

RESOLUTION NO. 088316

BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS OF WHITMAN COUNTY
STATE OF WASHINGTON
2024 Budget Amendment #2

WHEREAS, the Board of County Commissioners for Whitman County, State of Washington, met in regular session on Monday, October 7, 2024; and,

WHEREAS, any and all taxpayers appearing at the meeting held this date, to be heard for or against any part of the budget amendment have been given the opportunity to be heard; and,

WHEREAS, the Auditor estimates that these amendments are necessary for the operation of the specific funds.

NOW, THEREFORE, BE IT HEREBY RESOLVED AND AUTHORIZED that the authorized appropriations for these funds of Whitman County for fiscal year 2024 be amended by the amounts indicated as attached; and,

BE IT FURTHER RESOLVED that the appropriate entries to the account records be made to reflect the aforementioned budget amendment.

PASSED, APPROVED AND ADOPTED this 7th day of October 2024

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON



Arthur D Swannack, Chairman



Tom Handy, Commissioner



Michael Largent, Commissioner

ATTEST:



Corey Mitzimberg
Clerk of the Board

088316

DEPARTMENT	2024 Adopted Expenditure Budget	BA #1 Revenue	BA #1 Expenditures	BA #2 Revenue	BA #2 Expenditures	2024 Amended Expenditure Budget after BA #2
090 Commissioners	506,025					506,025
010 General Government	4,462,684		75,000			4,537,684
012 Administrative Services	878,961			540,000	533,861	1,412,822
013 Human Resources	382,826					382,826
020 Superior Court	320,521		55,000	16,000	29,195	404,716
030 District Court	925,950			200,000		925,950
031 Probation	546,319			(118,000)	9,000	555,319
040 Clerk	393,707	2,000	48,584	6,537	(3,564)	438,727
050 Treasurer	689,244			250,000		689,244
060 Auditor	1,199,147	162,340	4,413			1,203,560
080 Assessor	634,661					634,661
100 Prosecuting Attorney	1,191,030				18,000	1,209,030
120 Facilities Management	877,395					877,395
140 Sheriff	5,590,600					5,590,600
170 Juvenile	740,933				1,135	742,068
200 Weed Control	118,780		-			118,780
220 Coroner	319,405					319,405
240 Extention	187,966					187,966
260 Emergency Mng.	344,161			30,000	105,000	449,161
280 Health	2,258,000	803,500	520,800	-	-	2,778,800
300 Fair	838,691	15,124	15,124	8,500	18,310	872,125
310 Parks and Rec	501,145				12,100	513,245
320 IT	1,189,800				210,000	1,399,800
Ending Fund Balance	11,962,775					11,962,775
Fund Balance Adjustment		(264,043)				-
	37,060,726	718,921	718,921	933,037	933,037	38,712,684

1-BA #1 Zero net effect (expenses)

2-BA #2 Zero nef effect (expenses)

DEPARTMENT	2024 Adopted Budget	BA #1 2024 Revenues & Expenditures	BA #2 2024 Revenues and Expenditures	2024 Amended Budget BA #1
Building & Development-PW	272,200			272,200
Countywide Planning-PW	631,650			631,650
Developmental Services	1,025,584			1,025,584
Veterans Relief	160,500			160,500
Homeless Housing Plan	950,000			950,000
County Road-PW	22,611,350			22,611,350
Public Facilities Improvement	2,100,000			2,100,000
Hotel/Motel Tax	70,000			70,000
Domestic Violence Services	1,000		-	1,000
Boating Safety	133,000			133,000
Inmate Welfare	53,000			53,000
Historic Preservation/Program	74,620			74,620
Sheriff K-9 Unit	13,500			13,500
Paths & Trails-General	293,164	235,000	-	528,164
REET Technology	288,000			288,000
Donations & Planned Giving-Fair	9,250			9,250
Donations & Planned Giving-Parks	361,700			361,700
Treasurer M&O	200,000			200,000
Quad-City	473,400			473,400
Crime Victims/Witness	260,452			260,452
Juvenile Special Revenue Funds	3,014			3,014
Inter-Local Drug Fund	18,500			18,500
Auditor's Document Preservation	315,000		-	315,000
Commissioners Special Revenue	200,000			200,000
Elections Reserve	135,000			135,000
Prosecutor Stop Grant	32,238			32,238
District Court-Elec Monitoring	42,353			42,353
Federal Equitable Sharing	260,000			260,000
Washington Housing-SHB 2060	182,000			182,000
Trial Court Improvement-Superior	56,112			56,112
Trial Court Improvement-District	134,240		76,452	134,240
Emergency Communications	2,659,574	4,666		2,664,240
Affordable \$ Supportive Housing	352,000			352,000
ARPA	1,275,000			1,275,000
Timber	-			-
Law Library	12,287			12,287
Debt Service External-PSB Bond	417,768			417,768
Capital Projects	1,484,749			1,484,749
Capital Projects--E.C.	-	4,666		4,666
Capital Projects-Fair	41,750			41,750
Solid Waste - PW	7,420,500			7,420,500
Solid Waste Reserve - PW	2,530,000			2,530,000
Equipment Rental & Revolv	7,621,200			7,621,200
Unemployment	147,000			147,000
	55,322,655	244,332		55,566,987

