



2024 - 3: EXHIBIT A

# Budget Amendments

Jennifer Neil  
FISCAL MANAGER  
[jennifern@klickitatcounty.org](mailto:jennifern@klickitatcounty.org)



[www.klickitatcounty.org/Fiscal-Services](http://www.klickitatcounty.org/Fiscal-Services)

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Combined overview of all the requests for the 2024-3 Budget Amendments. A quick and high level view for the Board of County Commissioners to review, as well as visual aids for the public.

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A review of categories of each request and the impact they have on the budget. These categories include; Budget Neutral, Budget Intervention, Carry Forward, and Technical Adjustments.

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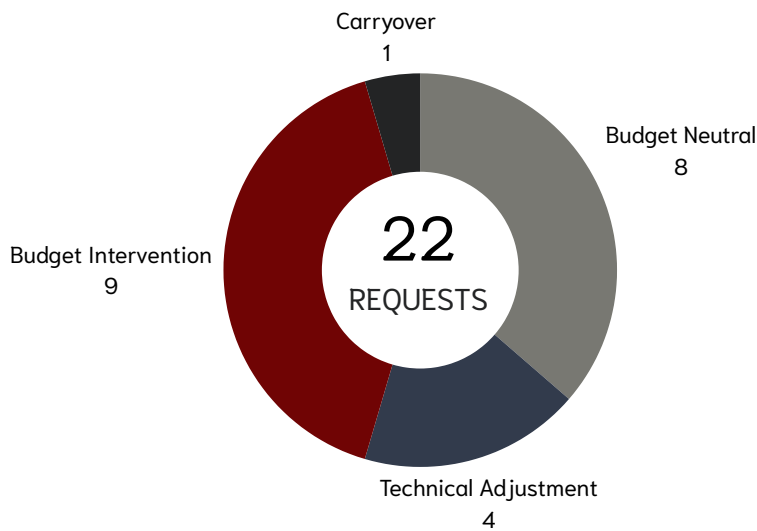
## Resolution

Notice to the paper of record on the weeks of 10/30/2024 and 11/6/2024. Public Hearing is scheduled for 11/12/2024.

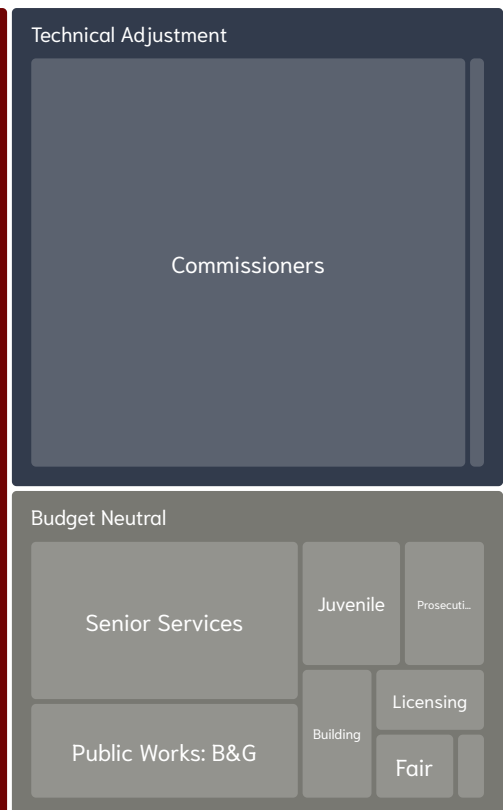
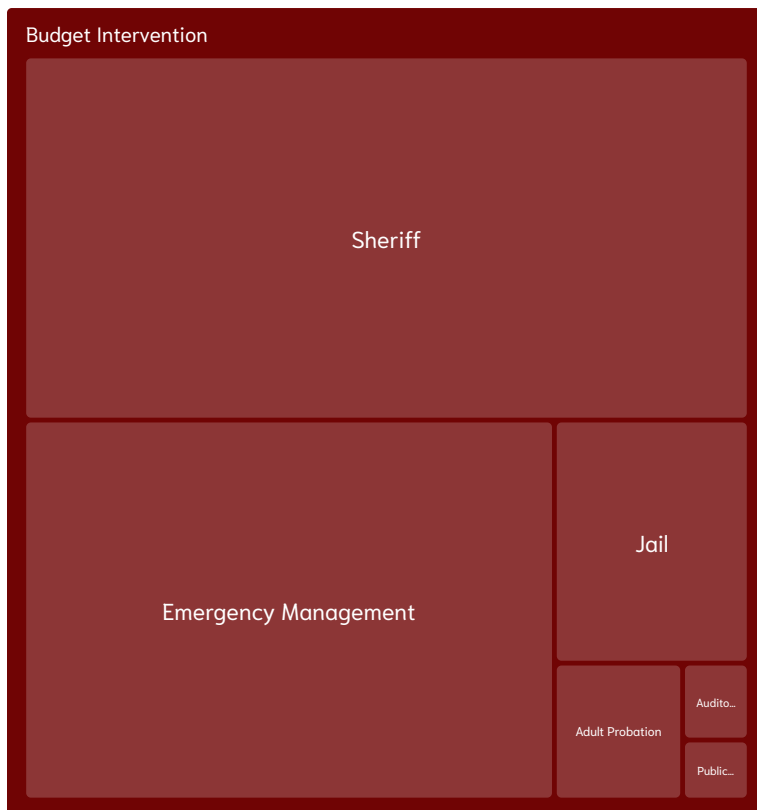
# Executive Summary

Total Requests  
\$ 2,070,221

There are a total of 22 requests in the third supplemental budget amendment packet. Of these requests 9 require budget intervention from the Board of County Commissioners. I am able to accommodate the 9 requests requiring budget intervention with the unexpected Local Assistance & Tribal Consistency Fund dollars the County received as part of the American Rescue Plan Bill as well as other unexpected revenue already received. There are 4 that are technical adjustments, therefore have no real impact to the budget. There is 1 carryover from the prior year, the BOCC approved this expense in December 2023 after the budget was adopted. The remaining are budget neutral, these requests come with revenue to cover the expense.



**Total Budget Intervention**  
**\$1,252,946**



# Budget Impact

There are 3 types of budget impact a supplemental budget amendment request can have; budget intervention, budget neutral, and adjustments (technical adjustment or a prior year carryover).

## INTERVENTION

Budget intervention is where the Board of County Commissioners must assist with funding for the request.

## NEUTRAL

Budget neutral is that the request comes with it's own source of funding.

## ADJUSTMENTS

Technical adjustments are accounting necessities to accommodate the request.

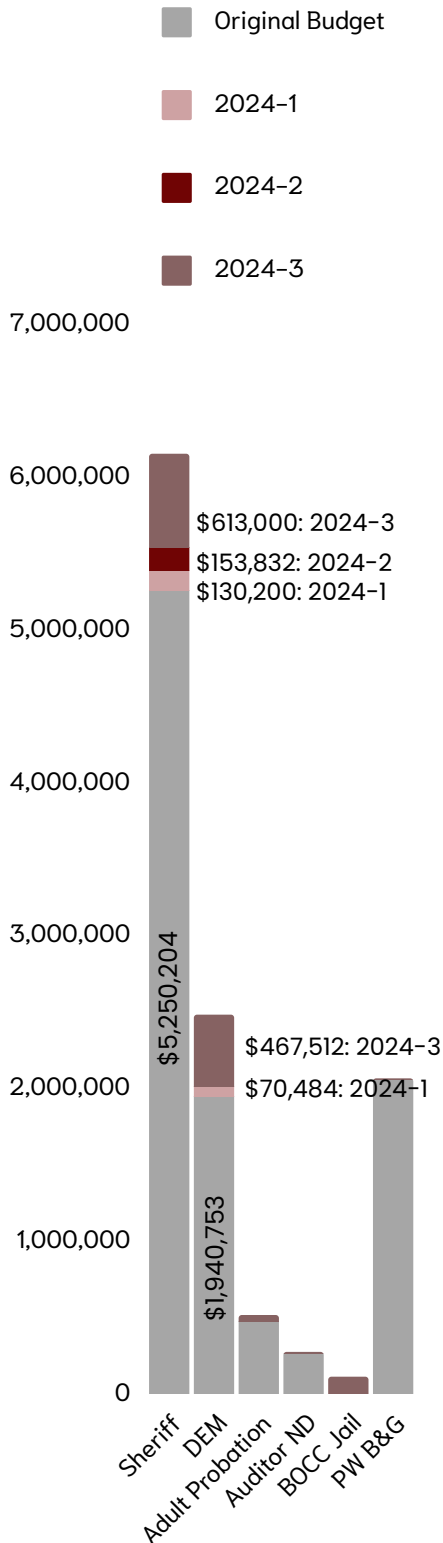
A prior year carryover is where the request was approved in the prior year and either did not get budgeted or completed in that year.

