

2016 886

RESOLUTION NO. _____

**BEFORE THE BOARD OF COMMISSIONERS OF BENTON COUNTY,
WASHINGTON:**

**IN THE MATTER OF COUNTY FUNDS RE: CODING CORRECTIONS BETWEEN
PUBLIC SAFETY TAX FUND NUMBER 0148101.123.512.210 AND CURRENT
EXPENSE FUND NUMBER 0000101.123.512.215.**

**WHEREAS, the Benton County Budget policy requires Board approval for coding corrections
and fund transfers between funds; and**

**WHEREAS, incorrect line item codes were used from January, 2016 through May, 2016
between the Public Safety Tax Fund number 0148101.123.512.210 and the Current Expense
Fund number 0000101.123.512.215;**

**NOW THEREFORE, BE IT RESOLVED, by the Board of Benton County Commissioners
that the coding corrections and fund transfer shall be approved as outlined in Exhibit "A",
attached hereto.**

DATED this 15 day of Nov., 2016.



Shon Small, Chairman of the Board



Jim Beaver, Chairman Pro Tem



Jerome Delvin, Member

Constituting the Board of County
Commissioners of Benton County,
Washington

Attest: Carrie Meigs
Clerk of the Board

cc: Superior Court, Auditor

ORIGINAL

Expenditure Detail Report

expdetl.rpt
10/20/2016 11:44AM
Periods: 1 through 21

BENTON COUNTY
01/01/2015 through 09/30/2016

0148101 PUBLIC SAFETY TAX FUND
123 Superior Court

Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
512 JUDICIAL ACTIVITIES						
512.200 Courts						
512.210 Superior Court						
512.210.1000 SALARIES & WAGES						
00000.512.210.1473 Superior Court Judges	0.00	0.00	0.00	0.00	0.00	0.00
6/9/2015 ba BA 06-03	117,272.00					
10/31/2015 salary LD 0148101		3,387.88				
11/30/2015 salary LD 0148101		6,775.75				
12/31/2015 salary LD 0148101		6,775.75				
12/31/2015 je GJ 13-18		-4,471.90				
1/31/2016 salary LD 0148101		6,775.75				
2/29/2016 salary LD 0148101		6,775.75				
3/31/2016 salary LD 0148101		6,775.75				
4/30/2016 salary LD 0148101		6,775.75				
5/31/2016 salary LD 0148101		6,775.75				
6/30/2016 salary LD 0148101		4,861.60				
7/31/2016 salary LD 0148101		4,861.60				
8/31/2016 salary LD 0148101		4,861.60				
9/30/2016 salary LD 0148101		4,958.82				
00000.512.210.1473 Superior Court Judges	117,272.00	65,889.85	65,889.85	0.00	51,382.15	56.19
Total SALARIES & WAGES	117,272.00	65,889.85	65,889.85	0.00	51,382.15	56.19
512.210.4000 Services						
00000.512.210.4595 Central Services - Equipment Lease	0.00	0.00	0.00	0.00	0.00	0.00
6/9/2015 ba BA 06-03	1,800.00					
00000.512.210.4595 Central Services - Equipment Lease	1,800.00	0.00	0.00	0.00	1,800.00	0.00
00000.512.210.4901 Association Dues	0.00	0.00	0.00	0.00	0.00	0.00
Total Services	1,800.00	0.00	0.00	0.00	1,800.00	0.00
Total PUBLIC SAFETY TAX FUND	119,072.00	65,889.85	65,889.85	0.00	53,182.15	55.34

code correction previously done JE-13-18
2015 70% of 26.40% based on BC Bi Co. Res. # 2014-899
Jan. March 2016 70% of 27.06% based on BC Bi Co.
Res. # 2016-036 = \$5,500.55 to be charged to
0000.101.123.00000.512.215.1473
April-May 2016 70% of
26.35% based on BC Bi Co. Res. # 2016-344 = \$38,288.30 to be
charged to
0000.101.123.00000.512.215.1473

changed accurately

Expenditure Detail Report

BENTON COUNTY

01/01/2015 through 09/30/2016

Grand Total	119,072.00	65,889.85	65,889.85	0.00	53,182.15	55.34
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Expenditure Detail Report

expdetl.rpt
 10/20/2016 11:30AM
 Periods: 1 through 21

BENTON COUNTY
 01/01/2015 through 09/30/2016

Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
500						
500.200						
500.200.1000						
00000.512.215.1473	0.00	0.00	0.00	0.00	0.00	0.00
12/31/2015 je		4,471.90				
12/31/2015 ba	70,000.00					
6/30/2016 salary		1,914.15				
7/31/2016 salary		1,914.15				
8/31/2016 salary		1,914.15				
9/30/2016 salary	70,000.00	1,952.43				
00000.512.215.1473 Superior Court Judges		12,166.78	12,166.78	0.00	57,833.22	17.38
Total CURRENT EXPENSE	70,000.00	12,166.78	12,166.78	0.00	57,833.22	17.38
Grand Total	70,000.00	12,166.78	12,166.78	0.00	57,833.22	17.38

