

**BEFORE THE BOARD OF COUNTY COMMISSIONERS
PACIFIC COUNTY, WASHINGTON**

RESOLUTION NO. 2018-

**IN THE MATTER OF THE PACIFIC COUNTY
BUDGET CALENDAR FOR FISCAL YEAR 2019**

WHEREAS, the Board of County Commissioners (BOCC) has determined that the interests of the county and its officials, elective and appointive, in charge of an office, department, service, or institution of the county can best be served by establishing an alternative budget hearing process and dates as allowed in RCW 36.40.071; now, therefore,

IT IS HEREBY RESOLVED that the calendar to process the Pacific County budget for fiscal year 2019 (fy2019) shall be as follows:

1. **FILING ESTIMATES:** To satisfy RCW 36.40.010 the county auditor shall, by Monday, July 9, 2018, notify each county official, elective or appointive, in charge of an office, department, service, or institution of the county, to file with her on or before Monday, August 13, 2018, their detailed and itemized estimates for fy2019, both of the probable revenues from sources other than taxation, and of all expenditures required by their office, department, service, or institution.
2. **PRELIMINARY BUDGET:** The county auditor, with assistance from her staff and/or the staff of the Department of General Administration, shall compile/submit the preliminary fy2019 budget to the BOCC by Tuesday, September 4, 2018, in accordance with RCW 36.40.040-.050.

The BOCC will then schedule and conduct open public work sessions to consider the preliminary fy2019 budget in detail. The various county officials will be invited to the work session(s) that their respective office(s), department(s), service(s), or institution(s) estimates are to be reviewed to comment and/or answer any questions related to their estimates.

3. **COMPREHENSIVE TRANSPORTATION PROGRAM:** The county engineer shall file a comprehensive six-year (2019-2024) transportation program proposal with the BOCC by Tuesday, September 4, 2018. It shall include consideration of, and wherever reasonably practical, provisions for bicycle paths, lanes, routes, and roadways and a recommended plan for laying out, constructing, maintaining, and specially maintaining county roads which shall conform as nearly as practicable to the six-year transportation program.

In accordance with RCW 36.81.121, the BOCC will conduct a public hearing on Tuesday, October 23, 2018, upon the proposed six-year transportation program. Following the hearing, the BOCC will prepare and adopt the six-year transportation improvement program for Pacific County, a copy of which shall be forwarded to the Secretary of Transportation.

In accordance with RCW 36.81.130, revisions and changes may be made until the Pacific County 2019 road plan is agreeable to a majority of the BOCC members and adopted – said adoption to occur before adopting the final fy2019 Pacific County Road Fund budget.

4. FLOOD CONTROL ZONE DISTRICT #1 CAPITAL IMPROVEMENTS PLANS:

The county engineer shall file proposals for the 2019-2024 (annual/six-year) capital improvements plans for Pacific County Flood Control Zone District (FCZD) #1 with its Board of Supervisors by Tuesday, September 4, 2018. In accordance with RCW 86.15.120, the Board of Supervisors will hold a public hearing upon the proposal(s) on Tuesday, October 23, 2018.

Revisions and changes may be made until the 2019-2024 Pacific County FCZD #1 capital improvements plan is agreeable to a majority of the supervisors and adopted – said adoption to occur before adopting the final fy2019 Pacific County FCZD #1 Fund budget.

5. PARKS/RECREATION CAPITAL IMPROVEMENTS PLAN: The Department of Public Works shall file a six-year (2019-2024) proposal for parks and recreation capital improvements with the BOCC by Tuesday, September 4, 2018. The BOCC will conduct a public hearing upon the proposal on Tuesday, October 23, 2018.

Revisions and changes may be made until the 2019-2024 Pacific County parks and recreation capital improvements plan is agreeable to a majority of the BOCC members and adopted – said adoption to occur before adopting the final fy2019 Pacific County current expense fund budget.

6. BUDGET HEARING: The BOCC will meet on Tuesday, October 23, 2018 to conduct a public hearing in accordance with RCW 36.40.060 and .070 for the purpose of fixing the final fy2019 Pacific County budget and making tax levies, including consideration of possible increases in property tax revenues for county general purposes and county road purposes. If needed, the public hearing may be continued from day-to-day until concluded but not to exceed a total of five days. The clerk of the board shall provide proper notice of the hearing and a sufficient number of copies of the detailed and comparative preliminary budget to meet reasonable demands.