Category   Department	Budget Impact	Change
<b>Total</b>	Count	Sum
	<b>22</b>	<b>2,070,221</b>
▼ Budget Impact	Count	Sum
<b>Budget Intervention</b>	<b>9</b>	<b>1,252,946</b>
Adult Probation	Budget Intervention	40,440
Auditor's Non-Departmental	Budget Intervention	12,000
Jail	Budget Intervention	111,000
PW Building & Grounds	Budget Intervention	8,994
Sheriff	Budget Intervention	424,000
Sheriff	Budget Intervention	189,000
Emergency Management	Budget Intervention	69,200
Emergency Management	Budget Intervention	17,312
Emergency Management	Budget Intervention	381,000
▼ Budget Impact	Count	Sum
<b>Budget Neutral</b>	<b>8</b>	<b>329,675</b>
Building	Budget Neutral	26,929
Juvenile	Budget Neutral	36,722
PW Building & Grounds	Budget Neutral	73,180
Senior Services	Budget Neutral	123,370
Auditor Veterans	Budget Neutral	5,200
Prosecuting Attorney	Budget Neutral	29,274
Fair	Budget Neutral	15,000
Auditor Licensing	Budget Neutral	20,000
▼ Budget Impact	Count	Sum
<b>Carryover from Prior Year</b>	<b>1</b>	<b>5,000</b>
Commissioners	Carryover from Prior Year	5,000
▼ Budget Impact	Count	Sum
<b>Technical Adjustment</b>	<b>4</b>	<b>482,600</b>
Non Departmental	Technical Adjustment	17,312
Commissioners	Technical Adjustment	69,200
Commissioners	Technical Adjustment	381,000
Commissioners	Technical Adjustment	15,088



# Budget Intervention

Funding to address the budget intervention need is being pulled from the Local Assistance & Tribal Consistency Fund grant/appropriation dollars that Klickitat County received due to the COVID-19 pandemic. Of the \$345,963 the County received, \$165,744 was expended for 2024-1 Budget Amendments, \$165,132 for 2024-2 Budget Amendments, leaving \$15,087 remaining. In addition to LATCF, the county has received revenue above budget in areas such as State Share Privilege Tax, Sale of Tax Titled Property, and Interest Earnings.



**\$40,440**

ADULT PROBATION

Software set up

**\$12,000**

AUDITORS NON-DEPARTMENT

Jail transition

**\$111,000**

BOCC JAIL/CORRECTIONS

Jail transition

**\$8,994**

PUBLIC WORKS

Building & Grounds winter storm damage

**\$613,000**

SHERIFF

Patrol wages and fuel. Jail medical, wages, and meals

**\$467,512**

EMERGENCY MANAGEMENT

Winter storm damage, retirement, and fund balance correction



# Budget Neutral

71% of the budget neutral request is from grants. 28% is an unexpected increase in revenue received. 1% is a use of fund balance.

## GRANT AWARD

\$36,722

JUVENILE

Increase in grant revenue to bolster services

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\$73,180

PUBLIC WORKS

Building & Grounds; winter storm damage

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\$123,370

SENIOR SERVICES

Increase in grant revenue to bolster services

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## UNEXPECTED REVENUE

\$26,929

BUILDING

Increase in revenue received

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\$29,274

PROSECUTING ATTORNEY

Increase in revenue received

---

\$15,000

FAIR

Increase in revenue received

---

\$20,000

AUDITOR LICENSING

Increase in revenue received

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## USE OF FUND BALANCE

\$5,200

AUDITOR VETERANS RELIEF

Insurance



# Adjustments

## 4 Technical Adjustments

Summarized to 2 Funds

- Non-Departmental, General \$17,312
- Commissioners, Cumulative Reserve \$470,288

In most cases, technical adjustments are accounting necessities in order to move budget and/or funding from one fund to another. These really have no additional impact to the budget. Meaning the County is not spending the dollars twice. But it does reflect an increased expense to the total budget and the fund the budget and/or funding is moving from.

For example; Cumulative Reserve Fund 125 holds the County's emergency reserves, 0.09\$, and other unanticipated revenue. In this supplemental the County needs to move funding that was received from the Local Assistance & Tribal Consistency Fund (LATCF) via the American Rescue Plan Act out of the fund to other funds. In addition to Cumulative Reserve, the General Fund Non-Departmental budget received additional revenue, in order to get the revenue in the budget, an expense of equal value must be budgeted.

## 1 Carryover Adjustment

Summarized to 1 Fund

- Commissioners, Cumulative Reserve \$5,000

In December 2023, the Board of County Commissioners approved Community Action dollars to be awarded to the Centerville Grange. This approval and agreements was completed after the 2024 budget was adopted and therefore needs to be added to the budget in order to reimburse the Centerville Grange as agreed upon.



# Amendment Summary

Department   Office	Budget Impact	Grant	Fund	Description	Change	Original Expense Budget	Amended Expense Budget	YE 2023 Fund Balance	FY 2024 Committed Fund Balance	Gain In (-) / Use of Fund Balance	Federal / State Funds	Other Revenue Sources	Description of Other Source	Total Revenue
		<input checked="" type="checkbox"/>			2,070,221	64,870,372	75,818,093		-224,237	-181,778	-1,314,206			-2,070,221
Adult Probation	Budget Intervention	<input type="checkbox"/>	001 General	Tyler Software	40,440	473,960	514,400							0
Auditor's Non-Departmental	Budget Intervention	<input type="checkbox"/>	001 General	Jail Transition Costs	12,000	261,200	942,620							0
Building	Budget Neutral	<input type="checkbox"/>	001 General	Increase revenues to bolster services	26,929	575,607	602,536					-26,929	Fees	-26,929
BOCC Jail/Corrections	Budget Intervention	<input type="checkbox"/>	001 General	Transition costs	111,000							-111,000	Interest Earnings	-111,000
Juvenile	Budget Neutral	<input checked="" type="checkbox"/>	001 General	Increase in revenues to bolster services	36,722	634,628	671,350				-36,722			-36,722
Non Departmental	Technical Adjustment	<input type="checkbox"/>	001 General	F135 Retirement and Recruitment Incentive	17,312	1,043,346	1,060,658			-24,795		-44,956	Privilege Tax & Sale of Tax Title	-69,751
PW Building & Grounds	Budget Neutral	<input checked="" type="checkbox"/>	001 General	Winter storm damage and grant award	73,180	2,053,231	2,126,411				-43,000	-30,181	FEMA and Grant	-73,181
PW Building & Grounds	Budget Intervention	<input type="checkbox"/>	001 General	Winter storm damage	8,994	2,053,231	2,135,405				-8,994		LATF Transfer In	-8,994
Sheriff	Budget Intervention	<input type="checkbox"/>	001 General	Patrol wages and fuel, jail medical	424,000							-424,000	Interest Earnings	-424,000
Sheriff	Budget Intervention	<input type="checkbox"/>	001 General	Additional potential need at current burn rate	189,000							-189,000	Interest Earnings	-189,000
Senior Services	Budget Neutral	<input checked="" type="checkbox"/>	104 Senior Services	Increase in grant funds, insurance and vehicle repairs	123,370	2,427,730	2,551,100	-574,467	-78,581	-89,042	-34,328			-123,370
Auditor Veterans	Budget Neutral	<input type="checkbox"/>	110 Veterans	Insurance	5,200	72,913	78,113	-97,022	2,087	-5,200				-5,200
Prosecuting Attorney	Budget Neutral	<input type="checkbox"/>	115 Victim   Witness	Increase in revenues to bolster services	29,274	112,164	141,438	-801	0	0	-28,646	-628	District Court Fees	-29,274
Fair	Budget Neutral	<input type="checkbox"/>	116 Fair	Increase in revenues to bolster services	15,000			-182,548	0	0	-15,000			-15,000
Commissioners	Technical Adjustment	<input type="checkbox"/>	125 Cumulative Reserve	Emergency Response at Indian Hill Radio Site	69,200	2,372,417	2,441,617		-69,200					-69,200
Commissioners	Carryover from Prior Year	<input type="checkbox"/>	125 Cumulative Reserve	Centerville Grange MOU C22723 approved Dec 2023	5,000	2,372,417	2,446,617			-5,000				-5,000
Commissioners	Technical Adjustment	<input type="checkbox"/>	125 Cumulative Reserve	F135 fund balance and revenue shortfall	381,000	2,372,417	2,827,617		-381,000					-381,000
Commissioners	Technical Adjustment	<input type="checkbox"/>	125 Cumulative Reserve		15,088						-15,088		LATCF	-15,088
Emergency Management	Budget Intervention	<input type="checkbox"/>	135 Communications	Emergency Response at Indian Hill Radio Site	69,200	1,940,753	2,080,437							0
Emergency Management	Budget Intervention	<input type="checkbox"/>	135 Communications	Retirement and Recruitment Incentive	17,312	1,940,753	2,097,749							0
Emergency Management	Budget Intervention	<input type="checkbox"/>	135 Communications	Fund Balance and revenue shortfall correction	381,000	1,940,753	2,478,749	-126,060	349,822	350,000		-467,512	Transfer In from F125 & F001	-467,512
Auditor Licensing	Budget Neutral	<input type="checkbox"/>	146 Licensing	Increase in revenues to bolster services	20,000	176,150	196,150	0	-73,850	0		-20,000	Licensing Fees	-20,000