*** Title Not Found ***
 Courts
 SALARIES & WAGES
 Superior Court Judges
 GJ 13-18
 BA 13-19

previous code connection JE-13-18
 2015 70% of 2014 based on BC 6-6-Res. # 2014-899

changed accurately

JOINT RESOLUTION

2016 036

BENTON COUNTY RESOLUTION NO. _____

FRANKLIN COUNTY RESOLUTION NO. _____

2016 024

BEFORE THE BOARDS OF COUNTY COMMISSIONERS, BENTON AND FRANKLIN COUNTIES, WASHINGTON

IN THE MATTER OF ADOPTING THE PERCENTAGE RATES FOR SALARIES AND BENEFITS FOR BENTON-FRANKLIN SUPERIOR COURT THRU MARCH 31, 2016

WHEREAS, on April 7, 2015 the Benton County Commissioners sent a letter to the Franklin County Chairman stating the current Memorandum of Understanding and Agreement regarding Superior Court salaries and benefits (Benton County Resolution 2012-438 and Franklin County Resolution 2012-362) was no longer adequate; and,

WHEREAS, in the aforementioned letter, the Benton County Commissioners further raised concerns of fairness to Benton County's taxpayers regarding operating and maintenance cost allocations, previously unaddressed information technology services and indirect costs, and other contributions made solely by Benton County; and,

WHEREAS, this same letter requested a meeting to discuss and draft a new agreement that would go into effect on January 1, 2016; and,

WHEREAS, on July 29, 2015 during a Special Bi-County meeting held in Benton County, the Benton County Chairman expressed Benton County's frustration that correspondence -- such as the April 7, 2015 letter sent to Franklin County -- went unanswered; and,

WHEREAS, the Franklin County Commissioners stated they had never seen the April 7, 2015 letter and the Franklin County Chairman stated he thought responses had been sent and would look into the matter personally; and,

WHEREAS, on November 4, 2015 the Benton County Commissioners received a response to the April 7, 2015 letter; and,

WHEREAS, due to the recent hire of a new administrator by Franklin County, and with the holiday season at hand, Benton County believes the date should be adjusted to March 31, 2016 so that a new interlocal agreement addressing Benton County's concerns can be drafted; and,

WHEREAS, the percentage paid by Benton and Franklin Counties for the Superior Court non-bargaining and bargaining 2016 salaries and

benefits is based on the previous full-year case filings described on (Attachment "A") and pursuant to the Memorandum of Understanding and Agreement (Benton County #2012-438; Franklin County #2012-362; and,

WHEREAS, the percentage paid by Benton and Franklin Counties for the Superior Court Judges, Judges Pro Tempore, and Court Commissioners 2016 Salaries and Court Commissioners' benefits is based on the 2014 real property valuation for 2015 (reflected on Attachment A) and pursuant to the Memorandum of Understanding and Agreement (above);

NOW THEREFORE, BE IT RESOLVED, the Boards of County Commissioners of Benton and Franklin hereby approve that:

1. The 2016 percentage rate for the Superior Court non-bargaining and bargaining salaries and benefits is 28.25% for Franklin County and 71.75% for Benton County through March 31, 2016.

2. The 2016 percentage rate for the Superior Court Judges, Judges Pro Tempore and Superior Court Commissioners salaries and Court Commissioners' benefits is 27.06% for Franklin County and 72.94% for Benton County through March 31, 2016.

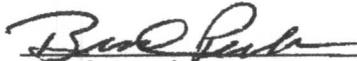
Dated this 5 day of ~~December~~, 2016.
January

Dated this 20 day of ~~January~~, 2016.

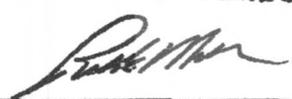
Board of Benton County Commissioners

Board of Franklin County Commissioners


Jerome Delvin, Chairman


Brad Peck, Member.