102.400.000
103.400.000
104.340.000
108.060.000
109.012.000
110.400.000
112.010.000
115.300.000
116.040.000 2
117.140.000
118.140.000
120.010.000
122.140.000
123.310.00x 3
124.050.000
125.300.000
125.310.000
126.050.000
127.140.000
128.100.000
129.170.000
130.140.000
132.060.000 1, 4
133.010.002
134.060.000
135.100.000
136.030.001
138.140.000
141.012.000
143.020.000
143.030.000
144.260.001
145.012.000
146.012.000
147
148.020.000
200.010.003
300.010.00x
300.260.000
310.300.000
400.400.000
410.400.000
501.400.000
511.012.000

1-BA #1 Zero Net Effect (expenses)

2-BA #2 Zero Net Effect (expenses)

3-BA #2 Zero Net Effect (expenses for both 000 and 001 Bill Chipman Trail)

4-BA #2 Zero Net Effect (expenses_

WHITMAN COUNTY, WASHINGTON
Office of Administrative Services

Jessica Jensema, Director
400 N. Main Street
Colfax, WA 99111
509-397-5241



Date: October 2, 2024

To: Board of County Commissioners
From: Administrative Services
Subject: 2024 Budget Narrative for Budget Amendment #2

The attached 2024 budget amendment #2 reflects an increase to expenses and revenues that will accommodate the additional pass-thru grant Department of Commerce has awarded to the County for Homeless Housing. This grant is being directly passed thru to Community Action Center with zero administrative fees. Additionally, a reduction in travel budget and salaries is reflected.

Thank you for your consideration of these adjustments.

Jessica

*Whitman County Washington
Superior Court*



To: Board of County Commissioners
Whitman County Auditor

From: Superior Court

Date: September 20, 2024

Re: 2024 Budget Amendment #2 Narrative

Superior Court's 2024 Budget Amendment #2 Estimates reflect the following changes from the 2024 adopted budget.

001.020.000.512.21.1100 For the Salaries-Elected Officials: we have increased by \$2075.00 to allow for the state increase for judicial salaries.

001.020.000.512.21.1500 For Salaries Office/Clerical: we have increased by \$1700.00 to adjust for the error in the budgeted hourly wage.

001.020.000.512.21.1905 For Salaries Wages /Partime/Temporary : we have added \$1500.00 to allow for vacation time

001.020.000.512.21.2100 For Benefits Medical: due to the above calculations and increase the medical needed to be amended to add \$900.00.

001.020.000.512.21.2200 For Benefits Social Security FICA: due to the above calculations and increase the social security (FICA) needed to be amended to add \$670.00.

001.020.000.512.2300 For Benefits Retirement (PERS): due to the above calculations and increase the Benefits (PERS) needed to be amended to add \$330.00.

001.020.000.512.21.2700 For Benefits WA. State FMLA tax: due to the above calculations and increase the Benefits WA. FMLA needed to be amended to add \$20.00

001.020.000.512.21.3100 For Operating Supplies & Material: We need to increase this by \$2000.00 to allow for the multiple jury trials schedule through the end of the year.

001.020.000.512.21.4100 For Services/Professional Services: due to the increase in expert services in criminal cases & attorney fees being requested in civil cases we need to increase our budget by \$20,000.00.

001.020.000.512.21.4300 For Travel: we are transferring \$300.00 from Operating Rentals to Travel to help with the travel expense.

001.020.000.512.21.4500 For Operating Rentals: we are transferring (\$300.00) to Travel as we do not have any rentals.

Our total Increase to Superior Courts Expense Budget is: \$29,195.00

Additionally, the Chief Finance Administrator requested an increase to the Superior Court revenue budget of \$16,000.

