



Meeting Date: April 10, 2017
 Agenda Item No:

Kitsap County Board of Commissioners

Department: Administrative Services

Staff Contact & Phone Number: Amber D'Amato, (360) 337-4504

Agenda Item Title: A Resolution Amending the 2017 Annual Budget

Recommended Action: Move the Board adopt a Resolution Amending the 2017 Annual Budget as presented in the attached documents.

Summary: The County's Budget Policies call for amendments to the budget to be made quarterly during the calendar year. This resolution, representing the budget amendment for the first quarter of 2017, increases spending authority in the general fund by \$1,371,590. It also increases spending authority in other specified funds by \$2,223,614. All expenditure increases are supported by cash balances or increased revenues.

1st Quarter Budget Amendment 2017

General Fund

Commissioners	Council for Human Rights Budget
Treasurer	KitCo Contract Increase
Clerk	Personnel Reorganization
Dept. of Community Development	Reallocation of Position
General Fund One-Time Adjustments	Sheriff: Tasers & ¼ Radio Equipment Sheriff: Two Cameras Sheriff: Six Micro Lenses Sheriff: Paladin & Telestaff Sheriff: Two Additional MCTs Sheriff: Digital Storage Sheriff: Six vehicles DCD: Vehicle and Equipment for New FTE GA&O: Purchase 82 General Fund Computers GA&O: BR&R Capital Project Funding
General Administration & Operations	2016 Voter Registration Costs
General Administration & Operations	Department of Ecology Contract with Forterra
General Administration & Operations	Court Security X-ray Machine Maintenance
General Administration & Operations	BR&R Capital Project Funding Increase
Sheriff	Lieutenants Contract Settlement
Juvenile Services	Fingerprint Station Crossmatch Technologies
Juvenile Services	Electronic Surveillance & Security Systems Retrofit
Parks	Upgraded Computer Purchase

Other Funds

Sheriff	Ed Byrne Grant – Local Solicitation
Dept. of Community Development	Vehicle for New FTE

Dept. of Community Development	Plan Review Contract Services
Dept. of Community Development	Harper Grant Amendment
Dept. of Community Development	West Central Restoration Prioritization Grant
Dept. of Community Development	New Assistant Director FTE Increase
Dept. of Community Development	ER&R Interfund Rate Increase
Dept. of Community Development	Benefit Bucket Increase
Jail/Juvenile Sales Tax	Capital Improvements for Jail & Juvenile Facilities
Administrative Services	LTGO 2013 Debt Service Payment
Parks Capital	Department of Ecology Contract with Forterra
Auditor Elections	2016 Voter Registration Cost True-Up
Information Services	Computer Fleet Purchase Funding
Information Services	IS Adjustments for Preapproved Projects
Building Repair & Replacement	2017 Capital Project Budget Increase

Attachments:

1. Resolution
2. Attachment A

Fiscal Impact

Expenditure required for this specific action:	General Fund: \$1,371,590	Other Funds: \$2,223,614
Total cost including all related costs:	\$3,595,204	
Related Revenue:	General Fund: \$56,258	Other Funds: \$1,924,615
Cost Savings:	\$0	
Total Fiscal Impact:	General Fund: (\$1,315,332)	Other Funds: (\$298,999)
Source of Funds:	Various	

Fiscal Impact (DAS) Review

Departmental Coordination

Department	Representative	Recommendation/Comment
Department of Administrative Services	Amber D'Amato	

Contract Information – N/A

RESOLUTION 068 -2017

RESOLUTION AMENDING THE 2017 ANNUAL BUDGET

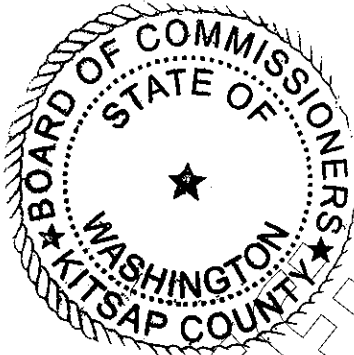
WHEREAS, by Resolution 212-2016 the Board of County Commissioners adopted the annual budget of the County for 2017; and,

WHEREAS, Kitsap County Budget Policies as adopted by Resolution 214-2002 require amendment of the budget quarterly; and,

WHEREAS, certain changes in the County's financial circumstances have been identified during the first quarter of the year which require inclusion in the 2017 annual budget at this time;

NOW THEREFORE BE IT RESOLVED by the Board of County Commissioners in regular session assembled that the Kitsap County Budget for 2017, as presented on this date, is amended to the department/office and/or fund levels listed in Attachment A.

