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CLARK COUNTY
STAFF REPORT

DEPARTMENT: District Court DST-13-24AD Virtual Courtroom Licenses

DATE: November 03, 2023

REQUESTED ACTION: District Court requests Council Approval for a one-time funding request of $29,500 for Years 2024 and 2025 from the 1041 Federal American Rescue Plan Act Fund (ARPA) for courtroom ZOOM licenses.

☒ Consent ☐ Hearing ☐ County Manager

BACKGROUND

The court meets one of its equal access requirements by providing a virtual courtroom environment. The requirement for access to the court in a virtual manner arose during the time of the COVID-19 pandemic. To enable this, all Court Rooms and Jail Booths 1-8 were fitted out with equipment that could comply with the specific connectivity and recording requirements. The end of the COVID-19 pandemic did not end the requirement for providing virtual access to the court. To enable a continued virtual environment, a subscription to the software ZOOM is an essential requirement. Without subscription to this service, access to the virtual environment can no longer be provided. The requirement of providing virtual courtroom services poses an additional cost burden on District Court.

COUNCIL POLICY IMPLICATIONS

There are no county policy implications associated with this request.

ADMINISTRATIVE POLICY IMPLICATIONS

There are no administrative policy implications associated with this request.

COMMUNITY OUTREACH

No community outreach is associated with this request.

BUDGET IMPLICATIONS

YES	NO	
X		Operating Budget Impacts
		Capital Budget Impacts
	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

Dollar Amount	$29,500

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Fund	Fund 1041; American Rescue Plan
Cost Center	CC121 District Court Services Division
BASUB	B5124000 District Court
Program	PG0550 District Court Administration

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

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Anya Crossland

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Deputy Court Administrator

Bryan Farrell

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Court Administrator

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Laura Young

Laura Young
ARPA Program Coordinator
Auditor's Office

Emily Zwetzig

Emily M. Zwetzig
Budget Director

APPROVED:_____
CLARK COUNTY, WASHINGTON
CLARK COUNTY COUNCIL

DATE: NOV. 14, 2023

SR# 256-23

APPROVED:_____
Kathleen Otto, County Manager

DATE: _____

CLARK COUNTY, WASHINGTON 1844

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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	2024 Annual Budget		2025 Annual Budget		2026 Annual Budget	
	GF	Total	GF	Total	GF	Total
1041 / ARPA		$14,750		$14,750		
Total		**$14,750**		**$14,750**		

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

Part III: Estimated Expenditures

District Court requests Council Approval for one-time funding request of $29,500 for Years 2024 and 2025 from the 1041 Federal American Rescue Plan Act Fund (ARPA) for courtroom ZOOM licenses.

III. A – Expenditures summed up

Fund #/Title	FTE's	2024 Annual Budget		2025 Annual Budget		2026 Annual Budget	
		GF	Total	GF	Total	GF	Total
1041 / ARPA			$14,750		$14,750		
Total			**$14,750**		**$14,750**		

III. B – Expenditure by object category

Fund #/Title	2024 Annual Budget		2025 Annual Budget		2026 Annual Budget	
	GF	Total	GF	Total	GF	Total
Salary/Benefits						
Contractual		$14,750		$14,750		
Supplies						
Travel						
Other controllables						
Capital Outlays						
Inter-fund Transfers						
Debt Service						
Total		**$14,750**		**$14,750**		