Shon Small, Chairman Pro Tem


Rick Miller, Chairman

JAMES BEAVER-OPPOSED

James Beaver, Member

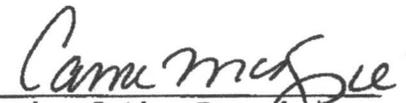

Robert Koch, Chairman Pro Tem

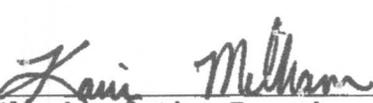
Constituting the Board of County Commissioners of Benton County, Washington

Constituting the Board of County Commissioners of Franklin County, Washington

Attest:

Attest:


Clerk of the Board


Clerk of the Board

ATTACHMENT "A"

Benton and Franklin County Superior Court
Year 2016 Budget (Cost Allocation)

(1) Case Filings by County:

	<u>Civil</u>	<u>Criminal</u>	<u>Combined</u>	<u>% of Use</u>
Benton County	5,321	1,433	6,754	71.75%
Franklin County	<u>1,962</u>	<u>697</u>	<u>2,659</u>	28.25%
TOTAL:	7,283	2,130	9,413	100.00%

(2) Assessed Valuation:

Benton County	\$16,379,293,799	-	72.94%
Franklin County	\$ 6,077,967,248	-	27.06%
TOTAL:	\$22,457,261,047	-	100.00%

(1) Caseload data was provided by the Washington State Administrative Office of the Courts

(2) Assessed value was provided by the Benton and Franklin County Assessors' Offices

JOINT RESOLUTION

2016 244

BENTON COUNTY RESOLUTION NO. _____

FRANKLIN COUNTY RESOLUTION NO. 2016 126

**BEFORE THE BOARDS OF COMMISSIONERS
OF BENTON AND FRANKLIN COUNTIES, WASHINGTON:**

IN THE MATTER OF APPROVING A MEMORANDUM OF UNDERSTANDING AND AGREEMENT BETWEEN THE BOARDS OF COMMISSIONERS OF BENTON AND FRANKLIN COUNTIES FOR THE ALLOCATION OF SUPERIOR COURT SALARIES AND BENEFITS AND THE COSTS OF INFORMATION TECHNOLOGY PORTABLE ELECTRONIC DEVICES; AND RESCINDING BENTON COUNTY RESOLUTION 2012-438 AND RESCINDING FRANKLIN COUNTY RESOLUTION 2012-362

WHEREAS, pursuant to RCW 36.01.010 and RCW 36.32.120, the legislative authority of each county is authorized to enter into contracts on behalf of the county and have the care of county property and management of county funds and business; and

WHEREAS, the Boards of Benton and Franklin County have previously entered into a Memorandum of Understanding for Superior Court Salaries and Benefits via Benton County Resolution 2012-438 and Franklin County Resolution 2012-362; and

WHEREAS, both Boards of County Commissioners desire to update the Memorandum of Understanding to fairly allocate employer contributions for Voluntary Employee Beneficiary Association costs and to allocate the costs of necessary portable electronic devices used by Superior Court; **NOW THEREFORE**,

BE IT RESOLVED, that the Board of Benton County Commissioners hereby approves the attached Memorandum of Understanding and Agreement between the Boards of Commissioners of Benton and Franklin Counties for Superior Court Salaries and Benefits; and

BE IT RESOLVED, that the Board of Franklin County Commissioners hereby approves the attached Memorandum of Understanding and Agreement between the Boards of Commissioners of Benton and Franklin Counties for Superior Court Salaries and Benefits; and

BE IT FURTHER RESOLVED, that the attached Memorandum of Understanding shall be effective as of April 1, 2016 and shall remain in effect until it is terminated or superseded by another Memorandum of Understanding; and

BE IT FURTHER RESOLVED that the Memorandum of Understanding approved by Benton County Resolution 2012-438 and Franklin County Resolution 2012-362 shall terminate on March 31, 2016 and the resolution shall be rescinded effective on the same date.

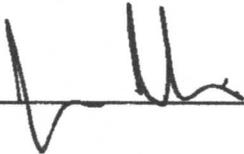
Dated this 29 day of, of March, 2016
BENTON COUNTY BOARD OF COMMISSIONERS



Chairman of the Board

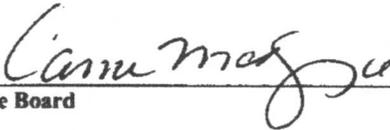


Chairman Pro Tem



Member

Constituting the Board of County
Commissioners of Benton County,
Washington

ATTEST:


Clerk of the Board

Dated this 23 day of MARCH, 2016
FRANKLIN COUNTY BOARD OF COMMISSIONERS



Chairman of the Board

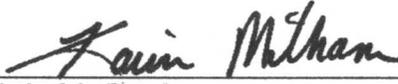


Chairman Pro Tem

ABSENT

Member

Constituting the Board of County
Commissioners of Franklin County,
Washington

ATTEST:


