



# 2023 Spring Budget Supplemental

## Clark County Council Budget Hearing

Tuesday, May 16, 2023 @ 6:00pm (Hybrid)

### Contact Information:

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# Agenda

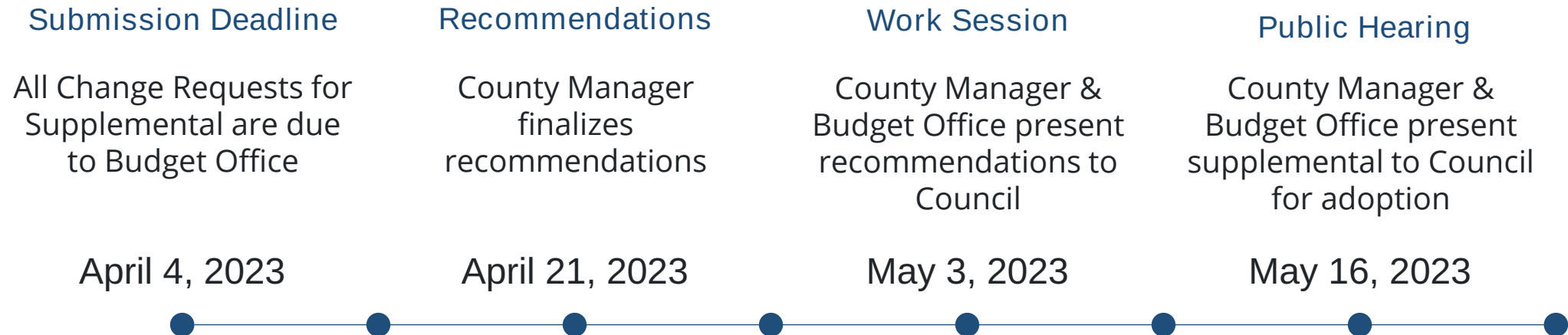
- Purpose & Timeline
- Recommendations
- Major Fund Impacts
- Budget Reports
- Council Adoption

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Public  
Hearing  
Agenda

# Purpose & Timeline

RCW 36.40 allows for supplemental budget appropriations for unforeseen and emergency situations.



