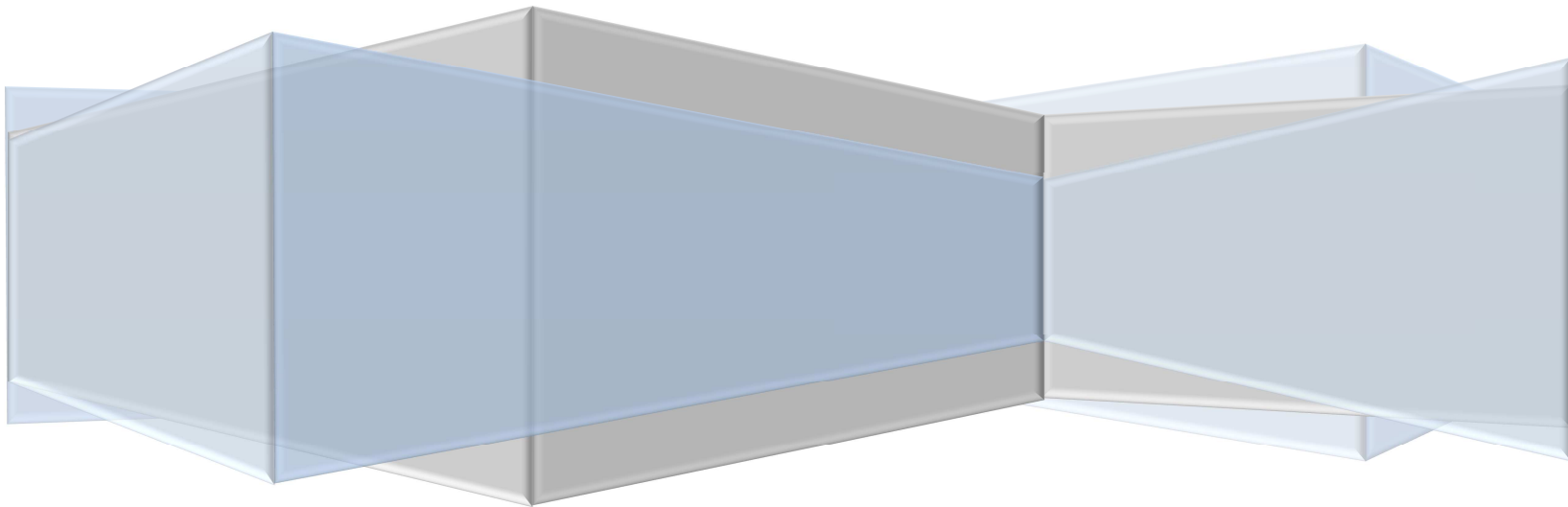


2017-2018 Budget Final Supplemental

Exhibit B: Budget Request Narratives with Summary by Fund



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ASO-01-18FL Assessor's Office Use Fund 1039 to replace mobile appraisal devices

Previously approved by Council

Contact: name: Nick Deatherage email: nick.deatherage@clark.wa.gov phone: 564-397-4616

This decision package follows up with a staff report submitted by the Assessor's Office earlier in 2018. The approved staff report allowed for a one-time \$11,500 increase in the Assessor's current spending authority and authorized a transfer of the same amount from the Real Estate and Property Tax Administration and Assistance fund to the General Fund to cover the cost to purchase new mobile appraisal devices.

Impacts/Outcomes if not approved:

If the staff report is not approved the Assessor's General Fund controllables will not be made whole for the purchase of the iPads. This would not be the preferred outcome, leveraging the REET Administrative Assistance Fund reduces General Fund expenditures.

Fund	Fund Name	Request Type	2018 Rev	2018 Exp	2018 FB Chg	2019 Rev	2019 Exp	2019 FB Chg
0001	General Fund	One-Time	\$ 11,500	\$ 11,500	\$ 0	\$ 0	\$ 0	\$ 0
1039	Real Estate And Property Tax Administration Assistance	One-Time	\$ 0	\$ 11,500	(\$ 11,500)	\$ 0	\$ 0	\$ 0
Totals			\$ 11,500	\$ 23,000	(\$ 11,500)	\$ 0	\$ 0	\$ 0

BGT-01-18FL Budget Office Deputy Sheriff Overhire Positions Budget

Previously approved by Council

Contact: name: Emily Zwetzig email: Emily.Zwetzig@clark.wa.gov phone: Ext. 5092

This Decision Package formally requests on-going budget authority for six new Deputy Sheriff positions hired in 2018 by the Sheriff's Office under authority granted by the Clark County Council in Resolution 2016-12-03. Resolution 2016-12-03 states that "in order to insure the long-term stability of deputy recruitment and provide for continuous retirement process, the Clark County Sheriff is authorized to hire three additional Deputy Sheriff II positions over and above his budgeted allotment. When these three over-hires are filled, they shall become a permanent part of the Sheriff's budgeted allotment and be funding in subsequent budget actions. Once the positions are made permanent, the Sheriff may continue the process of over-hiring three deputies until sufficient staffing is achieved, or until instructed otherwise by the Board of County Councilors."

Fund	Fund Name	Request Type	2018 Rev	2018 Exp	2018 FB Chg	2019 Rev	2019 Exp	2019 FB Chg
0001	General Fund	Ongoing	\$ 0	\$ 206,741	(\$ 206,741)	\$ 0	\$ 501,810	(\$ 501,810)
Totals			\$ 0	\$ 206,741	(\$ 206,741)	\$ 0	\$ 501,810	(\$ 501,810)

BGT-02-18FL Budget Office Debt fund payment schedule update

Baseline Adjustment

Contact: name: Willy Traub email: willy.traub@clark.wa.gov phone: x5044

This decision package updates the debt fund payments for the county's debt fund 2914 in order to account for payments for the issuance of \$7 million in bonds to be paid with Conservation Futures revenue for the acquisition of properties for park and open space purposes as authorized in Resolution No. 2017-11-06.

This package also reverses a Public Works Spring 2018 Supplemental Decision package (PWK-19-18SP) which estimated the debt payment amounts for issuance of \$7 million in bonds to be paid with Conservation Futures revenue since we now have solid figures and payment codes to work with.

Liability/Risk/Safety Impacts:

None

Positive Impact to Citizens:

None

Efficiency Gains:

None

Workforce Engagement and Contributions:

None

Impacts/Outcomes if not approved:

The county's debt fund would have insufficient budget capacity to make all anticipated debt payments for the year.

Fund	Fund Name	Request Type	2018 Rev	2018 Exp	2018 FB Chg	2019 Rev	2019 Exp	2019 FB Chg
3085	Conservation Future Fund	One-Time	\$ 0	(\$ 349,299)	\$ 349,299	\$ 0	\$ 0	\$ 0
2914	General Obligation Bonds Fund	One-Time	(\$ 349,299)	(\$ 349,299)	\$ 0	\$ 0	\$ 0	\$ 0
Totals			(\$ 349,299)	(\$ 698,418)	\$ 349,299	\$ 0	\$ 0	\$ 0

BGT-03-18FL Budget Office Update & distribute GF payroll contingency

New request

Contact: name: Lisa Boman email: Lisa.Boman@clark.wa.gov

phone: X4839

This decision package updates General Fund 2017-2018 contingency reserves and will distribute contingency to General Fund departments as needed to meet projected payroll costs for the current biennium. The Budget Office budgets contingency reserves for payroll-related expenses in every fund that incurs personnel costs. This budget is meant to cover estimated increases in payroll and benefits that are not known at the time of budgeting, many of which are subject to bargaining. Payroll contingency reserves are budgeted in each fund in department number 308, basub 508200, object code 997; the General Ledger string will be in the format "XXXX-YYY-308-508200-997-ZZZZZZ", where "XXXX" is the fund number, "YYY" is the program code, and "ZZZZZ" is the reporting category. Contingency is also meant to cover unforeseen biennium-end expenses that may exceed current budget capacity within departments. At the end of the biennium, contingency reserves are distributed to departments in the General Fund as needed to meet payroll needs.

Fund	Fund Name	Request Type	2018 Rev	2018 Exp	2018 FB Chg	2019 Rev	2019 Exp	2019 FB Chg
0001	General Fund	One-Time	\$ 0	\$ 2,700,000	(\$ 2,700,000)	\$ 0	\$ 0	\$ 0
Totals			\$ 0	\$ 2,700,000	(\$ 2,700,000)	\$ 0	\$ 0	\$ 0

BGT-04-18FL Budget Office**Update payroll contingency for all other funds****New request****Contact: name: Lisa Boman email: Lisa.Boman@clark.wa.gov****phone: X4839**

This decision package updates 2017-2018 payroll related contingency reserves for all funds other than the General Fund. The Budget Office budgets contingency reserves for payroll-related expenses in every fund that incurs personnel costs. This budget is meant to cover estimated increases in payroll and benefits that are not known at the time of budgeting, many of which are subject to bargaining. Payroll contingency reserves are budgeted in each fund in department number 308, basub 508200, object code 997; the General Ledger string will be in the format “XXXX-YYY-308-508200-997-ZZZZZZ”, where “XXXX” is the fund number, “YYY” is the program code, and “ZZZZZ” is the reporting category.

Fund	Fund Name	Request Type	2018 Rev	2018 Exp	2018 FB Chg	2019 Rev	2019 Exp	2019 FB Chg
4014	Solid Waste Fund	One-Time	\$ 0	\$ 41,000	(\$ 41,000)	\$ 0	\$ 0	\$ 0
3085	Conservation Future Fund	One-Time	\$ 0	\$ 1,000	(\$ 1,000)	\$ 0	\$ 0	\$ 0
3055	Urban REET Parks Fund	One-Time	\$ 0	\$ 28,500	(\$ 28,500)	\$ 0	\$ 0	\$ 0
5092	Data Processing Revolving Fund	One-Time	\$ 0	\$ 30,500	(\$ 30,500)	\$ 0	\$ 0	\$ 0
1022	Crime Victim and Witness Assistance Fund	One-Time	\$ 0	\$ 26,500	(\$ 26,500)	\$ 0	\$ 0	\$ 0
1932	DCS-Community Action Programs	One-Time	\$ 0	\$ 18,000	(\$ 18,000)	\$ 0	\$ 0	\$ 0
Totals			\$ 0	\$ 145,500	(\$ 145,500)	\$ 0	\$ 0	\$ 0

BGT-05-18FL Budget Office**Transfer excess sales tax revenues to reserve****New request****Contact: name: Willy Traub email: willy.traub@clark.wa.gov****phone: x5044**

This package requests to transfer \$254,537 of sales tax revenues received in the first half of 2018 to the permanent reserve fund 1030. Per current county fund balance policy for the General Fund, 50% of sales tax revenues received above the forecasted amount are set aside in the permanent reserve to be used during times of economic downturn.

Liability/Risk/Safety Impacts:

None

Positive Impact to Citizens:

None

Efficiency Gains:

None

Workforce Engagement and Contributions:

None

Impacts/Outcomes if not approved: If not approved, there will be insufficient budget capacity to execute the transfer and the county will be out of compliance with its own policy; this may influence the conclusions of the bond rating organizations that periodically evaluate the county.

