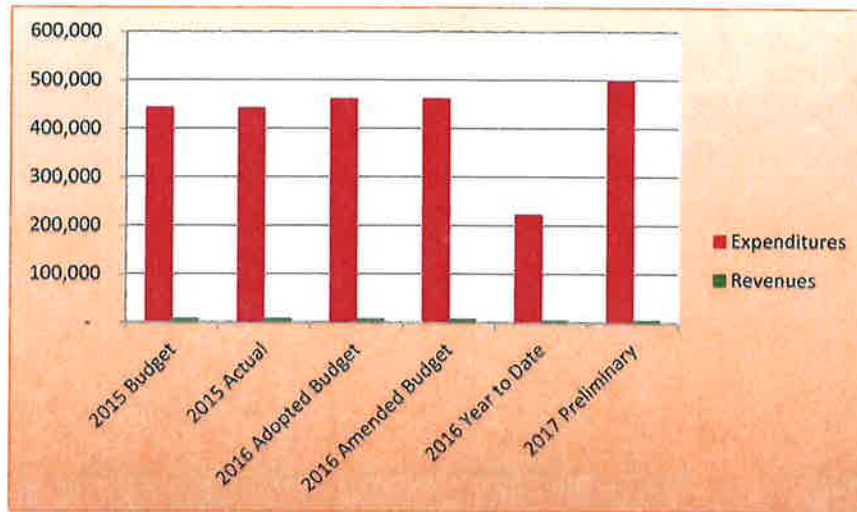




Commissioners

2017 Preliminary Budget Budget Summary

	2015 Budget	2015 Actual	2016 Adopted Budget	2016 Amended Budget	2016 Year to Date	2017 Preliminary
Expenditures	443,362	442,552	461,787	461,787	222,532	498,509
Revenues	6,950	7,075	6,775	6,775	4,042	3,925
Salaries						
Employees						
Forms/Documents						
Statistics						



**Kittitas County
2017 Preliminary Budget Narrative
Board of County Commissioners**

Departments Mission:

The Kittitas County Board of Commissioners office mission is to consistently strive in serving the public in a friendly, professional, respectful, and courteous manner while providing a high level of customer service.

2017 Departments Goals:

- Event Center Projects: Rodeo Arena/Bloom Pavilion/ 4-H Buildings
- Pick – Up on the Redesign of Courthouse/Administration offices Project.
- Continue archiving essential records in accordance with the State retention schedule and transfer originals to Central Archives.
- Support training opportunities for employees at little or no cost, and utilize internal training whenever possible.
- Continue to seek new and innovative ideas of going paperless.
- Continue good working relationships with other departments, municipalities and citizens by providing accurate and timely responses to inquiries and public records requests.

Departments Accomplishments 2015/2016:

- Water Bank Set-Up Completion
- Significant Water Purchase
- Capital Projects & Purchases
- Progress on the Arena/Event Center & Shady Brook
- Appointed Laura Osiadacz to County Commissioner Dist. #2
- Admissions Tax Implemented
- Hired CDS Director
- Wage Survey Implemented
- Completed Recreation Plan
- Completed Event Center Strategic Plan
- Completed Tourism Infrastructure Plan
- Coordinated activities for National County Government Week.
- Processed 186 Board of Equalization petitions in 2015.
- Employee obtained certification as a Certified Municipal Clerk.
- 2015 awarded approximately \$211,533 in Lodging Tax Fund Grants
- Capital Projects for 2015:
 1. \$25,000 for Slim Runje Park – Roslyn Capital project
 2. \$41,500 for WSHP – Cle Elum Capital project
 3. \$100,000 Event Center Operations – Kittitas Co
 4. \$10,350 Admin costs for BOCC & Auditor

- \$176.850 total for Capital Projects money spent in 2015
- 2015 - \$161,000 Chamber of Commerce Professional Services Agreement.

