

1 **IN THE MATTER OF ADOPTING THE 2017-2018**  
2 **BIENNIAL BUDGET FOR CLARK COUNTY**

**RESOLUTION**  
**NO. 2016-12-03**

3

4 **WHEREAS**, RCW 36.40.071 authorizes the Board of County Councilors to meet on the first  
5 Monday in December for the purpose of hearing and considering testimony for or against any  
6 part of the proposed final budget; and

7 **WHEREAS**, RCW 36.40.080 requires the Board of County Councilors to fix the budget, by  
8 resolution, at the conclusion of the budget hearing; and

9 **WHEREAS**, RCW 36.40.250 authorizes the Board of County Councilors to adopt a biennial  
10 budget; and

11 **WHEREAS**, the Washington State Budgeting, Accounting and Reporting System (BARS)  
12 manual effective January 1, 1983 states, "The budget should be legally adopted by ordinance or  
13 resolution at the department or fund level;" and

14 **WHEREAS**, there are alternative controls that can be implemented to maintain proper, legal  
15 review of all county funds and expenditures therefrom; and

16 **WHEREAS**, detailed budget preparation will remain an important part of the county's  
17 management and planning process; and

18 **WHEREAS**, the State Examiner has approved the budget adoption and control process as set  
19 forth below;

20 **BE IT ORDERED AND RESOLVED BY THE BOARD OF COUNTY COUNCILORS OF**  
21 **CLARK COUNTY, STATE OF WASHINGTON**, in regular session assembled, that the  
22 2017/2018 Final Biennial Budget attached hereto and by this reference incorporated herein is  
23 adopted at the appropriate fund, department or division level (see attachment), provided the  
24 following controls shall be in effect:

- 25 1) The Board will continue to follow the Emergency and Supplemental Appropriations  
26 process as prescribed by RCW 36.40.100, 36.40.140 and 36.40.180.
- 27 2) Any budget shifts between General Fund operating departments or between funds  
28 must be approved by the Board as specified in RCW 36.40.100.
- 29 3) The budget process, as currently defined, will remain in force, and all county  
30 department budgets will be loaded in the General Ledger at the detailed expenditure  
31 line item level.
- 32 4) Regular payroll and benefits are defined as Objects 100, 102 through 129, 146  
33 through 250, and 257. Regular payroll and benefits are determined and maintained  
34 for Departments based upon assigned personnel. Any request to transfer among  
35 appropriation lines that would increase or decrease the above Objects must be  
36 submitted to the Budget Director or designee, in writing. With the approval of the  
37 Budget Director or designee and endorsement of the County Manager or designee if  
38 applicable, these transfers may be implemented consistent with current Board and  
39 Finance policies. In the event that there is insufficient budget capacity in  
40 Controllable Object Codes (as defined by paragraph 5) to cover other personnel-  
41 related expenditures in object codes 133, 140, and 141, and there is insufficient time  
42 to obtain proper approval and process a budget transfer prior to the release of payroll  
43 warrants, the Auditor or his designee is authorized to override the budget system in  
44 recognition that State law mandates payment of salaries, benefits, and overtime. The  
45 Auditor's Office shall notify the Budget Office and the affected department(s) of the  
46 amount that needs to be transferred no later than the following business day.
- 47 5) All other Objects not otherwise listed as regular payroll and benefits in Paragraph 4  
48 above are Controllable Object Codes. With the approval of the Budget Director or  
49 designee and endorsement of the County Manager or designee if applicable, these  
50 transfers may be implemented consistent with current Board and Finance policies.
- 51 6) Those amounts budgeted within the General Fund Contingency (Fund 0001,  
52 Department 308) as earmarked amounts for salary, benefits, and other adjustments are  
53 held separate from respective departments' budgets until specific decisions and/or  
54 actions are taken. Once these prescribed actions have been taken or decisions made,  
55 the Budget Director may submit to the County Manager, in writing, a request to



56 transfer the amounts from the contingency to the respective operating budgets(s).  
57 Approval by the County Manager is necessary before these transfers can be  
58 implemented. They must be consistent with current Board and Finance policies.

