

KLICKITAT COUNTY

**SUPPLEMENTAL
BUDGET**

2023 - 1: EXHIBIT A

JENN NEIL
FISCAL MANAGER

REPORTS

2023 - 1 Supplemental Budget

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Fiscal Services Department
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Notice of Public Hearing
May 09, 2023 at 1:30pm



Supplemental Budget Request

Department: ADULT PROBATION

Date: 04/06/2023

Priority: Low Medium High

Previously Approved: Yes No BOCC Approval Date:

Resolution # | Verbal:

Requested Action:

Projected retirement payoff benefits and replacement hire prior to retirement

Justification:

The current Case Manager is planning to retire 10/31/2023. His projected payout is \$26,000. The request is to have the replacement hire work alongside the current Case Manager for training before he departs due to case load numbers and limited staff. This would begin August 1, 2023.

Comments (Is this a grant, is there a match, % of match, grant stipulations, etc) :

Retirement pay out is \$26,000. New hire replacement is \$13,300 (wages \$8,700 & benefits \$4,600) to begin August 1, 2023

Budgetary Impacts | Outcomes:

This would be an increase to the 2023 budget year only.

Fund	BARS Number and Descriptions	Request Type <small>(On-going, One-time)</small>	Revenue Change	Grant	Expense Change	Fund Balance Change
1	523.31.11.00	One Time		<input type="checkbox"/>	34,700	
1	523.31.21.00	One Time		<input type="checkbox"/>	4,600	
		One Time		<input type="checkbox"/>		
		One Time		<input type="checkbox"/>		
		One Time		<input type="checkbox"/>		
		One Time		<input type="checkbox"/>		
		One Time		<input type="checkbox"/>		
		One Time		<input type="checkbox"/>		
		One Time		<input type="checkbox"/>		
		One Time		<input type="checkbox"/>		
		One Time		<input type="checkbox"/>		
Totals					\$ 39,300	


 Elected/Director Signature



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2023 Supplemental Budget Request

Date: 2.13.2024

Department: **Board of Equalization**

Priority: Low Medium High

Previously Yes No BOCC Approval Date: _____ Resolution # | Verbal: _____

Requested Action:

Due to the number of BOE appeals it will be necessary to have additional hearing days.

Justification:

BOE appeal hearing are required by statute.

Comments (Is this a grant, is there a match, % of match, grant stipulations, etc) :

Budgetary Impacts | Outcomes:

Will need to increase the professional services budget by \$600.

Fund	BARS Descriptions	Request Type <small>(On-going, One-time)</small>	Revenue Change	Grant	Expense Change	Fund Balance Change
001/004	Prof Serv 514.25.4100	Select Drop Down		<input type="checkbox"/>	600	
		Select Drop Down		<input type="checkbox"/>		
		Select Drop Down		<input type="checkbox"/>		
		Select Drop Down		<input type="checkbox"/>		
		Select Drop Down		<input type="checkbox"/>		
		Select Drop Down		<input type="checkbox"/>		
		Select Drop Down		<input type="checkbox"/>		
		Select Drop Down		<input type="checkbox"/>		
Totals			\$ 0		\$ 600	\$ 0

Lee Snell

Digitally signed by Lee Snell
Date: 2023.02.13 11:50:56 -08'00'

Elected/Director/Dept Head Signature



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2023 Supplemental Budget Request

Date: 2.13.2023

Department: **Commissioners**

Priority: Low Medium High

Previously Yes No BOCC Approval Date: _____ Resolution # | Verbal: _____

Requested Action:

Increase the Commissioner's 2023 Budget to cover approved colas, increased wages, required computer purchase and increased Commissioner travel obligations.

Justification:

4% colas were approved by the Board 12.27.2022. The new Deputy Clerk was hired and started in the office 11/1/2022 at a higher wage than the previous Clerk. The newly elected District #2 Commissioner chose to use a laptop, which had to be purchased.

Comments (Is this a grant, is there a match, % of match, grant stipulations, etc) :

Budgetary Impacts | Outcomes:

Commissioner's wages need to be adjusted due to the 4% Colas and the new Deputy Clerk's current wage. Due to necessary purchase of a laptop and increased Commissioner travel the budget will need to cover anticipated expenses.