# Amendment Detail

Department   Office	Fund	Revenue BARS	Rev Description	Rev Amount	Expense BARS	Expense Description	Expense Amount	Original Dept Budget	New Budget
<b>Total</b>				<b>-2,070,221</b>			<b>2,070,221</b>	<b>64,870,372</b>	<b>75,818,093</b>
Adult Probation	001 General						939,577	18,829,432	20,755,385
Auditor's Non-Departmental	001 General				523314100	Professional Services	40,440	2,800	43,240
					514234903	Misc: Jail Transition	12,000		12,000
Building	001 General	32211	Bldg: Permit Fees	-26,929	524101100	Wages	3,836	317,759	321,595
					524104200	Benefits	5,000	121,000	126,000
					524104900	Miscellaneous	18,093	3,500	21,593
BOCCC Jail/Corrections	001 General	36111	Tr: Investment Interest	-111,000	523611100	Jail Wages	63,000	1,041,663	1,104,663
					523613101	Jail Spec Medical	10,000	10,000	20,000
					523613200	Jail Fuel	10,000	6,000	16,000
					523613500	Jail Sm Tools & Equipment	13,000	5,000	18,000
					523614100	Jail Prof Services	15,000	42,000	57,000
Juvenile	001 General	3340123		-5,973	527111100	Wages	18,000	342,753	360,753
		3340464		-30,749	527112100	Benefits	7,000	151,000	158,000
					527113500	Small Tools & Equipment	11,722	2,500	14,222
Non-Departmental	001 General	3350091	St Share: Privilege Tax	-22,357	597285501	Transfer Out to F135	17,312	0	17,312
Non-Departmental	001 General	31131	Sale of Tax Titled Property	-22,600					0
Non-Departmental	001 General	308000000	Use of Fund Balance	-24,795					0
PW Building & Grounds	001 General	3699150	Misc Revenue: FEMA	-30,180	518304800	BG/Ad Repairs & Maint	39,174	175,000	214,174
		33402700	Rec & Conservation	-43,000	518390400	BG/Budget-Non Cap Projects	43,000	222,000	265,000
		397145587	TR/In LATCF	-8,994					0
Sheriff	001 General	36111	Tr: Investment Interest	-613,000	521221100	Patrol Wages	130,000	1,491,760	1,621,760
					521222100	Patrol Benefits	60,000	545,000	605,000
					521223200	Patrol fuel	83,000	100,991	183,991
					521224811	SAR Rep & Maint Vehicles	6,000	1,000	7,000
					523614101	Jail Inmate Medical	145,000	30,000	175,000
					523614101	Add Jail Inmate Medical	30,000	175,000	205,000
					523611100	Add Jail Wages	100,000	941,663	1,041,663
					523612100	Add Jail Benefits	47,000	442,000	489,000
					523614107	Add Jail Meals	12,000	59,000	71,000
104 Senior Services				-123,370			123,370	2,427,730	2,551,100
Senior Services	104 Senior Services	338930440	USDHHS: Title IIB CD Self Mgmt	-11,000	555333100	Supplies	11,000		11,000
		334021000	WSDA Emergency Food	-23,328	569003100	Emergency Food Supplies	23,328		23,328
		308000000	Use of Fund Balance	-89,042	555324600	Insurance	46,642		46,642
					555324800	SenAd Repairs & Maint	1,400		1,400
					555344800	PubTr Repairs & Maint	15,000		15,000
					555364800	Mobility Repairs & Maint	6,000		6,000
					555354800	SenTr Repairs & Maint	20,000		20,000
110 Veterans Relief				-5,200			5,200	72,913	78,113
Auditor	110 Veterans Relief	3080000	Use of Fund Balance	-5,200	553604600	Insurance	5,200		5,200
115 Victim   Witness				-29,274			29,274	112,164	141,438
Prosecuting Attorney	115 Victim   Witness	3360102	State Crime V&W Assist	-28,646	515701100	Wages	10,000		10,000
		3419801	District Court Fees	-628	515702100	Benefits	13,000		13,000
					515704600	Insurance	5,900		5,900
					515704200	Communications	374		374
116 Fair				-15,000			15,000	164,200	179,200
Fair	116 Fair	3360211	St Entitlement: Parimut Fund	-15,000	573703101		7,500		7,500
					575703500		5,000		5,000
					575704401		2,500		2,500
125 Cumulative Reserve				-470,288			470,288	1,645,637	2,115,925
Commissioners	125 Cumulative Reserve	308000000	Use of Fund Balance	-69,200	597285502	Transfer Out to F135	69,200		69,200
		308000000	Use of Fund Balance	-5,000	575505902	Community Action: Centerville Grange	5,000		5,000
		308000000	Use of Fund Balance	-381,000	597285502	Transfer Out to F135	381,000		381,000
		308000000	Use of Fund Balance: LATCF	-15,088	597145587	TR/Out LATCF to F001	15,088		15,088
135 Communications				-467,512			467,512	1,940,753	2,408,265
Emergency Management	135 Communications	397285502	Transfer In from F125	-69,200	528804800	Comm: Repair & Maint	67,448		67,448
					528804100	Comm: Prof Services	1,752		1,752
		397285501	Transfer In from F001	-17,312	528801100	Comm: Reg Wages	17,312		17,312
		397285502	Transfer In from F125	-381,000	308000000	Gain In Fund Balance	381,000		
146 Licensing				-20,000			20,000	176,150	196,150
Auditor Licensing	146 Licensing	341480000	Licensing Fees	-20,000	514811100	Wages	10,000	100,000	110,000
					514814200	Postage	5,000	10,000	15,000
					514813100	Supplies	5,000	5,000	10,000



# Submissions

## Elected Official's and Appointed Director's Change Requests

Department   Office	Fund	Change
<b>Total</b>		Sum <b>2,070,221</b>
▶ Primary <b>Adult Probation</b>		Sum <b>40,440</b>
▶ Primary <b>Auditor Licensing</b>		Sum <b>20,000</b>
▶ Primary <b>Auditor Veterans</b>		Sum <b>5,200</b>
▶ Primary <b>Auditor's Non-Departmental</b>		Sum <b>12,000</b>
▶ Primary <b>BOCC Jail/Corrections</b>		Sum <b>111,000</b>
▶ Primary <b>Building</b>		Sum <b>26,929</b>
▶ Primary <b>Commissioners</b>		Sum <b>470,288</b>
▶ Primary <b>Emergency Management</b>		Sum <b>467,512</b>
▶ Primary <b>Fair</b>		Sum <b>15,000</b>
▶ Primary <b>Juvenile</b>		Sum <b>36,722</b>
▶ Primary <b>Non Departmental</b>		Sum <b>17,312</b>
▶ Primary <b>Prosecuting Attorney</b>		Sum <b>29,274</b>
▶ Primary <b>PW Building &amp; Grounds</b>		Sum <b>82,174</b>
▶ Primary <b>Senior Services</b>		Sum <b>123,370</b>
▶ Primary <b>Sheriff</b>		Sum <b>613,000</b>



# Supplemental Budget Request

Department: ADULT PROBATION

Date: 10/3/2024

Priority:  Low  Medium  High

Previously Approved:  Yes  No BOCC Approval Date: 08/06/2024

Resolution # | Verbal:

**Requested Action:**

Supplement the funds for the purchase of Tyler Enterprise database system that is already approved

**Justification:**

The department's current database agency is closing their doors. BoCC already approved the purchase of Tyler Enterprise database system and the department budget now needs the funds to be supplemented.