Fund	Fund Name	Request Type	2018 Rev	2018 Exp	2018 FB Chg	2019 Rev	2019 Exp	2019 FB Chg
0001	General Fund	One-Time	\$ 254,537	\$0	(\$254,537)	\$ 0	\$ 0	\$ 0
1030	Permanent Reserve	One-Time	\$ 0	\$ 254,537	\$ 254,537	\$ 0	\$ 0	\$ 0
Totals			\$ 254,537	\$254,537	\$ 0	\$ 0	\$ 0	\$ 0

COM-01-18FL Community Development and General Services Increase funding for CVTV

Previously approved by Council

Contact: name: Bob Bergquist email: bob.bergquist@clark.wa.gov phone: 4067

Community Development would like CVTV to produce thirty, 1 – 3 minute instructional videos by the end of 2018. These videos will provide builders and the general public instructions on what they should expect during a building inspection, how to navigate on-line permitting, and tips from inspectors on what they will be looking for during field inspections. CVTV estimates \$25,000 for this project. CVTV will charge their internal rate of \$68/hour for Video Producers, \$33/hour for Associate Producers and \$20/hour for Video Production Assistants. CVTV will also upload videos to the county YouTube channel or any other requested web location.

Due to a reduction in funding for CVTV services in 2018, expenditure and revenue lines in the Cable Department the yearly budget will need to be increased to process the payment. Community Development will need to transfer \$25,000 to the county Cable TV Fund prior to September 2018. The Cable Fund will then increase the payment for the 2018 quarter four invoice to the City of Vancouver’s Cable TV Fund by an additional \$25,000 for the services rendered.

Liability/Risk/Safety Impacts:

None.

Positive Impact to Citizens:

On-Line instruction videos for builders and the general public instructions about what they should expect during a building inspection, how to navigate on-line permitting, and tips from inspectors on what they will be looking for during field inspections.

Efficiency Gains:

Less time for employees to explain to builders and citizens the permitting and building inspection processes. Increase success of builders to receive inspection approvals the first visit. Reduce errors and omissions on permit applications, thus reducing processing times.

Workforce Engagement and Contributions:

None.

Impacts/Outcomes if not approved:

Continued unnecessary resource drain and a lost opportunity for increasing efficiency for both County employees and permit applicants/builders.

Fund	Fund Name	Request Type	2018 Rev	2018 Exp	2018 FB Chg	2019 Rev	2019 Exp	2019 FB Chg
0001	General Fund	One-Time	\$ 25,000	\$ 25,000	\$ 0	\$ 0	\$ 0	\$ 0
1011	Planning And Code Fund	One-Time	\$ 0	\$ 25,000	(\$ 25,000)	\$ 0	\$ 0	\$ 0
Totals			\$ 25,000	\$ 50,000	(\$ 25,000)	\$ 0	\$ 0	\$ 0

COM-02-18FL Community Development Budget cost share for Teller interface to Workday

New request

Contact: name: Bob Bergquist email: bob.bergquist@clark.wa.gov phone: 4067

Community Development agreed to contribute \$10,000 for its cost share to fund work to construct an interface between Teller and Workday for financials. This cost share is to be provided to the contractor CanAm as part of the agreement between the Treasurer's office and CanAm.

Liability/Risk/Safety Impacts:

provides necessary interface for revenue tracking.

Positive Impact to Citizens:

Using technology to provide efficient processes.

Efficiency Gains:

A manual system would need to be created to work around the needed interface if this request is not funded.

Workforce Engagement and Contributions:

None.

Impacts/Outcomes if not approved:

Without this interface permit fee revenues would not record from the Teller cashiering system into Workday and would cause detrimental harm for revenue tracking.

Fund	Fund Name	Request Type	2018 Rev	2018 Exp	2018 FB Chg	2019 Rev	2019 Exp	2019 FB Chg
1011	Planning And Code Fund	One-Time	\$ 0	\$ 10,000	(\$ 10,000)	\$ 0	\$ 0	\$ 0
Totals			\$ 0	\$ 10,000	(\$ 10,000)	\$ 0	\$ 0	\$ 0

COM-04-18FL Community Development/Admin Additional one time funding for LMS CIC

Previously approved by Council

Contact: name: Carol Brown email: carol.brown@clark.wa.gov phone: 4379

Community Development submitted for consideration and secured approval of staff report SR143-18 requesting \$50,000 additional one-time funding for continuous improvement and configuration requirements with the new LMS permitting system for 2018. The additional annual support for continuous improvement efforts above the depleted \$100,000 flagged for this purpose is funded entirely by the Planning and Code Fund 1011 and does not involve permits requiring General Fund support. The additional budget will be used only as necessary and approved by the Director of Community Development.

Impacts/Outcomes if not approved:

Not funding this request may likely result in a degradation of LMS permitting efficiency and effectiveness.

Fund	Fund Name	Request Type	2018 Rev	2018 Exp	2018 FB Chg	2019 Rev	2019 Exp	2019 FB Chg
1011	Planning And Code Fund	One-Time	\$ 0	\$ 50,000	(\$ 50,000)	\$ 0	\$ 0	\$ 0
Totals			\$ 0	\$ 50,000	(\$ 50,000)	\$ 0	\$ 0	\$ 0

COS-01-18FL Community Service under accrued leave expenses

Previously approved by Council

Contact: name: Harold Rains email: Harold.Rains@clark.wa.gov phone: 564-397-7819

Community Services is submitting this one-time request for General Fund support for the under accrued leave expenses for January of 2017 through June 2018. These costs cannot be recovered from funding sources under the guidance of Office of Management and Budget, Section 2 CFR, Part 200. This document establishes the guiding principles for allowable charges to federal grants and awards. In meetings with the Office of Budget and Information Systems and the Auditors Office in 2004 regarding the change in the county accrual methods, it was agreed that if Community Services was under accrued for leave, those under accrued amounts would be supported by GF transfers

Fund	Fund Name	Request Type	2018 Rev	2018 Exp	2018 FB Chg	2019 Rev	2019 Exp	2019 FB Chg
0001	General Fund	One-Time	\$ 0	\$ 0	\$ 0	\$ 0	\$ 59,624	(\$ 59,624)
1935	DCS-Administration & Grants Management	One-Time	\$ 0	\$ 0	\$ 0	\$ 59,624	\$ 0	\$ 59,624
Totals			\$ 0	\$ 0	\$ 0	\$ 59,624	\$ 59,624	\$ 0

COS-02-18FL Increase in expenditures for Veterans Fund

New request

Contact: name: Harold Rains email: Harold.Rains@clark.wa.gov phone: 564-397-7819

Department of Community Services (DCS) is requesting \$300,000 in additional spending authority. This is an adjustment to create the expense authority that should have accompanied the additional revenue directed from the General Fund to the Veteran's Assistance Fund per a budget amendment made by the Clark County Council during the December 7th, 2016 budget hearing prior to adopting the budget. The Veterans Assistance Fund was developed to provide assistance to indigent veterans and their families. Eligible Veterans may receive assistance with housing, utilities, food, transportation, prescription coverage, burial or cremation, clothing/tools/licensing, auto repair and dental care. This program is mandated through RCW 73.080. DCS, on behalf of the Veteran's Advisory Board, contracts with the Veterans Assistance Center and the Free Clinic for the provision of emergency services to eligible veterans. If this decision package is not approved, services to our Veterans will have to be reduced.

Fund	Fund Name	Request Type	2018 Rev	2018 Exp	2018 FB Chg	2019 Rev	2019 Exp	2019 FB Chg
1019	Veterans Assistance Fund	Ongoing	\$ 0	\$ 0	\$ 0	\$ 0	\$ 300,000	(\$ 300,000)
Totals			\$ 0	\$ 0	\$ 0	\$ 0	\$ 300,000	(\$ 300,000)

GEN-01-18FL General Services-Risk Risk Program Funding

New request

Contact: name: Robert Stevens email: Robert.Stevens@clark.wa.gov phone: 564-397-4863

This package is requesting \$1,740,047 in expense and revenue increases for Fund 5040 General Liability. The Fund 5040 has used up all reserved fund balances which at one point was up to \$3.5M.

This package requests an additional revenue collecting authority and expense budget in the amount of \$1,740,047 to cover the remainder of the biennium cost of judgements, damages, insurance and legal services that in the past have been picked up with the reserves which have now been fully depleted.

Liability/Risk/Safety Impacts:

Not enough money in the fund to pay for claims, insurance, and defense cost.

Positive Impact to Citizens:

Inability to pay citizens for legitimate claims.

Efficiency Gains:

Stable Funding

Workforce Engagement and Contributions:

N/A

Impacts/Outcomes if not approved:

If not approved, General Liability will not have enough expense authority to pay all of the 2018 cost of claims, litigation, employee salary and benefits and insurance.

Fund	Fund Name	Request Type	2018 Rev	2018 Exp	2018 FB Chg	2019 Rev	2019 Exp	2019 FB Chg
1025	Health Department	One-Time	\$ 0	\$ 32,501	(\$ 32,501)	\$ 0	\$ 0	\$ 0
1033	Mental Health Sales Tax Fund	One-Time	\$ 0	\$ 13,540	(\$ 13,540)	\$ 0	\$ 0	\$ 0
0001	General Fund	One-Time	\$ 0	\$ 1,207,933	(\$ 1,207,933)	\$ 0	\$ 0	\$ 0
5006	Elections Fund	One-Time	\$ 0	\$ 3,648	(\$ 3,648)	\$ 0	\$ 0	\$ 0
1935	DCS-Administration & Grants Management	One-Time	\$ 0	\$ 25,098	(\$ 25,098)	\$ 0	\$ 0	\$ 0
4014	Solid Waste Fund	One-Time	\$ 0	\$ 10,336	(\$ 10,336)	\$ 0	\$ 0	\$ 0
4420	Clean Water Fund	One-Time	\$ 0	\$ 8,512	(\$ 8,512)	\$ 0	\$ 0	\$ 0
1012	County Road Fund	One-Time	\$ 0	\$ 275,449	(\$ 275,449)	\$ 0	\$ 0	\$ 0
5091	Equipment Rental & Revolving Fund	One-Time	\$ 0	\$ 14,935	(\$ 14,935)	\$ 0	\$ 0	\$ 0
4580	Wastewater Maintenance & Operation Fund	One-Time	\$ 0	\$ 19,125	(\$ 19,125)	\$ 0	\$ 0	\$ 0
1032	MPD-Operations Fund	One-Time	\$ 0	\$ 19,456	(\$ 19,456)	\$ 0	\$ 0	\$ 0
1011	Planning And Code Fund	One-Time	\$ 0	\$ 57,595	(\$ 57,595)	\$ 0	\$ 0	\$ 0
5093	Central Support Services Fund	One-Time	\$ 0	\$ 24,804	(\$ 24,804)	\$ 0	\$ 0	\$ 0
1003	Event Center Fund	One-Time	\$ 0	\$ 2,067	(\$ 2,067)	\$ 0	\$ 0	\$ 0
5040	General Liability Insurance Fund	One-Time	\$ 1,740,047	\$ 1,740,047	\$ 0	\$ 0	\$ 0	\$ 0
1018	Arthur D. Curtis Children's Justice Center (CJC)	One-Time	\$ 0	\$ 6,770	(\$ 6,770)	\$ 0	\$ 0	\$ 0
1936	DCS-Weatherization/Energy	One-Time	\$ 0	\$ 1,940	(\$ 1,940)	\$ 0	\$ 0	\$ 0
5092	Data Processing Revolving Fund	One-Time	\$ 0	\$ 8,130	(\$ 8,130)	\$ 0	\$ 0	\$ 0
1022	Crime Victim and Witness Assistance Fund	One-Time	\$ 0	\$ 7,785	(\$ 7,785)	\$ 0	\$ 0	\$ 0
6540	Mosquito Control Fund	One-Time	\$ 0	\$ 421	(\$ 421)	\$ 0	\$ 0	\$ 0
Totals			\$ 1,740,047	\$ 3,480,094	(\$ 1,740,047)	\$ 0	\$ 0	\$ 0

GEN-02-18FL General Services-Facilities Franklin Center Cornice Replacement

Previously approved by Council

Contact: name: Michelle Schuster email: michelle.schuster@clark.wa.gov phone: 4118

In the 2017 Spring Supplemental Budget, a package submitted by General Services Facilities was approved to do exterior sealing and painting at the Franklin Center (GEN-04). This project was bid and came in within the existing budget of \$100,200. As the work proceeded on this project the cornice on the west and north sides of the building was found to be in very bad condition and could come off the side of the building at any time and fall to the sidewalk below. This staff report is asking for an additional \$46,094 in funding to complete the work. This money will be used to provide all materials and equipment to remove the failing metal cornice at the parapet wall, install scaffolding around the project, haul away and dispose of the debris, protect the sidewalks below, install a new 24-gauge copper cover at the site of the previous cornice, and remove and cap a non-functional chimney. If this work is not completed it will be a safety hazard for those traveling on the sidewalks below the building. It will also continue to weaken the integrity of the building's brickwork as the cornice continues to deteriorate.

