

Budget Readopt 2017

Work Session presented to the Board of County Councilors Clark County, WA

Presented By: Jim Rumpeltes, Interim County Manager & Adriana Prata, Budget Director

October 25, 2017



Work Session Goals

- Present budget requests and County Manager recommendations for 2017 budget readopt
- Receive Council feedback prior to finalizing materials for public hearing (hearing request is November 7th)
- Final decisions to be made by Council during December 5th public hearing



Agenda

- Review budget readopt purpose, guiding principles and process
- Review requests from departments & offices
- Present County Manager recommendations
- Present 2018 property tax levy options
- Discussion & Council feedback



Purpose of Budget Readopt

- The Board of County Councilors holds appropriation authority and adopts a biennial budget under RCW 36.40.
- A mid-biennium review and modification (aka “the readopt”) is required for the second year of the biennium.
- The Budget Office’s role is to facilitate the process by which the County Manager develops their recommended budget as prescribed by County Charter.



Guiding Principles

- Maintain maximum financial flexibility to react to changing circumstances
- Preserve current service levels
- Follow the current plan for fund balance stability



2017 Readopt Budget Process

- The County Manager met with all departments and offices to discuss new budget requests. Meetings were attended by budget staff and members of the Finance Team, whose role is to provide input on financial and cash flow implications, funding availability and eligibility, and helpful data to support the requests.
- All requests are presented to the Council for consideration. The County Manager receives and considers Council feedback prior to formulating the recommended budget.
- After the County Manager's recommended budget is published, the Council can amend it during final public hearing.



2017 Budget Readopt Calendar

Deadline for summary of requests.....	Friday, August 11 th , 2017
Deadline for initial submissions	Friday, August 25 th , 2017
County Manager meetings with departments & offices.....	September 26-28, 2017
Deadline for revised final submissions.....	Friday, October 6, 2017
Open County Manager/Budget/Finance Team meeting.....	Thursday, October 12, 2017
County Manager final review.....	Thursday, October 12, 2017
One-on-Ones with the Council.....	Monday, October 16, 2017
Work Session.....	Wednesday, October 25, 2017
Pre-consent hearing request.....	Friday, October 27, 2017
Request for Public Hearing.....	Tuesday, November 7, 2017
Public Hearing.....	Tuesday, December 5, 2017



Types of Requests

- Previously approved by Council = decision package is a necessary follow up to implement budget changes occurring as a consequence of a staff report previously approved by the Council.
- Budget Neutral = decision packages recognizing revenues and associated expenses that were not previously approved by the Council and do not require county funding commitment, such as budget neutral grants, contractual reimbursements or technical adjustments that are not expected to have a material impact on fund balance.
- New request = all other decision packages that impact fund balance, e.g. requests for new funding, reductions in existing funding, revenue forecast updates, grants that require new local match dollars, etc.



2017 Readopt Budget Countywide Requests

A total of 123 budget requests (aka “decision packages”) were received by the Budget Office. Requests were primarily related to:

- Maintaining service levels / meeting increased workload demands
- Infrastructure upkeep and replacement
- Revenue forecast updates
- Recognizing items with no impact on fund balance: grants, contractual reimbursement, technical adjustments.

The net impact of all requests received is a countywide fund balance increase of \$21.5 million. The countywide increase in fund balance is mostly driven by revenue updates to the Road Fund and Building Fund.



General Fund six-year baseline forecast (millions)

Impact on fund balance of all readopt requests

1) Revenue assumptions

Healthy economy with steady growth and no recession; new construction continues at current levels; sales tax grows in 2017 at 6.5% rate (represents YTD growth for first half of the year); followed by 3.3% per year historical trend rate starting 2018.

2) Expense assumptions

Expense annual growth of 2% for payroll & no growth for non-payroll costs; no new items approved beyond the 2017 readopt (forecast is for baseline budget only).

Available fund balance	2017-2018	2019-2020	2021-2022
Estimated beginning	29.4	23.7	16.6
One-time assigned fund balance dedicated for Workday	4.2	0.0	0.0
Revenue budget excluding 1% prop tax	315.7	318.8	329.2
Impact of 1% annual property tax increase starting 2018	0.6	3.2	6.0
Expense budget	(323.2)	(327.4)	(336.6)
Revenue forecast update - 2017 readopt	1.9	2.4	2.4
Net impact if all budget requests are approved - 2017 readopt	(4.8)	(4.0)	(3.9)
Projected ending - minimum \$23 million per policy	23.7	16.6	13.8



Real Estate Excise Tax requests overview: change in fund balance

- Real Estate Excise Tax requests amount to a net fund balance reduction of \$3.6 million for 2017-2018.

Available fund balance (millions)	2017-2018
Estimated beginning	9.4
Revenue budget	20.4
Expense budget	(20.6)
2017 Readopt - Revenue Forecast Update (BGT-04)	4.4
Net impact if all 2017 Readopt Requests are approved	(3.6)
Projected ending	10.0



Building Fund requests overview: change in fund balance

- Building Fund requests amount to a net fund balance increase of \$0.9 million for 2017-2018.

Available fund balance (millions)	2017-2018
Estimated beginning	4.6
Revenue budget	19.9
Expense budget	(23.3)
2017 Readopt - Revenue Forecast Update (COM-06)	5.8
Net impact if all 2017 Readopt Requests are approved	0.9
Projected ending	7.9



Road Fund requests overview: change in fund balance

- Road Fund requests amount to a net increase in fund balance of \$14.4 million for 2017-2018.

Available fund balance (millions)	2017-2018
Estimated beginning	19.7
Revenue budget	143.7
Expense budget	(161.3)
Net impact if all 2017 Readopt Requests are approved	14.4
Projected ending	16.5



Mental Health Sales Tax Fund requests overview: change in fund balance

- Mental Health Sales Tax Fund requests amount to a net fund balance increase of \$0.1 million for 2017-2018.