BUDGET AMENDMENT WORKSHEET

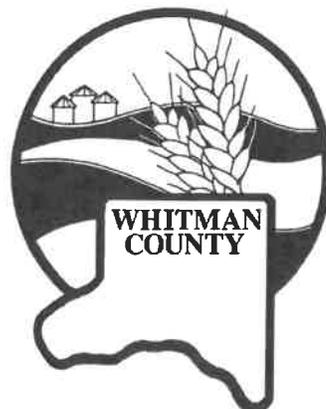
2024 2nd Amendment

Department: Superior
 Fund Name: Current Expense
 Fund Number: 001.020.000
 Submitted by: Lorena Lynch
 Date Submitted: 20-Sep-24

Revenue Requests:		2024 Budget Level	Increase/ (Decrease)	Adjusted Budget
Fund/Account Number	Account Description:			
001.020.000-334.01.21	State Grant-GAL for Indigent Parties	7,433	10,000	17,433
001.020.000-357.25.00	Interpreter Reimbursement	540	6,000	6,540
				0
				0
Total Revenue Increase/Decrease		7,973	16,000	23,973

Expense Requests:		2024 Budget Level	Increase/ (Decrease)	Adjusted Budget
Fund/Account Number	Account Description			
001.020.000.512.21.1100	Saleries Elected Officials	107,680	2,075	109,755
001.020.000.512.21.1500	Saleries Office/Clerical	69,216	1,700	70,916
001.020.000.512.21.2100	Benefits Medical Insurance Premiums	16,315	900	17,215
001.020.000.512.21.2200	Benefits Social Security (FICA)	5,500	670	6,170
001.020.000.512.21.2300	Benefits Retirement (PERS)	7,000	330	7,330
001.020.000.512.21.2700	Benefits WA State FMLA Tax	160	20	180
001.020.000.512.21.3100	Operating Supplies & Material	3,800	2,000	5,800
001.020.000.512.21.4100	Services / Professional Services	150,000	20,000	170,000
001.020.000.512.21.4300	Travel	2,000	300	2,300
001.020.000.512.21.4500	Operating Rentals & Leases	300	(300)	0
001.020.000.512.21.1905	Wages / Partime / Temporary	5,000	1,500	6,500
				0
				0
				0
				0
				0
Total Expense Increase/Decrease		366,971	29,195	396,166

WHITMAN COUNTY, WASHINGTON
Whitman County District Court
John Hart, Judge
Marlynn Markley, Judicial Services Director



Date: September 27, 2024

To: Whitman County Commissioners

RE: 2024 Budget Amendment #2

Dear Commissioners:

The court received Washington State grant funding through the Administrative Office of the Courts to update the audio/visual equipment in our courtrooms, update the security in our court facilities and to purchase security equipment. Not all of these revenue and expense items were included in our 2024 budget.

The revenue in the court's infraction fines and forfeits category has already met the amount budgeted for 2024. We project collections of an additional \$200,000 in fines and forfeits by the end of the year.

Please find attached our BA #2 worksheet requests.

Sincerely,

Marlynn Markley

Marlynn Markley
Judicial Services Director

cc: John Hart, Judge
Jessica Jensema

088316

BUDGET AMENDMENT WORKSHEET

2024 2nd Amendment

Department: District Court
 Fund Name: Current Expense
 Fund Number: 001.030.000
 Submitted by: Marlynn Markley
 Date Submitted: 26-Sep-24

Revenue Requests:		2024 Budget Level	Increase/ (Decrease)	Adjusted Budget
Fund/Account Number	Account Description:			
001.030.000.353.10.01	Fines and Forfeits	525,000	200,000	725,000
Total Revenue Increase/Decrease		525,000	200,000	725,000

Expense Requests:		2024 Budget Level	Increase/ (Decrease)	Adjusted Budget
Fund/Account Number	Account Description			
				0
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Total Expense Increase/Decrease		0	0	0



WHITMAN COUNTY PROBATION
Whitman County, Washington
Dan Bassler, Director

September 27, 2024

Whitman County Commissioners
Whitman County Courthouse
Colfax, WA 99111

RE: Budget Amendment 2

Dear Commissioners:

The Probation Department provides pretrial services for District Court, and a primary piece of this service is installing Electronic Home Monitoring (EHM) and SCRAM (alcohol monitoring) devices. This year alone we have installed EHM and SCRAM devices on over 30 clients, totaling over 2260 days. The vast majority of clients who receive these mandatory pretrial conditions have been charged with a subsequent DUI. I had originally budgeted \$30,000 for this 'Professional Services' line item (523.30.4100), but already we have eclipsed this number, and I now project we will need to increase this line item by \$20,000. Although the Judge assesses this cost to the clients when possible, they do not pay up-front, and the result is a climbing expense for Probation. Also, if a person is charged for these expenses, usually they have the term of probation (1-5 years) to pay. When not convicted or if the Judge does not order repayment due to indigency, the cost is covered by Probation. I continue searching for less expensive alternatives.

