9/11

Prosecuting Attorney/CORONER
 Department/Fund Name

001-151-000
 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 \$2,900.00 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 X 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 _____ to include this new revenue in the budget this year as outlined below.

BARS # Revenue	Description	Current Budget	Revision	New Budget
				\$0.00
				\$0.00
				\$0.00
				\$0.00
TOTAL REVENUE		\$0.00	\$0.00	\$0.00

BARS # Expenditure	Description	Current Budget	Revision	New Budget
56320.41.0010	Autopsies	\$23,200.00	\$2,900.00	\$26,100.00
				\$0.00
				\$0.00
				\$0.00
TOTAL EXPENDITURE		\$23,200.00	\$2,900.00	\$26,100.00

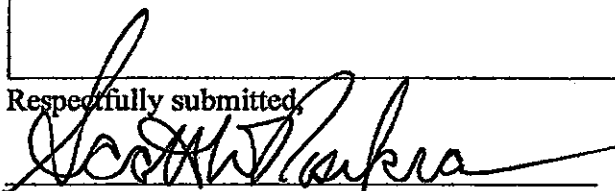
Reason for Appropriation/Extension

We have already expended this year's budget for autopsies ordered by the Coroner. While the Coroner makes judicious use of these funds and makes careful determinations of which cases require an autopsy, it is extremely difficult to predict the number of deaths that will occur within a given year or the number of autopsies required. With nearly two months remaining in the year it's possible that more autopsies may be required, therefore, we are requesting additional funds sufficient to cover two additional autopsies. At \$1,450 per autopsy the total requested is \$2,900. If not needed, this additional funding will not be expended.

RECEIVED

NOV 21 2011

Respectfully submitted,



Scott W. Rosekrans, Prosecuting Attorney

**JEFFERSON COUNTY
 COMMISSIONERS**

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

Date: November 22, 2011

County Commissioners
 Department/Fund Name

001-060-000
 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:

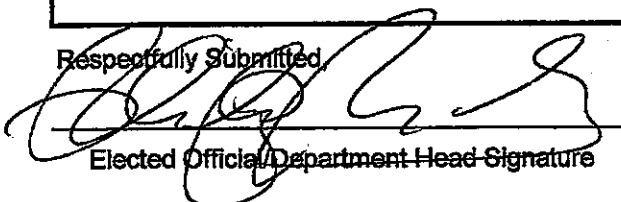
BARS Revenue #	Description	BUDGET		
		CURRENT	REVISION	AMENDED
				\$0
				\$0
TOTAL REVENUE		\$0	\$0	\$0

BARS Expenditure #	Description	BUDGET		
		CURRENT	REVISION	AMENDED
51160.10.0040	Salaries	\$27,501	\$5,000	\$32,501
51160.20.0000	Benefits	\$89,821	\$1,700	\$91,521
				\$0
				\$0
				\$0
TOTAL EXPENDITURE		\$117,322	\$6,700	\$124,022

Reason for Appropriation/Extension

Appropriate funds for payout of sick and vacation for retiring employee.

Respectfully Submitted,



Elected Official/Department Head Signature

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

Date: November 17, 2011

Operating Transfers

001.261.000

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:

\$75,000

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:

\$75,000

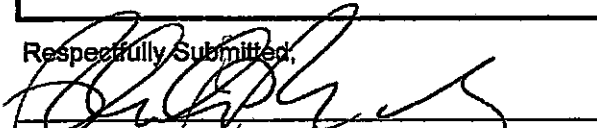
BARS Revenue #	Description	BUDGET		
		CURRENT	REVISION	AMENDED
001250000.395.10.10	Treasurer's DNR Timber Revenue	\$480,000	\$75,000	\$555,000
				\$0
				\$0
				\$0
TOTAL REVENUE		\$480,000	\$75,000	\$555,000

BARS Expenditure #	Description	BUDGET		
		CURRENT	REVISION	AMENDED
597.00.00.00.0358	Transfer to Capital Improvement fund 302	\$250,000	\$75,000	\$325,000
				\$0
				\$0
				\$0
TOTAL EXPENDITURE		\$250,000	\$75,000	\$325,000

Reason for Appropriation/Extension

One time revenues received from Timber Revenues in 2011 will go to Capital Improvement Fund 302 to be dedicated to capital maintenance and construction projects.