Liability/Risk/Safety Impacts:

The cornice could come down at any time onto the sidewalk below the building injuring a person or causing damage to the structures below.

Positive Impact to Citizens:

None

Efficiency Gains:

None

Workforce Engagement and Contributions:

None

Impacts/Outcomes if not approved:

If this package is not approved facilities would have to complete the work out of the routine maintenance budget (Fund 5093) since this is a safety concern that we are aware of. If we completed the work we will not do other routine and general maintenance items for general fund buildings for the remainder of the biennium to accommodate the \$46,094 in our budget.

Fund	Fund Name	Request Type	2018 Rev	2018 Exp	2018 FB Chg	2019 Rev	2019 Exp	2019 FB Chg
0001	General Fund	One-Time	\$ 0	\$ 46,094	(\$ 46,094)	\$ 0	\$ 0	\$ 0
5193	Major Maintenance Fund	One-Time	\$ 46,094	\$ 46,094	\$ 0	\$ 0	\$ 0	\$ 0
Totals			\$ 46,094	\$ 92,188	(\$ 46,094)	\$ 0	\$ 0	\$ 0

GEN-03-18FL General Services-Event Center Fairground State Grant

Previously approved by Council

Contact: name: Michelle Schuster email: michelle.schuster@clark.wa.gov phone: 564-397-4118

The Fair Site Management Group (FSMG) is requesting expense and revenue budget authority to spend grant funds in the amount of \$75,447 which will go to providing a rolling gate at the maintenance shed, new lighting along the animal barns, and security cameras at various locations on the fairground site. The scope of work will be covered by the Fairgrounds with the revenue coming from a State Grant; the grant is given once the work is completed.

Liability/Risk/Safety Impacts:

Helps in protecting the fairgrounds by adding additional lighting and cameras around the property.

Positive Impact to Citizens:

None

Efficiency Gains:

None

Workforce Engagement and Contributions:

None

Impacts/Outcomes if not approved:

If this package is not approved we will be unable to accept the grant money and will be unable to complete safety upgrades at the fairgrounds.

Fund	Fund Name	Request Type	2018 Rev	2018 Exp	2018 FB Chg	2019 Rev	2019 Exp	2019 FB Chg
1003	Event Center Fund	One-Time	\$ 75,447	\$ 75,447	\$ 0	\$ 0	\$ 0	\$ 0
Totals			\$ 75,447	\$ 75,447	\$ 0	\$ 0	\$ 0	\$ 0

GEN-04-18FL General Services- Facilities Death Investigation Building Elevator Repairs

Previously approved by Council

Contact: name: Michelle Schuster email: michelle.schuster@clark.wa.gov phone: 564-397-4118

This request is a follow-up to a staff report that was approved on June 26, 2018, SR# 120-18. Over the last year the elevator that is located in the Death Investigation Building that houses both the Medical Examiner and the Major Crimes Unit has been working sporadically and continued to break down. Facilities and the elevator maintenance service contracted company, Willamette Elevator Company, had done all they could to keep it working properly. It was time to replace the door operating equipment and other components in the unit. Facilities had planned to make a request in the fall supplemental but because the unit kept breaking down on such a consistent basis, a staff report went to the council for approval so that repairs could be made immediately. This package formally acknowledges Facilities request for General Fund support in the amount of \$100,000 which includes some contingency to replace multiple parts and components in the elevator so that it works properly. If contingency is not needed, the full transfer will not take place but only the actual amount of the associated expenditures.

Liability/Risk/Safety Impacts:

This package will make it so that people are not stuck in the elevator and bring the building back to ADA compliance. It will also prevent worker injuries that may result from having to transport bodies down the stairs.

Positive Impact to Citizens:

Citizens who visit the building can feel comfortable riding the elevator knowing that it will not malfunction on them.

Efficiency Gains:

Staff will not have to carry heavy items up and down the stairs.

Workforce Engagement and Contributions:

Staff will not have to carry heavy items up and down the stairs.

Impacts/Outcomes if not approved:

If this package is not approved we will be unable to complete the work on the elevator and people will continue to take the stairs to avoid the malfunctioning elevator. Meetings may also have to be held off site if ADA accommodations need to be made. Transportation of bodies may need to be done by carrying them down the back stairs of the building or an off-site cooler may need to be used which could result in additional cost.

Fund	Fund Name	Request Type	2018 Rev	2018 Exp	2018 FB Chg	2019 Rev	2019 Exp	2019 FB Chg
0001	General Fund	One-Time	\$ 0	\$ 100,000	(\$ 100,000)	\$ 0	\$ 0	\$ 0
5193	Major Maintenance Fund	One-Time	\$ 100,000	\$ 100,000	\$ 0	\$ 0	\$ 0	\$ 0
Totals			\$ 100,000	\$ 200,000	(\$ 100,000)	\$ 0	\$ 0	\$ 0

GEN-05-18FL General Services- Facilities VA 4th Floor Remodel Project at CCH

Previously approved by Council

Contact: name: Michelle Schuster email: michelle.schuster@clark.wa.gov phone: 564-397-4118

In the early 2000's the county signed an agreement with Veterans Affairs (VA) to build the Center for Community Health (CCH) on the VA Vancouver property. In the Extended Use Lease (EUL) it was agreed that if the VA, who are housed in the building, needed tenant improvements the county would complete those improvements and bill back the VA for 100% of the cost. The VA has requested tenant improvements on the 4th floor of CCH in the Alaska Room that will cost \$238,600 for the remodel work and \$20,700 for the architectural services. The remodel portion of the project will go through the County's competitive bid process.

Liability/Risk/Safety Impacts:

None

Positive Impact to Citizens:

None

Efficiency Gains:

None

Workforce Engagement and Contributions:

None

Impacts/Outcomes if not approved:

If this package is not approved we will not be in compliance with the EUL agreement that is in place with the VA for the use of the land that the Center for Community Health is located on.

Fund	Fund Name	Request Type	2018 Rev	2018 Exp	2018 FB Chg	2019 Rev	2019 Exp	2019 FB Chg
5193	Major Maintenance Fund	One-Time	\$ 259,300	\$ 259,300	\$ 0	\$ 0	\$ 0	\$ 0
Totals			\$ 259,300	\$ 259,300	\$ 0	\$ 0	\$ 0	\$ 0

GEN-06-18FL General Services- Medical Examiner Medical Examiner Phones

New request

Contact: name: Nikki Costa email: Nikki.costa@clark.wa.gov phone: 360-397-2595

Death investigators are responsible for covering the caseload demands for death investigation in Clark County 24 hours a day 7 days a week. The purchase of a smartphone for each death investigator is necessary for adequate access to the Active911 alert system, emails, voicemails and cell phone communication between death investigators, doctors, CRESA Dispatch, law enforcement and families. Currently they are passing one phone between the multiple employees. The one time cost in 2018 to add three additional phones will be \$2,250 and the ongoing cost beginning in 2019 will be \$2,172.

Liability/Risk/Safety Impacts:

Without smartphones, the ME's office will be unable to adequately perform their duties.

Positive Impact to Citizens:

Death Investigators will have adequate communication tools to communicate with families and perform their duties 24 hours a day 7 days a week.

Efficiency Gains:

Death Investigators will have adequate communication tools when outside the office setting to perform their duties 24 hours a day 7 days a week.

Workforce Engagement and Contributions:

This will provide for adequate tools to perform their duties.

Impacts/Outcomes if not approved:

The impacts, if not approved, would be that death investigators would have to share and hand off phones between one another. It would impact the ability to for Active911 alert system to be used by investigators as a smartphone is required.

Fund	Fund Name	Request Type	2018 Rev	2018 Exp	2018 FB Chg	2019 Rev	2019 Exp	2019 FB Chg
0001	General Fund	Ongoing	\$ 0	\$ 468	(\$ 468)	\$ 0	\$ 2,172	(\$ 2,172)
0001	General Fund	One-Time	\$ 0	\$ 2,250	(\$ 2,250)	\$ 0	\$ 0	\$ 0
Totals			\$ 0	\$ 2,718	(\$ 2,718)	\$ 0	\$ 2,172	(\$ 2,172)

GEN-07-18FL General Services Dolle Suite 100 Remodel

New request

Contact: name: Michelle Schuster email: michelle.schuster@clark.gov.wa phone: 564-397-4118

This package is requesting the repurposing of salary and benefit savings from the General Services Indigent Defense Administration budget and expense savings from the General Services Records Department to pay for the remodel the Dolle Suite 100. These savings would be transferred over to the facilities major maintenance budget to complete the work. This suite would be used for the Indigent Defense reorganization if that gets approved in the 2019 baseline package and if not it would be rented to an outside organization. Either way the suite needs to be remodeled to be a viable solution for any tenants to rent it. The remodel would include the following items:

Painting of the walls and wood trim: \$14,504

New carpet and Base Cove: \$14,706

New Ceiling tiles and Painting of T-Bars: \$7,127

New Lighting: \$17,127

New Blinds: \$5,489

Doorbell: \$600

Replace Electrical outlets & Switches: \$ 1,606

New Office Doors: \$10,800

The total cost for remodel would be \$72,049.

Liability/Risk/Safety Impacts:

None

Positive Impact to Citizens:

None

Efficiency Gains:

Lighting would be energy efficient and new equipment would be easier to maintain.

Workforce Engagement and Contributions:

None

Impacts/Outcomes if not approved:

If this package is not approved, the space will not be ready for internal staff should the indigent defense package get approval for 2019. If the 2019 package is not approved it would take longer at a lower rental rate to find a tenant to take the space.

