

# CLARK COUNTY STAFF REPORT

**DEPARTMENT:** Office of Budget and Information Services  
**DATE:** June 10, 2014  
**REQUEST:** Approve the 2014 Summer Supplemental request.  
**CHECK ONE:**  Consent  Routine

**BACKGROUND:**

Staff recommends the Board of County Commissioners approve the following adjustments to the 2014 Summer Supplemental Budget. The adjustments are not limited to specific funds or departments, but reflect changes county-wide. Following are brief descriptions of the requested revisions. An attached exhibit reflects the detail of budget coding.

**Item 1 Budget Office Fairground Safety Complex Debt Revenues Update (\$ 10,233)**

2928

This package updates the revenues associated with the split of the debt service for the Fairground Safety Complex based on the increase of usage in the county's share from 58% to 59%, effective March 1 2014. An additional corrective adjustment is made to reflect the 2013 split of revenues. The result is an increase in the debt service that will be paid from the REET fund, in the amount of \$10,233 for the biennium.

Fund	Uses			Sources			Change in Balance
	External Cash	Internal Transfers	Total	External Cash	Internal Transfers	Total	
2914 GENERAL OBLIGATION BONDS F				(\$ 10,233)	\$10,233		\$0
3083 REAL ESTATE EXCISE TAX II FUN		(\$ 10,233)	(\$ 10,233)				(\$ 10,233)
<b>Total</b>	<b>\$0</b>	<b>(\$ 10,233)</b>	<b>(\$ 10,233)</b>	<b>(\$ 10,233)</b>	<b>\$10,233</b>	<b>\$0</b>	<b>(\$ 10,233)</b>

**Item 2 Budget Office Update Revenues and Debt Service for Exhibition Hall Fund 1026 (\$ 79,556)**

2927

This package updates revenue estimates for fund 1026, Exhibition Hall Dedicated Revenue Fund. Projected revenues are updated to reflect the latest trends and negotiated rents. In addition, the amount of the contribution of Fund 1026 to debt payments for the Exhibit Hall is increased, while the amount of contribution from real estate excise tax revenues is decreased. This is possible as revenues have improved for the Exhibit Hall fund.

Fund	Uses			Sources			Change in Balance
	External Cash	Internal Transfers	Total	External Cash	Internal Transfers	Total	
1026 EXHIBITION HALL DEDICATED RE		(\$ 563,117)	(\$ 563,117)	(\$ 79,556)		(\$ 79,556)	(\$ 642,673)
2914 GENERAL OBLIGATION BONDS F							\$0
3056 REAL ESTATE EXCISE TAX FUND		\$563,117	\$563,117				\$563,117
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$ 79,556)</b>	<b>\$0</b>	<b>(\$ 79,556)</b>	<b>(\$ 79,556)</b>

**Item 3 Budget Office**

**Update Treasurer's Fees Revenues**

**\$58,783**

2929

This package updates projected departmental General Fund revenues for the Treasurer's fees. Budget is relocated to reflect recent changes to BARS coding, and revenue estimates are updated based on the latest trends. Overall, the revenue forecast is increased by \$58,783 for the 2013-2014 biennium.

Fund	Uses			Sources			Change in Balance
	External Cash	Internal Transfers	Total	External Cash	Internal Transfers	Total	
0001 GENERAL FUND				\$58,783		\$58,783	\$58,783
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$58,783</b>	<b>\$0</b>	<b>\$58,783</b>	<b>\$58,783</b>

**Item 4 General Services**

**Land Use Survey**

**\$0**

2944

The Chelatchie Prairie Railroad recently received a \$40,000 settlement for the Grace Ave. Shed structure that was destroyed by fire. These funds will be used to complete a land use survey. The settlement revenues have already been received by the General Fund, but the Railroad needs spending authority.