Available fund balance (millions)	2017-2018
Estimated beginning	6.5
Revenue budget	15.9
Expense budget	(14.4)
2017 Readopt - Revenue Forecast Update (BGT-04)	0.3
Net impact if all 2017 Readopt Requests are approved	0.1
Projected ending	8.4



Interim County Manager Recommendations



Interim County Manager Recommendations

Recommended budget promotes a safe community by preserving service levels and protecting critical law and justice mandated functions.

The budget is fiscally conservative:

1. Minimizes ongoing General Fund commitments that put pressure on available resources.
2. Preserves adequate reserves.



Clark County 2017 Budget Readopt County Manager Recommendations Summary

The 2017-2018 biennial budget was adopted in December 2016 and went into effect January 1, 2017. Clark County is required by law to approve a mid-biennium review and modification of the two-year budget, a process referred to as the “readopt”. The purpose of the 2017 Budget Readopt is to address critical funding needs and new requests; recognize budget neutral items such as grants; make technical adjustments; and update revenue forecasts, as needed.

For the General Fund, the Board of County Councilors directs that the budget should: maintain maximum financial flexibility to react to changing circumstances; preserve current service levels; and follow the current plan for fund balance stability. Adhering to this policy, the proposed budget amendments present a fiscally conservative financial plan that focuses on minimizing ongoing expenses in order to reduce pressure on the general fund. The recommended budget maintains current service levels and makes critical investments in county infrastructure while maintaining an appropriate fund balance.

Recommended budget amendments include approximately \$2.7 million in new General Fund expenses. Of the General Fund investments, \$1.4 million is for one-time expenses.

General Fund Highlights

- **Removal of short-term fleet savings (BGT-07-17RA) / one-time restoration of \$1 million:** Fleet funding that was reduced in the adopted budget in anticipation of projected savings is restored pending a planned implementation resulting from the study conducted in 2017. Based on the study findings, the county expects to achieve long-term savings; however, the savings will not occur immediately in the current biennial cycle.
- **Capital Improvement Plan for Clark County (GEN-20-17RA) / one-time expense of \$213,970:** This funding will be the start to a multi-phased plan to address the county’s need for a comprehensive Capital Improvement Program (CIP). A CIP is meant to provide a means for documenting assets, identifying current conditions of facilities, making prioritized recommendations for future work and preventative maintenance for county buildings and assets, utilizing county resources to their fullest extent, and protecting county assets as part of a long-term strategic financial plan.
- **Addition of a new Office Manager position to Prosecuting Attorney’s Office (PAT-01-17RA) / on-going expense of \$122,155 in 2018:** The new office manager will assume managerial responsibility for approximately 20 support staff and serve as the liaison on current technical projects, where working knowledge of the existing systems and decision making authority must be combined in order to ensure proper service delivery.
- **Addition of Medical Examiner Lead Investigator (GEN-22-17RA) / on-going expense of \$91,661 in 2018:** This new position will not only perform investigators work but will also act as liaison between Medical Examiners and the investigators for presentation of daily cases; assist in recruitment; and train newly hired investigators. The creation of a lead investigator position is critical for succession planning and an effective response to the upcoming retirements.
- **Heritage Farm Equipment and Staffing Increase (PWK-18-17RA, PWK-12-17RA) / one-time expense of \$42,000; on-going expense of \$17,008 in 2018:** This funding will replace essential equipment that is failing and outdated and increase the Farm Operations Specialist FTE from .5 FTE to .75 FTE.

REET 1 Highlights

- **Upgrade of the Jail Security System (GEN-05-17RA) / one-time expense of \$1.5 million:** This project will replace outdated and failing security systems in the jail. The full renovation includes a new PLC, Touch Screen, CCTV, and Intercom System.
- **Public Service Center Remodel Project (GEN-11-17RA) / one-time expense of \$500,000:** This project will repurpose the southwest corner of the first floor to create space for Medical Examiner (ME) Administration and the Public Works Regional Transportation Council (RTC), enhance security and create new office space for Public Works on the fourth floor.

REET 2 Highlights

- **Sidewalk Program (PWK-42-17RA) / one-time expense of \$1 million:** This funding will increase the budget to construct more sidewalks to address the demand for pedestrian facilities as a result of increased traffic volume. Sidewalks provide alternate means of transportation for safer options to walk to transit stops, schools, business and medical facilities, parks, restaurants, shopping centers, and stores.
- **Camp Hope Master Plan (PWK-20-17RA) / one-time expense of \$225,000:** Implementation of the master plan provides for outdoor recreational amenities that will enhance the activities of various organized groups and youth served by the Camp Hope of Southwest Washington. Camp Hope is working to provide a dynamic, year-round facility to strengthen and serve the next generation. The camp is available for field trips, summer camps, day schools, overnight camping, family groups and much more.
- **Storm Water Facility Renovation (GEN-04-17RA) / one-time expense of \$223,300:** This project renovates four storm water facilities to their original condition bringing them in line with the county's Phase I Municipal Storm Water Permit.

Building Fund Highlights

- **Community Development Permitting Software System (COM-03-17RA) / one-time expense of \$2.1 million:** This funding is related to the final implementation needs for the new permitting software. It covers phase 3 of the project's implementation and establishes funding for a continuous improvement/configuration that will address ongoing systems integrity and protect investments made to date.
- **New Planning Technician Project Position (COM-07-17RA) / one-time expense of \$73,406:** This position will help reduce the workload of the two existing Planning Technicians and reduce turnaround times for reviews that directly impact the construction industry.