Fund	Fund Name	Request Type	2018 Rev	2018 Exp	2018 FB Chg	2019 Rev	2019 Exp	2019 FB Chg
0001	General Fund	One-Time	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
5093	Central Support Services Fund	Ongoing	\$ 0	(\$ 761)	\$ 761	\$ 0	(\$ 18,035)	\$ 18,035
5193	Major Maintenance Fund	One-Time	\$ 72,049	\$ 72,049	\$ 0	\$ 0	\$ 0	\$ 0
Totals			\$ 72,049	\$ 71,288	\$ 761	\$ 0	(\$ 18,035)	\$ 18,035

GEN-08-18FL General Services Indigent Defense Supplemental

New request

Contact: name: Ann Christian email: ann.christian@clark.wa.gov phone: 397-2163

This package is a one-time General Fund request of \$726,825.

Federal and state constitutions mandate legal services be provided, at government expense, for certain people in Clark County’s court system who are determined to be “indigent” by the court; for example, criminal defendants and people who are subject to involuntary mental commitment, and guardianship cases. State statutes also mandate legal services be provided for some children in dependency cases and individuals who are the subject of guardianship court proceedings.

For the first time since 2008 and perhaps the first time in decades, the 2017/18 adopted budget for indigent defense services was based on a Current Service Level (“CSL”) workload. “Current Service Level” means that level of indigent defense legal services provided in the 2015/16 biennium for the workload that is anticipated to continue. CSL does not include any amount needed for aggravated murder representation.

The 2017/18 adopted budget did not include funding for increased workload or seriousness of workload. It also did not include funding for inflation or compensation increases for the private attorneys who provide legal representation to those who qualify for representation at county expense.

The amount requested in this decision package is presented as what is anticipated to be a worst case scenario. That being said, an aggravated murder case could be filed and the worst case would be worse.

1. The 2017/18 adopted budget is \$169,186 less than 2015/16 expenditures. That difference was the amount projected to be expended in 2016 on an aggravated murder case filed in August of that year. Unfortunately, that case did not resolve until December 15, 2017, following a jury trial. The cost of this case in 2017 totaled \$230,993 and is the first component of this package.
2. As in past years, the cost of providing attorneys to represent children in dependency court cases has increased. These cases are ones where a child is removed from their parent and placed with a relative or in foster care. Although the number of new cases each year is relatively small, these court cases go on for years. This biennium in particular, there are more children represented with significant medical and/or mental health needs which increases the time and cost of representation. Attorney compensation is \$75 per hour, unchanged since 2008. Current projections are that the cost for this type of representation may exceed that for the 2015/16 biennium by \$152,246.
3. In 2017, the county experienced unusual difficulty contracting with enough attorneys to cover the felony caseload. It wasn't a matter of the caseload increasing. The difficulty was the result of attorneys retiring or otherwise not requesting a new contract, reductions in contracts requested by attorneys and two attorneys' contracts not being renewed. In 2018, the felony caseload has increased. The current projection is that the caseload will be 8.8% more than in 2017, or 225 felony points. If this projection holds the additional cost is estimated to be \$213,750.
4. Even with there being no new aggravated murder case(s) since the one that resolved in late 2017, the number of other 'homicide' cases pending in 2017/18 has been significant. The average number of pending homicide appointed cases each month in 2015 ranged from 17 to 21 cases. In 2016, the range was 11 to 21 cases. In 2017, the number ranged from 18 to 28 and in 2018, is 23 to 32 cases per month. This has adversely impacted the indigent defense budget. For comparison purposes, the range of pending cases for 2009 through 2013 was 7 to 14, 9 to 16, 8 to 16, 9 to 19 and 14 to 20, respectively. After offsets for savings which have occurred in District Court misdemeanor cases and a few other budget line items, the additional funds projected to be needed for these cases through the end of the biennium is \$129,846.
The four projected deficit areas total \$726,835. Again, the package represents what is projected at this time to be a worst case scenario, minus any new aggravated murder case. This request is for one-time General Fund funding as stated above.

Liability/Risk/Safety Impacts:

Providing the requested funds will avoid the liability that results from the county not providing the mandated services. People entitled to the representation may sue or raise more challenges to the adequacy of their representation.

Positive Impact to Citizens:

Cases for criminal defendants and children in foster care, for example, will continue to be handled in the normal course by the courts. Defendants who might otherwise be released from jail because there is no attorney to appoint will be held in jail.

Efficiency Gains:

Efficiency of the current court systems where counsel is appointed will continue.

Workforce Engagement and Contributions:

Not having private attorneys available for indigent defense cases will adversely impact county employees. For example, criminal defendants may not be held in jail until their cases are resolved and court calendars will be delayed until attorneys are again available because funding is available.

Impacts/Outcomes if not approved:

The worst potential impact or outcome if this decision package is not approved is that there will be too few attorneys available to represent indigent persons. This would be similar to the 2003 crisis in Oregon when prosecution of misdemeanor and felony defendants was placed on hold for four months as a result of insufficient funds for appointed attorneys.

Fund	Fund Name	Request Type	2018 Rev	2018 Exp	2018 FB Chg	2019 Rev	2019 Exp	2019 FB Chg
0001	General Fund	One-Time	\$ 0	\$ 726,835	(\$ 726,835)	\$ 0	\$ 0	\$ 0
Totals			\$ 0	\$ 726,835	(\$ 726,835)	\$ 0	\$ 0	\$ 0

GEN-09-18FL General Services Purchase GovQA Invoicing Module

New request

Contact: name: Bonnie Lee email: bonnie.lee@clark.gov.wa phone: 564-397-4928

GovQA was implemented on March 3, 2015 and is currently in use county-wide. It is the required system for tracking and responding to public records requests. In 2017, Clark County received 4,121 public records requests for various paper and electronic records, and in 2018 we are projected to receive 4,590 requests, an 11.4% increase.

State law mandates the tracking and reporting of public records requests and various metrics. This includes the tracking of fees collected.

Clark County Code 2.70 was recently revised to adopt a new fee schedule and allow charging for electronic records.

Current public records invoicing practices vary by department and are inconsistent with the County Auditor’s recommended best practices for cash handling.

Options for invoicing are the FMS system, which will soon be obsolete and replaced by WorkDay. Using WorkDay to facilitate invoicing for public records requests would unduly burden Financial Services with additional tasks related to public disclosure billing: estimates, invoices, and write-offs of unpaid invoices. There will inevitably be negotiation with requestors regarding the specific records they are willing to pay for, as well as abandonment of requests.

Purchasing the Invoicing Module for GovQA would keep these duties and communications with the public records coordinators and standardize the billing process county-wide. This would also enable us to reconcile invoices against payments collected in accordance with the Auditor’s recommended practices.

It would be a \$3,000 per year ongoing cost.

GovQA has previously been upgraded to add a module for state reporting requirements. This would be an additional upgrade to enhance an existing system to meet the County's needs and ensure compliance with mandated reporting.

Liability/Risk/Safety Impacts:

Invoicing standardization would ensure requestors are treated equitably. Adding the invoicing model would ensure we are accurately tracking and reporting mandated information to the legislature. This would also satisfy reconciliation standards for the Auditor's Office.

Positive Impact to Citizens:

Invoicing standardization would ensure requestors are treated equitably.

Efficiency Gains:

Keeping public disclosure invoicing tasks with the public records coordinators rather than with Financial Services, a unit with no current involvement with the public disclosure process, is the most efficient way to handle this task. Using GovQA rather than the FMS or WorkDay to issue estimates and invoices allows greater flexibility in negotiating fees, revising estimates and invoices, and closing/cancelling invoices when a request is abandoned. Using FMS or WorkDay to issue the invoices would require formally writing off debt. Implementing consistent billing practices may encourage requestors to more specifically identify records they are seeking and reduce the number of overly broad requests. This may result in staff time savings and increase customer service by reducing response times.

Workforce Engagement and Contributions:

N/A

Impacts/Outcomes if not approved:

If not approved, all County departments may need to cease charging and collecting any fees for public records; as there is no reconciliation process and cash handling is currently occurring by the same individuals issuing invoices, which conflicts with Auditor's best practices.

Fund	Fund Name	Request Type	2018 Rev	2018 Exp	2018 FB Chg	2019 Rev	2019 Exp	2019 FB Chg
0001	General Fund	Ongoing	\$ 0	\$ 3,000	(\$ 3,000)	\$ 0	\$ 3,000	(\$ 3,000)
Totals			\$ 0	\$ 3,000	(\$ 3,000)	\$ 0	\$ 3,000	(\$ 3,000)

GEN-10-18FL General Services 5+ Year Lease Extension Family Law Annex Building

New request

Contact: name: Ann Christian email: ann.christian@clark.wa.gov phone: (360) 397-2163

In 2008, the County entered into a lease for space in a private building located at 601 W. Evergreen Blvd. The leased space primarily houses the Superior Court's Family Law Annex (FLA) which includes three courtrooms, judges' chambers and Superior Court staff offices. The lease was necessary due to insufficient space being available at the Courthouse for Family Law cases (primarily, divorce, child custody and dependency/foster care cases).

The FLA lease provides for an initial five-year term, and two five-year options to renew. The County and Lessor are negotiating the last of the two five-year options to renew. The Lessor has agreed to extend the lease an additional seven months (May 31, 2024) past the five-year mark (October, 31, 2023) and has stated it is possible a longer extension may be offered in the future, but not now.

Negotiations continue on the FLA lease annual rent amounts. The current offer from the Lessor is a 3% increase in Years 1, 2, and 4, and 2% increases in Years 3 and 5, with no increase for the final seven months. The current annual cost per square foot is \$21.33. Under the current offer, the cost would increase up to \$24.25 in Year 5. The annual fiscal impact of the increases is \$9,124.48 Year 1; \$7,841.35 Year 2; \$7,983.92 Year 3; \$8,269.06 Year 4; \$8,411.63 Year 5; and \$0 for partial Year 6. The total increase during the new five year agreement will be \$167,519.75.

There are no available alternatives at this time. The feasibility of using the County-owned Dolle Building for the Family Law Annex was explored prior to the County entering into the 2008 lease. No other space for this mandated function is available on the county's campus.

This request is for on-going General Fund support through a fund transfer to facilities to pay the lease as stated above.

Liability/Risk/Safety Impacts:

State statutes mandate the availability of Family Law courts to the public.

Positive Impact to Citizens:

The FLA is only one block from the county's courthouse. This proximity lessens the impact to the public of the Family Law courts not being located in the courthouse.

Efficiency Gains:

Keeping the FLA in its current location is efficient for those whose work includes Family Law matters (judges, court staff, lawyers, DSHS social workers). Not extending the lease would result in greater confusion and inefficiencies for this population and citizens. It would likely cost the county additional funds based on current commercial rent costs and tenant improvements necessary to provide courtrooms in a different location.

Workforce Engagement and Contributions:

If the FLA were located farther from the courthouse, which may need to occur when the lease finally expires in 2024, county employees will likely suffer greater challenges being further distanced from the center of courthouse activities.

Impacts/Outcomes if not approved:

At a time when commercial real estate is booming, acquiring a location for the FLA would likely be cost-prohibitive. If the lease is not extended, major disruption in Family Law cases will occur. The time and resources needed to rehouse the FLA is significant. Having almost six years to plan for the FLA’s future location is necessary.