I do not expect our expenses to increase by \$20,000, however, as we have been without a Probation Counselor for almost four months. As a result of not paying for this position, our Salaries – Professional (523.30.1600) expense may be reduced by \$20,000. Along with that, the Benefits (523.30.2100) expense will also be reduced by \$6,000. An increase in our Overtime (523.30.1800) \$10,000, and Advertising (523.30.4400) \$3,000 expense has increased, which is a direct result from being understaffed and advertising for the open position. Also, our staff will be required to work the weekend of 10/23-10/24 for the new case management system, so I wanted to provide enough budget for this unexpected expense.

After reviewing each expense item in the Probation Budget, the reduction in Salaries/Benefits will not quite cover the increase for Professional Services if our SCRAM/EHM numbers remain steady.

088316

Please see attached Budget Amendment Worksheet, where I predict an additional \$9,000 will be necessary to cover all expenses.

Thanks,

Dan Bassler

Whitman County Clerk
P.O. BOX 390
COLFAX, WASHINGTON 99111

Phone (509)397-6240
Email clerk@whitmancounty.gov



September 27, 2024

TO: Board of County Commissioners
FROM: Jill Whelchel, Clerk
Subject: 2024 Budget Amendment #2 Narrative

Current Expense 001.040.000

Revenue:

333.93.563 Indirect Fed Grant-Child Support Enforcement (CS Grant) and **334.04.601** State Grant-Reimburse Sup Ct Nonsupport (CS Grant- *The state awarded a higher annual reimbursement amount than was previously budgeted.*

341.65.00 Charge for Serv-Sales of Map (Cert Copies)- *The Clerk is fulfilling a higher number of requests for certified copies of court documents than was previously budgeted*

351.91.00 Superior Court-Other Sc Penalties- *Reflects the collection of specific fines and fees previously ordered in Adult Criminal cases.*

397.00.06 Transfer In Document Preservation – *Funds transferred from the Auditor's Document Preservation Fund to the Clerk to reimburse the payroll expense of a part time temporary student intern who assisted with the digitalization of paper documents that were then set for destruction.*

Expense

512.30.1500 Salaries-Office/Clerical - *This account exclusively covers salary of 2 FTE Deputy Clerks. Budget amendment is necessitated by a period of maternity leave for one staff member, another who resigned and has left the position temporarily vacant, and a reclassification of both positions.*

512.30.1501 Salaries-Office/Clerical – Part-Time - *This position was filled January-May by a student intern whose payroll expense was reimbursed via 397.00.06 Transfer In Account listed under Revenue above.*

512.30.1504 Salaries-Office/Clerical – Perm Part-Time - *This position is filled by the Family Law Facilitator, who also served as Courtroom Clerk May-October 1st while the full time deputy clerk was on maternity leave. Additional hours resulted in additional expense, which was more than offset by decreased payroll expense from the deputy clerk's maternity leave/LWOP use.*

088316

512.30.1800 Wages- Overtime - *Increased expense due to above outlined maternity leave and temporarily vacant position.*

512.30.2100 Benefits – Medical Insurance Premiums - *Increase due to above outlined maternity leave and temporary increase of employment hours of Family Law Facilitator, who as a result qualified for medical insurance.*

512.30.2200 Benefits – SS FICA Contribution - *Decrease due to above outlined maternity leave and temporarily vacant position.*

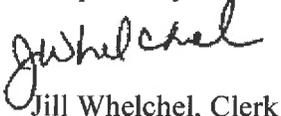
512.30.2300 Benefits – Retirement (PERS) - *Decrease due to above outlined maternity leave and temporarily vacant position.*

512.30.2801 Benefits – HRA VEBA – *Increase due to one time January 2024 expense for expense incurred in December 2023 before change in medical insurance package became effective*

Current Expense 116.040.000

512.30-4000 and 508.00-00 are adjusted to allow for the disbursement of the previous year's revenue collected to support outside agencies providing services to domestic violence victims.