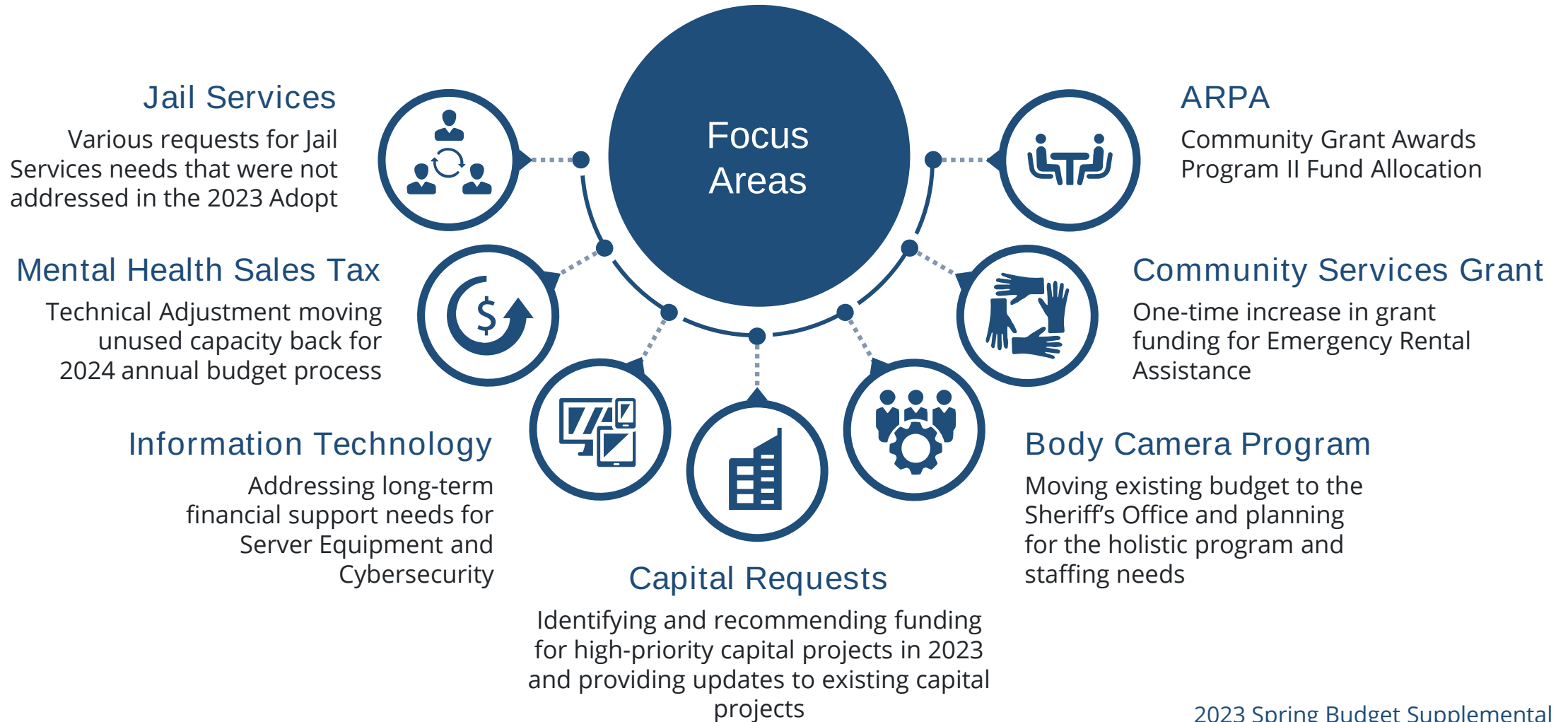


# Submissions by Type

The Budget Office received a total of 33 Change Requests from Departments and Elected Officials.

- 3** Previously Approved by Council
- 2** Technical Adjustment
- 3** Budget Neutral
- 25** New Requests

# County Manager Recommendations





# Jail Services

Recommendations address items that were not transitioned during the 2023 annual budget process as well as staffing needs, contract obligations, and needed equipment.

## Recommended for Spring Supplemental

Change Request Type	Request Number	Request Title
Previously Approved by Council	JSD-01-23SP	Jail Services FTE Increase
Previously Approved by Council	JSD-02-23SP	Jail Medical Contract Cost
Budget Neutral	JSD-03-23SP	Transfer Budget from Cost Center CC298 to CC322
New Request	JSD-04-23SP	Taser/Conducted Energy Weapon (CEW) upgrade
New Request	JSD-06-23SP	Jail Management Analyst
New Request	JSD-07-23SP	Additional Jail Records Staff
New Request	JSD-19-23SP	Transfer the Kitchen & Laundry Equipment ER&R reserve



# ARPA Community Grants & Community Services Grant

Recommendations address the ARPA Community Grant Awards Program II funding and a one-time increase in Community Services grant funding for emergency rental assistance.

## Recommended for Spring Supplemental

Change Request Type	Request Number	Request Title
Previously Approved by Council	AUD-06-23SP	Fund 1041: American Rescue Plan Fund   Community Grant Awards Program II Funds Allocation
Budget Neutral	COS-01-23SP	One-time increase in grant funding for emergency rental assistance



# Information Technology Needs

The Information Technology Department submitted options to address long-term financial support needs for Server Equipment and Cybersecurity.

## Recommended for Spring Supplemental

Change Request Type	Request Number	Request Title
New Request	ITS-02-23SP	Fund 5090: Server Equipment R&R   Option B - Partial Funding Increase
New Request	ITS-03-23SP	Create Cybersecurity Program   Option A - Fully Funded Increase

## Not Recommended for Spring Supplemental

Change Request Type	Request Number	Request Title
New Request	ITS-01-23SP	Fund 5090: Server Equipment R&R   Option A - Full Funding Increase
New Request	ITS-04-23SP	Create Cybersecurity Program   Option B - Partially Funded Increase



# Body Camera Program

The recommended request moves existing budget capacity from the County Manager's Office to the Sheriff's Office to support program needs.

There is a collaborative cross-departmental effort underway to ensure holistic program and staffing needs are identified and presented for Council approval later this year. The two requests that are not recommended are supported and will be part of this process.

## Recommended for Spring Supplemental

Change Request Type	Request Number	Request Title
Budget Neutral	BGT-02-23SP	Fund 1042: Public Safety Sales Tax Fund   Implement Body/Vehicle Camera Program Technical Adjustment

## Not Recommended for Spring Supplemental but supported for Body Camera Program Special Budget Supplemental

Change Request Type	Request Number	Request Title
New Request	PAT-01-23SP	Fund 1042: Public Safety Sales Tax Fund   Prosecuting Attorney's Office 3.0 FTE for Public Records
New Request	SHR-01-23SP	Fund 1042: Public Safety Sales Tax Fund   Body Camera/Dash Camera/Tasers Program Funding FTE

# New Capital Projects Prioritization

The Capital Planning Advisory Committee (CPAC) uses a Project Scoring Model to prioritize new capital project recommendations.