ADOPTED this 10th day of April 2017.



BOARD OF COUNTY COMMISSIONERS
KITSAP COUNTY, WASHINGTON

Charlotte Garrido
CHARLOTTE GARRIDO, Chair

Robert Gelder
ROBERT GELDER, Commissioner

Edward E. Wolfe
EDWARD E. WOLFE, Commissioner

ATTEST: *Dana Daniels*

Dana Daniels, Clerk of the Board

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1st Quarter 2017 Supplemental Budget Information - Attachment A

Department	Brief Description Of Change		2017			
			Beginning Fund Balance	Revenue Amount	Expense Amount	Ending Fund Balance
General Fund						
		Council for Human Rights Budget				
Commissioners		Registration Fees		\$ 6,255		
9012.3490.86		Other Misc. Revenue		\$ 4,063		
9012.3690.90					\$ 500	
9012.5311		Office Supplies			\$ 5,500	
9012.5499		Other			\$ 4,318	
9012.5519		Misc. Intergov.			\$ 10,318	
			\$ -	\$ 10,318	\$ 10,318	\$ -
		Increase to KitCo Contract - New PO Box				
Treasurer		Other Professional Services			\$ 2,615	
9081.5419		Ending Fund Balance				\$ (2,615)
9251.5081			\$ -	\$ -	\$ 2,615	\$ (2,615)
		Clerk's Personnel Reorganization				
Clerk		Regular Salaries			\$ 3,115	
9091.5101		Longevity			\$ 62	
9091.5103		Social Security			\$ 243	
9091.5202		PERS			\$ 376	
9091.5203		Non-Employee Mileage			\$ (3,798)	
9092.5438			\$ -	\$ -	\$ -	\$ -
		Reallocation of Position				
Department of Community Development		Benefits Bucket - General Fund			\$ (2,310)	
9220.5229		Ending Fund Balance - General Fund				\$ 2,310
9251.5081			\$ -	\$ -	\$ (2,310)	\$ 2,310
		General Fund One-Time Adjustments				
General Fund		Small Tools & Equipment			\$ 30,500	
Sheriff	9404.5351	Small Tools & Equipment			\$ 7,350	
Sheriff	9405.5351	Computer Software			\$ 106,300	
Sheriff	9401.5352	Small Computer Equipment			\$ 16,700	
Sheriff	9405.5353	Other Machinery & Equipment			\$ 35,500	
Sheriff	9405.5642	Vehicles			\$ 209,934	
Sheriff	9404.5643	Operating Supplies			\$ 2,850	
DCD	9220.5311	Small Tools & Equipment			\$ 80	
DCD	9220.5351	Computer Software			\$ 600	
DCD	9220.5352	Small Computer Equipment			\$ 1,600	
DCD	9220.5353	Cellular Telephones			\$ 650	
DCD	9220.5422	Vehicles			\$ 30,000	
DCD	9220.5643	Operating Transfer Out: IS Computer Fleet			\$ 74,522	
GA&O	9251.6971.5164	Operating Transfer Out: BR&R			\$ 275,000	
GA&O	9251.6971.5051	Ending Fund Balance				\$ (791,586)
GA&O	9251.5081		\$ -	\$ -	\$ 791,586	\$ (791,586)
		Elections Payment - Voter Registration Costs for 2016				
GA&O		Other Y/F Services & Charges			\$ 166,913	
GA&O	9251.5999	Ending Fund Balance				\$ (166,913)
GA&O	9251.5081		\$ -	\$ -	\$ 166,913	\$ (166,913)
		Department of Ecology contract with Forterra				
GA&O		Transfer from Parks Capital		\$ 35,520	\$ 35,520	
GA&O	9251.4970.3821	Other Professional Services			\$ 35,520	
GA&O	9251.5419		\$ -	\$ 35,520	\$ 35,520	\$ -
		Smiths Detection - Court Security Maintenance X-Ray Machine				
GA&O		Repairs & Maintenance Equipment			\$ 4,700	
GA&O	9253.5483	Ending Fund Balance				\$ (4,700)
GA&O	9251.5081		\$ -	\$ -	\$ 4,700	\$ (4,700)
		BR&R Capital Project Budget Increase				
GA&O		Operating Transfer Out: BR&R			\$ 165,000	
GA&O	9251.6971.5051	Ending Fund Balance				\$ (165,000)
GA&O	9251.5081		\$ -	\$ -	\$ 165,000	\$ (165,000)
		Lieutenants Contract Settlement				
Sheriff		Regular Salaries			\$ 14,441	
Sheriff	9402.5101	Longevity			\$ 289	
Sheriff	9402.5103	Miscellaneous Pay			\$ 505	
Sheriff	9402.5190	Social Security			\$ 1,165	
Sheriff	9402.5202	Leoff Retirement			\$ 798	
Sheriff	9402.5206	Regular Salaries			\$ 19,789	
Sheriff	9404.5101	Longevity			\$ 924	
Sheriff	9404.5103	Miscellaneous Pay			\$ 858	
Sheriff	9404.5190	Social Security			\$ 1,650	
Sheriff	9404.5202	Leoff Retirement			\$ 1,130	
Sheriff	9404.5206	Regular Salaries			\$ 6,596	
Sheriff	9405.5101	Longevity			\$ 330	
Sheriff	9405.5103	Miscellaneous Pay			\$ 231	
Sheriff	9405.5190	Social Security			\$ 548	
Sheriff	9405.5202	Leoff Retirement			\$ 375	
Sheriff	9405.5206	Regular Salaries			\$ 17,885	
Sheriff	9408.5401	Longevity			\$ 602	
Sheriff	9408.5103	Miscellaneous Pay			\$ 10,856	
Sheriff	9408.5190	Social Security			\$ 2,244	
Sheriff	9408.5202	PERS Retirement			\$ 3,477	
Sheriff	9408.5203	Ending Fund Balance				\$ (84,693)
Sheriff	9251.5081		\$ -	\$ -	\$ 84,693	\$ (84,693)

