

2019 Spring Budget Supplemental

Public Hearing

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June 4, 2019 at 6:00 pm

Public Service Center Hearing Room, 1300 Franklin Street, 6th Floor



Agenda

- Supplemental Budget Process Overview
- County Manager Recommendations
- Summary of Budget Reports
- Testimony
- Approval of Supplemental Budget



Supplemental Budget Process Overview



Supplemental Budget Appropriations

RCW 36.40 allows for supplemental budget appropriations as needed throughout the budget year. Specific situations where supplemental budget requests are warranted include:

- An unforeseen situation which puts the safety and welfare of the citizens of Clark County at risk.
- An unforeseen situation which hinders the ability of a department or office to fulfill a statutory obligation imposed upon a department manager or elected official.
- A labor contract settlement, legal settlement, or other judgment exceeds those amounts currently available within their current budget.
- Unforeseen revenue source that as associated expenditures such as grants.



2019 Spring Supplemental calendar

The timing of this year's Spring Supplemental is later than it has been in prior years because of the Workday Phase II Financials implementation.

- Submissions due.....Tuesday, April 30, 2019
- Notice of Public Hearing.....Tuesday, May 21, 2019
- Work Session.....Wednesday, May 22, 2019
- Public Hearing.....Tuesday, June 4, 2019



Types of Requests

Each decision package submitted falls into one of these category types:

- **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.
- **Budget Intervention** = these are decision packages that were submitted in response to efforts to find additional efficiencies and additional cost savings as part of the 2019 Budget Deep Dive project.
- **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.



2019 Spring Supplemental *countywide requests*

A total of 77 budget requests (decision packages) were received, 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 reimbursements, technical adjustments
- Budget Interventions



2019 Spring Supplemental *countywide requests, cont.*

Out of the 77 packages received:

- **12** are Previously approved by Council
- **16** are Budget Neutral
- **2** are Budget Interventions
- **47** are New Requests



County Manager Recommendations



2019 Spring Supplemental *recommendations*

- 76 of the 77 packages submitted are recommended
- 31 of the 77 packages submitted relate to the general fund or have a general fund component



2019 Spring Supplemental *highlights*

2019 County Reorganization Impacts: Decision Package BCC-01-19SP

Savings to the General Fund will be realized in the amount of \$121,816. This includes \$32,208 of onetime savings and \$116,870 of ongoing savings. This reorganization of departments and functions was implemented primarily to increase efficiencies and additionally to realize salary cost savings.

Specific actions accomplished through the reorganization are:

- *Indigent Defense moved to Community Services*
- *Medical Examiner moved to Public Health*
- *Transportation Planning moved to Public Works*
- *Developmental Engineering moved Community Development*
- *Purchasing moved to the Auditor's Office*
- *General Services Department eliminated*
- *Internal Services Department created which includes IT, Facilities (Maintenance, Print Shop, Mailroom, Parking, Leases and Contracts), HR, and Budget and Financial Support Office*
- *Community Outreach, PDR and Communications moved to the County Managers Office*



2019 Spring Supplemental *highlights, cont.*

Budget Interventions for the General Fund: As part of the 2019 Budget Deep Dive Project and other budget interventions, a total of \$834,665 in savings will be realized by the General Fund in 2019.

\$362,200 realized in the Deep Dive will be ongoing savings.

- **Decision Package BGT-11-19SP:** This package recognizes the savings realized to date through the 2019 Budget Deep Dive Project. Impact is a total of \$362,200 ongoing savings to the General Fund. These reductions have been realized by the Human Resources Department, the Treasurer's Office, and Community Planning.
- **Decision Package FAC-10-19SP:** This package requests a onetime adjustment to realize cost savings relating to the General Fund's support of the Event Center Fund (1003) in the amount of \$472,465.



2019 Spring Supplemental *summary of new requests*

Department /Package #	Decision Package Description	Fund	Type	2019 Fund Balance Change	2020 Fund Balance Change
Auditor's Office					
AUD-01-19SP	Carryforward of 2018 Unspent Project Budget	1002	One-time	(180,000)	-
AUD-02-19SP	Remodel of Elections Security/Customer Service	1002	One-time	(385,000)	-
		5193	One-time	-	-
Auditor's Office Total				(565,000)	-
Board of County Councilors					
BCC-01-19SP	2019 County Reorganization Impacts	0001	One-time	89,608	-
			Ongoing	32,208	116,870
		1011	One-time	3,367,152	-
			Ongoing	(258,901)	(258,901)
		1012	One-time	(3,367,152)	-
			Ongoing	23,269	23,269
		1025	One-time	16,412	-
			Ongoing	(16,412)	(54,335)
		1027	Ongoing	-	-
		5040	Ongoing	322,337	322,337
		5043	Ongoing	27,981	27,981
		5093	Ongoing	28,112	28,112
Board of County Councilors Total				264,614	205,333