Road Fund Highlights

- **New Road Fund FTE (PWK-04, PWK-05, PWK-27, PWK-29, PWK-30, PWK-31, and PWK-35) / the net annual impact to the Road Fund is \$541,478 in 2018:** A total of 9.5 new FTE are being added to address critical workforce planning needs for a variety of transportation, park and clean water projects. Three of these positions will be paid for by the Clean Water Fund. These positions will add additional service capacity to the Department in the areas of executive and administrative management, financial management, and engineering.

Package number	Requesting Dept	Short description	Recommended?
ACT-01-17RA	Animal Control	Expand animal ctrl scrvs to BG, La C, Ridgefield	Yes
ASO-01-17RA	Assessor's Office	Replace retired vehicles with new fleet vehicles	Yes
BGT-01-17RA	Budget Office	Reduce District Court revenue and related expense	Yes
BGT-02-17RA	Budget Office	Return over-collected Road Diversion funds	Yes
BGT-03-17RA	Budget Office	Technical adjustment to Sheriff's budget coding	Yes
BGT-04-17RA	Budget Office	Update non-General Fund major revenue forecasts	Yes
BGT-05-17RA	Budget Office	Update General Fund sales tax revenue forecast	Yes
BGT-06-17RA	Budget Office	Planning and code fund technical correction	Yes
BGT-07-17RA	Budget Office	Update budget to remove short term fleet savings	Yes
BGT-08-17RA	Budget Office	Changes in Personnel and Headcount	Yes
BGT-09-17RA	Budget Office	Move funds for Workday backfill project position	Yes
BGT-10-17RA	Budget Office	Technology Reserve Fund Technical Correction	Yes
CJC-01-17RA	Children's Justice Center	Increase Bilingual Victim's Advocate to 1.0 FTE	Yes
CJC-02-17RA	Children's Justice Center	Reconcile Fund 1018 CJC revenue & expense budgets	Yes - one time only
CLK-01-17RA	Clerk's Office	Increase Expense Budget for OnBase Conversion	Yes
COM-01-17RA	Community Development	Consultant Evaluation of Permit Center	Yes
COM-03-17RA	Community Development	LMS Config Improvement/Phase 3 Project Budgets	Yes
COM-04-17RA	Community Development	Wetland & Habitat Review GF subsidy increase	Yes - one time only
COM-05-17RA	Community Development	Funding adjustments for adopted fee updates	Yes
COM-06-17RA	Community Development	Update Planning and Code Fund revenue forecasts	Yes
COM-07-17RA	Community Development	Project Planning Tech Position to address workload	Yes
COS-01-17RA	Community Services	Veterans Assistance Fund	Yes
GEN-01-17RA	General Services	Engineering Study for Fairgrounds Parking Lot A	Yes
GEN-02-17RA	General Services	Dolle Building Suite Remodels	Yes
GEN-03-17RA	General Services	Public Service Ctr 1st/4th flr Architectural Study	Yes
GEN-04-17RA	General Services	Storm Water Facility Renovations	Yes
GEN-05-17RA	General Services	Sheriff Reception Area Additional Costs	Yes
GEN-06-17RA	General Services	Dolle Building Exterior Painting and Flooring	No
GEN-07-17RA	General Services	Jail Security System Upgrade	Yes
GEN-08-17RA	General Services	Increase General Liability Contingency Reserves	Yes
GEN-09-17RA	General Services	Historical Preservation Program expenditures	Yes
GEN-10-17RA	General Services	Medical Examiner Equipment Request	Yes
GEN-11-17RA	General Services	PSC 1st and 4th Floor Remodel Cost	Yes
GEN-12-17RA	General Services	County Buildings Audio/Video System Upgrade	No
GEN-13-17RA	General Services	Arts of Clark County In-Kind support	No
GEN-14-17RA	General Services	Increase Cable TV expenses and revenue	Yes
GEN-15-17RA	General Services	Historical Promotion Grants Program expenses	Yes
GEN-16-17RA	General Services	Transfer of Whatley Reserves to Public Works	Yes
GEN-17-17RA	General Services	Exhibit Hall Reserve Fund Revenue Increase	Yes
GEN-18-17RA	General Services	Replacement of Parking Meters	Yes
GEN-19-17RA	General Services	Contractual and Dues Increases	Yes
GEN-20-17RA	General Services	Capital Improvement Plan (CIP) for Clark County	Yes
GEN-21-17RA	General Services	CCH VA 3rd floor Phase III Tenant Improvements	Yes
GEN-22-17RA	General Services	Add Medical Examiner Lead Investigator	Yes
GEN-23-17RA	General Services	Reorganize Autopsy Assistant Positions	Yes
GEN-24-17RA	General Services	Veteran's Administration LEED Certification Proj	Yes
GEN-25-17RA	General Services	Center For Community Health Program Coordinator	No
ITS-01-17RA	Information Services	Transfer collected telecom support into project	Yes
ITS-02-17RA	Information Services	Move 1 FTE from BOCC to IT	No
ITS-03-17RA	Information Services	Ongoing increases in vendor support agreements	No
ITS-04-17RA	Information Services	New Van for Technology Services	Yes
ITS-05-17RA	Information Services	Revenues to support new Sheriff's regional system	Yes
JUV-01-17RA	Juvenile Department	Accept Grant Funding for CSEC Taskforce	Yes
JUV-02-17RA	Juvenile Department	Accept grant to reduce racial/ethnic disparities	Yes
JUV-03-17RA	Juvenile Department	Accept community donation for youth music program	Yes
JUV-04-17RA	Juvenile Department	Accept Juvenile Detention Alternatives(JDAI) Grant	Yes
JUV-05-17RA	Juvenile Department	Increase in Consolidated Block Grant Allotment	Yes
JUV-06-17RA	Juvenile Department	Add .5 FTE to Detention Alt Program (1033) 2018	Yes
PAT-01-17RA	Prosecuting Attorney's Office	Add 1.0 FTE Office Manager - Criminal Office	Yes
PAT-02-17RA	Prosecuting Attorney's Office	Add 1.0 FTE Legal Specialist - Civil Unit	No
PAT-03-17RA	Prosecuting Attorney's Office	Prosecuting Attorney's Civil Unit - Office Remodel	No
PAT-04-17RA	Prosecuting Attorney's Office	Cell phones for attorneys	No