1st Quarter 2017 Supplemental Budget Information - Attachment A

Department	Brief Description Of Change	2017			
		Beginning Fund Balance	Revenue Amount	Expense Amount	Ending Fund Balance
	Fingerprint Station Cross Match Technologies Inc.				
Juvenile Services	Intergovernmental		\$ 10,420	\$ 10,420	
9421.3330,16554 9421.5353	Small Computer Equipment				
		\$ -	\$ 10,420	\$ 10,420	\$ -
	Electronic Surveillance & Security Systems Retrofit				
Juvenile Services	Other Machinery & Equipment			\$ 102,135	\$ (102,135)
9422.5642 9251.5081	Ending Fund Balance	\$ -	\$ -	\$ 102,135	\$ (102,135)
	Upgraded Computer Purchase				
Parks	Small Tools & Equipment			\$ (670)	
9500.5351 9500.6971,5164	Operating Transfer Out: IS Computer Fleet			\$ 670	
		\$ -	\$ -	\$ -	\$ -
	Total General Fund	\$ -	\$ 56,258	\$ 1,371,590	\$ (1,315,332)
Other Funds					
	Ed Byrne Grant - Local Solicitation				
Sheriff	COPS-BJA Ed Byrne MEM JAG		\$ 37,671	\$ 37,671	
1521.3310,16738 1521.5351	Small Tools & Equipment				
		\$ -	\$ 37,671	\$ 37,671	\$ -
	Vehicle for New FTE - Permitting Division				
Department of Community Development	Vehicles			\$ 30,000	
16811.5643 16811.5951 16811.5933 16811.5081	I/F Operating Rentals & Leases			\$ 5,400	
	I/F Supplies Fuel			\$ 2,100	
	Ending Fund Balance				\$ (37,500)
		\$ -	\$ -	\$ 37,500	\$ (37,500)
	Plan Review Contract Services - Permitting Division				
Department of Community Development	Building Permit Revenue		\$ 10,000	\$ 10,000	
16811.3220,10 16811.5419	Other Professional Services				
		\$ -	\$ 10,000	\$ 10,000	\$ -
	Harper Grant Amendment - Grant Division				
Department of Community Development	Department of Fish & Wildlife		\$ 238,697		
16816.3340,0250 16816.5101 16816.5201 16816.5202 16816.5203 16816.5229 16816.5919	Regular Salaries			\$ 29,879	
	Industrial Insurance			\$ 490	
	Social Security			\$ 2,285	
	PERS Retirement			\$ 3,540	
	Benefits Bucket			\$ 5,775	
	Other I/F Professional Services			\$ 196,728	
		\$ -	\$ 238,697	\$ 238,697	\$ -
	West Central Restoration Prioritization Grant - Grant Division				
Department of Community Development	Puget Sound Action Agenda		\$ 100,000		
16816.3330,66123 16816.5101 16816.5201 16816.5202 16816.5203 16816.5229 16816.5109 16816.5431 16816.5432 16816.5499	Regular Salaries			\$ 29,879	
	Industrial Insurance			\$ 490	
	Social Security			\$ 2,285	
	PERS Retirement			\$ 3,540	
	Benefits Bucket			\$ 5,775	
	Extra Help			\$ 21,093	
	Mileage			\$ 1,000	
	Travel			\$ 200	
	Other			\$ 35,738	
		\$ -	\$ 100,000	\$ 100,000	\$ -
	New Assistant Director FTE Increase - Permitting Division				
Department of Community Development	Regular Salaries			\$ 21,203	
16811.5101 16811.5201 16811.5202 16811.5203 16811.5229 16811.5081	Industrial Insurance			\$ 196	
	Social Security			\$ 1,622	
	PERS Retirement			\$ 2,513	
	Benefits Bucket - Permitting			\$ 2,310	
	Ending Fund Balance - DCD Permitting				\$ (27,844)
		\$ -	\$ -	\$ 27,844	\$ (27,844)
	ER&R Interfund Rate Increase for Two New DCD Vehicles - Permitting Division				
Department of Community Development	I/F Operating Rentals & Leases			\$ 6,600	
16811.5951 16811.5933 16811.5081	I/F Supplies Fuel			\$ 1,200	
	Ending Fund Balance				\$ (7,800)
		\$ -	\$ -	\$ 7,800	\$ (7,800)
	Benefit Bucket Increase for Two Partial FTEs Made Full-Time - Permitting Division				
Department of Community Development	Benefits Bucket			\$ 14,437	
16811.5229 16811.5081	Ending Fund Balance				\$ (14,437)
		\$ -	\$ -	\$ 14,437	\$ (14,437)
	Capital Improvements for the Jail and Juvenile Facilities (BR&R)				
Jail/Juvenile Sales Tax	Beginning Fund Balance	\$ 37,407			
1711.3100 1711.3130,72 1711.5630 1711.5100	Sales Tax		\$ 66,175	\$ 315,000	\$ (211,418)
	Other Improvements				
	Ending Fund Balance				\$ (211,418)
		\$ 37,407	\$ 66,175	\$ 315,000	\$ (211,418)