59 7) In Department 261 (Jail) only, anticipated salary savings may be budgeted in Objects  
60 140 and 141. This is adopted as a budget-neutral proposal, and expenditures in  
61 Objects 140 and 141 may only occur to the degree that they are supported by actual  
62 salary savings. The combined expenditures of regular salary, benefits, Objects 140  
63 and 141 shall not exceed the amounts budgeted without prior supplemental budget  
64 approval.

65 **BE IT FURTHER RESOLVED** that the attached staff listing represents the change in staffing  
66 by department; and

67 **BE IT FURTHER RESOLVED** that the annual replacement for fleet (Fund 5091) (see  
68 attached) is adopted for 2017-2018; and

69 **BE IT FURTHER RESOLVED** that the annual replacement rates of \$966 per personal desktop  
70 computer; \$1,066 per laptop; \$92 per monitor; \$1,206 per Ultralight laptop; \$1,806 per Durable  
71 Laptop; \$255 per network printer; and \$100 for MobileIron on mobile devices for the  
72 Technology Reserve and Replacement Fund (5092) are adopted for 2017-2018; and

73 **BE IT FURTHER RESOLVED** that the annual element of the 6-year Transportation Capital  
74 Improvement Program has been proposed on a separate resolution to be independently adopted  
75 by the Board; and

76 **BE IT FURTHER RESOLVED** that due to the lack of resources, the Board of County  
77 Councilors extends the policy of no vacation sell-back; and

78 **BE IT FURTHER REOLVED** that the Board of County Councilors authorizes County  
79 departments with on-going grant revenues included and projected in the budget to proceed with  
80 the grant application process, and hereby authorizes the County Manager to sign the grant  
81 application, grant/contract document with the funding authority, and any subsequent  
82 modifications, and the specific grant-related subcontracts and any subsequent modifications,  
83 upon approval as to form by the Prosecuting Attorney's Office; and

83 **BE IT FURTHER RESOLVED** that changes in policy for on-going grants or new grant  
84 applications will require submittal of a staff report to the Board of County Councilors for its  
85 approval, prior to submission of the grant application; and

86 **BE IT FURTHER RESOLVED** that in order to insure the long-term stability of deputy  
87 recruitment and provide for a continuous retirement process, the Clark County Sheriff is  
88 authorized to hire three additional Deputy Sheriff II positions over and above his budgeted  
89 allotment. When these three over-hires are filled, they shall become a permanent part of the  
90 Sheriff's budgeted allotment and be funded in subsequent budget actions. Once the positions are  
91 made permanent, the Sheriff may continue the process of over-hiring three deputies until  
92 sufficient staffing is achieved, or until instructed otherwise by the Board of County Councilors.

93 **BE IT FURTHER RESOLVED** that no part of this resolution is intended to contravene or limit  
94 any provisions of the Revised Code of Washington (RCW).

95 Adopted on this 7<sup>th</sup> day of December, 2016.

96

97

98 Attest:

BOARD OF COUNTY COUNCILORS  
CLARK COUNTY, WASHINGTON

99

100

101 Rebecca Jitor  
102 Clerk of the Board

By Marc Boldt  
103 Marc Boldt, Chair

104 Approved as to Form Only:

105 ANTHONY F. GOLIK

106 Prosecuting Attorney

By \_\_\_\_\_  
107 Jeanne E. Stewart, Councilor

108

109

110 By Christopher Horne  
111 Christopher Horne,  
112 Chief Civil Deputy Prosecuting Attorney

By \_\_\_\_\_  
113 Julie Olson, Councilor

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By \_\_\_\_\_  
119 David Madore, Councilor

By \_\_\_\_\_  
120 Tom Mielke, Councilor

**Levy Certification**

In accordance with RCW 84.52.020, I, Marc Boldt, Council Chair for Clark County, do hereby certify to the Clark County legislative authority that the Board of County Councilors of said district requests that the following levy amounts be collected in 2017 as provided in the district's budget, which was adopted/updated following the public hearing held on December 7, 2016.