Respectfully Submitted,


 Elected Official/Department Head Signature

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

Date: November 22, 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:

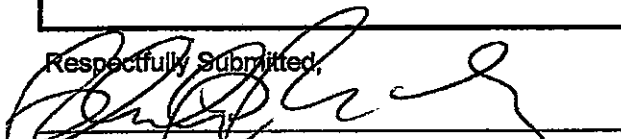
BARS Revenue #	Description	BUDGET		
		CURRENT	REVISION	AMENDED
				\$0
				\$0
				\$0
				\$0
TOTAL REVENUE		\$0	\$0	\$0

BARS Expenditure #	Description	BUDGET		
		CURRENT	REVISION	AMENDED
55100.41.0000	PROFESSIONAL SERVICES	\$45,748	\$6,000	\$51,748
				\$0
				\$0
				\$0
TOTAL EXPENDITURE		\$45,748	\$6,000	\$51,748

Reason for Appropriation/Extension

Appropriate required funds per 2011 contract with Team Jefferson.

Respectfully Submitted,


 Elected Official/Department Head Signature

Public Health

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
33166.10.0300	Clean Water District Activities	\$245,900	-\$192,000	\$53,900
33310.57.0000	Con Con-WIC Breastfeeding	\$81,200	\$28,000	\$109,200
33390.69.0300	DOH Con Con-PHEPR	\$31,836	\$8,000	\$39,836
33392.17.0000	Family Planning Grant	\$25,806	\$9,600	\$35,406
33397.78.0020	Medicaid Admin Match/Outreach	\$121,300	-\$19,400	\$101,900
33392.93.0360	Breast and Cervical Health	\$0	\$12,000	\$12,000
33399.69.0000	DASA Contract- Federal	\$32,715	-\$9,400	\$23,315
33366.47.0310	CONCON- Beach Water	\$4,000	\$5,000	\$9,000
33399.97.0000	Con Con- MCH/CAH	\$9,663	\$36,800	\$46,463
33947.12.0300	ARRA Immunization Project	\$106,500	\$39,800	\$146,300
33403.10.0000	Solid Waste Grant (DOE)	\$119,544	-\$20,400	\$99,144
33403.10.0301	Solid Waste Off-Cycle Grant	\$5,100	\$5,000	\$10,100
33404.60.0000	Dept of Social & Health Services	\$184,318	-\$21,600	\$162,718
33404.66.0000	AIDSNET Grant	\$16,607	-\$13,400	\$3,207
33404.91.0330	Con Con Adult Viral Strar Plan	\$5,000	-\$5,000	\$0
33404.93.0050	Breast and Cervical Health	\$26,265	-\$20,000	\$6,265
33404.93.0320	Con Con FP- State Provisio	\$33,325	-\$11,000	\$22,325
33404.93.0325	Con Con PSAP Onsite Systems	\$50,000	-\$15,000	\$35,000
33404.97.0300	Tobacco Supplement	\$14,234	-\$7,000	\$7,234
33404.99.0310	PH Funding- SSB 5930	\$41,200	\$37,000	\$78,200
33405.15.0300	OESD Grant - School Nurse	\$20,300	\$16,000	\$36,300
33404.91.0340	HIV Prevention	\$0	\$9,700	\$9,700
33831.00.0350	Kitsap - LSC	\$5,000	\$7,700	\$12,700
33862.10.0000	Regional Serv with Port Townsend Pub Health	\$43,088	\$10,500	\$53,588
33862.30.0300	Jeff Healthcare - SBC	\$31,347	-\$5,000	\$26,347
33868.00.0300	DD Grant	\$167,571	-\$22,100	\$145,471
34622.30.0000	Client Fees Nursing	\$128,992	-\$12,600	\$116,392
34622.30.0010	Clinic Fees - Environmental Health	\$289,120	-\$64,000	\$225,120
34625.10.0000	Private Insurance - Nursing	\$74,674	-\$17,400	\$57,274
34625.20.0000	Medicaid / Title 19 - Nursing	\$202,162	\$17,900	\$220,062
34964.00.0100	Mental Health / Chem Depend Fund Charges	\$35,712	\$7,800	\$43,512
34914.45.0330	DVR Services	\$0	\$4,500	\$4,500
36700.10.0000	Donation Private Source	\$744	\$3,000	\$3,744
TOTAL REVENUE		\$2,153,193	-\$197,000	\$1,956,193