Clerk of the Board

**MEMORANDUM OF UNDERSTANDING AND AGREEMENT BETWEEN THE
BOARDS OF COMMISSIONERS OF BENTON AND FRANKLIN COUNTIES
REGARDING SUPERIOR COURT SALARIES AND BENEFITS AND
PORTABLE ELECTRONIC DEVICES**

WHEREAS, the Boards of Benton and Franklin County have previously entered into a Memorandum of Understanding for Superior Court Salaries and Benefits via Benton County Resolution 2012-438 and Franklin County Resolution 2012-362; and

WHEREAS, both Boards of County Commissioners desire to update the Memorandum of Understanding to fairly allocate employer contributions to employees' Health Reimbursement Arrangement (HRA) accounts with the Voluntary Employer Beneficiary Association (VEBA), to allocate between the two counties the costs of necessary portable electronic devices used by Superior Court, and to implement an administrative fee to address the indirect costs of Superior Court; and

WHEREAS, both Boards of County Commissioners mutually agree on the proportionate funding formula for salaries and benefits of the Superior Court Judges, Superior Court Commissioners, Judge Pro-Tempore, Court Administrator, Court Reporters, Bailiffs, temporary help, and other Court Administration staff and the costs of portable electronic devices (e.g., Ipads, Laptops, Cell/Smart Phones, etc.); and

IT IS HEREBY MUTUALLY AGREED by all parties that no later than January 31st of each calendar year the percentage contributions to be reimbursed to Benton County by Franklin County for the coming fiscal year shall be determined and set by Joint Resolution based upon the following formulas:

1. The Superior Court Judges', Superior Court Commissioners', Judge Pro-Tempore Court Administrator's, Court Reporters', Bailiffs', temporary help, and other Court Administration staff, salaries and all benefits (including VEBA, accumulated leave, insurance management, and risk management), as may from time to time be agreed upon by the Counties, shall be split between Benton County and Franklin County in a 71.75% to 28.25% ratio for 2016 and for future years shall be based upon the ratio of Civil and Criminal actions commenced in Superior Court in each County during the calendar year two years prior to the year for which the budget is being established (for example, 2015 filings would be used for the 2017 budget), as published in the annual *Caseloads of the Courts of Washington* prepared by the Office of the Administrator for the Courts.

The definition of Civil and Criminal actions shall be any actions filed in Superior Court which are presently defined as civil, criminal, domestic, probate/guardianship, adoption/paternity, and mental illness/alcohol and any other case types as may from time to time be redefined and included in the *Caseloads of the Courts of Washington*, except Juvenile Offender, Juvenile Dependency, Truancy, or other Juvenile related case types as may from time to time be redefined and included in the *Caseloads of the Courts of Washington* shall not be considered.

2. The acquisition and recurring costs of portable electronic devices used by Superior Court shall be split between Benton County and Franklin County using the same ratios as set forth above paragraphs.

IT IS FURTHER MUTUALLY AGREED that the Benton County Treasurer's Office shall prepare and submit vouchers for payment to Franklin County on a monthly basis which are in accordance with this agreement.

IT IS FURTHER MUTUALLY AGREED that a five percent (5.0%) administrative fee will be added to each monthly voucher for payment to Franklin County and that Franklin County shall pay such vouchers within 30 days of receipt.

IT IS FURTHER MUTUALLY AGREED that this Memorandum of Understanding shall commence on April 1, 2016 and shall remain in effect until it is superseded by another Memorandum of Understanding.

IT IS FURTHER MUTUALLY AGREED that if either Benton County or Franklin County determine that the allocation of costs pursuant to this agreement is no longer appropriate, such county may terminate this agreement effective at the end of the calendar year provided written notice of the intent to terminate this agreement is given and received by the other board of county commissioners prior to June 30th. Any written notice received after June 30th in a calendar year can only effectuate a termination of this agreement effective the end of the subsequent calendar year after the notice is received.

IT IS FURTHER MUTUALLY AGREED that the Memorandum of Understanding approved by Benton County Resolution 2012-438 and Franklin County Resolution 2012-362 shall terminate on March 31, 2016 and the resolution shall be rescinded effective on the same date.