Fund	Uses			Sources			Change in Balance
	External Cash	Internal Transfers	Total	External Cash	Internal Transfers	Total	
0001 GENERAL FUND	(\$ 40,000)		(\$ 40,000)	\$40,000		\$40,000	\$0
<b>Total</b>	<b>(\$ 40,000)</b>	<b>\$0</b>	<b>(\$ 40,000)</b>	<b>\$40,000</b>	<b>\$0</b>	<b>\$40,000</b>	<b>\$0</b>

**Item 5 General Services**

**New Liability Insurance**

**\$0**

2943

The Washington Counties Risk Pool has discontinued Clark County's Liability Insurance, so Clark County is now becoming self-insured. This will cost approximately \$343,000 per year for the STARR Liability Policy. Per the contract with the Washington County Risk Pool, the County will not receive any reimbursement for the 2014 policy payments already made (the Pool will use those funds to pay outstanding claims made while the County still belonged to the Pool). This funding will allow Clark County to become self-insured for Liability and to prevent a coverage lapse.

Fund	Uses			Sources			Change in Balance
	External Cash	Internal Transfers	Total	External Cash	Internal Transfers	Total	
0001 GENERAL FUND	\$343,000	(\$ 343,000)					\$0
5040 GENERAL LIABILITY INSURANCE	(\$ 343,000)		(\$ 343,000)		\$343,000	\$343,000	\$0
<b>Total</b>	<b>\$0</b>	<b>(\$ 343,000)</b>	<b>(\$ 343,000)</b>	<b>\$0</b>	<b>\$343,000</b>	<b>\$343,000</b>	<b>\$0</b>

**Item 6 Information Services**

**Additional Unit Purchase for  
County Storage Needs**

**(\$ 65,000)**

2930

Due to the shortage in storage space, an additional storage system needs to be purchased. The cost of purchasing a system with an initial net capacity of just over 58TB is \$240,303, which includes four years of maintenance. The current budget will cover the majority of this cost, but to be able to continue the current replacement cycle, an additional \$65,000 expense authority is required for this biennium. Approval of this budget request will allow County employees to store data on the county databases and avoid an imminent storage shortage.

Fund		Uses			Sources			Change in Balance
		External Cash	Internal Transfers	Total	External Cash	Internal Transfers	Total	
5090	SERVER EQUIPMENT REPAIR & R	(\$ 65,000)		(\$ 65,000)				(\$ 65,000)
	<b>Total</b>	<b>(\$ 65,000)</b>	<b>\$0</b>	<b>(\$ 65,000)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$ 65,000)</b>

**Item 7 Information Services**

**Office Assistant II TER&R Fund**

**(\$ 31,218)**

2948

Information Services is requesting to change a 0.7 FTE temporary employee to a permanent 0.8 FTE Office Assistant II position which will focus on office work, asset management and ordering of TER&R equipment. Clark County used to employ this position but it was eliminated and the duties were shifted to employees in the Service Desk and MLT's areas. Due to the large workload and the specific skill set required, the work was not completed and a temporary employee was hired. The workload associated with this temporary position continues to be a key factor for Information Services operations, hence it is necessary to hire a permanent employee. This position will cost \$31,218 with benefits for the remainder of the 2013-14 biennium and \$107,032 for the 2015-16 biennium. The position will be funded in 2014 with savings from unfilled positions in Fund 5092. In the subsequent 2015-16 biennium, the position will be funded by cost savings from controllables.

Fund		Uses			Sources			Change in Balance
		External Cash	Internal Transfers	Total	External Cash	Internal Transfers	Total	
5092	DATA PROCESSING REVOLVING	(\$ 31,218)		(\$ 31,218)				(\$ 31,218)
	<b>Total</b>	<b>(\$ 31,218)</b>	<b>\$0</b>	<b>(\$ 31,218)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$ 31,218)</b>

**Item 8 Public Information and Outreach**

**Increase PIO budget to bring staff  
position to full time and add 0.20  
FTE**

**(\$ 10,946)**

2942

The current 0.80 FTE Online Content Manager position has seen an escalation in demand for service due to increased reliance on web-based products to conduct county business. The pending website remodel will further increase demand for online content services from communication professionals. On April 29, 2014 the Clark County Board of Commissioners authorized an increase of the Online Content Manager position from 0.80 FTE to 1.00 FTE and the related additional cost of \$10,946 for the remainder of the current biennium, to be included in the subsequent supplemental budget proposal for 2014.