BARS Expenditure #	Description	BUDGET		
		CURRENT	REVISION	AMENDED
56200.10.0200	EHS II	\$0	\$21,227	\$21,227
56200.10.0600	Clerk Hire	\$0	\$900	\$900
56200.20.0000	Personnel Benefits (Admin Division)	\$131,226	\$6,432	\$137,658
56200.41.0313	Billing Update	\$16,000	-\$13,000	\$2,000
56200.43.0000	Travel	\$1,700	\$7,600	\$9,300
56200.46.0010	General Liability Insurance	\$40,735	\$11,923	\$62,658
56200.49.0020	Training	\$350	\$2,380	\$2,730
56210.10.0010	Deputy Director of JCPH (EH Director)	\$31,425	-\$31,425	\$0
56210.10.0047	PHN II	\$45,560	-\$11,260	\$34,300
56210.10.0226	EHS I	\$40,394	-\$40,394	\$0
56210.10.0230	EHS II	\$3,381	\$27,200	\$30,581
56210.10.0235	EHS II	\$50,020	-\$17,776	\$32,244
56210.10.0600	Clerk Hire	\$2,368	\$7,000	\$9,368
56210.20.0000	Personnel Benefits (EH Division)	\$149,356	-\$23,386	\$125,970
56210.41.0240	EH-Misc. Professional Services	\$16,500	-\$14,990	\$1,510
56210.41.0309	Facilitation Services (EPA)	\$4,200	-\$4,200	\$0
56220.49.0020	Training	\$3,373	\$2,000	\$5,373
56210.52.0010	Clallam County (EPA)	\$100,143	-\$20,000	\$80,143
56210.52.0015	Clallam Conservation (EPA)	\$63,500	\$17,000	\$70,500
56210.52.0020	JC conservation (EPA)	\$50,000	-\$25,000	\$25,000
56220.10.0047	PHN II	\$11,390	-\$6,400	\$4,990
56220.10.0050	Medical Records Clerk	\$35,298	-\$19,170	\$16,128
56220.10.0055	Medical Records Clerk	\$26,890	-\$18,479	\$8,411
56220.10.0076	Community Health Educator	\$30,859	\$6,554	\$37,413
56220.10.0080	PHN II	\$61,339	-\$13,505	\$47,834
56220.10.0120	Nurse Hire	\$15,600	-\$4,000	\$11,600
56220.10.0600	Clerk Hire	\$1,352	\$4,100	\$5,452
56220.10.0850	Nurse Hire	\$9,100	-\$8,200	\$900
56220.20.0000	Personnel Benefits (CH Division)	\$292,549	-\$25,719	\$266,830
56220.31.0040	Pharmaceutical Supplies	\$152,025	-\$36,000	\$116,025
56220.41.0210	Oral Health Services	\$12,000	-\$7,000	\$5,000
56220.43.0000	Travel	\$6,315	\$4,325	\$10,640
56800.41.0045	Individual Employment	\$50,473	\$18,000	\$68,473
56800.41.0075	DD Community Access	\$19,800	\$6,000	\$25,800
56800.41.0080	Job Club	\$9,600	-\$5,900	\$3,700
56800.41.0100	Parent to Parent Activities	\$14,620	-\$6,900	\$7,720
56800.41.0206	Child Development B-3	\$12,000	\$2,400	\$14,400
56800.41.0216	parent Coalition	\$5,000	-\$2,600	\$2,400
56800.41.0226	Community Information-Misc	\$0	\$3,000	\$3,000
56800.41.0230	Community Information-Wise	\$0	\$5,800	\$5,800
56800.41.0240	People First of WA	\$5,500	\$5,400	\$10,900
56800.41.0245	Group Supported Employment	\$15,120	\$2,600	\$17,720
56800.41.0259	People First of WA (D.L.)	\$3,000	-\$3,000	\$0
56800.41.0270	Person to Person Activities	\$63,400	-\$30,000	\$33,400
56800.41.0280	Concerned Citizens Persons-to-Person	\$25,980	-\$9,000	\$16,980
56800.41.0285	Individual Employ (Concerned Citizens)	\$5,640	\$4,800	\$10,240
56800.41.0297	IE-8YP Transition Proviso	\$12,000	-\$10,000	\$2,000
56800.41.0299	PP-8YP Transition Proviso	\$27,300	-\$25,000	\$2,300
56800.49.0035	Other Training	\$0	\$5,590	\$5,590
				\$0
	TOTAL EXPENDITURE	\$1,663,379	-\$260,273	\$1,403,106

Reason for Appropriation/Extension

This budget appropriation reflects grant reductions, increases, and various changes needed to reveal our most recent projection. Other contributing factors include a shift in approximately 1200 hours of staff hours from Public Health to Water Quality and the EH Director will begin employment in 2012 instead of 2011 as originally budgeted.

