CLARK COUNTY
STAFF REPORT

DEPARTMENT: Internal Services

DATE: March 24, 2020

REQUESTED ACTION:
Sign and File the Clark County Annual Capital Inventory Report ending December 31, 2019.

_X___ Consent ____ Hearing ____ County Manager

BACKGROUND
RCW 36.32.210 requires the Clark County Council to file with the County Auditor a full and complete inventory of County personal property. As in the past, General Services, now Internal Services, has coordinated the yearly departmental self-inventories. Two copies of the 2019 inventory are enclosed, one for the Council's records, and one to be processed and sent to the Auditor's Office.

The same statute requires that the submitted inventory be verified under oath by the Council, we are asking the Board to sign both cover letters atop each of the two inventory books and forward one of the copies to the Auditors Office.

COUNCIL POLICY IMPLICATIONS
Not Applicable

ADMINISTRATIVE POLICY IMPLICATIONS
Not Applicable

COMMUNITY OUTREACH
Not Applicable

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	N/A
Grant Fund Dollar Amount	N/A
Account	N/A
Company Name	Clark County Asset Inventory

DISTRIBUTION: Auditor's Office- Original Report
Council staff will post all staff reports to The Web. https://www.clark.wa.gov/council-meetings

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Michelle Schuster
Management Analyst, Sr.
Internal Services- Financial Support

Kathleen Otto
Deputy County Manager
Director, Internal Services

Primary Staff Contact Name and Extension: Michelle Schuster 564-397-4118

APPROVED:
CLARK COUNTY, WASHINGTON
CLARK COUNTY COUNCIL

DATE: March 24, 2020

SR# 045-20

APPROVED:_____
Shawn Henessee, 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 report has no budgetary impact.

Part II: Estimated Revenues

Fund #/Title	2019 Annual Budget		2020 Annual Budget		2021 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	2019 Annual Budget		2020 Annual Budget		2021 Annual Budget	
		GF	Total	GF	Total	GF	Total
Total							

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

CLARK COUNTY WASHINGTON
INTERNAL SERVICES

www.clark.wa.gov

1300 Franklin Street, Suite 650
PO Box 5000
Vancouver, WA 98666-5000
564.397.2323

March 24, 2020

Greg Kimsey, Auditor
Clark County
Vancouver, Washington 98660

Dear Greg:

In accordance with RCW 36.32.210, the Council submits with this letter, the 2019 inventory of Clark County personal property items.

We vouch that this listing is full and complete.

Sincerely,

Eileen Quiring, Chair

Temple Lentz, District 1

Julie Olson, District 2

John Blom, District 3

Gary Mevdigy, District 4

STATE OF WASHINGTON)
) ss
CLARK COUNTY)

On this day personally appeared before me, the undersigned, a Notary Public in and for the State of Washington, duly commissioned and sworn, Eileen Quiring to me known to be the Clark County Council the corporation that executed the foregoing instrument, and acknowledged the said instrument to be the free and voluntary act and deed of

said corporation, for the uses and purposes mentioned, and an oath stated that the seal affixed is the corporation seal of said corporation.

GIVEN UNDER MY HAND AND OFFICIAL SEAL THIS 24th day of March, 2020.

Notary Public in and for the State of Washington, residing at Clark County

Rebecca L. Messinger

REBECCA L MESSINGER
NOTARY PUBLIC
STATE OF WASHINGTON
COMMISSION NUMBER 3715
COMMISSION EXPIRES APRIL 26, 2021

PLEASE NOTE:

THE INVENTORY RECORD IS IN THE OFFICIAL HEARING FILE
(TOO LARGE TO POST)