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

One-time fee

**Budgetary Impacts | Outcomes:**

One time increase to budget for 2024.

Fund	BARS Number and Descriptions	Request Type <small>(On-going, One-time)</small>	Revenue Change	Grant	Expense Change	Fund Balance Change
1	523.31.41.00	One Time	0	<input type="checkbox"/>	40,440	0
		Select		<input type="checkbox"/>		
		Select		<input type="checkbox"/>		
		Select		<input type="checkbox"/>		
		Select		<input type="checkbox"/>		
		Select		<input type="checkbox"/>		
		Select		<input type="checkbox"/>		
		Select		<input type="checkbox"/>		
		Select		<input type="checkbox"/>		
		Select		<input type="checkbox"/>		
		Select		<input type="checkbox"/>		
<b>Totals</b>			0		40,440	0

*Candace M. Coker*  
Elected/Director Signature



# Supplemental Budget Request

Clear Form

Print

Department: Auditor/Licensing

Date: 10/10/2024

Priority:  Low  Medium  High

Previously  Yes BOCC Approval Date: Resolution #|Verbal:

Approved:  No

**Requested Action:**

Increase revenues and balancing expenditures.

**Justification:**

Based on actual receipts, it appears that the anticipated revenues from licensing activities will come in approximately \$20,000 higher than originally anticipated

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

**Budgetary Impacts | Outcomes:**

Neutral

Fund	BARS Number and Descriptions	Request Type <small>(On-going, One-time)</small>	Revenue Change	Grant	Expense Change	Fund Balance Change
146	341480000	One Time ▼	20,000	<input type="checkbox"/>		
146	514811100	One Time ▼		<input type="checkbox"/>	10,000	
146	514814200	One Time ▼		<input type="checkbox"/>	5,000	
146	514813100	One Time ▼		<input type="checkbox"/>	5,000	
		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			20.00		20.00	0.00

Heather Jobe

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Elected/Director Signature



# Supplemental Budget Request

Clear Form

Print

Department: Auditor/Veterans

Date: 10/10/2024

Priority:  Low  Medium  High

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

**Requested Action:**

Use fund balance to cover insurance costs.

**Justification:**

Insurance costs were not budgeted for 2024 given the ongoing discussions about amounts and payment options.

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

**Budgetary Impacts | Outcomes:**

Neutral

Fund	BARS Number and Descriptions	Request Type <small>(On-going, One-time)</small>	Revenue Change	Grant	Expense Change	Fund Balance Change
110	3080000	One Time	5200	<input checked="" type="checkbox"/>		
110	553604600	One Time		<input type="checkbox"/>	5200	
		One Time		<input type="checkbox"/>		
		One Time		<input type="checkbox"/>		
		One Time		<input checked="" type="checkbox"/>		
		One Time		<input type="checkbox"/>		
		One Time		<input type="checkbox"/>		
		One Time		<input checked="" type="checkbox"/>		
		One Time		<input type="checkbox"/>		
		One Time		<input type="checkbox"/>		
		One Time		<input type="checkbox"/>		
Totals			5,200.00		5,200.00	0.00

Heather Jobe

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Elected/Director Signature



# Supplemental Budget Request

Clear Form

Print

Department: Auditor/Non-Departmental

Date: 10/8/24

Priority:  Low  Medium  High

Previously Approved:  Yes  No

BOCC Approval Date:

Resolution # | Verbal:

**Requested Action:**

Approve line item expenditure to cover jail transition cost.

**Justification:**

The county is in the process of transitioning the jail from the sheriff's office to the new department of corrections. The current jail budget is under the control of the sheriff. This allows for expenditures to be approved by the Auditor in the interim prior to the full transition to a new jail administrator.

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

**Budgetary Impacts | Outcomes:**

A supplemental budget for the jail is inevitable, this is simply a piece of that supplemental.

Fund	BARS Number and Descriptions	Request Type <small>(On-going, One-time)</small>	Revenue Change	Grant	Expense Change	Fund Balance Change
001	514234903	One Time		<input type="checkbox"/>	12,000	
001	30800000	Select	12,000	<input type="checkbox"/>		
		Select		<input type="checkbox"/>		
		Select		<input type="checkbox"/>		
		Select		<input checked="" type="checkbox"/>		
		Select		<input type="checkbox"/>		
		Select		<input type="checkbox"/>		
		Select		<input checked="" type="checkbox"/>		
		Select		<input type="checkbox"/>		
		Select		<input type="checkbox"/>		
		Select		<input type="checkbox"/>		
Totals			12		12,000	0

Heather Jobe

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Date: 2024.10.08 10:25:49 -07'00'

Elected/Director Signature



## Supplemental Budget Request

**Department:** BOCC Jail/Corrections

**Date:** 10/14/24

**Priority:**  Low  Medium  High

**Previously**  Yes **BOCC Approval Date:**

**Resolution #|Verbal:**

**Approved:**  No

**Requested Action:**

Approve Request

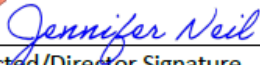
**Justification:**

The jail is anticipating to transition in Q4 from KCSO to the BOCC. This request is to cover transition costs.

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

**Budgetary Impacts | Outcomes:**

Fund	BARS Number and Descriptions	Request Type <small>(On-going, One-time)</small>	Revenue Change	Grant	Expense Change	Fund Balance Change
1	523611100 Wages	Select		<input type="checkbox"/>	63000	
1	523613101 Spec Medical	Select		<input type="checkbox"/>	10000	
1	523613200 Fuel	Select		<input type="checkbox"/>	10000	
1	523613500 Sm Tool	Select		<input type="checkbox"/>	13000	
1	523614100 Prof Services	Select		<input type="checkbox"/>	15000	
		Select		<input type="checkbox"/>		
		Select		<input type="checkbox"/>		
		Select		<input checked="" type="checkbox"/>		
		Select		<input type="checkbox"/>		
		Select		<input type="checkbox"/>		
		Select		<input type="checkbox"/>		
<b>Totals</b>			<b>0.00</b>		<b>111,000.00</b>	

  
 Elected/Director Signature



# Memo

**TO: BOARD OF COUNTY COMMISSIONERS**

**CC: ROBB VAN CLEAVE**

DIRECTOR OF HR & ADMINISTRATIVE SERVICES

This memo provides a summary and analysis of the jail budget for the period of January through September 2024, along with projections for year-end expenses and additional budgetary needs.

## Year to Date (YTD) Expenses and Burn Rate

- YTD actual expenditures: \$1,511,304
- Current Burn Rate (as is)
  - Monthly burn rate: \$167,923
  - Projected year-end expenses based on current burn rate: \$2,078,072, this includes 2 months of anticipated costs for the new Jail Commander and Registered Nurse positions. Utilizing the current burn rate would take into consideration the prior years medical invoices that were paid in 2024, therefore not an accurate representation.
- Current Burn Rate (removing hospital expenses)
  - Monthly burn rate: \$152,473
  - Projected year-end expenses based on current burn rate removing hospital expenses: \$2,208,544, this adds in the actual 2024 hospital expenses as a whole number and 2 months of anticipated costs for the new Jail Commander and Registered Nurse positions.

## Factors and Considerations

- Medical Services: RCW 70.48.130 addresses the limits on how much a hospital can charge county governments for medical services provided to inmates. This statute specifically outlines the rates hospitals can charge for providing medical care to inmates and states that hospitals cannot charge counties more than the Medicaid rate for services. In this way, hospitals are bound by the Medicaid rate when billing for medical services provided to inmates under the county's jurisdiction, preventing overcharging beyond these established rates.
  - Outstanding invoices: \$123,620 unpaid invoices from Klickitat Valley Health for inmate medical services between 2023 and September 2024. The older invoices have been rebilled to the County in April 2024.