Fund	Fund Name	Request Type	2018 Rev	2018 Exp	2018 FB Chg	2019 Rev	2019 Exp	2019 FB Chg
0001	General Fund	Ongoing	\$ 0	\$ 761	(\$ 761)	\$ 0	\$ 18,035	(\$ 18,035)
5093	Central Support Services Fund	Ongoing	(\$ 761)	\$ 0	(\$ 761)	(\$ 18,035)	\$ 0	(\$ 18,035)
Totals			(\$ 761)	\$ 761	(\$ 1,522)	(\$ 18,035)	\$ 18,035	(\$ 36,070)

GEN-11-18FL General Services-Facilities Increase to General Fund Support for Facilities

New request

Contact: name: Michelle Schuster email: michelle.schuster@clark.wa.gov phone: 564-397-4118

The facilities fund (5093) requires a one-time increase of \$ \$1,047,902 for 2018 of general fund and indirect cost recovery support to cover the cost of maintenance and overhead on Clark County facilities.

The analysis of the Central Support Services (Facilities) Fund 5093 that was recently under taken by the auditor’s office indicates the amount of support from the General Fund is not adequate. The maintenance support that this fund provides for other county programs, based on costs from 2016-17, show that are expenses exceed the revenue. As a result, the 2017 ending fund balance is approximately \$1.0M to the negative. The cost for General Fund buildings includes utilities and ongoing routine maintenance. (i.e. grounds keeping, preventative maintenance, mandated regulatory requirements related to elevators, fire alarm systems, fire sprinkler systems, wells, septic systems, and back flow device testing), facility planning and project management, key and card access control, salary and benefits of the facility staff, supplies and parts, payments on lease properties, custodial services and administration cost.)

The 2018 transfer was \$3,342,543 and the cost allocation plan done by the auditor’s office shows the revenue received by the facilities fund should have been \$4,390,445.

Liability/Risk/Safety Impacts:

If this package is not approved facilities will continue to go on the line of credit and need to be made whole as was done in 2016.

Positive Impact to Citizens:

Citizens will notice the decline of county facilities and services will be impacted.

Efficiency Gains:

Performing routine maintenance on buildings helps to offset large expenses of letting the buildings go into disrepair.

Workforce Engagement and Contributions:

None

Impacts/Outcomes if not approved:

If not approved, facilities will have to look at cutting non-mandatory services and some mandatory services to all general fund facilities for the remainder of the biennium. This will result in equipment that will break down faster, unsanitary conditions, unhappy employees and customers, and a decreased level of service. This will ultimately result in higher cost in the future if we defer routine maintenance on the facilities.

Fund	Fund Name	Request Type	2018 Rev	2018 Exp	2018 FB Chg	2019 Rev	2019 Exp	2019 FB Chg
0001	General Fund	One-Time	\$ 0	\$ 1,047,902	(\$ 1,047,902)	\$ 0	\$ 0	\$ 0
5093	Central Support Services Fund	One-Time	\$ 1,047,902	\$ 0	\$ 1,047,902	\$ 0	\$ 0	\$ 0
Totals			\$ 1,047,902	\$ 1,047,902	\$ 0	\$ 0	\$ 0	\$ 0

GEN-12-18FL General Services-Facilities Contingency Expense Budget for Facilities

New request

Contact: name: Michelle Schuster email: michelle.schuster@clark.wa.gov phone: 564-397-4118

The Facilities Fund (5093) requires a one-time increase of contingency budget authority in the amount of \$300,000. This budget authority may only be used in the event of a shortfall at the end of the year.

Liability/Risk/Safety Impacts:

If this package is not approved facilities will continue operations but may have to cut back the amount of repairs and service we do in the last few months of the year.

Positive Impact to Citizens:

Citizens will notice the decline of county facilities and services may be impacted.

Efficiency Gains:

Performing routine maintenance on buildings helps to offset large expenses of letting the buildings go into disrepair.

Workforce Engagement and Contributions:

None

Impacts/Outcomes if not approved:

If not approved, facilities will have to look at cutting back on non-mandatory services for the remainder of the biennium. This may result in equipment that will break down faster, unsanitary conditions, unhappy employees and customers, and a decreased level of service. This will ultimately result in higher cost in the future if we defer routine maintenance on the facilities.

Fund	Fund Name	Request Type	2018 Rev	2018 Exp	2018 FB Chg	2019 Rev	2019 Exp	2019 FB Chg
5093	Central Support Services Fund	One-Time	\$ 0	\$ 300,000	(\$ 300,000)	\$ 0	\$ 0	\$ 0
Totals			\$ 0	\$ 300,000	(\$ 300,000)	\$ 0	\$ 0	\$ 0

ITS-01-18FL Technology Services Tokens for all employees to reduce data loss risk

New request

Contact: name: Steve Dahlbergemail: steve.dahlberg@clark.wa.gov phone: x4793

In 2018 Clark County has seen a substantial increase in the volume of email phishing attempts. This increase has added a significant amount of risk and liability related to lost data. Phishing attempts are becoming more frequent and more targeted. In some cases emails are being received by employees that appear to be sent by the highest positions within Clark County. In 2016, Clark County had the foresight to budget a technology security project that funded two project employees and funding of initial security software. Unfortunately, there were not enough funds to close exposed gaps in data security.

The single best way to improve the security of both Clark County and employee data is to implement a solution referred to as multi-factor authentication (MFA). Technology Services has confirmed with the FBI that MFA is the best way to protect our data. It is possible for hackers to obtain information an employee knows, such as their password. However, it is much more difficult for them to obtain something the employee personally has. In this scenario, Technology Services has purchased tokens that present the employee with a frequently changing random number that must be used along with their user name and password to access their computer and the county’s data.

The tokens that were purchased to reduce the security risk unfortunately wasn't budgeted for and Technology Services is requesting a one-time budget appropriation of \$160,000 to replace dollars and budget capacity already used for the purchase of multi-factor tokens.

Liability/Risk/Safety Impacts:

Without the MFA tokens employees could once again, unintentionally, provide hackers with their user name and password. This could result in lost county data, lost employee data or even allow a hacker to shut down business critical systems.

Positive Impact to Citizens:

Protects the data that citizens have provided to the county during any of the many processes that requires the county to collect personal information.

Efficiency Gains:

Reduced risk of data loss also decreases the potential need to consume hundreds of hours of employee's time responding to a data breach.

Workforce Engagement and Contributions:

None.

Impacts/Outcomes if not approved:

Technology Services budget capacity and available cash for 2018 will be reduced. This will have a negative impact on the ability to make planned investments in one or more of the following areas;

- Fiber optic connector replacement from FJ to LC connectors across County.
- Replacement of old existing Network hardware such as wireless access points, switches and UPS devices.
- Replacement of closed circuit camera software and addition of cameras for security purposed.
- License costs for secure FTP software to replace all standard FTP sites as required by CJIS audit.
- Purchase of an upgraded computer end point protection software.

Fund	Fund Name	Request Type	2018 Rev	2018 Exp	2018 FB Chg	2019 Rev	2019 Exp	2019 FB Chg
1025	Health Department	One-Time	\$ 0	\$ 8,352	(\$ 8,352)	\$ 0	\$ 0	\$ 0
1033	Mental Health Sales Tax Fund	One-Time	\$ 0	\$ 14,416	(\$ 14,416)	\$ 0	\$ 0	\$ 0
0001	General Fund	One-Time	\$ 160,000	\$ 247,040	(\$ 87,040)	\$ 0	\$ 0	\$ 0
5006	Elections Fund	One-Time	\$ 0	\$ 640	(\$ 640)	\$ 0	\$ 0	\$ 0
1935	DCS-Administration & Grants Management	One-Time	\$ 0	\$ 5,824	(\$ 5,824)	\$ 0	\$ 0	\$ 0
4420	Clean Water Fund	One-Time	\$ 0	\$ 1,904	(\$ 1,904)	\$ 0	\$ 0	\$ 0
1012	County Road Fund	One-Time	\$ 0	\$ 19,136	(\$ 19,136)	\$ 0	\$ 0	\$ 0
5091	Equipment Rental & Revolving Fund	One-Time	\$ 0	\$ 1,808	(\$ 1,808)	\$ 0	\$ 0	\$ 0
4580	Wastewater Maintenance & Operation Fund	One-Time	\$ 0	\$ 2,368	(\$ 2,368)	\$ 0	\$ 0	\$ 0
1032	MPD-Operations Fund	One-Time	\$ 0	\$ 3,216	(\$ 3,216)	\$ 0	\$ 0	\$ 0
3085	Conservation Future Fund	One-Time	\$ 0	\$ 96	(\$ 96)	\$ 0	\$ 0	\$ 0
1011	Planning And Code Fund	One-Time	\$ 0	\$ 8,048	(\$ 8,048)	\$ 0	\$ 0	\$ 0
5093	Central Support Services Fund	One-Time	\$ 0	\$ 3,840	(\$ 3,840)	\$ 0	\$ 0	\$ 0
5040	General Liability Insurance Fund	One-Time	\$ 0	\$ 464	(\$ 464)	\$ 0	\$ 0	\$ 0
1018	Arthur D. Curtis Children's Justice Center (CJC)	One-Time	\$ 0	\$ 640	(\$ 640)	\$ 0	\$ 0	\$ 0
5092	Data Processing Revolving Fund	One-Time	\$ 0	\$ 1,488	(\$ 1,488)	\$ 0	\$ 0	\$ 0
1022	Crime Victim and Witness Assistance Fund	One-Time	\$ 0	\$ 720	(\$ 720)	\$ 0	\$ 0	\$ 0
Totals			\$ 160,000	\$ 320,000	(\$ 160,000)	\$ 0	\$ 0	\$ 0

ITS-02-18FL Technology Services Fund additional IT security project expenditures

New request

Contact: name: Steve Dahlberg email: steve.dahlberg@clark.wa.gov

phone: 4793

Clark County is the steward of a vast amount of data that have different levels of security required. Some examples of these types of data the County is responsible includes constituent's financial data, employee's personal information, HIPPA regulated medical data and CJIS regulated criminal justice data.

In 2018, in response to multiple recent technology audits, Clark County Technology Services department has made significant investments in the security of county data including the purchase of new software called Varonis. The purpose of this software is to help identify critical data, monitor and detect threats and protect sensitive and constituents information from data breaches across all electronic storage locations at the county. Varonis will help Clark County with the classification of data, ensure only the appropriate employees have access to sensitive data, and perform risk assessments to highlight what and where our biggest data security risks reside.

Although Clark County had the foresight to budget for a technology security project in 2016, not enough was budgeted to cover the costs of all necessary data security software to help reduce the risks. The purchase of Varonis to reduce the risk of unauthorized access to county data was not originally budgeted for and Technology Services is requesting additional one-time budget of \$187,000 in order to have sufficient budget capacity to complete its security project. The future support costs will be \$25,200 annually and should be added as an on-going budget expense.

Liability/Risk/Safety Impacts:

Varonis is expected to significantly reduce the county's financial liability and risk related to data breaches through identification of where data is stored, classification of data, identifying who has access and providing an audit trail of who has accessed what data and when.

Positive Impact to Citizens:

Protects the data that citizens have provided to the county during any of the many processes that requires the county to collect personal information from citizens.

Efficiency Gains:

It removes the manual and tedious process of proper data identification and classification. Additionally, reduced risk of data loss also decreases the potential need to consume hundreds of hours of employee's time responding to a data breach.

Workforce Engagement and Contributions:

None at this time.