## Recommended for Spring Supplemental

Priority Ranking	Request Number	Request Title	Scoring Criteria 1: Liability / Risk / Safety	Scoring Criteria 2: Positive impact for Residents	Scoring Criteria 3: Efficiency Gain	Weighted Score
1	CAP-FAC-12-23SP	CPAC Capital Project   Campus Sidewalk Repairs	5 =High	5 =High	3 = Medium	63
1	CAP-PWK-02-23SP	CPAC Capital Project   Two Way Radio Coverage Enhancements	5 =High	3 = Medium	5 =High	63
2	CAP-FAC-06-23SP	CPAC Capital Project   Evidence Warehouse   Alarm System Replacement Evidence/Logistics	5 =High	3 = Medium	3 = Medium	56
2	CAP-ITS-01-23SP	CPAC Capital Project   Enterprise Security Camera Replacement	5 =High	3 = Medium	3 = Medium	56
2	CAP-ITS-03-23SP	CPAC Capital Project   Uninterruptable Power Supply (UPS) #3 Replacement	5 =High	3 = Medium	3 = Medium	56
2	CAP-SHR-01-23SP	CPAC Capital Project   Software for Workforce Management	3 = Medium	1 = Low/None	3 = Medium	56
3	CAP-FAC-24-23SP	CPAC Capital Project   New roofs and gutters for parks caretakers	5 =High	1 = Low/None	3 = Medium	49
3	CAP-ITS-02-23SP	CPAC Capital Project   Server Hardware Purchase	5 =High	3 = Medium	1 = Low/None	49
4	CAP-FAC-03-23SP	CPAC Capital Project   Replace Courthouse Air Handler Units	3 = Medium	3 = Medium	3 = Medium	42
5	CAP-FAC-20-23SP	CPAC Capital Project   Power Wash and Paint the PSC Parking Structure	3 = Medium	3 = Medium	1 = Low/None	35
6	CAP-FAC-01-23SP	CPAC Capital Project   Window Treatments at Courthouse	3 = Medium	1 = Low/None	1 = Low/None	28
6	CAP-FAC-15-23SP	CPAC Capital Project   Carpet Replacement in the Center for Community Health	1 = Low/None	3 = Medium	3 = Medium	28
7	CAP-FAC-05-23SP	CPAC Capital Project   Jail Work Center Remodel	1 = Low/None	1 = Low/None	3 = Medium	21
8	CAP-FAC-09-23SP	CPAC Capital Project   Carpet Replacement in the Courthouse	1 = Low/None	1 = Low/None	1 = Low/None	14

# Amendment to County Manger Recommendations

CAP-SHR-01-23SP-CPAC Capital Project | Software for Workforce Management

Discussions with both the IT Department and the Sherriff's Office, have resulted in a change to the original coding submitted for this request. The Budget Office has updated the coding to reflect the project being managed through the IT Department.

## Recommended Coding Change for Spring Supplemental

Change Request Package Number	Fund Number	Fund Name	Costing Center Code	Program Code	Revenue Category Code	Ledger Account Code	Type	Sum of 2023 Revenue Change	Sum of 2023 Expense Change
CAP-SHR-01-23SP	0001	General Fund	CC109	PG0257		5400000	Ongoing	-	\$ 80,000
CAP-SHR-01-23SP	3194	Technology Reserve	CC109	PG0257		5600000	Capital	-	\$ 170,000
<b>Grand Total</b>								-	<b>\$ 250,000</b>



# Updates to Existing Capital Projects

There are two existing capital projects that have updates in the 2023 Spring Supplemental.

## Recommended for Spring Supplemental

Request Number	Request Title
CAP-ITS-04-23SP	CPAC Capital Project   Community Development CCLMS/E-Plan Project/Code Admin
CAP-PWK-01-23SP	CPAC Capital Project   Stormwater Capital Plan Budget Update

# Fund 1033: Mental Health Sales Tax Fund

## 6-Year Forecast

The 2023 Spring Supplemental recommendation is a technical adjustment that moves unused external RFP budget capacity back into the fund for the 2024 annual budget process. This creates a net positive \$8.89M impact to the fund balance.