- \$26,954 appear to be invoices for other agencies that the jail would initially cover and then seek reimbursement from the appropriate agency. I caution that it is my understanding these are invoices from a prior year.
  - Q4 medical services: \$13,300 a month averaging 2024 charges for services, projected \$53,202 for the remainder of the year.
- Wages and benefits:
  - Currently averaging \$129,279 a month, it is known that there are currently open positions therefore a higher demand for overtime is expected till positions are filled. With that, I increased the average by \$3,000 a month to account for the possible demand.
  - In anticipation of the Jail Commander starting within Q4, there has been wages and benefits added for the Commander and medical RN's salary and benefits.
- Fuel
  - Prior to June the fuel usage was minimal, after June the average jumped to about \$1,540 a month. Anticipating the fuel usage to continue higher than the beginning of the year I split the difference and forecasted \$700 a month.
- Professional Services
  - Maintained the current contracted service providers; medical provider due to the understanding an RN will need to work under a medical provider, alterations for all sewing needs, shredding services, etc.
- Training
  - Expecting new staff to fill open positions before year-end therefore having an immediate need of a training budget.

The remaining line items were forecasted by using the current year monthly averages and rounding up to the next \$100, if applicable. This assumes that every line and expense reflected in every line is accounted for accurately and a necessity to the operations of the jail.

#### Budget and Need

I have provided a breakdown of my line item forecast along with various options that I have heard the BOCC discuss, as well as, factored in some of the anticipated changes related to staffing and transitioning.

- Current Budget: \$1,893,147
  - This budget includes \$83,000 budget for insurance that will be removed to pay for the insurance with the remainder of the general fund departments. Reducing the budget to \$1,810,147.
  - During the 2025 budget workshop the BOCC agreed by majority that the budget for the Chief Jail Deputy would follow the position to the Department of Corrections, with that I provided separate numbers of what that would look like in the remainder of the 2024 year after the Jail Commander comes on board.
    - Current Budgeted Chief Jail Deputy Wages and Benefits: \$10,549 monthly average.

- Reduction of Sheriff Administration budget by \$21,099 for 2 months.
- Increasing the Jail budget to: \$1,831,246.
- Projections with Variables:
  - Projections with Transition
    - After factoring in unpaid hospital invoices and staff costs, the projected combined year-end total is: \$2,263,828.
    - Current Budget: \$1,810,147
      - Additional funding required to meet this projection: \$453,681.
      - The Sheriff's office has submitted a supplemental request of \$145,000 for the Jail Inmate Medical line item. With the assumption that this request is approved the funding required to meet this projection reduces to: \$308,681.
    - Current Budget with Chief Jail Deputy Transfer: \$1,831,246
      - Additional funding required to meet this projection: \$422,032.
      - The Sheriff's office has submitted a supplemental request of \$145,000 for the Jail Inmate Medical line item. With the assumption that this request is approved the funding required to meet this projection reduces to: \$277,032.
  - Projections As Is
    - Current year-end total without staff considerations, 2024 hospital invoices only in the methodology, and spending as is with the Sheriff: \$2,145,544.
      - Additional funding required to meet this projection: \$335,397.
      - The Sheriff's office has submitted a supplemental request of \$145,000 for the Jail Inmate Medical line item. With the assumption that this request is approved the funding required to meet this projection reduces to: \$190,397.

#### Budget Shortfall

The 2024 budget faces a projected shortfall ranging from \$334,000 to \$453,000, depending on how the Board of County Commissioners would prefer to proceed with the transition of the jail, how up to date the hospital's billing is, and how other unanticipated costs are managed in the final months of the year.

#### Conclusion

The jail's budget is under significant pressure due to medical expenses, staffing needs, and the transition of the jail to the department of corrections. To maintain operations and cover outstanding obligations, a total budget request of \$334,000 would be minimally necessary should no transition take place. I recommend amending the budget to increase by \$445,000, ensuring coverage for the projected costs as outlined with the transition.

Sincerely,

*Jennifer Neil*

# Memo Analysis

## Jail Budget

January through September 2024

	January through September 2024				Projected Year		Budget	Variance	Supplemental	Notes
	2022 Ave	2023 Ave	YTD Ave	YTD Total	Expense - YE	End				
Wages	78,661	87,017	88,632	797,687	274,896	1,072,583	979,223			Increase by 3,000/month from ave
Benefits	34,241	39,830	40,647	365,821	121,940	487,761	449,500			to account for increase in OT
Operations	28,625	21,049	38,644	347,796						
<b>Burn Rate   Total</b>	<b>141,527</b>	<b>147,895</b>	<b>167,923</b>	<b>1,511,304</b>						
<b>Known Factors and/or Details</b>										
Jail Commander			23,000		46,000	1,623,344	1,428,723	(194,621)	147,000	2 Months of anticipated wages and
Registered Nurse			8,500		17,000				63,000	benefits
Off & Ops Supplies	1,600	12,615	6,400	19,015	20,000		20,000	985		Rounded up to next \$100
Gen/Spec Medical	2,000	15,885	8,000	23,885	15,000		15,000	(8,885)	10,000	Rounded up to next \$100
Ammo		155		155	1,500		1,500	1,345		
Fuel	700	5,668	7,600	13,268	6,000		6,000	(7,268)	10,000	Jun/Jul ave 1,540
Sm Tools/Minor Equip	1,800	13,751	7,200	20,951	5,000		5,000	(15,951)	13,000	Rounded up to next \$100
Firearms					1,000		1,000	1,000		
Professional Services	5,100	40,138	20,400	60,538	42,000		42,000	(18,538)	15,000	DR, Corey, Granum, shredding
Inmate Medical	13,300	139,048	53,202	315,869	143,948		143,948	(171,921)	145,000	Rounded up to next \$100
				123,620					30,000	
Inmate Meals		8,200	71,069	32,800	103,869		89,000	(14,869)	12,000	Rounded up to next \$100
Communications	900	8,231	3,600	11,831	11,700		11,700	(131)		Rounded up to next \$100
Travel					1,000		1,000	1,000		
Advertising	5	43	50	93				(93)		Possible need for new JC
Rents & Leases	74	667	296	963	1,500		1,500	537		
Repairs & Maintenance	71	635	284	919	5,000		5,000	4,081		
Repairs & Maintenance: Vehicles	300	1,899	1,200	3,099	4,000		4,000	901		Rounded up to next \$100
Miscellaneous	1,000	7,572	4,000	11,572	17,000		17,000	5,428		Rounded up to next \$100
Training	56	450	5,000	5,450	5,000		5,000	(450)		Possible need for new JC
VR&R Transfer		12,476	12,476	12,476	12,476		12,476	-		
Inmate Communications	40	268	160	428	300		300	(128)		
Inmate Trust (supplies/equip)	1,600	12,368	6,400	18,768				(18,768)		Rounded up to next \$100

Forecasted 2024 YE 1,506,447 752,523 2,246,494 1,810,147 (436,347) 445,000

2024 (Jan-Sep) Actuals 1,511,304

**Combined Year End Total 2,263,828**

## BUDGET

### Current Budget

Remove Insurance Budget		(83,000)	
Budget Transfer of Chief Jail Deputy W	7,846.83	15,694	
Budget Transfer of Chief Jail Deputy B	2,702.58	5,405	

To be paid with other F001  
2024 Original Budget 94,162  
2024 Original Budget 32,431

**New Budget 1,831,246**

2024-3 Total Need	432,582
2024-3 Request by KCSO	145,000
2024-3 Additional Need	287,582

**New Budget without transfer of Chief Jail Deputy 1,810,147**

2024-3 Total Need	453,681
2024-3 Request by KCSO	145,000
2024-3 Additional Need	308,681

## BURN RATE

### Calculations by Burn Rate

Current Total YTD Burn Rate 167,923 503,768

**Combined Year End Total at Burn Rate Calculation 2,078,072**

2024-3 Total Need	246,827
2024-3 Request by KCSO	145,000
2024-3 Additional Need	101,827

Add in JC and RN

### Removing the variables

Current YTD Burn Rate without Hospital 152,473 457,419

**Combined Year End Total at Burn Rate Calculation 2,208,544**

2024-3 Total Need	377,298
2024-3 Request by KCSO	145,000
2024-3 Additional Need	232,298

Removed payments to prior year invoices  
Add in JC, RN, Hospitals

## NO TRANSITION

### Calculations by Burn Rate

Current YTD Burn Rate without Hospital 152,473 457,419

Forecasted Hospital Invoices 176,821

**Combined Year End Total at Burn Rate Calculation 2,145,544**

Current Budget 1,893,147

Remove Insurance Budget (83,000)

**New Budget 1,810,147**

2024-3 Total Need 335,397

2024-3 Request submitted by KCSO 145,000

Supplemental Request is Short by Approximately 190,397

Does not account for staff changes, increased OT, & other transition factors. This is strictly the current YTD actuals plus the known hospital invoices with monthly average service charge off 2024 actuals only.