Fund		Uses			Sources			Change in Balance
		External Cash	Internal Transfers	Total	External Cash	Internal Transfers	Total	
0001	GENERAL FUND	(\$ 10,946)		(\$ 10,946)				(\$ 10,946)
	<b>Total</b>	<b>(\$ 10,946)</b>	<b>\$0</b>	<b>(\$ 10,946)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$ 10,946)</b>

**Item 9 Sheriff**

**Urban Area Security Initiative Grant**

**\$0**

2933

The Sheriff's Office has interlocal agreements in place that require it to act as a single financial point of contact with the Portland Bureau of Emergency Management (PBEM) for all Urban Area Security Initiative (UASI) funds reimbursed to Clark County agencies. Since the last supplemental appropriations, the Sheriff's Office has incurred expenses of \$28,077 under the program and has received reimbursements of those expenses from UASI funds. The Sheriff's Office requests an increase in both its revenue and expense budgets to balance these expenditures and reimbursements.

Fund	Uses			Sources			Change in Balance
	External Cash	Internal Transfers	Total	External Cash	Internal Transfers	Total	
0001 GENERAL FUND	(\$ 28,077)		(\$ 28,077)	\$28,077		\$28,077	\$0
<b>Total</b>	<b>(\$ 28,077)</b>	<b>\$0</b>	<b>(\$ 28,077)</b>	<b>\$28,077</b>	<b>\$0</b>	<b>\$28,077</b>	<b>\$0</b>

**Item 10 Sheriff**

**2014 PacifiCorp Lakes Patrol Contract Amendment**

**\$0**

2938

On March 11, 2014 the Board of Commissioners approved a consent agenda staff report to extend the PacifiCorp marine enforcement services contract for a year. The contract allows for the Sheriff's Office to provide marine enforcement on reservoirs and other waterways owned by PacifiCorp and available to citizens for recreational use. The contract was amended to reimburse the Sheriff's Office up to \$82,094 for deputy overtime and operations expenses for 2014. Therefore, a supplemental budget adjustment is required to recognize these resource-neutral revenues and expenses.

Fund	Uses			Sources			Change in Balance
	External Cash	Internal Transfers	Total	External Cash	Internal Transfers	Total	
0001 GENERAL FUND	(\$ 82,094)		(\$ 82,094)	\$82,094		\$82,094	\$0
<b>Total</b>	<b>(\$ 82,094)</b>	<b>\$0</b>	<b>(\$ 82,094)</b>	<b>\$82,094</b>	<b>\$0</b>	<b>\$82,094</b>	<b>\$0</b>

**Item 11 Sheriff**

**2014 Recreational Boating Safety Grant**

**\$0**

2937

The Sheriff's Office applied for and received a \$33,547 award under the Recreational Boating Safety program. Funding is offered through Washington State Parks from monies granted by the U.S. Coast Guard. The funds are to be used for extra on-the-water patrols, the purchase and maintenance of patrol boat equipment, and boating safety classes for citizens. On March 11, 2014 the Board of County Commissioners approved a staff report accepting this grant. It recognized the need for a resource-neutral supplemental adjustment.