Any taxpayer may appear at this hearing and be heard for or against any part of the budget and/or possible property tax increases. Additionally, the various county officials shall be available at the time the estimates for their respective offices, departments, services, or institutions are under consideration to be called in and appear before such hearing by the BOCC at the request of any taxpayer and may be questioned concerning such estimates by the commissioners or any taxpayer present.

7. FINAL BUDGET: Upon conclusion of the budget hearing and in accordance with RCW 36.40.080, the BOCC shall fix and determine each item of the budget separately and shall by resolution adopt the final fy2019 Pacific County budget as so determined and enter the same in the BOCC's official minutes, copies of which budget will be forwarded to the State Auditor's Office - Division of Municipal Corporations, the State Treasurer, the County Road Administration Board, and the Washington State Association of Counties.

8. PUBLICATION: Preparation of the budget document will begin immediately after adoption and publication will occur by December 31, 2018.

BE IT FURTHER RESOLVED that all resolutions regarding budget adoption dates or resolutions held in conflict with this resolution, are hereby repealed and this resolution shall be in effect upon its adoption by the BOCC.

PASSED by the following vote this 22nd day of May, 2018 by the Board of Pacific County Commissioners meeting in regular session at South Bend, Washington, then signed by its membership and attested to by its Clerk in authorization of such passage:

3 YEA; 0 NAY; 0 ABSTAIN; and 0 ABSENT.

BOARD OF COUNTY COMMISSIONERS
PACIFIC COUNTY, WASHINGTON

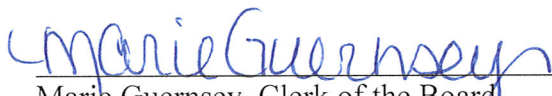


Lisa Olsen, Chair



Frank Wolfe, Commissioner

ATTEST:



Marie Guernsey, Clerk of the Board



Lisa Ayers, Commissioner

Pacific County Fiscal Year 2019 Budget Calendar: Timeline

- 07-09-2018 County auditor to notify county officials to file estimates of probable non-taxation revenues and required expenditures during/for fy2019 (*RCW 36.40.010*).
- 08-13-2018 Deadline for county officials to file estimates with county auditor without penalty (*RCW 36.40.010*).
- 09-04-2018 County auditor to submit "draft" preliminary fy2019 budget (*RCW 36.40.040 and .050*).
County engineer for the Department of Public Works to file:
- Six-year (2019-2024) transportation improvement program;
 - 2019 annual road plan;
 - 2019-2024 Flood Control Zone District (FCZD) #1 capital improvement plan; and
 - 2019-2024 parks & recreation capital improvement plan.
- 09-05-2018 thru 10-22-2018 BOCC to meet with county officials to review their "draft" fy2019 budget estimates; BOCC to make needed revisions and/or additions.
- 09-12-2018, 09-19-2018, and 09-26-2018 Advertise hearing of anticipated October 1, 2018 filing of "draft" fy2019 preliminary budget (*RCW 36.40.060*).
- 10-01-2018 Hearing held to file "draft" fy2019 preliminary budget for public review (*RCW 36.40.060, .070, and .071*).
- 10-03-2018, 10-10-2018, and 10-17-2018 Advertise the preliminary budget filed on October 1, 2018 and the final budget hearing schedule
- 10-23-2018 BOCC to conduct public hearing(s) (*RCW 36.81.121*) upon:
- 2019-2024 transportation improvement program;
 - 2019-2024 parks & recreation capital improvements plan;
 - Increased property tax revenues for county general purposes and road purposes.
- 10-23-2018 FCZD #1 Board of Supervisors to conduct public hearing upon 2019-2024 capital improvements plan for FCZD #1 (*RCW 86.15.120*).
- 10-23-2018 BOCC to conduct a public hearing upon the property taxes being certified/requested by all cities and (taxing) districts for collection during 2019 {NOTE: BOCC must certify to the county assessor on or before November 30th} (*RCW 84.52.070*).
- 11-30-2018 Cities and (taxing) districts to make and file certified budgets or estimates of the amounts to be raised by property taxation with the clerk of the BOCC (*RCW 84.52.020 and .025*).
- 10-23-2018 thru 12-31-2018 BOCC to conduct final public hearing(s) in accordance with (*RCW 36.40.070 and .071*):
- Final fy2019 Pacific County budget
 - BOCC to determine and fix each item separately and adopt the fy2019 Pacific County budget by resolution after finally adopting the 2019-2024 transportation improvement program, 2019-2024 parks & recreation capital improvements plan, and 2019-2024 capital improvements plan for FCZD #1.