**Kittitas County
Board of Commissioners
2017 Budget**

	2017 Proposed Budget	Budget Impact
Office Supplies:	\$650.00	Budget Neutral
Interfund Supplies:	-0-	-0-
Fuel:	\$1,500	Budget Neutral
Minor Office Equipment:	-0-	-0-
Minor Comm Equip:	-0-	-0-
Professional Services:	-0-	-0-
Microfilming:	\$200.00	Budget Neutral
Contracted Shredding:	\$50.00	Budget Neutral
Interpreter Services:	\$5,000.00	+5,000.00
Advertising:	\$900.00	+150.00
Reimbursable Advertis.:	Judy to Input	
Telephone:	\$2760.00	+360.00
Monthly charges \$230/Mo.		
Cell Phones:	\$2,040.00	+60.00
Monthly charges \$170/Mo.		
Interfund Telephone:	-0-	-0-
Interfund Postage:	\$250.00	Budget Neutral
Travel:	\$6,000.00	Budget Neutral
BOCC to WSAC Annual Conference		
Washington DC (Jewell)		
BOCC staff x3		
Operating Rental:	-0-	
Armory open to have meetings		
Bonds:	\$0	Budget Neutral (2 new bonds 2016)
Liability Insurance:	\$0	Budget Neutral
Vehicle Insurance:	\$0	Budget Neutral
Equip. Repair/Maint.	\$1,200.00	+720.00
Copy machine \$100.00/Mo.		
Vehicle Maint.:	\$300.00	-\$700.00
Oil changes on Escape		
Dues & Subscriptions:	\$500.00	Budget Neutral
Filing & Recording Fees:	\$50.00	Budget Neutral
Recordings		
Registration/Training:	\$2,000.00	-1,000.00
BOCC WSAC Annual Conference		
WSAC/NACO – reimbursed		
Staff training - \$250.00 x 3		
Records Clerk Training		
BOE Board Clerk Training		
LSC – reimbursed		

Professional Services Contract with Clarke/Dykstra \$3,500.00 a month for 6 months

Office Equipment:

We will not be requesting new office equipment

Office Furniture:

We will not be requesting new office furniture

GL787

JMP - PRELIM REV OVER EXPENSES

Report Format 562

GL Period 12 ending December 31, 2016

Transaction status 1
Rounding to Whole Dollars

Fnd 001 GENERAL FUND
Div 000 COMMISSIONERS
Dpt 0016 COMMISSIONERS

		2015	2016	2016	2017 DEPT	2017 PRELIM	2017 ADJUST	2017 ADDL	2017 PRELIM %
		ACTUAL	BUDGET	ACTUAL	REQUEST	ADDITIONAL	REDUCTION	REDUCTION	BUDGET
Obj 320	LICENSES & PERMITS								
1 1632171	FESTIVAL PERMIT	4,000-	3,800-	3,600-	3,200-			3,200-	18.8-
1 163229030	NOISE WAIVER FEE	75-	200-	100-	100-			100-	100.0-
Obj 320	LICENSES & PERMITS	4,075-	4,000-	3,700-	3,300-			3,300-	21.2-
Obj 340	CHARGES FOR GOODS & SERVICE								
1 1634160	SALE OF DUPLICATING	572-	600-	1,075-	450-			450-	33.3-
1 1634589	OTHER PLANNING DEVE	2,000-	2,000-						0.0
1 1634175001	PUBLIC DISCLOSURE F	235-	50-	20-	50-			50-	0.0
Obj 340	CHARGES FOR GOODS & SERVICE	2,806-	2,650-	1,095-	500-			500-	430.0-
Obj 360	MISCELLANEOUS REVENUES								
1 163699002	CREDIT CARD REBATES	193-	125-	121-	125-			125-	0.0
Obj 360	MISCELLANEOUS REVENUES	193-	125-	121-	125-			125-	0.0
Total Revenues		7,074-	6,775-	4,916-	3,925-			3,925-	72.6-
Obj 510	SALARIES AND WAGES								
1 1651001	SALARIES	320,528	326,612	243,906	337,584			337,584	3.3
1 1651002	OVERTIME	3	200	14	200			200	0.0
Obj 510	SALARIES AND WAGES	320,531	326,812	243,920	337,784			337,784	3.3
Obj 520	PERSONNEL BENEFITS								
1 1652001	FICA	24,145	25,003	18,355	25,841			25,841	3.2
1 1652002	MEDICAL AID/LABOR &	1,102	1,334	786	1,237			1,237	7.8-
1 1652003	RETIREMENT	25,420	37,878	24,869	39,149			39,149	3.3
1 1652004	MEDICAL BENEFITS	45,523	46,016	33,482	45,214			45,214	1.8-
1 1652006	UNEMPLOYMENT	368	357	282	384			384	7.0
Obj 520	PERSONNEL BENEFITS	96,557	110,588	77,773	111,825			111,825	1.1
Obj 531	OFFICE AND OPERATING SUPPLI								
1 1653101	OFFICE SUPPLIES	396	650	527	650			650	0.0
1 1653115	OPERATING SUPPLIES			5					0.0
Obj 531	OFFICE AND OPERATING SUPPLI	396	650	532	650			650	0.0

