

CLARK COUNTY STAFF REPORT

DEPARTMENT: Internal Services-Facilities

DATE: 11/12/2019

REQUESTED ACTION:

Increase Expenditure and Revenue Authority for the Event Center Ticket Booth Project

Consent Hearing County Manager

BACKGROUND

In order to fully fund the Event Center Ticket Booth Project (including Alternate 1: Ticket Booth C) Facilities needs approval to repurpose \$101,169 of savings that has been carried forward to 2020 in package FAC-08-20AD from the following projects: Parking Lot A Engineering, Exhibit Hall Exterior Sealing/Painting, and Exhibit Hall Sloped Metal Roof Repairs and additional new revenue and expense authority in the amount of \$20,000 from the Exhibition Hall Dedicated Revenue Fund (1026) which will be submitted as a request in the 2020 Fall Supplemental.

Council has previously approved a total of \$350,000 for this project. This request will increase the total project budget to \$471,169. Without this budget increase and additional revenue Facilities will be unable to complete the Ticket Booth Project, which FSMG and Facilities are in agreement is a high priority for this site. Bids came in higher than anticipated and Fair management determined that adding the alternate was the best decision for the long term use of the building.

COUNCIL POLICY IMPLICATIONS

None

ADMINISTRATIVE POLICY IMPLICATIONS

None

COMMUNITY OUTREACH

None

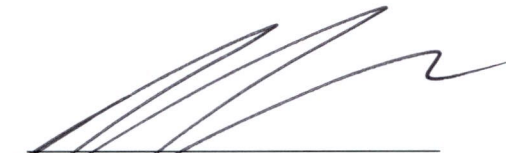
BUDGET IMPLICATIONS

YES	NO	
	X	Action falls within existing budget capacity.
X		Action falls within existing budget capacity but requires a change of purpose within existing appropriation
X		Additional budget capacity is necessary and will be requested at the next supplemental. If YES, please complete the budget impact statement. If YES, this action will be referred to the county council with a recommendation from the county manager.

BUDGET DETAILS

Local Fund Dollar Amount	\$121,169
Grant Fund Dollar Amount	
Account	Fund 1026- Exhibition Hall Dedicated Revenue and Fund 5193- Major Maintenance
Company Name	

DISTRIBUTION: Kevin Rice, Michelle Schuster
Council staff will post all staff reports to The Web. <https://www.clark.wa.gov/council-meetings>




 Kevin Rice
 Facilities Manager



 Kathleen Otto
 Deputy County Manager

Primary Staff Contact Name and Extension: Kevin Rice 360-781-3540

APPROVED: 
 CLARK COUNTY, WASHINGTON
 CLARK COUNTY COUNCIL

DATE: Nov. 12, 2019

SR# 159-19



APPROVED: _____
 Shawn Hennessee, County Manager

DATE: _____

BUDGET IMPACT ATTACHMENT

Part I: Narrative Explanation

I. A – Explanation of what the request does that has fiscal impact and the assumptions for developing revenue and costing information

This Staff report is requesting a repurposing of project savings from previously awarded projects fund by Fund 1026 and new funding from Fund 1026.

Part II: Estimated Revenues

Fund #/Title	2019 Annual Budget		2020 Annual Budget		2021 Annual Budget	
	GF	Total	GF	Total	GF	Total
Fund 1026				20,000		
Fund 5193 (Repurpose)				101,196		
Total				121,196		

II. A – Describe the type of revenue (grant, fees, etc.)

Part III: Estimated Expenditures

III. A – Expenditures summed up

Fund #/Title	FTE's	2019 Annual Budget		2020 Annual Budget		2021 Annual Budget	
		GF	Total	GF	Total	GF	Total
Fund 5193 (new only)					20,000		
Fund 5193 (repurposed)					101,196		
Total					121,196		

III. B – Expenditure by object category

Fund #/Title	2019 Annual Budget		2020 Annual Budget		2021 Annual Budget	
	GF	Total	GF	Total	GF	Total
Salary/Benefits						
Contractual (new only)				20,000		
Contractual (repurposed)				101,196		
Supplies						
Travel						
Other controllables						
Capital Outlays						
Inter-fund Transfers						
Debt Service						
Total				121,196		