Impacts/Outcomes if not approved:

Technology Services budget capacity for the technology security project for 2018 will be reduced. This will have a negative impact on the ability to make planned investments in one or more of the following areas;

- Fiber optic connector replacement from FJ to LC connectors across County.
- Replacement of old existing Network hardware such as wireless access points, switches and UPS devices.
- Replacement of closed circuit camera software and addition of cameras for security purposed.
- License costs for secure FTP software to replace all standard FTP sites as required by CJIS audit.
- Purchase of an upgraded computer end point protection software.

Fund	Fund Name	Request Type	2018 Rev	2018 Exp	2018 FB Chg	2019 Rev	2019 Exp	2019 FB Chg
0001	General Fund	Ongoing	\$ 0	\$ 0	\$ 0	\$ 0	\$ 25,200	(\$ 25,200)
0001	General Fund	One-Time	\$ 0	\$ 187,000	(\$ 187,000)	\$ 0	\$ 0	\$ 0
Totals			\$ 0	\$ 187,000	(\$ 187,000)	\$ 0	\$ 25,200	(\$ 25,200)

ITS-03-18FL Technology Services Fund unexpected IT security upgrades due to audit

New request

Contact: name: Steve Dahlberg email: steve.dahlberg@clark.wa.gov

phone: x4793

In 2018, Clark County underwent an audit by the FBI and Washington State Patrol to make sure that the county meets all elements of the Criminal Justice Information Systems (CJIS) certification. Two findings were made that required two changes to be made in the design of the Clark County network.

1. All County sites that are not directly connected by fiber optic cables to the County network currently connect through a Comcast connection to the internet and then back into the County network.
 - a. Some of these sites access criminal justice data.
 - b. 5 sites were identified to require an additional level of security with the purchase and installation of a network device called a firewall. This device allows the County to protect the data by encrypting the data before it goes out to the internet.
2. The Sheriff's data and systems must be separate from all other County systems.
 - a. This means all servers and data storage must be behind a data center firewall.
 - b. This protects the CJIS data internally from being accessed by a user that shouldn't have access to it.

These were unanticipated purchases that are required for the County to be found in compliance with the CJIS certification. These purchases have already been made using existing budget capacity. Technology Services is requesting a one-time additional budget of \$122,000 to fund the purchase without compromising other Technology Services projects. The future support costs will be \$18,450 and should be added as an on-going budget expense.

Liability/Risk/Safety Impacts:

The County must comply with the CJIS requirements or the Sheriff's department could lose access to CJIS data from other agencies. A failure in this area would impact the Sheriff's department ability to provide adequate services to the public and would impact public safety.

Positive Impact to Citizens:

Helps protect our citizens by continuing to allow the Sheriff's department to stay in good CJIS standing and removes the risk of losing access to CJIS data.

Efficiency Gains:

This change will make it easier for the County to be in compliance and reduce the amount of work required at the time of the next CJIS audit.

Workforce Engagement and Contributions:

None at this time.

Impacts/Outcomes if not approved:

Technology Services budget capacity to spend on other projects for 2018 will be reduced. This will have a negative impact on the ability to make planned investments in one or more of the following areas;

- Fiber optic connector replacement from FJ to LC connectors across County.
- Replacement of old existing Network hardware such as wireless access points, switches and UPS devices.
- Replacement of closed circuit camera software and addition of cameras for security purposed.
- License costs for secure FTP software to replace all standard FTP sites as required by CJIS audit.
- Purchase of an upgraded computer end point protection software.

Fund	Fund Name	Request Type	2018 Rev	2018 Exp	2018 FB Chg	2019 Rev	2019 Exp	2019 FB Chg
0001	General Fund	Ongoing	\$ 0	\$ 0	\$ 0	\$ 0	\$ 18,450	(\$ 18,450)
0001	General Fund	One-Time	\$ 0	\$ 122,000	(\$ 122,000)	\$ 0	\$ 0	\$ 0
Totals			\$ 0	\$ 122,000	(\$ 122,000)	\$ 0	\$ 18,450	(\$ 18,450)

JUV-01-18FL Juvenile Department Transfer of position to Superior Court

Budget neutral

Contact: name: Christine Simonsmeier email: Christine.simonsmeier@clark.wa.gov phone: 360-397-2201

This request is budget neutral and was approved by the County Manager, Human Resources, and the Budget office via a staff report dated April 24th, 2018.

The Juvenile Court houses two Superior Court Commissioners that provide coverage for juvenile, dependency and pro se dockets on a full time basis. Many years ago a Juvenile Court Legal Secretary position was tasked with additional duties to provide part time support to the first court commissioner assigned to the Juvenile Court. Over the years a second Commissioner was added, along with additional docket assignments. These changes increased the commissioner related work load of the Juvenile Court Legal Secretary to a considerable degree. In 2016, the structure of the legal secretary team at Juvenile changed, going from 6 to 5 full time staff. Additionally, legislative changes related to the sealing of juvenile records increased the work load of the legal secretary team within the department. The Juvenile Court has the need to adjust this legal secretary’s workload to focus on juvenile records and sealing on a full time basis. The tasks performed for the Court Commissioners will need to be reassigned.

Superior Court Administration submitted a decision package in the 2017 Fall Supplemental seeking to create a full time Judicial Assistant who would support the two Juvenile Court Commissioners as well as the third Family Law Commissioner. This package was denied. In consultation with Superior Court, it has been decided that Juvenile Court will transfer a vacant full time position (JUV0020) to the Superior Court in order to fill this requested position. This transfer will serve to address the needs of both departments by allowing Juvenile Court to adjust the legal secretary duties to fully assume juvenile court related matters while providing Superior Court the ability to support the work of three Court Commissioners. The decision package submitted by the Superior Court will no longer be necessary.

Efficiency Gains:

This is a budget neutral request and addresses the need for an additional position for Superior Court without increasing the headcount.

Impacts/Outcomes if not approved:

Superior Court will again need to request a new FTE for their department.

Fund	Fund Name	Request Type	2018 Rev	2018 Exp	2018 FB Chg	2019 Rev	2019 Exp	2019 FB Chg
0001	General Fund	Ongoing	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Totals			\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0

JUV-02-18FL Juvenile Department Accept Juvenile Detention Alternatives(JDAI) Grant
Budget Neutral

Contact: name: Jodi Martin email: jodi.martin@clark.wa.gov phone: ext. 4528

Since 2012 the Juvenile Court has received this grant from the Office of Juvenile Justice. The funding supports the work related to detention alternatives, provides ongoing evaluation of the initiative and alternative programs and any travel related expenses associated with the initiative. For the 2018/19 grant year, the grant amount is \$24,500. This package is bringing in the portion of funds that will be expended between July 1st and December 31st.

Impacts/Outcomes if not approved:

If the Decision Package is not approved, Clark County would end its involvement with the Juvenile Detention Alternatives Initiative losing funding to support and evaluate the detention alternatives and state and national technical assistance for juvenile justice reform efforts.

Fund	Fund Name	Request Type	2018 Rev	2018 Exp	2018 FB Chg	2019 Rev	2019 Exp	2019 FB Chg
0001	General Fund	One-Time	\$ 9,500	\$ 9,500	\$ 0	\$ 15,000	\$ 15,000	\$ 0
Totals			\$ 9,500	\$ 9,500	\$ 0	\$ 15,000	\$ 15,000	\$ 0

JUV-03-18FL Juvenile Accept Technical Assistance Grant
Budget neutral

Contact: name: Jodi Martin email: Jodi.martin@clark.wa.gov phone: (360)397-2201 ext. 4528

On March 19, 2018, Clark County received a \$15,000 grant from the Washington State Office of Juvenile Justice help fund a three day training for School Resource Officers, School Security Staff, and School Administrators from Clark County’s fifteen public high schools. The training, Policing the Teen Brain in Schools, provided information and tactics to build better relationships with youth, utilize community resources, identify alternatives to arrest and to help improve both youth and law enforcement officer safety. The training was held on June 19, 20, and 21, 2018.

Liability/Risk/Safety Impacts:

Acceptance of this package will allow for the reimbursement of funds spent for the training.

Positive Impact to Citizens:

This grant made funding the training possible. The training was a culmination of strong collaborative work between the Juvenile Court, Law Enforcement and Schools.

Efficiency Gains:

N/A

Workforce Engagement and Contributions:

The need for training was expressed by school resource officers from multiple jurisdictions and came as a result of work done through the School Based Diversion Learning Collaborative comprised of law enforcement, juvenile justice, school administrators and community based intervention/prevention specialists.

Impacts/Outcomes if not approved:

Approval of this package is necessary to capture revenue funds within the Juvenile Court budget.

Fund	Fund Name	Request Type	2018 Rev	2018 Exp	2018 FB Chg	2019 Rev	2019 Exp	2019 FB Chg
0001	General Fund	One-Time	\$ 15,000	\$ 15,000	\$ 0	\$ 0	\$ 0	\$ 0
Totals			\$ 15,000	\$ 15,000	\$ 0	\$ 0	\$ 0	\$ 0

PAT-01-18FL Prosecuting Attorney STOP Grant Amendment

Budget neutral

Contact: name: Shari Jensen email: shari.jensen@clark.wa.gov phone: 564-397-4763

The Prosecuting Attorney’s Office is requesting additional one-time revenue and expense budget capacity relating to an amendment to the State Office of Crime Victims Advocacy Services Training Officers Prosecutors (STOP) Grant Program in the amount of \$4,000.

The State Office of Crime Victims Advocacy has provided this supplement to the existing Services Training Officers Prosecutors (STOP) Grant Program award so that partners in the Domestic Violence Prosecution Center will be able to attend a multidisciplinary training. These trainings are essential to keeping agencies current in practices involving the response, investigation, prosecution and advocacy of domestic violence cases.

The U.S. Department of Justice, Office on Violence Against Women (OVW) provides funding to states and territories through the STOP formula grant, authorized by the Violence Against Women Act (VAWA) of 1994, to encourage the development and improvement of effective law enforcement, prosecution strategies, victim advocacy, and services in the cases involving violent crimes against women. The STOP grant is designed to develop the capacity to reduce domestic violence, dating violence, sexual assault, and stalking by strengthening services to victims and holding offenders accountable.

Liability/Risk/Safety Impacts:

Without current training, law enforcement officers, prosecutors and advocates rely on outdated or limited techniques for successful investigation and prosecution.

Positive Impact to Citizens:

With access to multidisciplinary training, the partner agencies can provide better outcomes and enhanced services.

Efficiency Gains:

Utilizing current techniques allows greater efficiency in the delivery of services.

Workforce Engagement and Contributions:

Working with Domestic Violence cases can be emotionally draining. Multidisciplinary training not only keeps employees current with the latest practices but also invigorates and excites them to go back to their centers and apply the new learning.

Impacts/Outcomes if not approved:

The funds have already been awarded so they would go unused if not approved.

Fund	Fund Name	Request Type	2018 Rev	2018 Exp	2018 FB Chg	2019 Rev	2019 Exp	2019 FB Chg
0001	General Fund	One-Time	\$ 4,000	\$ 4,000	\$ 0	\$ 0	\$ 0	\$ 0
Totals			\$ 4,000	\$ 4,000	\$ 0	\$ 0	\$ 0	\$ 0

PBH-01-18FL Public Health Federal Grants, Staffing Updates

Previously approved by Council

Contact: name: Jeff Harbison email: Jeff.Harbison@clark.wa.gov phone: (360) 397-8475

Public Health Director/Health Officer Dr. Alan Melnick has signed grant amendments, as authorized by Clark County Council, related to Clark County Public Health’s Consolidated Contract agreement with Washington State Department of Health. This decision package updates revenue budget related to two of the Federal grants found within this agreement.