Respectfully submitted,



Jill Whelchel, Clerk

BUDGET AMENDMENT WORKSHEET

2024 2nd Amendment

Department: Clerk
 Fund Name: Current Expense
 Fund Number: 001.040.000
 Submitted by: Jill Whelchel
 Date Submitted: 27-Sep-24

Revenue Requests:		2024 Budget Level	Increase/ (Decrease)	Adjusted Budget
Fund/Account Number	Account Description:			
001.040.000.333.93.563	Indirect Fed Grant-Child Support	16,000	1,290	17,290
001.040.000.334.04.601	State Grant-Reimburse Sup Ct	3,000	500	3,500
001.040.000.341.65.00	Charge for Serv-Sales of Map (Cert	14,000	3,000	17,000
001.040.000.351.91.00	Superior Court-Other Sc Penalties	2,000	2,500	4,500
001.040.000.397.00.06	Transfer In Document Preservation	2,000	(753)	1,247
Total Revenue Increase/Decrease		37,000	6,537	43,537

Expense Requests:		2024 Budget Level	Increase/ (Decrease)	Adjusted Budget
Fund/Account Number	Account Description			
001.040.000.512.30.1500	Salaries-Office/Clerical	87,030	(15,000)	72,030
001.040.000.512.30.1501	Salaries-Office/Clerical-Part-Time	0	944	944
001.040.000.512.30.1504	Salaries-Office/Clerical Perm Part Time	10,000	10,000	20,000
001.040.000.512.30.1800	Wages-Overtime	300	500	800
001.040.000.512.30.2100	Benefits-Medical Insurance Premiums	63,252	2,600	65,852
001.040.000.512.30.2200	Benefits-SS FICA Contribution	20,112	(2,500)	17,612
001.040.000.512.30.2300	Benefits-Retirement (PERS)	24,347	(1,000)	23,347
001.040.000.512.30.2801	Benefits-HRA VEBA	0	892	892
				0
Total Expense Increase/Decrease		205,041	(3,564)	201,477

WHITMAN COUNTY, WASHINGTON
Office of Administrative Services

Jessica Jensema, Director
400 N. Main Street
Colfax, WA 99111
509-397-5241



Date: 10/3/24

To: Board of County Commissioners
From: Administrative Services
Subject: 2024 Budget Amendment #2 Narrative on behalf of Chris Nelson, Whitman County Treasurer

This amendment request adjusts the revenue budget. This amendment in total increases the estimated revenue collections by the Treasurer's office by \$250,000

Respectfully,

Jessica Jensema

088316

BUDGET AMENDMENT WORKSHEET

2024 2nd amendment

Department: Treasurer
 Fund Name: Current Expense
 Fund Number: 001.050.000
 Submitted by: Jessica Jensema for Chris Nelson
 Date Submitted: 3-Oct-24

Revenue Requests:		2023 Budget Level	Increase/ (Decrease)	Adjusted Budget
Fund/Account Number	Account Description:			
001.050.000-361.11.01	Reinvested Interest Earnings	1,500,000	250,000	1,750,000
				0
				0
				0
Total Revenue Increase/Decrease		1,500,000	250,000	1,750,000

Expense Requests:		2023 Budget Level	Increase/ (Decrease)	Adjusted Budget
Fund/Account Number	Account Description			
				0
				0
				0
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				0
				0
				0
				0
				0
Total Expense Increase/Decrease		0	0	0



WHITMAN COUNTY PROSECUTING ATTORNEY

400 North Main Street - P.O. Box 30, Colfax, WA 99111-0030
voice (509) 397-6250 fax (509) 397-5659

September 10, 2024

To: Jessica Jensema
Finance Administrator

Re: Request for Budget Amendment

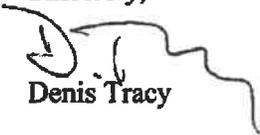
Dear Jessica,

I request to increase the budget of the prosecutor's office by \$18,000.00 for this year of 2024. The reason is to cover the expenses of getting expert legal advice regarding a potential large-scale windfarm project. We don't have the needed expertise in-house.

We have spent \$13,837 dollars so far this year, and I anticipate we will spend about another \$5,000.

Please let me know if any questions.