2019 Spring Supplemental summary of new requests, cont.

Budget and Financial Support

BGT-01-19SP	City of Vancouver - Therapeutic Courts	1033 Ongoing	(20,159)	(20,159)
BGT-02-19SP	Technical Adjustment to Mental Health Sales Tax	1033 One-time	365,000	-
		1952 One-time	-	-
BGT-03-19SP	Emergency Mgmt Division per capita fee increase	0001 Ongoing	(45,169)	(45,169)
BGT-04-19SP	Rental Increase for PSC Tenants	0001 Ongoing	(10,887)	(10,887)
		1011 Ongoing	(122,648)	(122,648)
		1012 Ongoing	(16,189)	(16,189)
		1027 Ongoing	152,039	152,039
		4420 Ongoing	(2,315)	(2,315)
BGT-05-19SP	Superior and District Court Judges Salary increase	0001 Ongoing	(193,792)	(387,556)
		1033 Ongoing	(3,450)	(6,900)
BGT-06-19SP	2019 Miscellaneous Revenue Forecast Updates	0001 One-time	146,477	-
BGT-08-19SP	LRF '18 Sales Tax Increment & Prop. Tax Correction	0001 One-time	(68,147)	-
		1012 One-time	(20,891)	-
		1035 One-time	89,038	-
BGT-09-19SP	Budget Cleanup of Debt Fund	1012 Ongoing	(1)	(1)
		2914 Ongoing	1	-
BGT-10-19SP	2019 Adopt Technical Adjustments	0001 Ongoing	(411,050)	(411,050)
		1011 Ongoing	(69,743)	(69,743)
		1012 Ongoing	130,517	130,517
		1019 Ongoing	(300,000)	(300,000)
		1025 Ongoing	-	-
		1033 Ongoing	20,214	20,214
		4014 Ongoing	(182,573)	(182,573)
		4420 Ongoing	(3,021)	(3,021)
		5093 Ongoing	-	-
		5193 One-time	2,347,000	-
Budget and Financial Support Total			1,780,251	(1,275,441)



2019 Spring Supplemental summary of new requests, cont.

Children's Justice Center

CJC-01-19SP	CJC City-County Funding Adjustment	0001 Ongoing	(43,452)	(43,452)
		1018 Ongoing	(77,290)	(77,290)
Children's Justice Center Total			(120,742)	(120,742)

Facilities

FAC-02-19SP	Facilities Carryover Projects	1012 One-time	(1,120,908)	-
		3056 One-time	(1,263,439)	-
		3066 One-time	(159,697)	-
		3083 One-time	(123,740)	-
		5193 One-time	1,172,283	-
FAC-09-19SP	Event Center M&O Budget Increase	1003 Ongoing	(10,000)	(10,000)
		5093 Ongoing	10,000	10,000
Facilities Total			(1,495,501)	-

Geographic Information Systems

GIS-01-19SP	Correct 2019 GIS indirect costs to DCS	0001 One-time	(49,456)	-
		1935 One-time	51,456	-
Geographic Information Systems Total			2,000	-

Information Services

ITS-01-19SP	Server & Storage Replacement Fund Budget Adjustment	5090 One-time	(420,000)	-
ITS-02-19SP	Data Processing Revolving Fund Budget Adjustment	5092 One-time	(300,000)	-
ITS-03-19SP	Technology Reserve Fund Budget Carryforward Adj	3194 One-time	(624,404)	-
Information Services Total			(1,344,404)	-

Prosecuting Attorney's Office

PAT-02-19SP	Extend Project DPA position	0001 One-time	(78,749)	-
Prosecuting Attorney's Office Total			(78,749)	-



