



Washington Association of COUNTY OFFICIALS

2017 Approved Budget

Description	2017 Proposed Budget	2017 Budget Preparation Comments
Income		
County Reimbursements	915,859.03	Contemplates a 2.5% Increase
Non Dues Revenue		
DSHS Reimbursement	1,560.00	2015 Average fee income \$130.00 each month
Annual Conference		
Attendee Registration	42,250.00	130 attendees @ \$325
Exhibitor Registration	12,750.00	15 vendors @ 850
Sponsorship	7,500.00	5 sponsors @ \$1,500
Total Annual Conference	62,500.00	
Summer Education Sponsors	3,000.00	Projected on 2015 actuals and 2016 anticipated
Rental Income - WAPA Sublease	25,555.20	No rent increase
Other Income		
Interest Income	850.00	
Restitution	400.00	Payments are not sent with any regularity. Budget amount based on what has been paid during 2015.
Payroll Processing Fee - WAPA/WAPA-SEP	3,900.00	Service fee for payroll processing: 13 WAPA/WAPA-SEP employees @ \$25.00 (Discussions with WAPA to increase fee to \$30.00 is on-going)
Total Other Income	5,150.00	
Total Income	1,013,624.23	
Expense		
Employee Wages		
Executive Director	127,404.00	Step 7 Frozen, highest level for position
Policy Director	93,684.00	Step 7 Frozen since 2014, highest level for position
Member Services Director	70,071.12	Step 4
Administrative & Member Services Support	57,668.16	Step 3
Total Employee Wages	348,827.28	
Accrued Vacation Expense	1,500.00	Estimated adjustment to bring accrual amount of vacation payable \$33,000
Employee Benefits		
Medical, Dental, Vision and Insurance	62,152.76	Actual monthly invoice is \$5,020.18 Represents a 10% increase in cost for same coverage - this number takes into account the amount one employee is having deducted from his salary.
FICA (7.65%)	26,685.25	
L&I	1,393.60	.17426*(4*2080) increase approximately .0338 per year
HSA Contribution	9,000.00	\$3,000 per employee/ one employee not in High Deductible Plan
Pension Contribution	26,162.05	\$3,000 already accounted for in health benefits 7.5% of Salary if employee contributes 6%
Total Employee Benefits	125,393.66	
Total Employee Wages and Benefits	475,720.94	



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Operation Expense		
Professional Services		
Legislative Advocacy		
Lobbyist	60,000.00	Lobbyist
Lobbyist Administrative Support	13,500.00	Administration support at \$2,700 a month for 5 months
Total Legislative Advocacy	73,500.00	
Audit	6,500.00	Based on current year estimate
Accounting	2,000.00	MIP Continued Consultation
Total Professional Services	82,000.00	
Awards & Recognition	1,500.00	
Conference Expenses		2017 is a joint WACO/WSAC Conference in SeaTac
Lodging	6,280.00	10 rooms 4 nights @ \$157 WACO is expected to cover \$50,554 for WACO <i>only</i> attendees: This takes into account that at least 10 rooms will not be reserved.
Food and Beverage	30,000.00	WACO's anticipated share of \$75,000 meal cost for joint conference is \$30,000
Educator	10,000.00	
AV Equipment	10,000.00	The 2015 west-side conference actual cost was \$12,481.91, this is assuming a split with WSAC 2017 west-side conference and allowing for increase in cost.
Total Conference Expense	56,280.00	
Education		
Space Rental	500.00	Provides for rental at 2 locations at \$250 per location and allows for larger attendance: Meals will be provided at attendees' expense
Trainer	7,000.00	
On-line Meeting Training	1,200.00	
Total Education and Training: Members	8,700.00	
Operation Expenses		
Equip. Rental & Maint. Agree.	7,018.24	Copier monthly \$551.52 plus \$400 for outside printing of conference materials
Insurance - WACO	5,000.00	Reflects anticipated actuals for 2016
Memberships & Subscriptions	5,325.00	
Miscellaneous Expense	1,000.00	
Office Lease (WA Co. Building)	79,200.00	
Postage & UPS	300.00	
Property Taxes	200.00	
Printing and Office Supplies	5,000.00	Amount reflects 2015 actuals of \$4,000 plus an additional \$1,000 for printing a public informational pamphlet "Your County Government"
Technology	9,000.00	Annual license for website and MIP
Telephone	2,600.00	



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Operation Expenses Continued		
Travel - Board (In State)	25,000.00	
Travel Brd/Staff (Out of State)	5,000.00	
Staff Travel Expenses	24,000.00	
Staff Continuing Education and Training	1,200.00	Provides for \$300 for each employee through the course of the year
Total Operation Expenses	318,323.24	
Other Expenses		
WAPA Expense	216,679.00	
Reserve	-	Unallocated revenue from prior years will be used to cover the \$50,000 annual reserve contribution
Total Other Expenses	216,679.00	
Total Expenses	1,010,723.18	
Net Income	2,901.05	