On July 24, 2018, Clark County Council approved Staff Report 132-18, providing permission for Clark County Public Health to spend Department fund balance to upgrade its Electronic Medical Records (EMR) software platform and add a two-year project Office Assistant III. The project position will backfill an existing position, who will be assigned to the EMR transition project.

On July 24, 2018, Clark County Council approved Staff Report 134-18, providing permission for Clark County Public Health to spend Department fund balance to add a two-year project 1.0 FTE Accountant position. This project position will provide needed resource capacity to Public Health’s Finance Unit.

Impacts/Outcomes if not approved:

Since these items were previously approved by Clark County Council, all changes impacting Public Health’s budget are in place. Failure to approve this decision package would result in a Department budget misaligned with Department operations.

Fund	Fund Name	Request Type	2018 Rev	2018 Exp	2018 FB Chg	2019 Rev	2019 Exp	2019 FB Chg
1025	Health Department	Ongoing	\$ 150,000	\$ 150,000	\$ 0	\$ 150,000	\$ 150,000	\$ 0
1025	Health Department	One-Time	\$ 60,000	\$ 108,864	(\$ 48,864)	\$ 0	\$ 125,568	(\$ 125,568)
Totals			\$ 210,000	\$ 258,864	(\$ 48,864)	\$ 150,000	\$ 275,568	(\$ 125,568)

PWK-01-18FL Public Works Daybreak Regional Park Grant

Previously approved by Council

Contact: name: Lori Pearce email: lori.pearce@clark.wa.gov phone: ext. 4461

In June 2016, the County Council approved Resolution No. 2016-06-07, authorizing Public Works to submit a grant application for a “Protection and Enhancement and Public Access Combination Project” under the state’s Aquatic Lands Enhancement Account. The Washington State Recreation and Conservation Office (RCO) awarded Clark County \$603,666 for construction of initial public access and recreational improvements at Daybreak Regional Park.

On July 17, 2018, the County Council authorized the Public Works Director to sign Grant Agreement 16-1996C with RCO (SR 128-18). This request will add capital and expense for the Daybreak Regional Park project for the 2019 budget, as well as provide revenue budget for grant reimbursement.

Liability/Risk/Safety Impacts:

N/A

Positive Impact to Citizens:

This request helps Public Works continue to build a vibrant system of parks, trails and greenspaces, and maintain a healthy and desirable quality of life for our citizens.

Efficiency Gains:

Public Works currently maintains existing improvements at the Daybreak Regional Park and will be well equipped to maintain the new infrastructure.

Workforce Engagement and Contributions:

County staff and partners have invested considerable time and effort into the Daybreak Regional Park properties. Continuing to pursue implementation of the master plan will ensure a high level of employee engagement.

Impacts/Outcomes if not approved:

If not approved, the county will be unable to accept the grant funds from the state and implementation of the Daybreak Regional Park master plan will be delayed further.

Fund	Fund Name	Request Type	2018 Rev	2018 Exp	2018 FB Chg	2019 Rev	2019 Exp	2019 FB Chg
3085	Conservation Future Fund	One-Time	\$ 603,666	\$ 603,666	\$ 0	\$ 0	\$ 0	\$ 0
3055	Urban REET Parks Fund	One-Time	\$ 500,336	\$ 500,336	\$ 0	\$ 0	\$ 0	\$ 0
Totals			\$ 1,104,002	\$ 1,104,002	\$ 0	\$ 0	\$ 0	\$ 0

PWK-02-18FL Public Works Fund transfer for Public Outreach

New request

Contact: name: Lori Pearce email: lori.pearce@clark.wa.gov phone: ext. 4461

This decision package eliminates a fund transfer from Clean Water (Fund 4420) to Solid Waste (Fund 4014) due to a change in the structure of how the work related to public outreach and education is performed. A position was shared between Clean Water and Solid Waste that performed the outreach function for both programs. The position was budgeted in Solid Waste originally, but was changed through decision package PWK-02-17RA. Clean Water outreach expenses of \$350,000 were budgeted to be incurred by Solid Waste and reimbursed by Clean Water through a funds transfer. This decision package is a technical adjustment that will defund the transfer authority between funds, add the necessary expense authority to the Clean Water fund to execute the outreach program and adjust the budgeted revenue and expenses of the Solid Waste fund to reflect that is only performing the outreach function for its own program.

Liability/Risk/Safety Impacts:

Public outreach is a requirement of the NPDES permit.

Positive Impact to Citizens:

Citizens will be better informed about the effects of their actions on storm water through the continuation of this program.

Efficiency Gains:

One department will be able to perform all the work related to the program instead of having a second department perform additional administrative work.

Workforce Engagement and Contributions:

Record keeping that is in line with actual work flow is welcomed by the staff involved with the funding for this program.

Impacts/Outcomes if not approved:

The budget authority for this program will be attributed to the wrong fund.

Fund	Fund Name	Request Type	2018 Rev	2018 Exp	2018 FB Chg	2019 Rev	2019 Exp	2019 FB Chg
4014	Solid Waste Fund	Ongoing	(\$ 130,000)	(\$ 130,000)	\$ 0	(\$ 130,000)	(\$ 130,000)	\$ 0
4420	Clean Water Fund	Ongoing	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Totals			(\$ 130,000)	(\$ 130,000)	\$ 0	(\$ 130,000)	(\$ 130,000)	\$ 0

PWK-03-18FL Public Works Railroad Bridges 12 and 20-Grants and REET II

New request

Contact: name: Lori Pearce email: lori.pearce@clark.wa.gov

phone: ext. 4461

The Council previously approved grant agreements with WSDOT of \$300,000 (SR 201-16) and \$2,500,000 (SR 129-18) for Bridge 12 on the Chelatchie Prairie Railroad. A portion of the \$300,000 was previously expended on design work. The Director of Public Works approved a grant agreement with WSDOT for Bridge 20 for \$150,000 (SR 237-17). The Council also approved \$1,310,000 and \$90,000 in REET II funding for Bridges 12 and 20, respectively in the 2018 spring supplemental decision packages PWK-09-18SP and PWK-10-18SP. This decision package gives budget authority for Public Works to access these grant funds by using REET II as the local match to approximately \$3M in state funds, allowing replacement of these outdated and failing timber trestle bridges. An additional \$50,000 of REET II funding is also requested for revised estimates of design and permitting expenses for Bridge 20.

Liability/Risk/Safety Impacts:

Bridge 12 is approximately 75 years old and requires replacement of timber elements on an almost yearly cycle. The bridge’s condition continues to deteriorate. Bridge 20 is failing and out of service, isolating the northernmost 13 miles of track from the main line.

Positive Impact to Citizens:

Replacement of Bridge 12 will allow continued use of the track for freight shipments, sustaining current business and allowing growth of freight rail dependent use. The project will include a pedestrian bridge for the future extension of the Chelatchie Prairie Rail with Trail, connecting the trail system from north of Battle Ground to new development near Bridge 12.

Replacing Bridge 20 will reconnect the isolated 13 miles of track with the main line. This will benefit existing excursion train business and possible freight business in the future.

Efficiency Gains:

Current infrastructure conditions restrict the railroad to the Excepted Class 1 classification. This classification restricts speeds to 10 mph for freight. While the classification would remain, replacement of the bridges would allow for higher speeds as surrounding track is improved.

Workforce Engagement and Contributions:

These capital projects will add approximately \$3M in state funding to the local economy distributed to contractors, suppliers and consultants.

Impacts/Outcomes if not approved:

If this decision package is not approved, the railroad would not have access to the state funds, Bridge 20 would remain out of service. Bridge 12 would require continued maintenance funding and would likely be out of service in the near future, eliminating access to current freight customers to the north.

Fund	Fund Name	Request Type	2018 Rev	2018 Exp	2018 FB Chg	2019 Rev	2019 Exp	2019 FB Chg
0001	General Fund	One-Time	\$ 400,000	\$ 400,000	\$ 0	\$ 0	\$ 0	\$ 0
3083	Real Estate Excise Tax II Fund	One-Time	\$ 0	\$ 50,000	(\$ 50,000)	\$ 0	\$ 0	\$ 0
Totals			\$ 400,000	\$ 450,000	(\$ 50,000)	\$ 0	\$ 0	\$ 0

PWK-04-18FL Public Works Reallocate 40% of RDS0082 for Railroad Coordinator

New request

Contact: name: Lori Pearce email: lori.pearce@clark.wa.gov phone: ext. 4461

The railroad coordinator responsibilities are performed by a Public Works employee who splits time with another program. In the 2017 Fall Readopt package PWK-10-17RA the default costing for this position was moved from Road Fund to General Fund with the intent to reduce staff time on administrative tasks. It has been determined that the best method to allocate costs is through an invoicing process which facilitates an easy methodology to allocate the overhead costs related to the position. This will reverse the coding of the prior decision package and move the general fund railroad department expenses from salaries and benefits to professional services.

Liability/Risk/Safety Impacts:

Risk of improper cost sharing is reduced.

Positive Impact to Citizens:

N/A

Efficiency Gains:

Time entry is more streamlined for staff. Additional entries are not needed for overhead cost sharing.

Workforce Engagement and Contributions:

N/A

Impacts/Outcomes if not approved:

Additional accounting entries will need to be created to correct historical costs, and future expenses will be more challenging to account for.

Fund	Fund Name	Request Type	2018 Rev	2018 Exp	2018 FB Chg	2019 Rev	2019 Exp	2019 FB Chg
0001	General Fund	Ongoing	\$ 0	\$ 55,906	(\$ 55,906)	\$ 0	\$ 55,906	(\$ 55,906)
0001	General Fund	One-Time	\$ 0	(\$ 55,906)	\$ 55,906	\$ 0	\$ 0	\$ 0
1012	County Road Fund	Ongoing	\$ 55,906	\$ 0	\$ 55,906	\$ 55,906	\$ 0	\$ 55,906
1012	County Road Fund	One-Time	\$ 0	\$ 55,906	(\$ 55,906)	\$ 0	\$ 0	\$ 0
Totals			\$ 55,906	\$ 55,906	\$ 0	\$ 55,906	\$ 55,906	\$ 0

PWK-05-18FL Public Works Treatment plant salaries and benefits

New request

Contact: name: Lori Pearce

email: lori.pearce@clark.wa.gov

phone: ext. 4461

This is an accounting adjustment due to several unanticipated retirements occurring at the Treatment Plant. This budget package will allow for there to be adequate budget to meet the payroll requirements for 2018.

Liability/Risk/Safety Impacts:

N/A

Positive Impact to Citizens:

N/A

Efficiency Gains:

N/A

Workforce Engagement and Contributions:

N/A

Impacts/Outcomes if not approved:

If this is not approved, the fund could run out of budget capacity for salaries and benefits in 2018.

Fund	Fund Name	Request Type	2018 Rev	2018 Exp	2018 FB Chg	2019 Rev	2019 Exp	2019 FB Chg
4580	Wastewater Maintenance & Operation Fund	One-Time	\$ 0	\$ 100,000	(\$ 100,000)	\$ 0	\$ 0	\$ 0
Totals			\$ 0	\$ 100,000	(\$ 100,000)	\$ 0	\$ 0	\$ 0

PWK-06-18FL Public Works Treatment plant transfer from ops to capital

New request

Contact: name: Lori Pearce

email: lori.pearce@clark.wa.gov

phone: ext. 4461

This is to allow for the cash transfer to occur between the Treatment Plant Operations and Maintenance Fund (4580) to the Treatment Plant Repair fund (4583). There were several increases in repairs at the treatment plant in 17/18, and this transfer will allow for the cash necessary to complete these repairs.