Dated this 29 day of MARCH, 2016
BENTON COUNTY BOARD OF COMMISSIONERS



Chairman of the Board



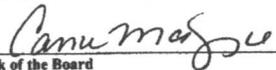
Chairman Pro Tem



Member

Constituting the Board of County
Commissioners of Benton County,
Washington

ATTEST:

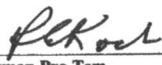


Clerk of the Board

Dated this 28 day of MARCH 2016
FRANKLIN COUNTY BOARD OF COMMISSIONERS



Chairman of the Board



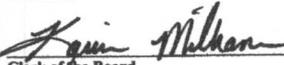
Chairman Pro Tem

ABSENT

Member

Constituting the Board of County
Commissioners of Franklin County,
Washington

ATTEST:



Clerk of the Board

- Addition to Payroll
- Position Change _____ (Specify)
- Removal from Payroll
- Other Identify proper accounting line items (Specify)

BENTON COUNTY

MASTER PERSONNEL ACTION FORM

EFFECTIVE DATE 06/01/2016

NAME Jacqueline J. Shea-Brown SS# [REDACTED]
 HOME ADDRESS [REDACTED] CITY [REDACTED] STATE [REDACTED] ZIP [REDACTED]
 MALE FEMALE BIRTHDATE _____ BIRTH PLACE _____ TELEPHONE [REDACTED]
 PERSON TO NOTIFY NAME _____ TELEPHONE _____
 IN CASE OF ADDRESS _____ CITY _____ STATE _____ ZIP _____
 EMERGENCY RELATIONSHIP _____

EMPLOYMENT TYPE

- A. REGULAR FULL TIME
- B. TEMP. FULL TIME
- C. REGULAR PART TIME
- D. TEMP PART TIME
- E. PROVISIONAL
- F. INTERMITTENT
- G. APPOINTIVE-SUPER
- H. APPOINTIVE-NON SUPER
- I. ELECTED OFFICIAL
- J. OTHER

PAY CODE EXEMPT NON-EXEMPT

SALARY \$81,309.00/yr GRADE N/A STEP N/A POSITION Superior Court Judge

FUND # See Comment Section FUND NAME See Comment Section DEPT. 123 DEPT. NAME Superior Court

FULL ACCOUNTING NUMBER OF ELEMENT TO CHARGE BENEFITS TO: See Comment Section

- UNION JUVENILE CLERICAL NON BARGAINING COURTHOUSE APPRAISERS SHERIFF CLERICAL SHERIFF MEDICAL
 JUVENILE DETENTION SHERIFF DEPUTIES CORRECTIONAL FACILITIES / PARKS ROAD DEPT. CRISIS BAILIFFS

- RETIREMENT LEOFF I RETIREE PERS I PERS III NONE
 LEOFF II PERS II PSERS

- INDUSTRIAL 0 - NONE (00-0) 3 - OUTSIDE (15-1) 4 - INSIDE (53-6) SHERIFFS/CORRECTIONS (69-5) SHERIFFS/RESERVES (69-6)

- LOCATION KE/AN KE/CR KE/FG KE/JC KE/SP PR/AN PR/CH PR/SP _____
 KE/CO KE/HS KE/FS KE/JJ KE/PK PR/CE PR/NW RI/AU

- JOB CATEGORY 00-NOT REPORTED 01-OFFICIALS/ADMIN. PROFESSIONALS 03-TECHNICIANS 04-PROTECTIVE SERVICES
 05-ADMIN. SUPPORT 07-PARA PROFESSIONALS 08-SERVICE/MAINTENANCE 09-SKILLED CRAFT

COMMENTS:

Effective June 1, 2016 - 71.75%, Benton County share of judicial monthly salary to be charged to Public Safety Tax Fund 0148101.123.00000.512.210.1473 and 28.25%, Franklin County share of judicial monthly salary to be charged to Current Expense 0000.101.123.00000.512.215.1473

VACATION HOURS CASHOUT 0 SICK HOURS CASHOUT 0 FINAL PAYCHECK _____

- REMOVAL QUIT RETIRED APPROVED RESIGNATION DECEASED WORKERS COMP.
 DISCHARGE WORK LAY OFF END OF SEASON MILITARY

- LEAVE SICK LEAVE W/O PAY LEAVE OF ABSENCE FMLA WORKERS COMP LEAVE PREGNANCY LEAVE ADMIN. LEAVE
 DATE LEAVE STARTS _____ DATE LEAVE ENDS _____ LAST DAY WORKED _____ FULL PAY THROUGH _____

APPROVAL

ELECTED OFFICIAL OR DEPARTMENT DIRECTOR/MANAGER DATE
Patricia Austin 6/15/16

EMPLOYEE NAME DATE

Jacqueline Shea-Brown

PROCESSED

PAYROLL OFFICER DATE