Fund	Uses			Sources			Change in Balance
	External Cash	Internal Transfers	Total	External Cash	Internal Transfers	Total	
0001 GENERAL FUND	(\$ 33,547)		(\$ 33,547)	\$33,547		\$33,547	\$0
<b>Total</b>	<b>(\$ 33,547)</b>	<b>\$0</b>	<b>(\$ 33,547)</b>	<b>\$33,547</b>	<b>\$0</b>	<b>\$33,547</b>	<b>\$0</b>

**Item 12 Sheriff**

**Extradition Cost Recovery (State of Washington v. Engh)**

**\$0**

2939

On March 12, 2014 the Superior Court commissioner signed an order vacating forfeiture judgment and disbursing forfeiture funds in Case No. 13-1-00924-2, State of Washington vs. Fred James Engh. \$3,919 has been designated and received to recover costs incurred by the Sheriff's Office to extradite the prisoner to Clark County. A resource-neutral budget adjustment recognizes both the revenue generated by the judgment and the expenses incurred for the extradition.

Fund	Uses			Sources			Change in Balance
	External Cash	Internal Transfers	Total	External Cash	Internal Transfers	Total	
0001 GENERAL FUND	(\$ 3,919)		(\$ 3,919)	\$3,919		\$3,919	\$0
<b>Total</b>	<b>(\$ 3,919)</b>	<b>\$0</b>	<b>(\$ 3,919)</b>	<b>\$3,919</b>	<b>\$0</b>	<b>\$3,919</b>	<b>\$0</b>

**Item 13 Sheriff**

**Federal Equitable Sharing Agreement**

**\$0**

2936

The Sheriff's Office has committed law enforcement personnel and resources in the past year to several federal investigations that have led to the seizure of assets that were used in the commission of felonies. The U.S. Treasury Department and the U.S. Department of Justice have shared some of these assets proportional to the Sheriff's Office expenses for the cases in the total amount of approximately \$55,000. This budget request seeks to add \$55,000 in the Sheriff Special Investigation Fund (Fund 1015) in one-time budget capacity in recognition of these assets, which are to be used for law enforcement purposes according to the terms of the federal agreement. The budget adjustment includes a transfer of \$55,000 from Fund 1015 Sheriff Special Investigation Fund to the General Fund for related qualified expenditures. There is no net effect on the General Fund.

Fund	Uses			Sources			Change in Balance
	External Cash	Internal Transfers	Total	External Cash	Internal Transfers	Total	
0001 GENERAL FUND	(\$ 55,000)		(\$ 55,000)		\$55,000	\$55,000	\$0
1015 SHERIFF SPECIAL INVESTIGATIO		(\$ 55,000)	(\$ 55,000)	\$55,000		\$55,000	\$0
<b>Total</b>	<b>(\$ 55,000)</b>	<b>(\$ 55,000)</b>	<b>(\$ 110,000)</b>	<b>\$55,000</b>	<b>\$55,000</b>	<b>\$110,000</b>	<b>\$0</b>

**Item 14 Sheriff**

**Mobile Digital Computer Replacement - ER&R Fund**

**(\$ 310,000)**

2931

This budget request seeks to use existing fund balance to add \$310,000 in one-time budget capacity within the MDC Equipment Repair and Replacement Fund (Fund 5096) to replace 51 Mobile Digital Computers (MDCs). This purchase reflects a partial acceleration of the normal MDC replacement cycle, and is necessary to comply with the requirements of the Windows 7 upgrade, as well as the Clark Regional Emergency Services Agency (CRESA) system upgrade and Regional Justice Information Network (RegJIN) system implementation, both scheduled for late 2014. Sufficient fund balance exists within the MDC ER&R Fund to support this budget action and purchase. There is no effect on the General Fund.

Fund	Uses			Sources			Change in Balance
	External Cash	Internal Transfers	Total	External Cash	Internal Transfers	Total	
5096 RADIO ER&R FUND	(\$ 310,000)		(\$ 310,000)				(\$ 310,000)
<b>Total</b>	<b>(\$ 310,000)</b>	<b>\$0</b>	<b>(\$ 310,000)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$ 310,000)</b>

**Item 15 Sheriff STOP Violence Against Women Grant \$0**

2934

The STOP grant, awarded to the Clark County Prosecuting Attorney's Office, includes a budget of \$8,784 for deputy sheriff domestic violence enforcement training and equipment. The grant period is January 1, 2014 through December 31, 2014. A resource-neutral adjustment is needed to recognize expenditures and reimbursements.