Liability/Risk/Safety Impacts:

N/A

Positive Impact to Citizens:

N/A

Efficiency Gains:

N/A

Workforce Engagement and Contributions:

N/A

Impacts/Outcomes if not approved:

If this is not approved, there will be insufficient cash to carry out the repairs at the Treatment Plant.

Fund	Fund Name	Request Type	2018 Rev	2018 Exp	2018 FB Chg	2019 Rev	2019 Exp	2019 FB Chg
4583	SCWPT Repair & Replacement Fund	One-Time	\$ 283,000	\$ 0	\$ 283,000	\$ 0	\$ 0	\$ 0
4580	Wastewater Maintenance & Operation Fund	One-Time	\$ 0	\$ 283,000	(\$ 283,000)	\$ 0	\$ 0	\$ 0
Totals			\$ 283,000	\$ 283,000	\$ 0	\$ 0	\$ 0	\$ 0

PWK-07-18FL Public Works Fund transfer for permit center services

New request

Contact: name: Lori Pearce email: lori.pearce@clark.wa.gov

phone: ext. 4461

The permit center provides intake services for a variety of permits related to Public Works (PW). Historically the transfer amount budgeted between Public Works and Community Development (CD) was a net figure. This decision package will increase the transfer amount both from PW to CD for the services performed as well as from CD to PW to transfer the fees collected for the permits. Showing the full amount of the transfer provides better transparency and is a more accurate way of accounting for the revenue and expenses.

Liability/Risk/Safety Impacts:

More clarity in accounting for transactions reduces the risk of inaccurate recordkeeping.

Positive Impact to Citizens:

N/A

Efficiency Gains:

This decision package is in alignment with the most recent interagency agreement between Public Works and Community Development.

Workforce Engagement and Contributions:

This methodology is supported by those involved in the processing of transactions.

Impacts/Outcomes if not approved:

If the transfer authority is not approved transfers will be done on a net basis with less transparency and more chance for error.

Fund	Fund Name	Request Type	2018 Rev	2018 Exp	2018 FB Chg	2019 Rev	2019 Exp	2019 FB Chg
0001	General Fund	Ongoing	\$ 32,148	\$ 10,444	\$ 21,704	\$ 32,148	\$ 10,444	\$ 21,704
4420	Clean Water Fund	Ongoing	\$ 0	\$ 6,042	(\$ 6,042)	\$ 0	\$ 6,042	(\$ 6,042)
1012	County Road Fund	Ongoing	\$ 163,598	\$ 39,775	\$ 123,823	\$ 163,598	\$ 39,775	\$ 123,823
1011	Planning And Code Fund	Ongoing	\$ 48,675	\$ 188,160	(\$ 139,485)	\$ 48,675	\$ 188,160	(\$ 139,485)
Totals			\$ 244,421	\$ 244,421	\$ 0	\$ 244,421	\$ 244,421	\$ 0

PWK-08-18FL Public Works Park impact fees

New request

Contact: name: Lori Pearce email: lori.pearce@clark.wa.gov

phone: ext. 4461

This request is to add budget capacity and increase revenue forecast for our Park Impact Fee districts that our internal Parks Division will use. This will facilitate both the acquisition and development of park property within Clark County.

Liability/Risk/Safety Impacts:

Properly funded parks can provide high quality amenities that improve the safety of these public spaces, and contribute to a healthy community.

Positive Impact to Citizens:

Parks will be constructed and made available for the enjoyment of citizens.

Efficiency Gains:

Park impact fees can be used as matching funds to leverage grants that can be obtained for acquisition and development of parks.

Workforce Engagement and Contributions:

Public Works staff enjoy being able to open new parks and create spaces for recreation in Clark County.

Impacts/Outcomes if not approved:

If not approved, the park impact fees collected will not be accessible for acquisition and development of parks. New parks will not be built with these funds that are dedicated solely for such use.

Fund	Fund Name	Request Type	2018 Rev	2018 Exp	2018 FB Chg	2019 Rev	2019 Exp	2019 FB Chg
3055	Urban REET Parks Fund	One-Time	\$ 4,350,000	\$ 0	\$ 4,350,000	\$ 0	\$ 0	\$ 0
3275	PIF District 5 - Acquis& Develop. combined	One-Time	\$ 0	\$ 150,000	(\$ 150,000)	\$ 0	\$ 0	\$ 0
3276	PIF District 6- Acquis& Develop. combined	One-Time	\$ 0	\$ 2,100,000	(\$ 2,100,000)	\$ 0	\$ 0	\$ 0
3278	PIF District 8- Acquis& Develop. combined	One-Time	\$ 0	\$ 1,600,000	(\$ 1,600,000)	\$ 0	\$ 0	\$ 0
3280	PIF District 10- Acquis& Develop. combined	One-Time	\$ 0	\$ 500,000	(\$ 500,000)	\$ 0	\$ 0	\$ 0
Totals			\$ 4,350,000	\$ 4,350,000	\$ 0	\$ 0	\$ 0	\$ 0

PWK-09-18FL Public Works Traffic impact fees

New request

Contact: name: Lori Pearce email: lori.pearce@clark.wa.gov

phone: ext. 4461

This request is to add additional budget capacity to Traffic Impact Fee transfers to accommodate the transfer of money into the Road Fund. These dollars help fund the Transportation Improvement Program by funding a variety of projects and providing “private” match for state and federal grants. The Traffic Impact Fee forecast has been compared to actuals. This request will make the budget more aligned with the forecast for both the Traffic Impact Fee revenues and the transfer of money from the Traffic Impact Fee funds to Road Fund. By adding budget capacity, it allows for the transfer of the Traffic Impact Fees into Road Fund.

Liability/Risk/Safety Impacts:

Transferred money can be used to fund safety projects.

Positive Impact to Citizens:

Additional revenue increases ability to fund road projects.

Efficiency Gains:

Matching dollars are available through Transportation Improvement Program grants.

Workforce Engagement and Contributions:

Ability to utilize various funding sources gives the finance and programming staff flexibility to fund various projects.

Impacts/Outcomes if not approved:

If not approved, Traffic Impact Fees collected will not be transferred to fund capital road projects.

Fund	Fund Name	Request Type	2018 Rev	2018 Exp	2018 FB Chg	2019 Rev	2019 Exp	2019 FB Chg
1012	County Road Fund	One-Time	\$ 1,200,000	\$ 0	\$ 1,200,000	\$ 0	\$ 0	\$ 0
3061	Mt. Vista Road Impact Fee Fund	One-Time	\$ 1,020,000	\$ 300,000	\$ 720,000	\$ 0	\$ 0	\$ 0
3064	Evergreen Road Impact Fee Fund	One-Time	\$ 1,055,000	\$ 950,000	\$ 105,000	\$ 0	\$ 0	\$ 0
3166	Hazel Dell 2 TIF	One-Time	\$ 300,000	\$ 200,000	\$ 100,000	\$ 0	\$ 0	\$ 0
3167	Mt. Vista 2 TIF	One-Time	\$ 400,000	\$ 150,000	\$ 250,000	\$ 0	\$ 0	\$ 0
3168	Orchards 2 TIF	One-Time	\$ 709,000	\$ 150,000	\$ 559,000	\$ 0	\$ 0	\$ 0
3169	Rural Combined TIF	One-Time	\$ 400,000	\$ 400,000	\$ 0	\$ 0	\$ 0	\$ 0
3062	Hazel Dell/Felida Road Impact Fee Fund	One-Time	\$ 910,000	\$ 0	\$ 910,000	\$ 0	\$ 0	\$ 0
Totals			\$ 5,994,000	\$ 2,150,000	\$ 3,844,000	\$ 0	\$ 0	\$ 0

SHR-01-18FL Sheriff's Office Accept and budget for state funding

Budget Neutral

Contact: name: John Lawler email: john.lawler@clark.wa.gov phone: (360) 397-2211, x4173

The Washington Association of Sheriffs and Police Chiefs (WASPC), acting as funding authority for the State of Washington, has awarded \$246,405.52 to the Clark County Sheriff's Office (CCSO) acting for all Clark County law enforcement agencies. This award is to be used to "verify the address and residency of all registered sex offenders and kidnapping offenders under RCW 9A.44.130." Verification is to be face to face at a frequency designated by the state that varies based on the offender's designated offense level. The grant period is July 1, 2018 through June 30, 2019.

Of the total amount of the award, CCSO would retain \$115,260.76, which would be used to fund salary and benefits of an existing deputy sheriff project position originally authorized in 2008 and extended an additional year with this grant award. The grant would also pay other expenses related to the program. The remainder of the funds will be passed through to six other law enforcement agencies in Clark County (Battle Ground PD, Camas PD, La Center PD, Ridgefield PD, Vancouver PD, and Washougal PD) in proportion to population. These agencies will use their funding to implement the program for sex offenders living within their cities.

The Sheriff's Office requests a one-time increase to both revenues and expenses of \$123,203 for both the 2017-18 budget and the 2019 budget. The Sheriff's Office sends performance data, receives grant funds, and distributes appropriate shares to the six city police departments in the county quarterly.

Impacts/Outcomes if not approved:

Loss of state funding.

Fund	Fund Name	Request Type	2018 Rev	2018 Exp	2018 FB Chg	2019 Rev	2019 Exp	2019 FB Chg
0001	General Fund	One-Time	\$ 123,203	\$ 123,203	\$ 0	\$ 123,203	\$ 123,203	\$ 0
Totals			\$ 123,203	\$ 123,203	\$ 0	\$ 123,203	\$ 123,203	\$ 0

SUP-01-18FL Superior Court Additional Jury Fees**New Request****Contact: name: Jeffrey Amram email:jeff.amram@clark.wa.gov****phone: 397-2150 (Ext. 4266)**

Currently juror costs for the 2017-2018 biennium are running \$42K over budget. If this trend continues the Courts will run out of fees to pay jurors by the end of 2018. The overall Superior Court budget is not expected to cover these costs. Both the State Constitution and State Law require the provision of jury trials in Superior and District Courts in specified criminal (and civil) cases and the payment of jurors therefor. The Courts cannot suspend jury trials, nor can they not pay jurors (\$10 per diem and mileage).

Liability/Risk/Safety Impacts:

Violation of State Law.

Positive Impact to Citizens:

Provision of jury trials as needed.

Efficiency Gains:

N/A

Workforce Engagement and Contributions:

N/A

Impacts/Outcomes if not approved:

If, for example, the courts are unable to provide jury trials in certain criminal matters, charges would be dismissed against defendants who could otherwise have been found guilty at trial and imprisoned for the safety of society.

Fund	Fund Name	Request Type	2018 Rev	2018 Exp	2018 FB Chg	2019 Rev	2019 Exp	2019 FB Chg
0001	General Fund	Ongoing	\$ 0	\$ 54,000	(\$ 54,000)	\$ 0	\$ 54,000	(\$ 54,000)
Totals			\$ 0	\$ 54,000	(\$ 54,000)	\$ 0	\$ 54,000	(\$ 54,000)