PBH-01-17RA	Public Health	Add 1.0 FTE project Env Health Spec to Food Safety	Yes
PBH-02-17RA	Public Health	Add 1.0 FTE Env Health Spec to Septic & Water	Yes
PBH-03-17RA	Public Health	State Local Source Control (LSC) grant	Yes
PBH-04-17RA	Public Health	Foundational Public Health Services (FPHS) funding	Yes
PBH-05-17RA	Public Health	Health Officer Support for Skamania County	Yes
PBH-06-17RA	Public Health	Add 1.0 FTE Env Health Asst to Operations & Maint.	Yes
PWK-01-17RA	Public Works	Roll over budget for 78th St Operations generator	Yes
PWK-02-17RA	Public Works	Move Outreach Coord frm Solid Waste to Clean Water	Yes
PWK-03-17RA	Public Works	Implement the Van Mall North Annexation	Yes
PWK-04-17RA	Public Works	Add an Office Assistant II FTE to Road Fund	Yes
PWK-05-17RA	Public Works	Add an Engineer III FTE to Road Fund	Yes
PWK-06-17RA	Public Works	Reduce expense budget by \$2M for Road Maintenance	Yes
PWK-07-17RA	Public Works	Update budget for Traffic Impact Fees	Yes
PWK-08-17RA	Public Works	Update budget for Park Impact Fees	Yes
PWK-09-17RA	Public Works	Increase janitorial position from 0.50 to 1.0 FTE	Yes
PWK-10-17RA	Public Works	Allocate 40% of RDS0082 for Railroad Coordinator	Yes - one time only
PWK-11-17RA	Public Works	Request budget for Railroad grade crossing at 503	Yes
PWK-12-17RA	Public Works	Increase Farm Ops Specialist from .50 to .75	Yes
PWK-13-17RA	Public Works	Add a Grant Writer/Planner position for Parks	No
PWK-14-17RA	Public Works	Install automated park fee pay stations	Yes - reduced to half & paid by fees
PWK-15-17RA	Public Works	Increase Park Ground Maint FTE from 9 to 12 months	Yes
PWK-16-17RA	Public Works	Replace and add new vehicles for Parks	Yes
PWK-17-17RA	Public Works	Irrigation Project at 78th Street Heritage Farm	No
PWK-18-17RA	Public Works	Purchase equipment for 78th St Heritage Farm	Yes - only half the amount requested
PWK-19-17RA	Public Works	Budget adjustment to Bonneville Timber Fund	Yes
PWK-20-17RA	Public Works	Funding to implement Camp Hope Park Master Plan	Yes
PWK-22-17RA	Public Works	GF request for Heritage Farm master plan update	No
PWK-23-17RA	Public Works	Budget authority for Camp Bonneville Master Plan	Yes
PWK-24-17RA	Public Works	Build parking lot at Grove Airfield for off-leash	Yes
PWK-26-17RA	Public Works	Funding for Railroad Signal Maintenance	Yes
PWK-27-17RA	Public Works	Increase OAIL from .50 to 1.0 FTE for Road Fund	Yes
PWK-28-17RA	Public Works	Increase expense authority for Treatment Plant	Yes
PWK-29-17RA	Public Works	Add a Deputy Public Works Director	Yes
PWK-30-17RA	Public Works	Add a Senior Management Analyst for Public Works	Yes
PWK-31-17RA	Public Works	Add two Engineering Technician FTE positions	Yes
PWK-32A-17RA	Public Works	Quiet Zone at NW 122nd St. & BNSF Tracks	No
PWK-32B-17RA	Public Works	RID for Quiet Zone at NW 122nd St. & BNSF Tracks	Yes
PWK-33-17RA	Public Works	Site plan for Felida Community Park	Yes
PWK-34-17RA	Public Works	Site improvements at Hockinson Community Park	Yes
PWK-35-17RA	Public Works	Clean Water treatment facility 3FTEs and equip.	Yes
PWK-37-17RA	Public Works	Skid-mounted water tank for median maintenance	Yes
PWK-38-17RA	Public Works	Decrease road diversion with 1% property tax levy	No
PWK-39-17RA	Public Works	General Fund Transfer for Heritage Farm support	Yes - one time only
PWK-40-17RA	Public Works	Add Park Impact Fee transfer to Clean Water	Yes
PWK-42-17RA	Public Works	Sidewalk Program funding	Yes
SHR-01-17RA	Sheriff's Office	Fund ongoing overtime cost of labor contracts	No - can cover with vacancy savings
SHR-02-17RA	Sheriff's Office	Increase G45 contract to screen jail visitors	No
SHR-03-17RA	Sheriff's Office	Fund 16,000 s.f. lease for vehicles, boats, etc.	No
SHR-04-17RA	Sheriff's Office	County's share of cost to replace precinct roof	Yes
SHR-05-17RA	Sheriff's Office	Central Precinct Planning/Replacement Study	No
SHR-06-17RA	Sheriff's Office	Increase Civil Fees; create 18mo Project FTE	Yes
SHR-07-17RA	Sheriff's Office	Increments/decrements recommended within study	Yes - no fiscal impacts
SHR-08-17RA	Sheriff's Office	Reverse 2017/2018 fleet budget cut (BGT-05)	No - already funded in BGT-07
SHR-09-17RA	Sheriff's Office	Accept and budget for state funding	Yes
SHR-10-17RA	Sheriff's Office	Accept and budget for federal law enforcement fund	Yes
SUP-01-17RA	Superior Court	Judicial Assistant for 3 Court Commissioners	No
SUP-02-17RA	Superior Court	Purchase Equipment to Implement Video Arraignment	Yes
TRS-01-17RA	Treasurer's Office	Adjust Tourism Promotion Area Fund budget	Yes
TRS-03-17RA	Treasurer's Office	Required debt fund updates	Yes
TRS-04-17RA	Treasurer's Office	Joint Payment Processing Center Replacement	Yes
TRS-05-17RA	Treasurer's Office	Transfer expense budget to Clerk's Office	Yes