Fund	Uses			Sources			Change in Balance
	External Cash	Internal Transfers	Total	External Cash	Internal Transfers	Total	
0001 GENERAL FUND	(\$ 8,784)		(\$ 8,784)	\$8,784		\$8,784	\$0
<b>Total</b>	<b>(\$ 8,784)</b>	<b>\$0</b>	<b>(\$ 8,784)</b>	<b>\$8,784</b>	<b>\$0</b>	<b>\$8,784</b>	<b>\$0</b>

**Item 16 Sheriff WASPC Traffic Safety Equipment Grant \$0**

2935

The Washington Association of Sheriffs and Police Chiefs (WASPC) administers federal funding for equipment that enhances local traffic unit goals and objectives. In February, WASPC approved \$3,995 in funding for three radar units and three rear radar antennas. This grant requires a \$3,995 budget increase in both revenues and expenses to provide the spending authority to purchase the equipment.

Fund	Uses			Sources			Change in Balance
	External Cash	Internal Transfers	Total	External Cash	Internal Transfers	Total	
0001 GENERAL FUND	(\$ 3,995)		(\$ 3,995)	\$3,995		\$3,995	\$0
<b>Total</b>	<b>(\$ 3,995)</b>	<b>\$0</b>	<b>(\$ 3,995)</b>	<b>\$3,995</b>	<b>\$0</b>	<b>\$3,995</b>	<b>\$0</b>

**Item 17 Geographic Information System (GIS) GIS Aerial Photography Revenue (\$ 30,000)**

2950

This package updates General Fund Geographic Information Systems (GIS) Department revenues. Ongoing revenue is reduced by \$30,000 per biennium, reflecting a decrease in reimbursable revenues from Aerial Photography sales to customers outside the County. This is due in part to Clark Public Utilities (CPU) no longer purchasing Aerial Photography Data from GIS (approx. \$20,000), as well as new contractual restrictions on sales of Aerial Photo data to outside organizations (approx. \$10,000).

Fund	Uses			Sources			Change in Balance
	External Cash	Internal Transfers	Total	External Cash	Internal Transfers	Total	
0001 GENERAL FUND				(\$ 30,000)		(\$ 30,000)	(\$ 30,000)
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$ 30,000)</b>	<b>\$0</b>	<b>(\$ 30,000)</b>	<b>(\$ 30,000)</b>

**Item 18 Community Development Administration**

**Building Safety Inspection Vehicles**

**(\$ 67,967)**

2947

To purchase 2 all-wheel-drive vehicles to add to the fleet for Building Safety for use by new staff anticipated to be hired by the time the vehicles arrive. Lead times for delivery of new vehicles is 5-8 months. The costs outlined include the initial purchase, first year of ER&R, a fuel estimate for one year (ongoing), and 'get ready' costs. Vehicles will be paid for through Building Safety revenues (permit fees for single-family and commercial structures).

Fund	Uses			Sources			Change in Balance
	External Cash	Internal Transfers	Total	External Cash	Internal Transfers	Total	
1011 PLANNING AND CODE FUND							(\$ 67,967)
	<b>Total</b>	\$0	\$0	\$0	\$0	\$0	(\$ 67,967)

**Item 19 Community Development Administration**

**Add Permit Center Staff**

**(\$ 58,141)**

2946

As of June 2, 2014, cashiering for Community Development activities will move from the 2nd floor Joint Lobby back to the 1st floor Permit Center. This is yet another step in a continued focus on improving customer experiences with the department and the county.

The Permit Center currently has one permanent Administrative Assistant, who spends a vast majority of time assisting the planning function in the land use program. The only other administrative position in this group is a project OAll position that will be ending soon. One of these positions will replace the project position, thus creating a net one (1) addition to existing staffing levels. Currently, to help with the increased activity levels in the Permit Center, an OAll from the Administration program within Community Development has been providing additional support in the Permit Center.