|   |                  |
|---|------------------|
| General Fund Levy.....                                | \$ 61,342,690.29 |
| Administrative Refund Levy, General Fund.....         | \$ 116,002.72    |
| Total General Fund Levy.....                          | \$ 61,458,693.01 |
| Mental Health Levy .....                              | \$ 695,587.52    |
| Developmental Disabilities Levy.....                  | \$ 695,587.52    |
| Veterans Assistance Levy .....                        | \$ 626,028.36    |
| Conservation Futures Levy .....                       | \$ 2,411,613.54  |
| Administrative Refund Levy, Conservation Futures..... | \$ 4,742.95      |
| Total Conservation Futures Levy.....                  | \$ 2,416,356.49  |
| Road Fund Levy .....                                  | \$ 38,937,903.52 |
| Road Fund Levy Diversion .....                        | \$ 4,532,823.00  |
| Administrative Refund Levy, Road Fund .....           | \$ 59,556.21     |
| Total Road Fund Levy .....                            | \$ 34,464,636.73 |

Signature: 

Date: 12/7/16





CLARK COUNTY, WASHINGTON

RESOLUTION # 2016-12-04

WHEREAS, the Board of Councilors of Clark County has met and considered its General Fund budget for the calendar year 2017; and,

WHEREAS, the district's actual levy amount from the previous year was \$59,473,995.10; and,

WHEREAS, the population of this district is more than 10,000; now, therefore,

BE IT RESOLVED by the Board of Commissioners of Clark County that the dollar amount of the increase over the actual General Fund levy amount from the previous year shall be \$566,787.17 which is a percentage increase of 0.953% from the previous year. This is exclusive of additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, any increase in the value of state assessed property, any annexations that have occurred and refunds made.

Adopted this 7<sup>th</sup> day of December, 2016.

Attest:

Rebecca J. Jeter  
Clerk to the Board

BOARD OF COUNTY COUNCILORS  
FOR CLARK COUNTY, WASHINGTON

By [Signature]  
Chairperson

Approved:

Adriane Preto  
Office of Budget

By \_\_\_\_\_  
Councilor

By \_\_\_\_\_  
Councilor

By \_\_\_\_\_  
Councilor

By \_\_\_\_\_  
Councilor



CLARK COUNTY, WASHINGTON

RESOLUTION # 2016-12-05

WHEREAS, the Board of Councilors of Clark County has met and considered its Road Fund budget for the calendar year 2017; and,

WHEREAS, the district's actual levy amount from the previous year was \$37,750,625.66; and,

WHEREAS, the population of this district is more than 10,000; now, therefore,

BE IT RESOLVED by the Board of Commissioners of Clark County that the dollar amount of the increase over the actual Road Fund levy amount from the previous year shall be \$359,763.46 which is a percentage increase of 0.953% from the previous year. This is exclusive of additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, any increase in the value of state assessed property, any annexations that have occurred and refunds made.

Adopted this 7<sup>th</sup> day of December, 2016.

Attest:

Rebecca J. Ito  
Clerk to the Board

BOARD OF COUNTY COUNCILORS  
FOR CLARK COUNTY, WASHINGTON

By [Signature]  
Chairperson

Approved:

Adina Prate  
Office of Budget

By \_\_\_\_\_  
Councilor

By \_\_\_\_\_  
Councilor

By \_\_\_\_\_  
Councilor

By \_\_\_\_\_  
Councilor



CLARK COUNTY, WASHINGTON

RESOLUTION # 2016-12-04

WHEREAS, the Board of Councilors of Clark County has met and considered its Conservation Futures Fund budget for the calendar year 2017; and,

WHEREAS, the district's actual levy amount from the previous year was \$2,359,953.27; and,

WHEREAS, the population of this district is more than 10,000; now, therefore,

BE IT RESOLVED by the Board of Commissioners of Clark County that the dollar amount of the increase over the actual Conservation Futures levy amount from the previous year shall be \$0 which is a percentage increase of 0% from the previous year. This is exclusive of additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, any increase in the value of state assessed property, any annexations that have occurred and refunds made.

Adopted this 7<sup>th</sup> day of December, 2016.

Attest:

Rebecca Jeter  
Clerk to the Board

BOARD OF COUNTY COUNCILORS  
FOR CLARK COUNTY, WASHINGTON

By [Signature]  
Chairperson

Approved:

Adrienne Peto  
Office of Budget

By \_\_\_\_\_  
Councilor

By \_\_\_\_\_  
Councilor

By \_\_\_\_\_  
Councilor

By \_\_\_\_\_  
Councilor