# Memo Analysis

The Chief Civil Deputy is currently out of the office till 10/24/24 therefore I met with the Sheriff to review the budget along with the supplemental request submitted to provide assistance for this supplemental going into the final quarter of the year.

## Additional Supplemental for KCSO



Jennifer Neil <jennifern@klickitatcounty.org>  
to Bob, Karen, Robb

8:18 AM (3 hours ago) ☆ ↶ ⋮

Good Morning Bob,

Thank you for taking the time to meet with me last week. As discussed, I have completed an additional supplemental budget request for the jail to be added to the one Karen previously submitted.

Karen's submission included \$145,000 for inmate medical. This supplemental request includes an additional \$189,000, broken down as follows:

- \$30,000 - Inmate Medical
- \$100,000 - Wages
- \$47,000 - Benefits
- \$12,000 - Inmate Meals

To recap our discussion: the original submission for patrol appears sufficient as long as there are not a lot of outstanding invoices and spending remains contained. This includes the removal of the insurance budget line items, as those will be covered through a Non-Departmental line outside of your budget. The primary concern, however, lies with the jail budget. If operations continue as they currently are under KCSO, that portion of your budget will need approximately \$340,000 to get through the end of the year. The following areas contributed to this conclusion:

### Wages/Benefits:

- Current monthly average: \$129,279
- Q4 projection: \$396,836
- Total year-end projection: \$1,560,344 vs. a budget of \$1,428,723
- Back due LNI for Walter's incorrect classification: \$8,901
- Total year-end projection: \$1,569,245, which exceeds the budget by \$140,522.
- I added a small buffer to accommodate an uptick in overtime due to staffing

### Inmate Medical:

- Outstanding balance of \$123,620 (residual from prior year to September 2024)
- Average monthly charges: \$13,000-\$15,000
- Current year-to-date actuals: \$139,048
- Year-end projection: \$315,869 vs. a budget of \$143,948, resulting in an overage of \$171,921.

### Inmate Meals:

- Average monthly charges: \$8,200
- Current year-to-date actuals: \$71,069
- Year-end projection: \$103,869 vs. a budget of \$89,000, with a potential overage of \$14,869.

Additionally, I want to ensure that you both are aware of the overall financial impact. KCSO has already received two approved supplemental budget amendments this year:

- 2024-1: \$130,200
- 2024-2: \$152,912
- 2024-3: \$613,000 (\$424,000 original submission and \$189,000 added)

The total supplemental requests for the year amount to \$896,000 beyond the original budget.

Please note that these projections do not include any potential transition costs. I have submitted a separate supplemental request under the BOCC to ensure the transition costs do not create any appearance of budgetary strain within KCSO's budget.

I'm happy to meet with you and Karen when she returns to review any budget-related items in further detail if you would like. In the meantime, would you mind signing the additional supplemental request? Thank you.

Take Care,



**Jenn Neil**  
Fiscal Manager  
EOC Finance Section Chief | DEM

☎ +1 509-773-2331 | +1 509-864-0230  
✉ [jennifern@klickitatcounty.org](mailto:jennifern@klickitatcounty.org)  
🌐 [www.klickitatcounty.org](http://www.klickitatcounty.org)  
📍 115 W Court St, Rm 201, Goldendale WA 98620



# Supplemental Budget Request

Department: **Building Dept.**

Date: **October 15, 2024**

Priority:  Low  Medium  High

Previously Approved:  Yes  No  
BOCC Approval Date:

Resolution # | Verbal:

**Requested Action:**

We are requesting \$26,929.00 from our Revenue to be added to our

**Justification:**

Need to cover \$3,836 in total payroll as well any additional expenses the Building Department has in the last quarter of 2024.

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

**Budgetary Impacts | Outcomes:**

No impacts. The Building Dept. is over what we projected for our 2024 Revenue.

Fund	BARS Number and Descriptions	Request Type <small>(On-going, One-time)</small>	Revenue Change	Grant	Expense Change	Fund Balance Change
1	32211	One Time	-26,929	<input type="checkbox"/>		
1	524101100	One Time		<input type="checkbox"/>	3836.00	
1	524104200	One Time		<input type="checkbox"/>	5000.00	
1	524104900	One Time		<input type="checkbox"/>	18093.00	
		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			-26,929		26,929	0

*Lynn Ward*  
Elected/Director Signature



# Supplemental Budget Request

Department: Emergency Management

Date: October 14, 2024

Priority:  Low  Medium  High

Previously Approved:  Yes  No BOCC Approval Date: 07/30/2024

Resolution # | Verbal: Auth to Purchase

**Requested Action:**

Approve Supplemental for Emergency Response and Generator Replacement at Indian Hill Public Safety Radio Site

**Justification:**

- \$15628 - Legacy Power Systems (Repair & Maint) - Emergency Response
- \$1752 - Radio Services Solutions (Prof. Services) - Emergency Response
- \$51820 - Legacy Power Systems (Repair & Maints) - Generator Replacement

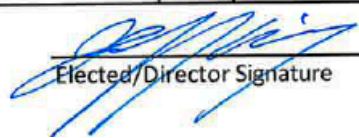
**Comments (Is this a grant, is there a match, % of match, grant stipulations, etc) :**

Resolution# 07624 - Emergency Declaration  
 Received Authorization to Purchase for generator replacement on 7/30/2024.

**Budgetary Impacts | Outcomes:**

Generator failure emergency response and replacement costs have been submitted for insurance claim.

Fund	BARS Number and Descriptions	Request Type <small>(On-going, One-time)</small>	Revenue Change	Grant	Expense Change	Fund Balance Change
135	528804800 Comm; Repair & Maint	One Time		<input type="checkbox"/>	67,448	
135	528804100 Comm; Prof Services	One Time		<input type="checkbox"/>	1752	
125	397285502 TR/In; From Fund 125	One Time	-69200	<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"/>		
<b>Totals</b>			<b>-69,200</b>		<b>69,200</b>	<b>0</b>

  
 Elected/Director Signature



# Supplemental Budget Request

Department: Emergency Management

Date: October 14, 2024

Priority:  Low  Medium  High

Previously Approved:  Yes  No BOCC Approval Date:

Resolution # | Verbal: Authorization to Purchase

Requested Action:

Approve Supplemental Request for Retirement Payout and Recruitment Incentive

Justification:

\$15812 - Retirement Payout  
 \$1500 - Recruitment Incentive per Collective Bargain Agreement

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

Budgetary Impacts | Outcomes:

Fund	BARS Number and Descriptions	Request Type <small>(On-going, One-time)</small>	Revenue Change	Grant	Expense Change	Fund Balance Change
135	528801100 Comm; Regular Wages	One Time		<input type="checkbox"/>	17,312	
		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			0		17,312	0

  
 Elected/Director Signature



# Supplemental Budget Request

Department: Emergency Management

Date: 10/14/24

Priority:  Low  Medium  High

Previously  Yes  No BOCC Approval Date:

Resolution # | Verbal:

Approved:  No

**Requested Action:**

Approve the supplemental request

**Justification:**

Following the recent reconciliation of fund balances, it has become evident that a supplemental budget of \$381,000 is needed to address a fund balance shortfall. This shortfall is the result of several factors. In 2023, the decision was made to merge Funds 107 and 135. During the merger, we also switched from accrual to cash accounting, which added complexity to the process. Fund 107 had a long-standing discrepancy between its cash and fund balances, further complicating the transition. Additionally, fund balances cannot be fully finalized until the State Auditor's Office (SAO) completes its audit. The most recent completed audit is for 2022, and the work to finalize the merger has extended into 2024, making it challenging to accurately project the available fund balance.

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

**Budgetary Impacts | Outcomes:**

The current 2024 budget includes a planned use of \$349,822 from the fund balance. However, the projected fund balance is \$126,060. Additionally, we are anticipating a revenue shortfall in Q4, with revenue expected to come in lower than originally budgeted for the year. The supplemental budget of \$381,000 will address the shortfall and ensure the financial stability of the merged fund. This adjustment is crucial to cover the discrepancies and to align the accounting.