2019 Spring Supplemental summary of new requests, cont.

Public Health				
PBH-01-19SP	Measles Outbreak Response	1025	One-time	-
PBH-03-19SP	Solid Waste Closure (FARF) flare project	6310	One-time	(126,143)
Public Health Total				(126,143)
Public Works				
PWK-01-19SP	TIF Fund Budgeted Revenue and Transfer Authority	1012	One-time	1,100,000
		3061	One-time	(400,000)
		3167	One-time	-
		3168	One-time	252,000
		3169	One-time	93,000
PWK-02-19SP	Park Impact Fee Acquisitions	3275	One-time	(500,000)
		3276	One-time	(1,000,000)
		3277	One-time	(150,000)
		3278	One-time	(1,000,000)
		3279	One-time	(500,000)
		3280	One-time	(500,000)
PWK-03-19SP	Road Fund Budget Alignment	1012	Ongoing	14,476,975
PWK-04-19SP	Reconcile Treatment Plant and the Alliance Budget	4580	One-time	(277,017)
		4583	One-time	111,250
PWK-05-19SP	Add Budget for Stormwater Facilities	4420	Ongoing	(433,439)
PWK-06-19SP	Change Clean Wtr Position to Senior Envir Ops Spec	4420	Ongoing	(3,818)
PWK-07-19SP	Eliminate Program Coordinator II FTE P001508	4420	Ongoing	133,728
PWK-08-19SP	Carryforward Budget for Tay Terrace	4420	One-time	(400,000)
PWK-09-19SP	Authorize Fund Transfer from 4420 to 3085	3085	One-time	300,000
		4420	One-time	-



2019 Spring Supplemental summary of new requests, cont.

PWK-10-19SP	Floodplain Program Funding	0001 Ongoing	(12,000)	(12,000)
		1012 Ongoing	12,000	12,000
PWK-12-19SP	Carryforward for Purchase of One Ton Utility Truck	1032 One-time	(66,000)	-
		Ongoing	(6,492)	(6,492)
		5091 One-time	-	-
		Ongoing	6,492	6,492
PWK-13-19SP	Carryforward Vehicle Replacements for Health Dept.	1025 One-time	(33,000)	-
		5091 One-time	(37,000)	-
PWK-15-19SP	Carryforward Budget for Dispenser and Piping	5091 One-time	(250,000)	-
PWK-16-19SP	Additional MPD Budget for Project Manager and OAll	1012 Ongoing	194,296	193,790
		1013 Ongoing	(91,367)	(91,367)
		1032 Ongoing	(102,929)	(102,423)
PWK-17-19SP	Conservation Futures Land Acquisitions	3085 One-time	(2,086,461)	-
PWK-18-19SP	Carryforward \$100K GF Match for Rail Replacement	0001 One-time	(100,000)	-
PWK-20-19SP	Bucket Truck Replacement	1012 One-time	(153,000)	-
		Ongoing	(15,000)	(30,000)
		5091 One-time	(17,000)	-
		Ongoing	15,000	30,000
Public Works Total			8,560,218	14,173,363
Sheriff's Office				
SHR-02-19SP	Kitchen and Laundry Equipment Replacement	5096 One-time	(250,000)	-
SHR-05-19SP	Recreational Boating Safety Fed. Financial Asst.	0001 One-time	-	-
SHR-06-19SP	Region IV SHSP Counter-Terrorism Training	0001 One-time	-	-
Sheriff's Office Total			(250,000)	-



2019 Spring Supplemental *summary of new requests, cont.*

Superior Court

SUP-02-19SP	Increase Part-Time Commissioner Compensation	0001 Ongoing	(1,440)	(6,635)
SUP-04-19SP	Increased JAVS System Maintenance and Support Fees	0001 Ongoing	(13,300)	(13,300)
SUP-06-19SP	Replace Courtroom Recorder Devices	0001 One-time	(30,400)	-
Superior Court Total			(45,140)	(19,935)

Full details, including narrative descriptions for each package, can be found in the corresponding 2019 Spring Budget Supplemental Report (Exhibit B).



Impact to Funds



2019 Spring Supplemental *impact to total fund balance*

If all recommended packages are approved by the Council, the net increase in total fund balance for all County funds will be \$3,766,214 in 2019 and \$13,229,689 in 2020.