Fund	BARS Descriptions	Request Type <small>(On-going, One-time)</small>	Revenue Change	Grant	Expense Change	Fund Balance Change
001	Wages 511.60.1100	One Time		<input type="checkbox"/>	8,237	
001	Ben 511.60.2100	Select Drop Down		<input type="checkbox"/>	1,508	
001	Laptop 511.60.3500	Select Drop Down		<input type="checkbox"/>	2,000	
001	Travel 511.60.4300	Select Drop Down		<input type="checkbox"/>	10,000	
		Select Drop Down		<input type="checkbox"/>		
		Select Drop Down		<input type="checkbox"/>		
		Select Drop Down		<input type="checkbox"/>		
		Select Drop Down		<input type="checkbox"/>		
Totals			\$ 0		\$ 21,745	\$ 0

Lee Snell

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Date: 2023.02.13 11:20:35 -08'00'

Elected/Director/Dept Head Signature



Klickitat County Auditor

FROM THE OFFICE OF: Heather Jobe

Licensing • Records & Recording • Elections • Voter Maintenance • Accounting • Payroll

205 S Columbus Ave; Room 203, Goldendale, WA 98620; Ph 509-773-4001 Fax 509-773-4244

April 7, 2023

RE: SUPPLEMENTAL BUDGET REQUEST

Department: Auditor/Elections
Previously Approved: No
Requested Action: Approve Supplemental
Justification: The Auditor's Office received an \$80,000 grant from the Secretary of State's Office for Election Security.
Comments: The grant covers all but approximately \$2,200 of the planned expenditures.
Budgetary Impacts: Part of the expenditures covered by the grant were previously budgeted, namely the upgraded elections tabulation software. This will allow us to utilize that budgeted money elsewhere and still achieve the desired results. The grant will cover the bulk of the budget necessary to retrofit the basement of Emergency Management for occupancy as an offsite election operations center; but the grant does not cover the ADA restroom which is required for occupancy. Public Works has had this project on their non-capital list for some time, and have rearranged projects and resources to cover the approximately \$7,000 cost of the bathroom. All items must be received and/or completed by June 30, 2023.

Fund	Bars # & Description	Request Type	Revenue Change	Grant	Expense Change	Fund Balance Change
111	334.00.30	One-time	\$80,000	Yes	\$0.00	\$0.00
111	514.40.6409	One-time	\$0.00	Yes	\$28,180	\$0.00
111	514.40.3503	One-time	\$0.00	Yes	\$2,000	\$0.00
111	514.40.6410	One-time	\$0.00	Yes	\$52,000	\$0.00
111	308,60.0000	Total:	\$80,000		\$82,180	2,180

Heather Jobe
Klickitat County Auditor



Supplemental Budget Request

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Department: Natural Resources & Economic Development

Date: April 13, 2023

Priority: Low Medium High

Previously Approved: Yes No
BOCC Approval Date:

Resolution # | Verbal:

Requested Action:

Increase Fund 123 Expenditure Budget.

Justification:

The budget increase is needed to cover the amount of funding awarded for tourism projects.

Comments (Is this a grant, is there a match, % of match, grant stipulations, etc) :

The source of funding is Lodging Tax revenue. No match is required.

Budgetary Impacts | Outcomes:

There is sufficient revenue/fund balance to cover the expenditure budget increase.

Fund	BARS Number and Descriptions	Request Type <small>(On-going, One-time)</small>	Revenue Change	Grant	Expense Change	Fund Balance Change
123	308000000	One Time		<input type="checkbox"/>		-34,209
123	557304101	One Time		<input type="checkbox"/>	28,259	
123	557304400	One Time		<input type="checkbox"/>	5,950	
		One Time		<input type="checkbox"/>		
		One Time		<input type="checkbox"/>		
		One Time		<input type="checkbox"/>		
		One Time		<input type="checkbox"/>		
		One Time		<input type="checkbox"/>		
		One Time		<input type="checkbox"/>		
		One Time		<input type="checkbox"/>		
		One Time		<input type="checkbox"/>	34,209	-34,209
Totals			\$ 0		\$ 0	\$ 0


Elected/Director Signature



Clear Form

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2023 Supplemental Budget Request

Date: 2.2.2023

Department: 2023-Commissioners

Priority: Low Medium High

Previously Approved: Yes No BOCC Approval Date: _____ Resolution #|Verbal: _____

Requested Action:

KCPEDA approved a .09 dollar funding request from the City of Goldendale for \$250,000 to be used as a grant match for upgrades to their wastewater treatment plant. KCPEDA approved a community development funding request for a total of \$9,500 for the White Salmon Grange for improvements to their grange hall. These items were not included in the 2023 approved budget.

Justification:

These funding requests have been approved. \$9,500 is a community dollars, \$250,000 .09 dollars for the Goldendale WWT, \$10,000 increase for Airport Manager's compensation (C01823, dated 1.17.23), and \$150,000 .09 dollars for Federal EDA Grant funded Airport hanger. \$150,000 was supposed to have been spent in 2022, which didn't happen. It needs to be carried over to 2023 for a total of \$700,000.

Comments (Is this a grant, is there a match, % of match, grant stipulations, etc) :

The \$700,000 is a grant match for a Federal EDA grant for the Airport hanger.

Budgetary Impacts | Outcomes:

Total of \$419,500 additional expenditures within the Cumulative Reserve Budget for 2023.

