

OKANOGAN COUNTY COMMISSIONERS'

RESOLUTION 131- 2022

A resolution authorizing a budget amendment regarding Current Expense Human Resource budget

WHEREAS, the Board of Okanogan County Commissioners (BOCC) approved the County's 2022 Current Expense budget including Public Works, Special and Miscellaneous fund budgets via resolution 157-2021; and

WHEREAS, Human Resource staff training was approved but not budgeted for and previous Director annual leave cash-out led to a shortage in the Director's salary line; and

WHEREAS, this budget amendment is necessary and will provide additional budget for Human Resource expenditures;

NOW, THEREFORE, BE IT RESOLVED by the Board of Okanogan County Commissioners that the following budget amendment within the following table is hereby authorized as follows:

Source(s) of funds			
TITLE:	BARS CODE	AMOUNT	Impact to
Contingency Reserve	001.015.000.589.00.00.00	4,121	DECREASE
	TOTAL IMPACT ON BUDGET	\$4,121	
Appropriate to:			
TITLE	BARS CODE	AMOUNT	
Travel-Meals/Lodging	001.007.016.518.10.43.00	1,500	INCREASE
HR Director	001.007.016.518.10.11.05	2,621	INCREASE
	TOTAL IMPACT ON BUDGET	\$4,121	

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the County Auditor and County Treasurer make the necessary budget adjustments as stated in this resolution.

DATED and Resolved at Okanogan, Washington this 20 day of Sept, 2022.

**BOARD OF COUNTY COMMISSIONERS
OKANOGAN, WASHINGTON**

ATTEST:

Laleña Johns, CMC
Clerk of the Board

Andy Hoyer, Chairman

Chris Branch, Member

Jim DeTro, Member

INTEROFFICE MEMORANDUM

TO: OKANOGAN COUNTY COMMISSIONERS

CHECK ONE

SUBJECT: ☒ BUDGET AMENDMENT (TRANSFER)
☐ SUPPLEMENTAL APPROPRIATION

DATE: 9/12/2022

CC:

Note: Please use page 2 if more space is needed for the BARS lines.

REQUEST FOR TRANSFER/SUPPLEMENTAL APPROPRIATION

Please be advised that after a thorough examination of my current budget, it appears that 29.43% is remaining of the budget line item/total appropriated budget for this year and is insufficient to pay necessary expenses of this department. I estimate that it will be necessary to have a transfer/supplemental appropriation for the current year for the following reasons: Please estimate amount needed for remaining year. \$ 4121.

Explain: An additional \$1500.00 needed in the travel, meals and lodging for Labor Law and Labor Arbitration training. This additional training for the new HR Director/Risk Manager was approved by the BOCC. The rest of the additional \$1500.00 will be used for the fall Risk Pool Conference as the HR Analyst attended the spring conference which was approved by the BOCC but was not in the budget. Additional \$2621.00 needed for the HR Director salary as the annual leave cash-out of the previous HR Director/Risk Manager has led to a shortage in the fund.

Accordingly, I request a transfer in the amount of \$ 4,121.

Accordingly, I request a supplemental appropriation in the amount of _____.

Source(s) of funds			
TITLE:	BARS CODE	AMOUNT	
CONTINGENCY RESERVE	001.015.000.589.00.00.00	4,121	DECREASE
	TOTAL	\$4,121	
Appropriate to:			
TITLE	BARS CODE	AMOUNT	
TRAVEL-MEALS/LODGING	001.007.016.518.10.43.00	\$1,500	Increase
HR DIRECTOR	001.007.016.518.10.11.05	\$2,621	Increase
	TOTAL	\$4,121	

RCW 36.40.130

Expenditures made, liabilities incurred, or warrants issued in excess of any of the detailed budget appropriations or as revised by transfer as in RCW 36.40.100 or 36.40.120 provided shall not be a liability of the county, but the official making or incurring such expenditure or issuing such warrant shall be liable therefor personally and upon his or her official bond. The county auditor shall issue no warrant and the county commissioners shall approve no claim for any expenditure in excess of the detailed budget appropriations or as revised under the provisions of RCW 36.40.100 through 36.40.130, except upon an order of a court of competent jurisdiction, or for emergencies as hereinafter provided.

Department Head Initials: **sk**