

**CLARK COUNTY
STAFF REPORT**

DEPARTMENT: Community Planning

DATE: July 7, 2020

REQUESTED ACTION: Staff is seeking council approval to suspend the Historic Promotions Grant program in 2021 to build fund balance reserves. Staff needs to notify the public in late July or early August of the council's decision.

Consent Hearing County Manager

BACKGROUND

RCW 36.22.170 allows the County to impose a one-dollar surcharge from document recording fees to be used, at the discretion of the County Councilors, to promote historical preservation or historical programs, which may include preservation of historical documents. In order to make grant funding recommendations regarding that funding source, a Historic Promotion Grants Program Advisory Committee was initiated in 2006. In early 2015, the then Board of County Council proposed that the Historic Promotion Grants program be administered through the Clark County Historic Preservation Commission. Typically, the county receives ten (10) to thirteen (13) grant applications per year with a total requested amount of \$150,000, and the county council typically awards six (6) to eight (8) grants totaling \$50,000-\$65,000. Last year, County Council funded eight Historic Promotion Grants totaling \$50,000.

RECOMMENDATION

Because the Historic Promotion Grant fund fluctuates every year, as it is dependent on document recordings, county staff must make revenue projections in July of the amount of funding that will be available for the grants program for the following year. In consultation with the Internal Services Financial Support office, it has been determined that the fund balance for the grants program could reach a low of \$45,000 by the end of this year. Looking at the projected revenue for 2021, county staff recommends suspending the award of grants for next year to allow funds to build up for 2022. The county has precedent for suspending the program as it last did this in 2012 for the same reason.

The application window for the 2021 Historic Promotion Grants typically opens in early summer and closes in September. If the council and county manager are in agreement with this proposal to suspend the Historic Promotions Grant program in 2021, staff will inform the public of the decision in late July/early August 2020.

COUNCIL POLICY IMPLICATIONS

N/A

ADMINISTRATIVE POLICY IMPLICATIONS

N/A

COMMUNITY OUTREACH

Staff will provide an announcement on the Community Planning website of the county council's decision on this matter.

BUDGET IMPLICATIONS

YES	NO	
X		Action falls within existing budget capacity.
		Action falls within existing budget capacity but requires a change of purpose within existing appropriation
		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.

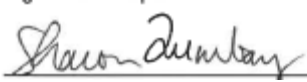
BUDGET DETAILS

Local Fund Dollar Amount	
Grant Fund Dollar Amount	
Account	Community Support: Fund 0001, CC163, PG0097, B5753000, S0272
Company Name	

DISTRIBUTION:

Council staff will post all staff reports to The Web. <https://www.clark.wa.gov/council-meetings>





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Planner II

OO

Oliver Orjiako
Director, Community Planning

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APPROVED: _____
CLARK COUNTY, WASHINGTON
CLARK COUNTY COUNCIL

DATE: _____

SR# _____

APPROVED: _____
Kathleen Otto, Interim 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

Part II: Estimated Revenues

Fund #/Title	2020 Annual Budget		2021 Annual Budget		2022 Annual Budget	
	GF	Total	GF	Total	GF	Total
Total						

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

Part III: Estimated Expenditures

III. A – Expenditures summed up

Fund #/Title	FTE's	2020 Annual Budget		2021 Annual Budget		2022 Annual Budget	
		GF	Total	GF	Total	GF	Total
Total							

III. B – Expenditure by object category

Fund #/Title	2020 Annual Budget		2021 Annual Budget		2022 Annual Budget	
	GF	Total	GF	Total	GF	Total
Salary/Benefits						
Contractual						
Supplies						

Travel						
Other controllables						
Capital Outlays						
Inter-fund Transfers						
Debt Service						
Total						