### Recommended for Spring Supplemental

Change Request Type	Request Number	Request Title
Technical Adjustment	BGT-01-23SP	Fund 1033: Mental Health Sales Tax Fund   Return of unused 2023 External RFP Grant Budget Allocation

	Current Year 2023 <i>Forecast</i>	Planning Year 2024 <i>Forecast</i>	2025 <i>Forecast</i>	2026 <i>Forecast</i>	2027 <i>Forecast</i>	2028 <i>Forecast</i>
Unassigned / Beginning Fund Balance	\$ 22,531,101	\$ 21,191,119	\$ 25,792,009	\$ 30,838,110	\$ 36,349,041	\$ 42,345,264
<b>Total Revenues</b>	\$ 13,325,103	\$ 13,884,758	\$ 14,467,917	\$ 15,075,570	\$ 15,708,744	\$ 16,368,511
<b>Total Expenditures</b>	\$ (23,563,866)	\$ (9,283,867)	\$ (9,421,817)	\$ (9,564,639)	\$ (9,712,521)	\$ (9,865,660)
<b>Total Forecast Modifiers</b>	\$ 8,898,780	\$ -	\$ -	\$ -	\$ -	\$ -
Projected Ending Fund Balance	\$ 21,191,119	\$ 25,792,009	\$ 30,838,110	\$ 36,349,041	\$ 42,345,264	\$ 48,848,115
<b>Minimum Fund Balance Required per Policy</b>	\$ 5,719,144	\$ 4,859,505	\$ 4,997,201	\$ 5,140,378	\$ 5,289,260	\$ 5,444,083
<b>Projected Available Fund Balance (for New Requests)</b>	\$ 15,471,974	\$ 20,932,505	\$ 25,840,909	\$ 31,208,663	\$ 37,056,004	\$ 43,404,031

# Fund 0001: General Fund

## 6-Year Forecast

The 2023 Spring Supplemental recommendations reflect a net decrease of \$4.26M to the fund balance.

	Current Year Projected Forecast 2023	Planning Year Projected Forecast 2024	Projected Forecast 2025	Projected Forecast 2026	Projected Forecast 2027	Projected Forecast 2028
<b>Beginning Fund Balance</b>	79,913,959	49,567,009	55,502,082	60,723,715	65,213,497	68,952,429
<b>Total Revenues</b>	194,862,202	199,255,559	203,802,448	208,508,545	213,379,741	218,422,156
<b>Total Expenditures</b>	(200,947,231)	(189,770,492)	(195,022,356)	(200,451,661)	(206,064,991)	(211,869,197)
<b>Forecast Modifiers</b>						
<b>2023 Restricted Spring Supplemental Total Impacts (Recommendations)</b>	<b>(4,261,922)</b>	<b>(3,549,993)</b>	<b>(3,558,460)</b>	<b>(3,567,102)</b>	<b>(3,575,817)</b>	<b>(3,584,860)</b>
2023 Restricted Spring Supplemental - Operating Budget	(3,446,922)	(3,549,993)	(3,558,460)	(3,567,102)	(3,575,817)	(3,584,860)
2023 Restricted Spring Supplemental - Capital Operating Impacts	(645,000)					
2023 Restricted Spring Supplemental - Capital Impacts	(170,000)					
<b>Total Forecast Modifiers</b>	<b>(4,261,922)</b>	<b>(3,549,993)</b>	<b>(3,558,460)</b>	<b>(3,567,102)</b>	<b>(3,575,817)</b>	<b>(3,584,860)</b>
<b>Projected Ending Fund Balance</b>	<b>69,567,009</b>	<b>55,502,082</b>	<b>60,723,715</b>	<b>65,213,497</b>	<b>68,952,429</b>	<b>71,920,529</b>
<b>Available Funds Calculation for Budget Process</b> <i>(projected ending fund balance less assignments)</i>						
<i>Projected Ending Fund Balance</i>	69,567,009	55,502,082	60,723,715	65,213,497	68,952,429	71,920,529
<i>Assigned Fund Balance: Compensated Absences (provided by Auditor's Office)</i>	(2,300,000)	(2,300,000)	(2,300,000)	(2,300,000)	(2,300,000)	(2,300,000)
<i>Non-spendable encumbered invoices (provided by Auditor's Office)</i>	(1,700,000)	(1,700,000)	(1,700,000)	(1,700,000)	(1,700,000)	(1,700,000)
<i>Minimum Fund Balance per Policy (provided by Auditor's Office)</i>	(32,200,000)	(32,200,000)	(33,091,129)	(34,012,366)	(34,964,829)	(35,949,678)
<i>Assigned Fund Balance: Capital Projects (provided by Auditor's Office)</i>	(20,000,000)					
<b>Projected Available Fund Balance</b> <i>(for new budget requests)</i>	<b>13,367,009</b>	<b>19,302,082</b>	<b>23,632,586</b>	<b>27,201,131</b>	<b>29,987,601</b>	<b>31,970,851</b>

# Fund 3056: Real Estate Excise Tax (REET I)

## 6-Year Forecast

The 2023 Spring Supplemental recommendations reflect a net decrease of \$1M to the fund balance.