GL787

JMP - PRELIM REV OVER EXPENSES

Report Format 562

GL Period 12 ending December 31, 2016

Transaction status 1
Rounding to Whole Dollars

Fnd 001 GENERAL FUND Dpt 0016 COMMISSIONERS
Div 000 COMMISSIONERS

		2015	2016	2016	2017 DEPT	2017 PRELIM	2017 ADJUST	2017 ADDL	2017 PRELIM %
		ACTUAL	BUDGET	ACTUAL	REQUEST	ADDITIONAL	REDUCTION	REDUCTION	BUDGET
Obj 532	FUEL CONSUMED								
1 1653201	FUEL	1,087	1,500	722	1,500			1,500	0.0
Obj 532	FUEL CONSUMED	1,087	1,500	722	1,500			1,500	0.0
Obj 535	SMALL TOOLS/MINOR EQUIPMENT								
1 1653561	MINOR OFFICE EQUIPM	98							0.0
1 1653567	MINOR COMMUNICATION	308	100						0.0
Obj 535	SMALL TOOLS/MINOR EQUIPMENT	406	100						0.0
Obj 541	PROFESSIONAL SERVICES								
1 1654101	PROFESSIONAL SERVIC			21	21,000			21,000	100.0
1 1654114	MICROFILMING		200		200			200	0.0
1 1654127	CONTRACTED SHREDDIN	61	50	12	50			50	0.0
1 1654132	INTERPRETER SERVICE			3,257	5,000			5,000	100.0
1 1654141	ADVERTISING	1,469	750	1,114	900			900	16.7
1 1654146	REIMBURSEABLE ADVER			774					0.0
Obj 541	PROFESSIONAL SERVICES	1,530	1,000	5,178	27,150			27,150	96.3
Obj 542	COMMUNICATIONS								
1 1654201	TELEPHONE	2,437	2,400	2,342	2,760			2,760	13.0
1 1654202	POSTAGE	341	250	113	250			250	0.0
1 1654204	CELLULAR PHONE COMM	2,002	2,100	1,535	2,040			2,040	2.9-
Obj 542	COMMUNICATIONS	4,780	4,750	3,990	5,050			5,050	5.9
Obj 543	TRAVEL								
1 1654301	TRAVEL	8,771	6,000	3,106	6,000			6,000	0.0
Obj 543	TRAVEL	8,771	6,000	3,106	6,000			6,000	0.0
Obj 546	INSURANCE AND BONDS								
1 1654601	INSURANCE	4,418	4,657		4,500			4,500	3.5-
1 1654602	BONDS		700						0.0
Obj 546	INSURANCE AND BONDS	4,418	5,357		4,500			4,500	19.0-
Obj 548	REPAIRS & MAINTENANCE								
1 1654803	EQUIPMENT REPAIRS &	704	480	396					0.0
1 1654805	VEHICLE MAINTENANCE	520	1,000	31	300			300	233.3-

GL787

JMP - PRELIM REV OVER EXPENSES

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GL Period 12 ending December 31, 2016

Transaction status 1
Rounding to Whole Dollars

Fnd 001 GENERAL FUND
Div 000 COMMISSIONERS

Dpt 0016 COMMISSIONERS

		2015	2016	2016	2017 DEPT	2017 PRELIM	2017 ADJUST	2017 ADDL	2017 PRELIM %
		ACTUAL	BUDGET	ACTUAL	REQUEST	ADDITIONAL	REDUCTION	REDUCTION	BUDGET
Obj 548	REPAIRS & MAINTENANCE								
1 1654813	EQUIPMENT MAINT AGR			426	1,200				1,200 100.0
Obj 548	REPAIRS & MAINTENANCE	1,224	1,480	852	1,500				1,500 1.3
Obj 549	MISCELLANEOUS								
1 1654902	DUES AND SUBSCRIPTI	466	500	471	500				500 0.0
1 1654904	FILING & RECORDING		50	216	50				50 0.0
1 1654906	REGISTRATION/TRAINI	2,385	3,000	2,815	2,000				2,000 50.0-
Obj 549	MISCELLANEOUS	2,851	3,550	3,502	2,550				2,550 39.2-
Total Expenses		442,551	461,787	339,575	498,509				498,509 7.4
Div 000	COMMISSIONERS	435,477	455,012	334,659	494,584				494,584 8.0
Dpt 0016	COMMISSIONERS	435,477	455,012	334,659	494,584				494,584 8.0
Fnd 001	GENERAL FUND	435,477	455,012	334,659	494,584				494,584 8.0
Report Final Totals		435,477	455,012	334,659	494,584				494,584 8.0

0016 – Commissioners' Office Organizational Chart (with 0012 BOE)