Respectfully Submitted,



Elected Official/Department Head Signature

Water Quality

128

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:

\$241,338

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:

-\$200,187

BARS Revenue #	Description	BUDGET		
		CURRENT	REVISION	AMENDED
33402.78.0350	Dosewallips Flood Plain Act II	\$108,788	-\$76,857	\$32,131
33402.78.0300	Farmland Preservation RCFB	\$0	\$7,000	\$7,000
33403.10.0388	Chimacum Groundwater	\$0	\$4,000	\$4,000
33403.10.0380	DOE - County & State Lakes	\$0	\$15,000	\$15,000
33403.10.0370	Chimacum Creek	\$58,791	\$20,000	\$78,791
33403.10.0389	Hood Canal Watershed Clean Water Act	\$172,251	-\$150,000	\$22,251
33831.00.0300	Mason County - WRIA	\$7,000	\$11,000	\$18,000
34931.20.0332	Beach Water	\$4,000	\$5,000	\$9,000
36990.00.0300	Const Dist Grant Match Resp	\$35,510	-\$35,510	\$0
39700.00.0164	TR Fr G.F. - Conservation	\$45,600	-\$26,630	\$18,970
39700.00.0264	Consv. Dist Spec Purpose Tax	\$0	\$26,630	\$26,630
TOTAL REVENUE		\$431,940	-\$200,187	\$231,773

BARS Expenditure #	Description	BUDGET		
		CURRENT	REVISION	AMENDED
53111.10.0215	EHS II	\$49,774	-\$22,000	\$27,774
53111.10.0225	EH Supervisor	\$54,387	-\$54,387	\$0
53111.10.0282	EHS I	\$41,018	\$5,061	\$46,079
53110.10.0015	EHS II	\$0	\$5,000	\$5,000
53110.10.0048	EHS II	\$0	\$4,450	\$4,450
53110.10.0235	EHS II	\$0	\$16,200	\$16,200
53110.10.0680	EHS III	\$0	\$2,500	\$2,500
53110.10.0047	PHN II	\$0	\$8,050	\$8,050
53111.20.0000	Personnel Benefits	\$91,112	-\$26,000	\$65,112
53111.41.0140	Prop. Acquisition - Acquisition Projects	\$100,000	-\$67,000	\$33,000
53111.41.0240	WQ Misc Professional Services	\$0	\$16,300	\$16,300
53111.41.0330	WRIA 17 Facilitation / Plan	\$0	\$26,000	\$26,000
53111.41.0045	WQ Lab Services	\$32,640	-\$9,300	\$23,340
53111.41.0170	Cons District / Grant Services	\$199,389	-\$147,000	\$42,389
53111.41.0305	Kitap Health Dist - EH Director	\$18,370	-\$3,212	\$15,158
53111.42.0010	Postage	\$1,088	\$2,300	\$3,388
53111.43.0000	Travel	\$4,887	-\$4,300	\$387
53111.46.0010	General Liability Insurance Premium	\$2,312	\$5,000	\$5,312
TOTAL EXPENDITURE		\$584,777	-\$241,338	\$343,439

Reason for Appropriation/Extension

This budget appropriation reflects grant reductions, increases, and various changes needed to reveal our most recent projection. Other contributing factors include a shift in approximately 1200 hours of staff hours from Public Health to Water Quality, property acquisitions not occurring in 2011, and the WQ Supervisor vacancy.

Respectfully Submitted,

Elected Official/Department Head Signature

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

Date: November 17, 2011

Jefferson County Affordable Housing Fund

148-000-010
 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:

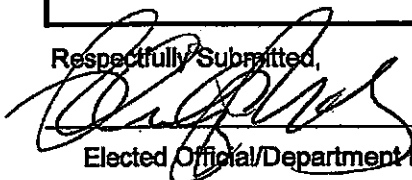
BARS Revenue #	Description	BUDGET		
		CURRENT	REVISION	AMENDED
TOTAL REVENUE		\$0	\$0	\$0

BARS Expenditure #	Description	BUDGET		
		CURRENT	REVISION	AMENDED
55150.41.0030	HOMELESSNESS SHB #2163	\$260,000	\$45,000	\$305,000
				\$0
				\$0
				\$0
TOTAL EXPENDITURE		\$260,000	\$45,000	\$305,000

Reason for Appropriation/Extension

\$45,000 additional Expenditures - Completion of capital projects in 2011 including the OlyCap Mens Shelter at the American Legion and the renovation of 16 transitional houses at Haines and NW Passage.