Cost Center search string

Select Cost Center for list of related Programs

Revenue Category search string

Package Number	Fund	Cost Center Name List will be limited based on search string	Cost Center ID	Program Name List will be limited based on selected Cost Center above	Program ID	Ledger Account Name	Ledger Acct Number	Revenue Category Name List will be limited based on search string	Revenue Category ID	2020 EXP Inc / REV dec (DR)	2020 EXP dec / REV inc (CR)	2021 EXP dec / REV inc		Type	Operating vs capital	Position	Notes
												(DR)	(CR)				
FAC-02-20FL	5193	Facilities	CC173	Major Maintenance Projects	PG0298	Capital Outlay	5600000			20,000				One-time	Capital		Event Center Ticket Booth
FAC-02-20FL	5193	Facilities	CC173	Major Maintenance Projects	PG0298	Transfers In - Subsidy	3970000	Transfers From Exhibition Hall Dedicated Revenue F1 R0015			20,000			One-time	Capital		Event Center Ticket Booth
FAC-02-20FL	1026	Facilities	CC173	Transfers to Major Maintenance Fund 5193	PG0072	Transfers Out - Subsidy	5970000			20,000				One-time	Capital		Event Center Ticket Booth
FAC-02-20FL	5193	Facilities	CC173	Major Maintenance Projects	PG0298	Services	5400000				101,106			One-time	Capital		move previously carried forward budget to capital
FAC-02-20FL	5193	Facilities	CC173	Major Maintenance Projects	PG0298	Capital Outlay	5600000			101,106				One-time	Capital		move previously carried forward budget to capital

Handwritten signature 11/5/19

Decision Package Request Form

Requesting Dept/Office: Facilities

Request Type: Previously approved by Council

Package Number: FAC-02-20FL

Priority: (please prioritize your budget requests using 1 for from most urgent and progressing to least urgent)

Package Title:
Limited to 50 characters for use in reports to County Council

Contact info: *name:* Kathleen Otto *email:* Kathleen.otto@clark.wa.gov *phone:* 564-397-2458

Program:

Requested Action: (Specific request including funding source, ongoing v one-time, and amount - 600 character limit)

This Package is requesting a total of \$20,000 of one-time expense appropriation for the Major Maintenance Fund (5193) . This package is also asking for corresponding one-time revenue appropriations from the Exhibit Hall Dedicated Revenue Fund (1026) to the Major Maintenance fund in the amount of \$20,000. The remaining funding needed for this project is already in Fund 5193 fund balance. This will allow the county to complete several the Event Center Ticket Booth project that were approved in the 2019 budget.

(FYI, there is no spell check in the text boxes)

Justification: (Explain why this request is necessary and wasn't included in the adopted budget – 600 character limit)

In order to fully fund the Event Center Ticket Booth Project (including Alternate 1: Ticket Booth C) Facilities needs approval to repurpose \$101,169 of savings that has been carried forward to 2020 in package FAC-08-20AD from the following projects: Parking Lot A Engineering, Exhibit Hall Exterior Sealing/Painting, and Exhibit Hall Sloped Metal Roof Repairs and additional new revenue and expense authority in the amount of \$20,000 from the Exhibition Hall Dedicated Revenue Fund (1026) which will be submitted as a request in the 2020 Fall Supplemental

Cost Estimate/Other Comments: (Provide support for cost estimate – 600 character limit)

Council has previously approved a total of \$350,000 for this project. This request will increase the total project budget to \$471,169. Without this budget increase and additional revenue Facilities will be unable to complete the Ticket Booth Project, which FSMG and Facilities are in agreement is a high priority for this site. This project revenue has all come from Fund 1026.

Impacts/Outcomes if not approved: (Explain how programs will be affected – 450 character limit)

The project will not be able to be completed and the Fairgrounds Master Plan will no longer be valid if a permitted project is not completed by October 2020.