Overview of Recommendations for Major Funds

Net change in fund balance



General Fund Recommended Requests

Available fund balance: 6-yr Forecast*	2017-2018	2019-2020	2021-2022
Estimated beginning	29.4	25.9	21.0
One-time assigned fund balance dedicated for Workday	4.2	0.0	0.0
Revenue budget excluding 1% prop tax	315.7	318.8	329.2
Impact of 1% annual property tax increase starting 2018	0.6	3.2	6.0
Expense budget	(323.2)	(327.4)	(336.6)
Revenue forecast update - 2017 readopt	1.9	2.4	2.4
Net impact of recommendations	(2.7)	(1.8)	(1.6)
Projected ending - minimum \$23 million per policy	25.9	21.0	20.3

Note: expected legal settlement costs not included above.



General Fund Recommended Requests: Staff Reports / Budget Neutral / Grants / Technical Adjustments

Requesting Department / Office	Package	Short Description	Ongoing	One-Time	Total
Community Development	COM-01-17RA	Consultant Evaluation of Permit Center	\$ -	\$ (25,000)	\$ (25,000)
Community Development	COM-05-17RA	Funding adjustments for adopted fee updates	\$ 77,015	\$ -	\$ 77,015
General Services	GEN-15-17RA	Historical Promotion Grants Program expenses	\$ -	\$ (23,724)	\$ (23,724)
Information Services	ITS-04-17RA	New Van for Technology Services	\$ -	\$ -	\$ -
Information Services	ITS-05-17RA	Revenues to support new Sheriff's regional system	\$ -	\$ -	\$ -
Public Works	PWK-11-17RA	Request budget for Railroad grade crossing at 503	\$ -	\$ -	\$ -
Sheriff's Office	SHR-06-17RA	Increase Civil Fees; create 18mo Project FTE	\$ 46,000	\$ (83,851)	\$ (37,851)
Treasurer's Office	TRS-04-17RA	Joint Payment Processing Center Replacement	\$ -	\$ -	\$ -
Animal Control	ACT-01-17RA	Expand animal ctrl scrvs to BG, La C, Ridgefield	\$ 80,740	\$ (80,740)	\$ -
Budget Office	BGT-03-17RA	Technical adjustment to Sheriff's budget coding	\$ -	\$ -	\$ -
General Services	GEN-14-17RA	Increase Cable TV expenses and revenue	\$ -	\$ -	\$ -
Juvenile Department	JUV-01-17RA	Accept Grant Funding for CSEC Taskforce	\$ -	\$ -	\$ -
Juvenile Department	JUV-02-17RA	Accept grant to reduce racial/ethnic disparities	\$ -	\$ -	\$ -
Juvenile Department	JUV-03-17RA	Accept community donation for youth music program	\$ -	\$ -	\$ -
Juvenile Department	JUV-04-17RA	Accept Juvenile Detention Alternatives(JDAI) Grant	\$ -	\$ -	\$ -
Juvenile Department	JUV-05-17RA	Increase in Consolidated Block Grant Allotment	\$ -	\$ -	\$ -
Public Works	PWK-32B-17RA	RID for Quiet Zone at NW 122nd St. & BNSF Tracks	\$ -	\$ -	\$ -
Sheriff's Office	SHR-07-17RA	Increments/decrements recommended within study	\$ -	\$ -	\$ -
Sheriff's Office	SHR-09-17RA	Accept and budget for state funding	\$ -	\$ -	\$ -
Treasurer's Office	TRS-05-17RA	Transfer expense budget to Clerk's Office	\$ -	\$ -	\$ -
			\$ 203,755	\$ (213,315)	\$ (9,560)