Sincerely,


Denis Tracy

Denis P. Tracy
Prosecuting Attorney

Dan LeBeau
Chief Deputy Prosecutor

Wendy Lierman
Senior Deputy Prosecutor

Tessa Scholl
Senior Deputy Prosecutor

Lindsi Alcantar
Deputy Prosecutor

Kristina Cooper
Office Administrator and
Victim/Witness Coordinator

088316

BUDGET AMENDMENT WORKSHEET

2024 2nd Amendment

Department: Prosecutor
 Fund Name: Current Expense
 Fund Number: 001.100.000.515.31
 Submitted by: Kristina Cooper
 Date Submitted: 10-Sep-24

Revenue Requests:		2024 Budget Level	Increase/ (Decrease)	Adjusted Budget
Fund/Account Number	Account Description:			0
Total Revenue Increase/Decrease		0	0	0

Expense Requests:		2024 Budget Level	Increase/ (Decrease)	Adjusted Budget
Fund/Account Number	Account Description			0
001.100.000.515.31-4100	PROFESSIONAL SERVICES	17,000	18,000	35,000
Total Expense Increase/Decrease		17,000	18,000	35,000

Please return Excel spreadsheet via email to Administrative Services

Budget Narrative can be in word or PDF

Use whole numbers

Non-current expense funds (001 funds) - revenues and expenditures increase/decrease need to equal

SHERRI AUNE

ADMINISTRATOR

Telephone 509-397-5300
Fax 509-397-5591

Whitman County
Juvenile Court Services
Superior Court of the State of Washington
P O Box 598
Colfax, Washington 99111

GARY J. LIBEY

JUDGE

TO: Board of County Commissioners
FROM: Sherri Aune, Juvenile Department
DATE: September 26th, 2024
RE: Budget Amendment Narrative #2

My department is asking for an increase of \$1585 for the 2024 budget.

I have not hired a new employee for several years and only had \$450 in the budget for advertising and it was much higher than that! I will be hiring again in 2025 and made the adjustment for next year based on the amount I was charged this year.

Respectfully submitted,

Sherri Aune
Department Head

088316

BUDGET AMENDMENT # 2

NARRATIVE

Department: Emergency Management

Date: September 27, 2024

Emergency Management was awarded \$75,000 from the Whitman County Soil Conservation District for creating a Community Wildfire Protection Plan. Adding \$75,000 to Services/Professional Services 4100. (001.260.000). An additional \$30,000 in Revenue 369.91.00 for potential award from the Washington State Soil Commission for Fire Mitigation expenses. Adding \$30,000 to Services/Professional Services to 001.260.000.525.60-4100 for mitigation expenses if needed.



Whitman County Public Health

To: Board of County Commissioners
From: Director, Whitman County Public Health
Date: September 25, 2024
Re: 2024 Budget Amendment 2

Gentlemen,

We adjusted expenses to reflect the changes in the cost of treatment of current Tuberculosis cases (as per RCW 70.28). We corrected inaccurate expense projections across several programs, to include the Capital Outlay - Infrastructure expenses that we had originally budgeted to an incorrect expense object code.

We appreciate the Commissioner's continued support of our work to safeguard and improve the health and safety of the residents of Whitman County.

A handwritten signature in blue ink, appearing to read 'Chris Skidmore', is written over a light blue horizontal line.

Chris Skidmore

BUDGET AMENDMENT WORKSHEET

2024 2nd Amendment

Department: 280 Public Health
 Fund Name: Current Expense
 Fund Number: 001.280.000
 Submitted by: Noel Christiansen
 Date Submitted: 25-Sep-24

Revenue Requests:		2024 Budget Level	Increase/ (Decrease)	Adjusted Budget
Fund/Account Number	Account Description:			
				0
				0
				0
				0
Total Revenue Increase/Decrease		0	0	0

Expense Requests:		2024 Budget Level	Increase/ (Decrease)	Adjusted Budget
Fund/Account Number	Account Description			
001.280.000.562.10-2100	Benefits - Medical Insurance Premiums	125,000	50,000	175,000
001.280.000.562.12-3500	Small Tools & Equipment	10,000	(6,000)	4,000
001.280.000.562.12-4100	Services/Professional Services	10,000	(10,000)	0
001.280.000.562.14-3100	Operating Supplies & Materials	5,000	(4,500)	500
001.280.000.562.14-4100	Services/Professional Services	20,000	(15,000)	5,000
001.280.000.562.22-3100	Operating Supplies & Materials	10,000	65,000	75,000
001.280.000.562.22-4100	Services/Professional Services	6,000	10,000	16,000
001.280.000.562.24-3100	Operating Supplies & Materials	0	10,000	10,000
001.280.000.562.24-4100	Services/Professional Services	1,500	(1,500)	0
001.280.000.562.24-4200	Communications	1,000	(1,000)	0
001.280.000.562.25-4300	Travel	500	(500)	0
001.280.000.562.28-3500	Small Tools & Equipment	500	2,500	3,000
001.280.000.562.32-3100	Operating Supplies & Materials	13,000	(12,400)	600
001.280.000.562.32-3500	Small Tools & Equipment	10,000	(10,000)	0
001.280.000.562.32-4300	Travel	2,000	(2,000)	0
001.280.000.562.32-4400	Advertising	10,000	(10,000)	0
001.280.000.562.32-4800	Repairs & Maintenance	5,000	(5,000)	0
001.280.000.562.52-4300	Travel	0	1,000	1,000
001.280.000.562.54-3100	Operating Supplies & Materials	1,500	(1,500)	0
001.280.000.562.54-3500	Small Tools & Equipment	1,500	(1,500)	0
001.280.000.562.71-3100	Operating Supplies & Materials	1,000	(500)	500
001.280.000.562.88-3100	Operating Supplies & Materials	1,000	5,400	6,400
001.280.000.562.88-4100	Services/Professional Services	487,000	(300,500)	186,500
001.280.000.562.88-4300	Travel	15,700	(12,000)	3,700
001.280.000.594.62-6300	Capital Outlay - Infrastructure	0	250,000	250,000
				0
Total Expense Increase/Decrease		737,200	0	737,200