2019 Spring Supplemental *impact by fund*

Fund Number	Fund Name	Sum of 2019_FB_chg	Sum of 2020_FB_chg
0001	General Fund	-\$2,430,204	-\$450,979
1002	Auditor's O & M Fund	-\$565,000	\$0
1003	Event Center Fund	-\$230,767	-\$10,000
1011	Planning And Code Fund	\$4,214,860	-\$451,292
1012	County Road Fund	\$10,498,916	\$14,790,361
1013	Camp Bonneville Fund	-\$91,367	-\$91,367
1018	Arthur D. Curtis Children's Justice Center (CJC)	-\$77,290	-\$77,290
1019	Veterans Assistance Fund	-\$480,000	-\$300,000
1025	Health Department	-\$31,000	-\$54,335
1026	Exhibition Hall Dedicated Revenue Fund	-\$649,979	\$0
1027	Campus Development Fund	\$152,039	\$152,039
1032	MPD-Operations Fund	-\$175,421	-\$108,915
1033	Mental Health Sales Tax Fund	\$361,605	-\$6,845
1035	LRF-Local Revitalization Financing	\$89,038	\$0
1932	DCS-Community Action Programs	\$0	\$0
1934	DCS-Youth & Family Resource Fund	-\$312,784	-\$312,784
1935	DCS-Administration & Grants Management	\$364,240	\$312,784
1952	Mental Health Fund	\$0	\$0
1954	Substance Abuse Fund	-\$80,000	\$0
2914	General Obligation Bonds Fund	\$1	\$0
3056	Real Estate Excise Tax Fund - I	-\$1,263,439	\$0
3061	Mt. Vista Road Impact Fee Fund	-\$400,000	\$0
3066	Rural 2 Traffic Impact Fee Fund	-\$159,697	\$0
3083	Real Estate Excise Tax II Fund	-\$123,740	\$0



2019 Spring Supplemental *impact by fund, cont.*

Fund Number	Fund Name	Sum of 2019_FB_chg	Sum of 2020_FB_chg
3085	Conservation Future Fund	-\$1,786,461	\$0
3167	Mt. Vista 2 TIF	\$0	\$0
3168	Orchards 2 TIF	\$252,000	\$0
3169	Rural Combined TIF	\$93,000	\$0
3194	Technology Reserve Fund	-\$624,404	\$0
3275	PIF District 5 - Acquis& Develop. combined	-\$500,000	\$0
3276	PIF District 6- Acquis& Develop. combined	-\$1,000,000	\$0
3277	PIF District 7- Acquis& Develop. combined	-\$150,000	\$0
3278	PIF District 8- Acquis& Develop. combined	-\$1,000,000	\$0
3279	PIF District 9- Acquis& Develop. combined	-\$500,000	\$0
3280	PIF District 10- Acquis& Develop. combined	-\$500,000	\$0
4014	Solid Waste Fund	-\$245,362	-\$277,662
4420	Clean Water Fund	-\$708,865	-\$308,948
4580	Wastewater Maintenance & Operation Fund	-\$277,017	\$0
4583	SCWPT Repair & Replacement Fund	\$111,250	\$0
5040	General Liability Insurance Fund	\$322,337	\$322,337
5043	Workers Comp. Insurance Fund	\$27,981	\$27,981
5090	Server Equipment Repair & Replacement Fund	-\$420,000	\$0
5091	Equipment Rental & Revolving Fund	-\$1,819,508	\$36,492
5092	Data Processing Revolving Fund	-\$300,000	\$0
5093	Central Support Services Fund	\$1,038,112	\$38,112
5096	Radio ER&R Fund	-\$250,000	\$0
5193	Major Maintenance Fund	\$3,519,283	\$0
6310	Solid Waste Closure Fund	-\$126,143	\$0
Grand Total		\$3,766,214	\$13,229,689



General Fund - *fund balance projection*

Available Fund Balance (millions)	2019
Beginning Fund Balance	\$ 33.5
Assigned Fund Balance*	\$ (3.4)
Revenue Budget	\$ 170.6
Expense Budget	\$ (170.0)
2019 Spring Budget Supplemental Impacts	\$ (2.4)
Projected Ending Fund Balance	\$ 28.3
Reserve Amount (<i>per policy</i>)*	\$ (25.5)
Projected Available Fund Balance**	\$ 2.7

**Data provided by the Auditor's Office*

***Figure represents projected available onetime fund balance for any additional 2019 requests and any 2020 budget impacts including but not limited to payroll increases and new funding requests.*



Summary of Budget Reports



2019 Spring Supplemental *Budget Reports*

- **List of County Manager Recommended Decision Packages**
- **Summary of Decision Packages by Department**
- **Exhibit A: Supplemental Appropriation Line Item Coding**
- **Attachment A1: *Summary by Fund***
- **Attachment A2: *Summary by Fund and Package***
- **Exhibit B: Budget Request Narratives with Summary by Fund. *This report provides specific details for each decision package.***



2019 Spring Budget Supplemental Adoption

- **Discussion & Questions**
- **Move to Approve**