General Fund New Requests: Recommended

Requesting Department / Office	Package	Short Description	Ongoing	One-Time	Total
Assessor's Office	ASO-01-17RA	Replace retired vehicles with new fleet vehicles	\$ (7,626)	\$ (84,000)	\$ (91,626)
Budget Office	BGT-02-17RA	Return over-collected Road Diversion funds	\$ -	\$ (184,057)	\$ (184,057)
Budget Office	BGT-07-17RA	Update budget to remove short term fleet savings	\$ (1,000,000)	\$ -	\$ (1,000,000)
Budget Office	BGT-09-17RA	Move funds for Workday backfill project position	\$ -	\$ -	\$ -
Children's Justice Center	CJC-02-17RA*	Reconcile Fund 1018 CJC revenue & expense budgets	\$ -	\$ (20,483)	\$ (20,483)
Community Development	COM-03-17RA	LMS Config Improvement/Phase 3 Project Budgets	\$ -	\$ (107,050)	\$ (107,050)
Community Development	COM-04-17RA*	Wetland & Habitat Review GF subsidy increase	\$ -	\$ (136,121)	\$ (136,121)
Community Services	COS-01-17RA	Veterans Assistance Fund	\$ (118,468)	\$ -	\$ (118,468)
General Services	GEN-09-17RA	Historical Preservation Program expenditures	\$ (12,000)	\$ (13,000)	\$ (25,000)
General Services	GEN-10-17RA	Medical Examiner Equipment Request	\$ (1,800)	\$ (14,611)	\$ (16,411)
General Services	GEN-18-17RA	Replacement of Parking Meters	\$ -	\$ (22,000)	\$ (22,000)
General Services	GEN-19-17RA	Contractual and Dues Increases	\$ (97,998)	\$ -	\$ (97,998)
General Services	GEN-20-17RA	Capital Improvement Plan (CIP) for Clark County	\$ -	\$ (213,970)	\$ (213,970)
General Services	GEN-22-17RA	Add Medical Examiner Lead Investigator	\$ (91,661)	\$ -	\$ (91,661)
General Services	GEN-23-17RA	Reorganize Autopsy Assistant Positions	\$ (14,392)	\$ -	\$ (14,392)
General Services	GEN-24-17RA	Veteran's Administration LEED Certification Proj	\$ -	\$ (166,900)	\$ (166,900)
Prosecuting Attorney's Office	PAT-01-17RA	Add 1.0 FTE Office Manager - Criminal Office	\$ (122,155)	\$ -	\$ (122,155)
Public Works	PWK-10-17RA*	Allocate 40% of RDS0082 for Railroad Coordinator	\$ -	\$ (55,906)	\$ (55,906)
Public Works	PWK-12-17RA	Increase Farm Ops Specialist from .50 to .75	\$ (17,008)	\$ -	\$ (17,008)
Public Works	PWK-14-17RA**	Install automated park fee pay stations	\$ -	\$ -	\$ -
Public Works	PWK-15-17RA	Increase Park Ground Maint FTE from 9 to 12 months	\$ (8,774)	\$ -	\$ (8,774)
Public Works	PWK-16-17RA	Replace and add new vehicles for Parks	\$ (1,522)	\$ (9,800)	\$ (11,322)
Public Works	PWK-18-17RA***	Purchase equipment for 78th St Heritage Farm	\$ -	\$ (42,000)	\$ (42,000)
Public Works	PWK-26-17RA	Funding for Railroad Signal Maintenance	\$ (50,000)	\$ -	\$ (50,000)
Public Works	PWK-39-17RA*	General Fund Transfer for Heritage Farm support	\$ -	\$ (43,437)	\$ (43,437)
Superior Court	SUP-02-17RA	Purchase Equipment to Implement Video Arraignment	\$ -	\$ (15,000)	\$ (15,000)
			\$ (1,543,404)	\$ (1,128,335)	\$ (2,671,739)
*Original requests are ongoing, recommendation is for one time; **Request reduced from 60k to 30k, funded by fee revenue above forecast					
***Original request was \$84,000, recommendation is for half that amount					



General Fund New Requests: Not Recommended

Requesting Department / Office	Package	Short Description	Ongoing	One-Time	Total
General Services	GEN-13-17RA	Arts of Clark County In-Kind support	\$ (10,000)	\$ -	\$ (10,000)
General Services	GEN-25-17RA	Center For Community Health Program Coordinator	\$ (94,083)	\$ -	\$ (94,083)
Information Services	ITS-02-17RA	Move 1 FTE from BOCC to IT	\$ -	\$ -	\$ -
Information Services	ITS-03-17RA	Ongoing increases in vendor support agreements	\$ (40,000)	\$ -	\$ (40,000)
Prosecuting Attorney's Office	PAT-02-17RA	Add 1.0 FTE Legal Specialist - Civil Unit	\$ (64,213)	\$ -	\$ (64,213)
Prosecuting Attorney's Office	PAT-04-17RA	Cell phones for attorneys	\$ (25,000)	\$ -	\$ (25,000)
Public Works	PWK-13-17RA	Add a Grant Writer/Planner position for Parks	\$ (16,698)	\$ (7,376)	\$ (24,074)
Public Works	PWK-22-17RA	GF request for Heritage Farm master plan update	\$ -	\$ (6,500)	\$ (6,500)
Public Works	PWK-32A-17RA	Quiet Zone at NW 122nd St. & BNSF Tracks	\$ -	\$ (144,000)	\$ (144,000)
Public Works	PWK-38-17RA	Decrease road diversion with 1% property tax levy	\$ (614,587)	\$ -	\$ (614,587)
Sheriff's Office	SHR-01-17RA*	Fund ongoing overtime cost of labor contracts	\$ (500,000)		\$ (500,000)
Sheriff's Office	SHR-02-17RA	Increase G4S contract to screen jail visitors	\$ -	\$ (150,000)	\$ (150,000)
Sheriff's Office	SHR-03-17RA	Fund 16,000 s.f. lease for vehicles, boats, etc.	\$ (100,000)	\$ -	\$ (100,000)
Sheriff's Office	SHR-05-17RA	Central Precinct Planning/Replacement Study	\$ -	\$ (200,000)	\$ (200,000)
Sheriff's Office	SHR-08-17RA**	Reverse 2017/2018 fleet budget cut (BGT-05)	\$ (776,481)	\$ -	\$ (776,481)
Superior Court	SUP-01-17RA	Judicial Assistant for 3 Court Commissioners	\$ (64,447)	\$ -	\$ (64,447)
			\$ (2,305,509)	\$ (507,876)	\$ (2,813,385)

*Recommend addressing need by transferring vacancy savings to overtime; **Already funded in Budget Office package BGT-07



Road Fund Recommended Requests

Available fund balance (millions)	2017-2018
Estimated beginning	19.7
Revenue budget	143.7
Expense budget	(161.3)
2017 Readopt Requests - Recommended	13.8
Projected ending	15.9