	Current Year Projected 2023	Planning Year Forecast 2024	Forecast 2025	Forecast 2026	Forecast 2027	Forecast 2028
<b>Beginning Fund Balance</b>	\$ 7,824,288	\$ 9,514,810	\$ 14,566,038	\$ 20,342,392	\$ 27,064,496	\$ 36,870,247
<b>Total Revenue</b>	\$ 9,501,235	\$ 10,011,309	\$ 10,551,988	\$ 11,125,107	\$ 11,732,613	\$ 12,376,570
<b>Total Expense</b>	\$ (6,910,713)	\$ (4,860,081)	\$ (4,775,634)	\$ (4,403,003)	\$ (1,926,862)	\$ (1,170,356)
<b>Budget Forecast Modifiers - Spring Supplemental</b>						
CAP-ITS-01-23SP Enterprise Security Camera Replacement	\$ (400,000)	\$ (100,000)				
CAP-FAC-09-23SP Carpet Replacement in the Courthouse	\$ (350,000)					
CAP-FAC-15-23SP Carpet Replacement in the CCH	\$ (150,000)					
<b>Total Forecast Modifiers</b>	\$ (900,000)	\$ (100,000)				
<b>Projected Ending Fund Balance</b>	\$ 9,514,810	\$ 14,566,038	\$ 20,342,392	\$ 27,064,496	\$ 36,870,247	\$ 48,076,461
<b>Minimum Fund Balance Required per Policy</b>	\$ 4,760,081	\$ 4,775,634	\$ 4,403,003	\$ 1,926,862	\$ 1,170,356	\$ 948,074
<b>Projected Available Fund Balance (for New Requests)</b>	\$ 4,754,729	\$ 9,790,404	\$ 15,939,389	\$ 25,137,634	\$ 35,699,891	\$ 47,128,387

# Fund 3083: Real Estate Excise Tax (REET II)

## 6-Year Forecast

The 2023 Spring Supplemental recommendations reflect a net decrease of \$375K to the fund balance.

	Current Year Projected 2023	Planning Year Forecast 2024	Forecast 2025	Forecast 2026	Forecast 2027	Forecast 2028
<b>Beginning Fund Balance</b>	\$ 27,776,897	\$ 23,998,493	\$ 22,315,382	\$ 16,370,724	\$ 17,340,477	\$ 17,551,490
<b>Total Revenue</b>	\$ 8,505,555	\$ 9,015,889	\$ 9,556,842	\$ 10,130,253	\$ 10,738,068	\$ 11,382,352
<b>Total Expense</b>	\$ (11,908,959)	\$ (10,699,000)	\$ (15,501,500)	\$ (9,160,500)	\$ (10,527,055)	\$ (9,755,190)
<b>Budget Forecast Modifiers - Spring Supplemental</b>						
CAP-FAC-12-23SP Campus Sidewalk Repairs	\$ (100,000)					
CAP-FAC-24-23SP New Roofs and Gutters for Parks Caretakers	\$ (275,000)					
<b>Total Forecast Modifiers</b>	\$ (375,000)	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Projected Ending Fund Balance</b>	\$ 23,998,493	\$ 22,315,382	\$ 16,370,724	\$ 17,340,477	\$ 17,551,490	\$ 19,178,651
<b>Minimum Fund Balance per Policy</b>	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
<b>Projected Available Fund Balance (for New Requests)</b>	\$ 22,998,493	\$ 21,315,382	\$ 15,370,724	\$ 16,340,477	\$ 16,551,490	\$ 18,178,651



# Budget Reports

<https://clark.wa.gov/budget/2023-budget>

## Exhibit A

Line-Item Appropriations  
(Operating & Capital)

## Attachment B

Staffing Changes (Operating)

## Attachments A1 & A2

Summary by Fund and  
Summary by Request  
(Operating & Capital)

## Exhibit B

Change Request Narratives  
with Summary by Fund  
(Operating & Capital)





# Council Adoption

- Questions
- Feedback & Discussion
- Motion to Approve & Adopt

# Clark County Budget Office

*"Our mission is to develop and maintain a fiscally sustainable budget that implements county council priorities."*



CLARK COUNTY  
WASHINGTON  
BUDGET OFFICE

**For additional information or questions about the budget process contact:**

**Clark County Budget Office**  
P.O. Box 5000, Vancouver, WA. 98666



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[www.clark.wa.gov/budget](http://www.clark.wa.gov/budget)



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