Respectfully Submitted,


 Elected Official/Department Head Signature

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

Date: November 8, 2011

Parks and Recreation
 Department/Fund Name

174-000-010
 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

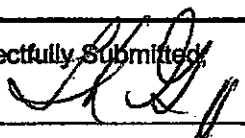
Please be advised that a revenue source (i.e. grant, new fee) has been received by this department which was not included in the annual budget at the time it was prepared. Therefore, I request an emergency appropriation and budget extension to include this new revenue in the budget this year as outlined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

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

BARS Expenditure #	Description	BUDGET		
		CURRENT	REVISION	AMENDED
576 10 41 0000	Professional Services	\$52,000	\$7,477	\$59,477
594 75 63 0000	Capital Improvements-Memorial Field	\$8,554	(\$8,554)	\$0
597 00 00 0055	Operating Transfer to Construction & Renovation	\$0	\$8,554	\$8,554
TOTAL EXPENDITURE		\$60,554	\$7,477	\$68,031

Reason for Appropriation/Extension

Expenditures for consultants supporting the Exploratory Regional Parks and Recreation Committee higher than budgeted. Capital improvements for Memorial Field will be expensed in the Construction & Renovation Fund.

Respectfully Submitted,


 Elected Official/Department Head Signature

RECEIVED

NOV 16 2011

**JEFFERSON COUNTY
 COMMISSIONERS**

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

Date: November 21, 2011

Public Infrastructure Fund

306-000-010

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:

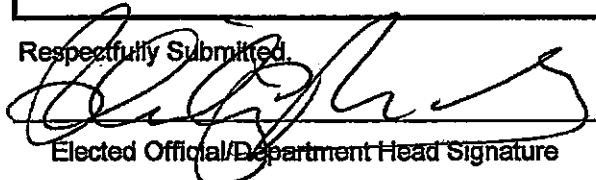
BARS Revenue #	Description	BUDGET		
		CURRENT	REVISION	AMENDED
				\$0
				\$0
				\$0
				\$0
TOTAL REVENUE		\$0	\$0	\$0

BARS Expenditure #	Description	BUDGET		
		CURRENT	REVISION	AMENDED
59895.52.0020	City of PT - Sims Way/SR20		\$500,000	\$500,000
59419.62.0000	Capital Outlay	\$339,000	-\$339,000	\$0
				\$0
				\$0
TOTAL EXPENDITURE		\$339,000	\$161,000	\$500,000

Reason for Appropriation/Extension

To appropriate funds to pay the City of Port Townsend for Public Infrastructure grant funds allocated for the Sims Way/ SR20 Improvements.

Respectfully Submitted,



Elected Official/Department Head Signature

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

Date: November 17, 2011

Risk Management Reserve Fund

502-000-010

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:

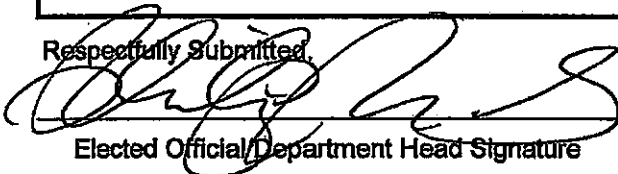
BARS Revenue #	Description	BUDGET		
		CURRENT	REVISION	AMENDED
				\$0
				\$0
				\$0
				\$0
TOTAL REVENUE		\$0	\$0	\$0

BARS Expenditure #	Description	BUDGET		
		CURRENT	REVISION	AMENDED
51478.49.0000	Claims	\$60,000	\$30,000	\$90,000
				\$0
				\$0
				\$0
TOTAL EXPENDITURE		\$60,000	\$30,000	\$90,000

Reason for Appropriation/Extension

Claims for 2011 have been running higher than budgeted. At year-end the Risk Management Reserve will be reimbursed by the department where the claim originated.

Respectfully Submitted,



Elected Official/Department Head Signature