Road Fund Recommended Requests

Requesting Department / Office	Package	Short Description	Ongoing	One-Time	Total
Public Works	PWK-01-17RA	Roll over budget for 78th St Operations generator	\$ -	\$ (236,500)	\$ (236,500)
Public Works	PWK-03-17RA	Implement the Van Mall North Annexation	\$ 64,143	\$ -	\$ 64,143
Treasurer's Office	TRS-03-17RA	Required debt fund updates	\$ -	\$ (164,176)	\$ (164,176)
Budget Office	BGT-02-17RA	Return over-collected Road Diversion funds	\$ -	\$ 184,057	\$ 184,057
General Services	GEN-16-17RA	Transfer of Whatley Reserves to Public Works	\$ -	\$ 101,494	\$ 101,494
Public Works	PWK-05-17RA	Add an Engineer III FTE to Road Fund	\$ (99,088)	\$ -	\$ (99,088)
Public Works	PWK-06-17RA	Reduce expense budget by \$2M for Road Maintenance	\$ 2,000,000	\$ -	\$ 2,000,000
Public Works	PWK-07-17RA	Update budget for Traffic Impact Fees	\$ -	\$ 12,453,000	\$ 12,453,000
Public Works	PWK-10-17RA*	Allocate 40% of RDS0082 for Railroad Coordinator	\$ 55,906	\$ -	\$ 55,906
Public Works	PWK-27-17RA	Increase OAll from .50 to 1.0 FTE for Road Fund	\$ (20,736)	\$ -	\$ (20,736)
Public Works	PWK-29-17RA	Add a Deputy Public Works Director	\$ (146,064)	\$ -	\$ (146,064)
Public Works	PWK-30-17RA	Add a Senior Management Analyst for Public Works	\$ (107,072)	\$ -	\$ (107,072)
Public Works	PWK-31-17RA	Add two Engineering Technician FTE positions	\$ (168,518)	\$ (72,000)	\$ (240,518)
Public Works	PWK-32B-17RA	RID for Quiet Zone at NW 122nd St. & BNSF Tracks	\$ -	\$ -	\$ -
Public Works	PWK-37-17RA	Skid-mounted water tank for median maintenance	\$ (6,575)	\$ (50,000)	\$ (56,575)
Public Works	PWK-04-17RA	Add an Office Assistant II FTE to Road Fund	\$ -	\$ -	\$ -
*Original request is ongoing, recommendation is for one time			\$ 1,571,996	\$ 12,215,875	\$13,787,871



Building Fund Recommended Requests

Available fund balance (millions)	2017-2018
Estimated beginning	4.6
Revenue budget	19.9
Expense budget	(23.3)
2017 Readopt - Revenue Forecast Update (COM-06)	5.8
2017 Readopt Requests - Recommended	0.9
Projected ending	7.9



Building Fund Recommended Requests

Requesting Department / Office	Package	Short Description	Ongoing	One-Time	Total
Community Development	COM-01-17RA	Consultant Evaluation of Permit Center	\$ -	\$ (75,000)	\$ (75,000)
Community Development	COM-05-17RA	Funding adjustments for adopted fee updates	\$ 3,934	\$ (3,934)	\$ -
Budget Office	BGT-06-17RA	Planning and code fund technical correction	\$ -	\$ 3,000,000	\$ 3,000,000
Community Development	COM-03-17RA	LMS Config Improvement/Phase 3 Project Budgets	\$ -	\$ (2,121,150)	\$ (2,121,150)
Community Development	COM-04-17RA	Wetland & Habitat Review GF subsidy increase	\$ 198,289	\$ (4,900)	\$ 193,389
Community Development	COM-07-17RA	Project Planning Tech Position to address workload	\$ -	\$ (73,406)	\$ (73,406)
			\$ 202,223	\$ 721,610	\$ 923,833



Real Estate Excise Tax Recommended Requests REET 1 (first quarter of one percent)

Available fund balance (millions)	2017-2018	2019-2020
Estimated beginning	3.9	(1.4)
Revenue budget	10.2	10.2
Expense budget	(11.1)	(6.6)
2017 Readopt - Revenue Forecast Update (BGT-04)	2.2	2.2
2017 Readopt Requests - Recommended	(6.7)	0.0
Projected ending	(1.4)	4.4



REET 1 Recommended Requests

Requesting Department / Office	Package	Short Description	One-Time
General Services	GEN-03-17RA	Public Service Ctr 1st/4th flr Architectural Study	\$ (41,581)
Treasurer's Office / Budget Office	TRS-03-17RA	Required debt fund updates - with REET 1/2 corrections	\$ (4,552,909)
General Services	GEN-05-17RA	Sheriff Reception Area Additional Costs	\$ (29,947)
General Services	GEN-07-17RA	Jail Security System Upgrade	\$ (1,496,400)
General Services	GEN-11-17RA	PSC 1st and 4th Floor Remodel Cost	\$ (500,000)
Sheriff's Office	SHR-04-17RA	County's share of cost to replace precinct roof	\$ (46,940)
			\$ (6,667,777)



REET 1 Requests: Not Recommended

Requesting Department / Office	Package	Short Description	One-Time
General Services	GEN-06-17RA	Dolle Building Exterior Painting and Flooring	\$ (63,234)
General Services	GEN-12-17RA	County Buildings Audio/Video System Upgrade	\$ (72,400)
Prosecuting Attorney's Office	PAT-03-17RA	Prosecuting Attorney's Civil Unit - Office Remodel	\$ (150,000)
Public Works	PWK-17-17RA	Irrigation Project at 78th Street Heritage Farm	\$ (325,000)
			\$ (610,634)