Fund	BARS Number and Descriptions	Request Type <small>(On-going, One-time)</small>	Revenue Change	Grant	Expense Change	Fund Balance Change
125	308000000 Use of	Select	-381000	<input type="checkbox"/>		
125	597285502 TR/Out	Select		<input type="checkbox"/>	381000	
135	3972885502 TR/In	Select	-381000	<input type="checkbox"/>		
135	308000000 Gain In	Select	381000	<input type="checkbox"/>		
		Select		<input type="checkbox"/>		
		Select		<input type="checkbox"/>		
		Select		<input type="checkbox"/>		
		Select		<input type="checkbox"/>		
		Select		<input type="checkbox"/>		
		Select		<input type="checkbox"/>		
		Select		<input type="checkbox"/>		
<b>Totals</b>			<b>-381,000.00</b>		<b>381,000.00</b>	

  
 Elected/Director Signature



# Supplemental Budget Request

Clear Form

Print

Department: 116 - County Fair

Date: 10/14/2024

Priority:  Low  Medium  High

Previously Approved:  Yes  No BOCC Approval Date:

Resolution # | Verbal:

**Requested Action:**

Approve budget change to include additional office supply & operating costs.

**Justification:**

KC Fair revenue exceeded budget. Request to utilize for shelving, website, and office supplies.

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

**Budgetary Impacts | Outcomes:**

None, additional revenues will cover proposed additional expenses.

Fund	BARS Number and Descriptions	Request Type (On-going, One-time)	Revenue Change	Grant	Expense Change	Fund Balance Change
116	3360211	One Time	15000	<input type="checkbox"/>		
116	573703101	One Time		<input type="checkbox"/>	7500	
116	573703500	One Time		<input type="checkbox"/>	5000	
116	573704401	One Time		<input type="checkbox"/>	2500	
		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	15,000	<input type="checkbox"/>	15000	
Totals			\$0		\$0	\$0

Cynthia L Bruce  
Elected/Director Signature



## Supplemental Budget Request

**Department:** Juvenile Department

**Date:** 10/11/2024

**Priority:**  Low  Medium  High

**Previously Approved:**  Yes  No **BOCC Approval Date:**

**Resolution # | Verbal:**

**Requested Action:**

Please apply our unbudgeted grant revenue received in 2024 to cover our 2024 COLA expenses.

**Justification:**

We received a total of \$36,722.20 in unbudgeted grant revenue sharing in 2024. We are requesting to utilize some of this to cover our 2024 COLA wages and benefit expenses, as well as some minor equipment needed for our office.

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

We maxed out the total of our budgeted CASA and BECCA grants for this year, and we applied for and received unbudgeted additional revenue sharing totaling \$36,722.20 that we are allocating as below.

**Budgetary Impacts | Outcomes:**

This is a budget neutral request, as we have already received this unbudgeted grant revenue.

Fund	BARS Number and Descriptions	Request Type <small>(On-going, One-time)</small>	Revenue Change	Grant	Expense Change	Fund Balance Change
01	3340123	One Time	5,973	<input checked="" type="checkbox"/>		
01	3340464	One Time <input type="checkbox"/>	30749.	<input checked="" type="checkbox"/>		
		One Time <input type="checkbox"/>		<input type="checkbox"/>		
01	527111100	One Time <input type="checkbox"/>		<input type="checkbox"/>	18000.	
01	527112100	One Time <input type="checkbox"/>		<input type="checkbox"/>	7000.	
01	527113500	One Time <input type="checkbox"/>		<input type="checkbox"/>	11722.	
		One Time <input type="checkbox"/>		<input type="checkbox"/>		
		One Time <input type="checkbox"/>		<input type="checkbox"/>		
		One Time <input type="checkbox"/>		<input type="checkbox"/>		
		One Time <input type="checkbox"/>		<input type="checkbox"/>		
		One Time <input type="checkbox"/>		<input type="checkbox"/>		
<b>Totals</b>			<b>36,722</b>		<b>36,722</b>	<b>0</b>

  
 Elected/Director Signature



## Supplemental Budget Request

**Department:** Prosecuting Attorney

**Date:** 10/14/24

**Priority:**  Low  Medium  High

**Previously**  Yes

**BOCC Approval Date:**

**Resolution # | Verbal:**

**Approved:**  No

**Requested Action:**

Approve request

**Justification:**

The Victim/Witness Fund has recently received unanticipated state entitlement funding, which necessitates a supplemental budget adjustment. This additional revenue was not included in the original budget projection and presents an important opportunity to enhance services for victims and witnesses involved in the legal process.

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

**Budgetary Impacts | Outcomes:**

The proposed increase in state entitlement revenue will have a positive impact on the budget for the upcoming fiscal year. This additional revenue will bolster the overall financial position by increasing available funds for services.

Fund	BARS Number and Descriptions	Request Type <small>(On-going, One-time)</small>	Revenue Change	Grant	Expense Change	Fund Balance Change
115	3360102 St Crime V&W Assist	One Time	-28,646.00	<input type="checkbox"/>		
115	3419801 District Court Fees	One Time	-628.00	<input type="checkbox"/>		
115	515701100 Wages	One Time		<input type="checkbox"/>	10,000.00	
115	515702100 Benefits	One Time		<input type="checkbox"/>	13,000.00	
115	515704600 Insurance	One Time		<input type="checkbox"/>	5,900.00	
115	515704200 Communication	One Time		<input type="checkbox"/>	374	
		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"/>		
<b>Totals</b>			<b>-29,274.00</b>		<b>29,274.00</b>	

  
 Elected/Director Signature



# Supplemental Budget Request

Clear Form

Print

Department: Public Works

Date: 10-14-2024

Priority:  Low  Medium  High

Previously  Yes

BOCC Approval Date:

Resolution # | Verbal:

Approved:  No

**Requested Action:**

Approve the requested increase of funds for Fund 001 Building & Grounds and Non Capital Project

**Justification:**

Winter storm damage - Buildings & Grounds

Recreation & Conservation Office Grant for Trout Lake Park upgrades - Non Capital Project

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

Funding for Buildings & Grounds projects This is Insurance payment for winter storm damage, with possibly FEMA dollars.

Funds for Non Capital project from RCO Grant

**Budgetary Impacts | Outcomes:**

If we don't get FEMA dollars we will need to use fund balance

Non Capital - No, additional request is being made, due to using State Grant Funding.

Fund	BARS Number and Descriptions	Request Type <small>(On-going, One-time)</small>	Revenue Change	Grant	Expense Change	Fund Balance Change
001	518304800	One Time		<input type="checkbox"/>	39174.00	
001	3699150	One Time	30180.13	<input type="checkbox"/>		
001	3340371	One Time		<input type="checkbox"/>		8993.87
001	518390400	One Time		<input checked="" type="checkbox"/>	43000	
001	334027000	One Time	43000	<input checked="" 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"/>		
<b>Totals</b>			<b>73,180.13</b>		<b>82,174.00</b>	<b>8,993.87</b>

*Pam Boente*  
Elected/Director Signature



# Supplemental Budget Request

Department: Senior Services

Date: 10/14/2024

Priority:  Low  Medium  High

Previously Approved:  Yes  No BOCC Approval Date:

Resolution #|Verbal:

**Requested Action:**

Approve increase use of Fund Balance for Senior Services due to increase in cost in insurance.

**Justification:**

Insurance costs were higher than budgeted as insurance includes additional months due to change to calendar year coverage. Vehicle repair and maintenance costs were higher than estimated for 2024.

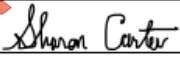
**Comments (Is this a grant, is there a match, % of match, grant stipulations, etc):**

New grants added do not have required match.

**Budgetary Impacts | Outcomes:**

Increased insurance costs. New funding grants added with expenses and revenue for Chronic Disease self management program and emergency food grant from WSDA. Fund balance is sufficient to cover these increased expenses.