Whitman County

WHITMAN COUNTY / PALOUSE EMPIRE FAIR

310 North Main Street

Colfax, Washington 99111

Office Hours: 8am-5pm, M-F

Office: 509-397-6263

Website: PalouseEmpireFair.com

Email: pef@whitmancountv.net



To: Admin Services Office

From: Whitman County / Palouse Empire Fair

Subject: 2024 Budget Amendment #2

Date: September 27, 2024

This Budget Amendment request effects: Fair Fund (001.300.000).

\$2,500.00 in revenue was received from the AgWest Rural Community Grant award and the Washington Department of Agriculture awarded an additional \$6,000.00 for the K5070 grant. The funding from the AgWest grant is being used for the Swine Barn Office rebuild at the Fairgrounds. The WSDA additional funding is being used for the expenses for the K5070 grant for the costs of the electrical upgrades at the Fairgrounds. An additional \$9,810.00 into the Salaries - Foremen/Section Supervisors expense for the wage increase for the Operations Coordinators.

Whitman County

Parks and Recreation

310 North Main Street
Colfax, Washington 99111
Office Hours: 8am-5pm, M-F

Phone: (509) 397-6238
Fax: (509) 397-5647



To: Board of County Commissioners
From: Whitman County/ Parks and Recreation
Subject: 2024 Budget Amendment #2
Date: September 27, 2024

This Budget Amendment request effects: Path & Trails (Parks) Fund (123.310.000) Path & Trails (BCPT)-(123.310.001) and Parks (001.310.000)

Foremen/Section Supervisors (1400) expense for the wage increase for the Operation Coordinators. An additional \$15,900 needed for wage increase starting in July 1, 2024.

088316

BUDGET AMENDMENT WORKSHEET

2024 2nd Amendment

Department: PARKS
 Fund Name: PARKS
 Fund Number: 001.310.000
 Submitted by: Matthew Floyd
 Date Submitted: 27-Sep-24

Revenue Requests:		2024 Budget Level	Increase/ (Decrease)	Adjusted Budget
Fund/Account Number	Account Description:			
				0
				0
				0
				0
Total Revenue Increase/Decrease		0	0	0

Expense Requests:		2024 Budget Level	Increase/ (Decrease)	Adjusted Budget
Fund/Account Number	Account Description			
001.310.000.576.80-1400	Salaries-Foremen/Section Supervisors	75,600	12,100	87,700
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
Total Expense Increase/Decrease		75,600	12,100	87,700



2024 Budget Amendment Narrative Information Technology

Executive Summary:

Due to a budget forecasting error on my part we are requesting an increase to account 001.320.000.518.82.4100. This increase in budget will see us through the end of the year, with a little cushion for increases in MS365.