1st Quarter 2017 Supplemental Budget Information - Attachment A

Department	Brief Description Of Change		2017			
	Revenue	Expenditures	Beginning Fund Balance	Revenue Amount	Expense Amount	Ending Fund Balance
Administrative Services 2371.4970.3361 2371.5081 3361.5081 3361.6971.2371	LTGO 2013 Debt Service Payment					
	Transfer In			\$ 47,040		\$ 47,040
		Ending Fund Balance				\$ (47,040)
		Ending Fund Balance			\$ 47,040	
		Transfer Out	\$ -	\$ 47,040	\$ 47,040	\$ -
Parks Capital - Special Project 3821.3340.0310 3821.6971.9251	Department of Ecology contract with Forterra					
	Department of Ecology			\$ 35,520		
		Transfer to GA&O for Forterra			\$ 35,520	
			\$ -	\$ 35,520	\$ 35,520	\$ -
Elections 5152.3490.86 5151.5081	Voter Registration True up for 2016					
	Registration Fees (County)			\$ 166,913		
		Ending Fund Balance			\$ 166,913	
			\$ -	\$ 166,913	\$ 166,913	\$ -
Information Services 5164.4970.9251 5164.4970.9500 5164.5353	Computer Fleet Purchase Funding					
	Operating Transfer In: GA&O			\$ 74,522		
	Operating Transfer In: Parks			\$ 670		
		Small Computer Equipment			\$ 75,192	
			\$ -	\$ 75,192	\$ 75,192	\$ -
Information Services 5161.3081 5168.5419 5168.5419 5168.5419	IS Adjustments for Preapproved Projects					
	Beginning Fund Balance		\$ 670,000			
		Other Professional Services			\$ (100,000)	
		Other Professional Services			\$ 170,000	
		Other Professional Services			\$ 600,000	
			\$ 670,000	\$ -	\$ 670,000	\$ -
BR&R 5051.4970.9251 5051.5481	BR&R Capital Project Budget					
	Operating Transfer In: GA&O			\$ 440,000		
		Repairs and Maintenance - Buildings			\$ 440,000	
			\$ -	\$ 440,000	\$ 440,000	\$ -
Total Other Fund			\$ 707,407	\$ 1,217,208	\$ 2,223,614	\$ (298,999)
Grand Total			\$ 707,407	\$ 1,273,466	\$ 3,595,204	\$ (1,614,331)

Unofficial