Fund	BARS Descriptions	Request Type <small>(On-going, One-time)</small>	Revenue Change	Grant	Expense Change	Fund Balance Change
125	558.93.4100 / CR1.11.14034.4020	One Time <input type="checkbox"/>		<input type="checkbox"/>	9,500	
125	558.93.4158 / CR2.40.18019.4158	One Time <input type="checkbox"/>		<input type="checkbox"/>	250,000	
125	598.46.4020 / CR2.40.16004.5250	On-Going <input type="checkbox"/>		<input type="checkbox"/>	10,000	
125	598.46.4020 / CR2.40.16018.4020	One Time <input type="checkbox"/>		<input type="checkbox"/>	150,000	
		Select Drop Down		<input type="checkbox"/>		
		Select Drop Down		<input type="checkbox"/>		
		Select Drop Down		<input type="checkbox"/>		
		Select Drop Down		<input type="checkbox"/>		
Totals			\$ 0		\$ 419,500	\$ 0

Lee Snell

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Date: 2023.02.03 15:11:57 -08'00'

Elected/Director/Dept Head Signature

BEFORE THE BOARD OF COUNTY COMMISSIONERS
Klickitat County, Washington

IN THE MATTER OF SETTING A PUBLIC)
HEARING TO CONSIDER A SUPPLEMENTAL)
BUDGET FOR THE 2023 ANNUAL BUDGET) RESOLUTION # _____

WHEREAS, the Board of County Commissioners, meeting in regular session, and having before it the need to consider setting a public hearing for a supplemental budget and amendments to the 2023 budget expenditures in the sum of \$ 597,534, and;

WHEREAS, details of the supplemental budget actions summarized below are attached as Exhibit A as well as available on the Fiscal webpage for the public, and;

General Fund	61,645.00	Personnel adjustments, equipment, increase in appeals
Election Reserves	82,180.00	Election Security Grant
Tourism	34,209.00	Lodging tax project awards
Cumulative Reserve	419,500.00	KCPEDA approved projects and contract adjustment

WHEREAS, these actions require amendments to the current budget due to unforeseeable events and changes in operating conditions, and;

THEREFORE, BE IT RESOLVED, that a public hearing be held to consider a supplemental budget and amendments of various funds and departments to the 2023 budget expenditures in the sum of \$ 597,534 on the May 9, 2023, in the chambers of the Klickitat County Board of County Commissioners, at the hour of 1:30pm, and that the Fiscal Services department of Klickitat County be and is hereby directed to publish notice of said hearing in the official newspaper of Klickitat County and that, at said hearing, any interested taxpayer may appear and be heard or provide written comment for or against the proposed supplemental budget appropriations.

Dated this 25th day of April, 2023.

BOARD OF COUNTY COMMISSIONERS
Klickitat County, Washington

Dan Christopher, Chairman

Jacob Anderson, Commissioner

ATTEST:

Clerk of the Board,
Klickitat County, Washington

Lori Zoller, Commissioner

Notice of Public Hearing

Supplemental Budget

The Klickitat County Board of Commissioners will meet **May 9, 2023** at 1:30pm. Please join the meeting at the Klickitat County Services Building in the Chambers of the Board of County Commissioners, or virtually at <https://us02web.zoom.us/j/586587651>. They will hold a Public Hearing and consider amendments to the 2023 budget as summarized below. Information concerning these changes may be obtained at the Fiscal Services Office, 115 W Court St. Rm 201, by calling 509.773.2331, or viewing this notice and supporting detail on the Klickitat County website at <https://www.klickitatcounty.org/AgendaCenter/Board-of-County-Commissioners-5>
Board of County Commissioners, Dan Christopher, Chariman

Proposed Changes by Fund

General Fund	61,645.00	Personnel adjustments, equipment, increase in appeals
Election Reserves	82,180.00	Election Security Grant
Tourism	34,209.00	Lodging tax project awards
Cumulative Reserve	419,500.00	KCPEDA approved projects and contract adjustment

PLEASE PUBLISH TWO WEEKS:

WEEKS OF 4/26/2023
 5/3/2023

BILL TO:

Klickitat County Fiscal Services
115 W Court St., Room 201
Goldendale, WA 98620

QUESTIONS:

Jenn Neil, Fiscal Manager
509.773.2331

jennifern@klickitatcounty.org

EXHIBIT A

FISCAL SERVICES DEPARTMENT

Our mission is to develop and maintain a fiscally sustainable budget that implements the Board of County Commissioner's priorities.

**FOR ADDITIONAL
INFORMATION OR
QUESTIONS ABOUT THE
BUDGET PROCESS
CONTACT:**

JENN NEIL
FISCAL MANAGER

KLICKITAT COUNTY
SERVICES BUILDING
115 W COURT ST. ROOM 201
GOLDENDALE, WA 98620



509.773.2331



www.klickitatcounty.org



jenniferb@klickitatcounty.org