- 001.320.000.518.82.4100 –Services/Professional Services. --\$210,000

Craig L. Wines
IT Director, Whitman County
(509) 288-2363

Whitman County Clerk
P.O. BOX 390
COLFAX, WASHINGTON 99111

Phone (509)397-6240
Email clerk@whitmancounty.gov



September 27, 2024

TO: Board of County Commissioners
FROM: Jill Whelchel, Clerk
Subject: 2024 Budget Amendment #2 Narrative

Current Expense 001.040.000

Revenue:

333.93.563 Indirect Fed Grant-Child Support Enforcement (CS Grant) and **334.04.601** State Grant-Reimburse Sup Ct Nonsupport (CS Grant- *The state awarded a higher annual reimbursement amount than was previously budgeted.*

341.65.00 Charge for Serv-Sales of Map (Cert Copies)- *The Clerk is fulfilling a higher number of requests for certified copies of court documents than was previously budgeted*

351.91.00 Superior Court-Other Sc Penalties- *Reflects the collection of specific fines and fees previously ordered in Adult Criminal cases.*

397.00.06 Transfer In Document Preservation – *Funds transferred from the Auditor's Document Preservation Fund to the Clerk to reimburse the payroll expense of a part time temporary student intern who assisted with the digitalization of paper documents that were then set for destruction.*

Expense

512.30.1500 Salaries-Office/Clerical - *This account exclusively covers salary of 2 FTE Deputy Clerks. Budget amendment is necessitated by a period of maternity leave for one staff member, another who resigned and has left the position temporarily vacant, and a reclassification of both positions.*

512.30.1501 Salaries-Office/Clerical – Part-Time - *This position was filled January-May by a student intern whose payroll expense was reimbursed via 397.00.06 Transfer In Account listed under Revenue above.*

512.30.1504 Salaries-Office/Clerical – Perm Part-Time - *This position is filled by the Family Law Facilitator, who also served as Courtroom Clerk May-October 1st while the full time deputy clerk was on maternity leave. Additional hours resulted in additional expense, which was more than offset by decreased payroll expense from the deputy clerk's maternity leave/LWOP use.*

512.30.1800 Wages- Overtime - *Increased expense due to above outlined maternity leave and temporarily vacant position.*

512.30.2100 Benefits – Medical Insurance Premiums - *Increase due to above outlined maternity leave and temporary increase of employment hours of Family Law Facilitator, who as a result qualified for medical insurance.*

512.30.2200 Benefits – SS FICA Contribution - *Decrease due to above outlined maternity leave and temporarily vacant position.*

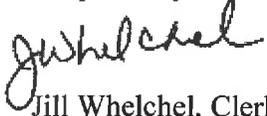
512.30.2300 Benefits – Retirement (PERS) - *Decrease due to above outlined maternity leave and temporarily vacant position.*

512.30.2801 Benefits – HRA VEBA – *Increase due to one time January 2024 expense for expense incurred in December 2023 before change in medical insurance package became effective*

Current Expense 116.040.000

512.30-4000 and 508.00-00 are adjusted to allow for the disbursement of the previous year's revenue collected to support outside agencies providing services to domestic violence victims.

Respectfully submitted,



Jill Whelchel, Clerk

Whitman County

Parks and Recreation

310 North Main Street
Colfax, Washington 99111
Office Hours: 8am-5pm, M-F

Phone: (509) 397-6238
Fax: (509) 397-5647



To: Board of County Commissioners
From: Whitman County/ Parks and Recreation
Subject: 2024 Budget Amendment #2
Date: September 27, 2024

This Budget Amendment request effects: Path & Trails (Parks) Fund (123.310.000) Path & Trails (BCPT)-(123.310.001) and Parks (001.310.000)

Foremen/Section Supervisors (1400) expense for the wage increase for the Operation Coordinators. An additional \$15,900 needed for wage increase starting in July 1, 2024.

088316

Sandy Jamison

Whitman County Auditor

400 N. Main Street

Colfax, WA 99111

509-397-5272

Sandy.Jamison@whitmancounty.gov



September 25, 2024

2024 Budget Amendment #2

Per information from the County Clerk, only \$1,247 has been spent by her department using funds from the Document Preservation Fund. She does not plan to use any more this year, so this amendment reflects the entire transfers out for this fund.

Sandra D. Jamison

WHITMAN COUNTY, WASHINGTON
Whitman County District Court
John Hart, Judge
Marlynn Markley, Judicial Services Director



Date: September 27, 2024

To: Whitman County Commissioners

RE: 2024 Budget Amendment #2

Dear Commissioners:

The court received Washington State grant funding through the Administrative Office of the Courts to update the audio/visual equipment in our courtrooms, update the security in our court facilities and to purchase security equipment. Not all of these revenue and expense items were included in our 2024 budget.

The revenue in the court's infraction fines and forfeits category has already met the amount budgeted for 2024. We project collections of an additional \$200,000 in fines and forfeits by the end of the year.

Please find attached our BA #2 worksheet requests.

Sincerely,

Marlynn Markley

Marlynn Markley
Judicial Services Director

cc: John Hart, Judge
Jessica Jensema

088316