Real Estate Excise Tax Recommended Requests REET 2 (second quarter of one percent)

Available fund balance (millions)	2017-2018	2019-2020
Estimated beginning	5.5	12.0
Revenue budget	10.2	10.2
Expense budget	(9.5)	(4.2)
2017 Readopt - Revenue Forecast Update (BGT-04)	2.2	2.2
2017 Readopt Requests - Recommended	3.6	0.0
Projected ending	12.0	20.2



REET 2 Recommended Requests

Requesting Department / Office	Package	Short Description	One-Time
Treasurer's Office / Budget Office	TRS-03-17RA	Required debt fund updates - with REET 1/2 corrections	\$ 5,154,314
Public Works	PWK-42-17RA	Sidewalk Program funding	\$ (1,000,000)
Public Works	PWK-20-17RA	Funding to implement Camp Hope Park Master Plan	\$ (225,000)
General Services	GEN-04-17RA	Storm Water Facility Renovations	\$ (223,300)
Public Works	PWK-24-17RA	Build parking lot at Grove Airfield for off-leash	\$ (60,000)
			\$ 3,646,014



Mental Health Sales Tax Recommended Requests

Available fund balance (millions)	2017-2018
Estimated beginning	6.5
Revenue budget	15.9
Expense budget	(14.4)
2017 Readopt - Revenue Forecast Update (BGT-04)	0.3
2017 Readopt Requests - Recommended	0.1
Projected ending	8.4

Requesting Department / Office	Package	Short Description	Ongoing	One-Time	Total
Budget Office	BGT-01-17RA	Reduce District Court revenue and related expense	\$ -	\$ -	\$ -
Community Services	COS-01-17RA	Veterans Assistance Fund	\$ 118,468	\$ -	\$ 118,468
Juvenile Department	JUV-06-17RA	Add .5 FTE to Detention Alt Program (1033) 2018	\$ (11,345)	\$ -	\$ (11,345)
			\$ 107,123	\$ -	\$ 107,123



Property Tax Levies Overview

Overview of process & options



Property Tax

- The council adopts levies supporting the budget. Each year, the council considers the following property tax levies:
 - General Fund, which includes three subordinate levies: Veterans, Mental Health and Developmental Disabilities
 - Road Fund
 - Conservation Futures.

The Greater Clark Parks District (GCPD) levy is considered separately when the council convenes as the GCPD Board.

- Property tax is stable, grows with new construction and the possible 1 percent annual increase.
- Current baseline forecast includes growth from new construction at current levels.



2018 Property Tax Options

		2018 Choices Revenue Impact		
Levy	2017 Choice*	0%	1%	Banked Capacity
General Fund	0.953%	\$ 0	\$ 614,587	\$ 1,470,925
Road Fund	0.953%	\$ 0	\$ 389,975	\$ 1,839,900
Conservation Futures	0%	\$ 0	\$ 24,164	\$ 278,534
Parks	Banked Capacity	\$ 0	\$ 32,324	\$ 32,324

* Regular 1% increase was limited in 2017 by inflation rate.

		2018 Choices Impact on Median Household		
Levy	2017 Impact	0%	1%	Banked Capacity
General Fund	\$ 3.09	\$ 0	\$ 3.46	\$ 8.27
Road Fund	\$ 4.13	\$ 0	\$ 4.75	\$ 22.42
Conservation Futures	\$ 0	\$ 0	\$ 0.14	\$ 1.57
Parks	\$ 5.41	\$ 0	\$ 0.60	\$ 0.60



2018 Property Tax from New Construction

Levy	2018 New Construction
General Fund	\$ 1,274,250
Road Fund	\$ 860,612
Conservation Futures	\$ 50,100
Parks	\$ 80,711

In addition to the potential property tax increases presented in the previous slide, new construction is forecasted to bring in tax revenue in the amounts above; these amounts are already included in baseline forecasts.



2018 Property Tax: General Fund Subordinate Levies

- The levy amount for mental health and developmental disabilities may be based on a flat rate of \$0.0125 per \$1,000 of assessed value or the levy amount may be increased or reduced in the same proportion as compared with the prior year's certified county general levy.
- The Veterans standard minimum rate is \$0.01125 and the maximum is \$0.27 per \$1,000 of assessed value; rate can be below the minimum if there is sufficient fund balance in the Veterans Assistance Fund.



2018 Subordinate Levy Options: Mental Health, Developmental Disabilities, Veterans Assistance

Levy	2017 Choice	2017 Amount	2018 Minimum Rate	2018, Same change as GF		
				GF 0%	GF 1%	GF Bnkd Cap
Mental Health	Minimum Rate + Correction	\$ 653,652 + 41,935	\$ 709,130 0.0125	\$ 711,368 0.01254	\$ 718,324 0.01266	\$ 728,016 0.01283
Dev. Disabilities	Minimum Rate + Correction	\$ 653,652 + 41,935	\$ 709,130 0.0125	\$ 711,368 0.01254	\$ 718,324 0.01266	\$ 728,016 0.01283
Veteran's Assistance*	Minimum Rate + Correction	\$ 588,286 + 37,742	\$ 638,217 0.01125	\$ 640,231 0.01129	\$ 646,490 0.01134	\$ 655,213 0.01155

* Readopt decision package COS-01-17RA proposes an ongoing increase in annual funding to the Veteran's Assistance Fund in the amount of \$118,468. Staff recommends this funding come in the form of a recurring transfer rather than an increase in annual levy amount to preserve flexibility.



Next Steps

- Questions / Discussion
- Council feedback
- Hearing materials to be finalized by Friday, October 27th
- Public Hearing notice Tuesday, November 7th
- Public Hearing Tuesday, December 5th