Fund	BARS Number and Descriptions	Request Type (On-going, One-time)	Revenue Change	Grant	Expense Change	Fund Balance Change
104	338930440 USDHHS>Title IIIB CD Self Mgmt	One Time	11,000	<input type="checkbox"/>		
104	555333100 SenPr Off & Op Supplies	One Time		<input type="checkbox"/>	11000	
104	555324600 SenAd Insurance	One Time		<input type="checkbox"/>	46642	-46642
104	334.02.1000 WSDA-Emergency Food	One Time	23328	<input type="checkbox"/>		
104	569.00.3100 WSDA-Emergency Food	One Time		<input checked="" type="checkbox"/>	23328	
104	555324800 SenAd Repairs & Maint	One Time		<input type="checkbox"/>	1400	-1400
104	555344800 PubTr Repairs & Maint	One Time		<input type="checkbox"/>	15000	-15000
104	555364800 Reg Mobility Repairs & Ma	One Time		<input checked="" type="checkbox"/>	6000	-6000
104	555354800 SenTr Repairs & Maint	One Time		<input type="checkbox"/>	20000	-20000
		One Time		<input type="checkbox"/>		
		One Time		<input type="checkbox"/>		
Totals			34,328		123,370	-89,042

  
 Elected/Director Signature

Karen Elings

to Jennifer ▼

Here is the unsigned, can't access signed from this location



## Supplemental Budget Request

Department: Sheriff

Date: 10/12/2024

Priority:  Low  Medium  High

Previously  Yes

BOCC Approval Date:

Resolution #|Verbal:

Approved:  No

**Requested Action:**

Approval to cover Patrol OT, Payouts and Fuel. Also Vehicle repair and Inmate medical bills.

**Justification:**

Patrol OT & Vacation payouts were under budgeted due to staffing changes & Fires. 5 open positions created additional OT hours. Fuel usage increased due to law enforcement activities. Vehicle vs Deer Repair. Inmate Medical expense for Q3 and projected Q4

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

Quote for Vehicle Repair is attached along with KVH Summary. Invoices will be generated to recoup some of the cost. KVH changed the amount due, Recalculations for billing will be necessary.

**Budgetary Impacts | Outcomes:**

Fund	BARS Number and Descriptions	Request Type <small>(On-going, One-time)</small>	Revenue Change	Grant	Expense Change	Fund Balance Change
001	52122 1100	One Time ▼	0	<input type="checkbox"/>	130,000	130,000
001	52122 2100	Select ▼	0	<input type="checkbox"/>	60000	60000
001	52122 3200	Select ▼	0	<input type="checkbox"/>	83000	83000
001	52122 4811	Select ▼	0	<input type="checkbox"/>	6000	6000
001	52361 4101	Select ▼	0	<input checked="" type="checkbox"/>	145000	145000
		Select ▼		<input type="checkbox"/>		
		Select ▼		<input type="checkbox"/>		
		Select ▼		<input type="checkbox"/>		
		Select ▼		<input type="checkbox"/>		
		Select ▼		<input type="checkbox"/>		
		Select ▼		<input type="checkbox"/>		
Totals			0		424,000	424,000

Elected/Director Signature



# Supplemental Budget Request

Department: **KCSO Jail** Date: **10/14/24**

Priority:  Low  Medium  High

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

**Requested Action:**

Approve Request

**Justification:**

The jail is currently operating at a burn rate of 152,296 a month. There is an anticipated need of increased OT due to staffing level. Outstanding invoices for inmate medical is at 123,620 with a monthly projection of about 13k-15k a month.

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

\_\_\_\_\_

**Budgetary Impacts | Outcomes:**

\_\_\_\_\_

Fund	BARS Number and Descriptions	Request Type <small>(On-going, One-time)</small>	Revenue Change	Grant	Expense Change	Fund Balance Change
1	523614101 Medical	Select ▾		<input type="checkbox"/>	30000	
1	523611100 Wages	Select ▾		<input type="checkbox"/>	100000	
1	523612100 Benefits	Select ▾		<input type="checkbox"/>	47000	
1	523614107 Inmate Meals	Select ▾		<input type="checkbox"/>	12000	
		Select ▾		<input type="checkbox"/>		
		Select ▾		<input type="checkbox"/>		
		Select ▾		<input type="checkbox"/>		
		Select ▾		<input type="checkbox"/>		
		Select ▾		<input type="checkbox"/>		
		Select ▾		<input type="checkbox"/>		
		Select ▾		<input type="checkbox"/>		
Totals			0.00		189,000.00	

*JN*

Elected/Director Signature

# Resolutions

**BEFORE THE BOARD OF COUNTY COMMISSIONERS  
Klickitat County, Washington**

IN THE MATTER OF SETTING A PUBLIC )  
HEARING TO CONSIDER A SUPPLEMENTAL )  
BUDGET AND AMENDMENTS FOR THE 2024 )  
BUDGET FOR VARIOUS FUNDS )

RESOLUTION # \_\_\_\_\_

**WHEREAS**, the Board of County Commissioners, meeting in regular session, and having before it the consideration to set a public hearing for a supplemental budget and amendments to the 2024 Budget in the sum of \$2,070,221 for the following funds:

Fund	Sum
<b>001 General</b>	<b>939,577</b>
Fund	Sum
<b>104 Senior Services</b>	<b>123,370</b>
Fund	Sum
<b>110 Veterans Relief</b>	<b>5,200</b>
Fund	Sum
<b>115 Victim   Witness</b>	<b>29,274</b>
Fund	Sum
<b>116 Fair</b>	<b>15,000</b>
Fund	Sum
<b>125 Cumulative Reserve</b>	<b>470,288</b>
Fund	Sum
<b>135 Communications</b>	<b>467,512</b>
Fund	Sum
<b>146 Licensing</b>	<b>20,000</b>

**WHEREAS**, Exhibit A Budget Amendments packet details all budget amendment requests; and

**WHEREAS**, although RCW 36.40.100 does not require a public hearing, in the effort of transparency and to give opportunity for the public to voice their opinions and/or concerns, I offer the opportunity to set a public hearing for the budget amendments.

**NOW, THEREFORE, BE IT RESOLVED**, that a public hearing be held to consider a supplemental budget and amendments of various funds in the sum of \$2,070,221 on the 12th day of November, 2024, in the chambers of the Board of County Commissioners of Klickitat County, at the hour of 11:15 A.M., and that the Administrative Services/Fiscal Department of Klickitat County be and is hereby directed to publish notice of said hearing in the official newspaper of Klickitat County and that, any interested taxpayer may provide written comment on or before said hearing, and/or appear to be heard for or against the proposed supplemental budget appropriation.

**IN WITNESS WHEREOF**, the parties here to have signed this agreement this        day of        2024.

BOARD OF COUNTY COMMISSIONERS  
Klickitat County, Washington

ATTEST:

Clerk of the Board

\_\_\_\_\_  
Lori Zoller, Chairman

\_\_\_\_\_  
Alisa Grumbles  
In and for the County of Klickitat,  
State of Washington

\_\_\_\_\_  
Jacob Anderson, Commissioner

\_\_\_\_\_  
Dan Christopher, Commissioner

# Advertisement

## Notice of Public Hearing Supplemental Budget

The Klickitat County Board of Commissioners will meet November 12, 2024 at 11:15am. Please join the meeting at the Klickitat County Services Building in the Chambers of the Board of County Commissioners, or virtually via zoom, meeting ID 586587651. They will hold a Public Hearing and consider amendments to the 2024 budget as summarized below. Information concerning these changes may be obtained at the [Commissioners](#) 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 [Board of County Commissioners Agenda](#) page or the Fiscal Services department page. Written comment will be accepted via email to [bocc@klickitatcounty.org](mailto:bocc@klickitatcounty.org) or in the Commissioner's office on or before November 12, 2024 at 11:15am, with the subject line: **2024-3 BUDGET AMENDMENT**.

Board of County Commissioners, Lori Zoller, Chairman

Department   Office	Fund	Change
Adult Probation	001 General	40,440
Auditor Licensing	146 Licensing	20,000
Auditor Veterans	110 Veterans	5,200
Auditor's Non-Departmental	001 General	12,000
BOCC Jail/Corrections	001 General	111,000
Building	001 General	26,929
Commissioners	125 Cumulative Reserve	470,288
Emergency Management	135 Communications	467,512
Fair	116 Fair	15,000
Juvenile	001 General	36,722
<u>Non Departmental</u>	001 General	17,312
Prosecuting Attorney	115 Victim   Witness	29,274
PW Building & Grounds	001 General	82,174
Senior Services	104 Senior Services	123,370
Sheriff	001 General	613,000

Please publish for TWO weeks:

Weeks of: 10/30/24 and 11/6/24

Bill to: Klickitat County Fiscal Services  
115 W Court St, Room 201  
Goldendale, WA 98620

Questions / Invoices:  
Jenn Neil, Fiscal Services  
[jennifern@klickitatcounty.org](mailto:jennifern@klickitatcounty.org)