The two requested positions will allow for the cashiering functions to return to the Permit Center during the 'open door' hours (M-F 8:00 a.m. – 3:00 p.m.) and will meet the audit requirements of staffing levels for cashiering. With these new staff, there are a variety of other functions they will support in the Permit Center program from 3:00 p.m. to close of business each day. Furthermore, having the cashiering function in the Permit Center adds value to the customer experience and will make their time at the Public Service Center more efficient.

These positions will assist with the overall increase in development activity occurring in Clark County. In 2013, the Permit Center experienced the following:

- 50 percent increase in customers visiting the permit center
- 60 percent increase in wait times for customers
- 87 percent increase in land use applications
- 50 percent increase in single family residential permits
- 12 percent increase in overall building permit activity

This data is remaining consistent or on the rise in the first quarter of 2014.

The addition of these two positions will allow the provision of cashiering in the Permit Center and better meet the needs of our customers. Wait times for customers will be minimized and efficiency in issuing permits will increase.

Fund	Uses			Sources			Change in Balance
	External Cash	Internal Transfers	Total	External Cash	Internal Transfers	Total	
1011 PLANNING AND CODE FUND	(\$ 22,552)		(\$ 22,552)				(\$ 58,141)
<b>Total</b>	<b>(\$ 22,552)</b>	<b>\$0</b>	<b>(\$ 22,552)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$ 58,141)</b>

**Item 20 Sheriff Special Investigation** **Crime Scene Processing and Evidence Van** **(\$ 195,000)**

2932

On April 22, 2014 the Clark County Board of Commissioners authorized the Sheriff to proceed with the purchase of a Crime Scene Processing and Evidence Van, and the staff report noted that the related budget adjustment would be included in the next scheduled supplemental budget. This budget request seeks to use existing fund balance to add \$195,000 in one-time budget capacity within the Sheriff's Special Revenue Fund (Fund 1015) to address a long-time need for a crime scene processing and evidence van. The vehicle is designed specifically for the processing of crime scenes in a variety of locations and climate conditions, as well as providing an interior work space for processing, packaging, and documentation of evidence discovered at a crime scene. Sufficient fund balance exists within the Sheriff's Special Revenue Fund to support this budget action and purchase due to seizure/forfeitures activity in 2013. The budget adjustment will transfer \$195,000 to Fund 5091 Equipment R&R Fund for the purchase. There is no effect on the General Fund.

Fund	Uses			Sources			Change in Balance
	External Cash	Internal Transfers	Total	External Cash	Internal Transfers	Total	
1015 SHERIFF SPECIAL INVESTIGATIO		(\$ 195,000)	(\$ 195,000)				(\$ 195,000)
5091 EQUIPMENT RENTAL & REVOLVI	(\$ 195,000)		(\$ 195,000)		\$195,000	\$195,000	\$0
<b>Total</b>	<b>(\$ 195,000)</b>	<b>(\$ 195,000)</b>	<b>(\$ 390,000)</b>	<b>\$0</b>	<b>\$195,000</b>	<b>\$195,000</b>	<b>(\$ 195,000)</b>

**Item 21 Community Services** **Community Services Under-accrued Expenses for Dec 2013 through Feb 2014** **\$0**

2941

Community Services is submitting this request for General Fund support for the under accrued expenses for vacation, holiday and sick leave for December of 2013 through February 2014. These costs cannot be recovered from funding sources under the guidance of Office of Management and Budget Circular A-87. This document establishes the guiding principles for allowable charges to federal grants and awards. In meetings with the Office of Budget and Information Systems and the Auditors Office in 2004 regarding the change in the county accrual methods, it was agreed that if Community Services was under accrued for leave, those under accrued amounts would be supported by GF transfers. See Accrual Spreadsheet tab for detail.

Fund	Uses			Sources			Change in Balance
	External Cash	Internal Transfers	Total	External Cash	Internal Transfers	Total	
0001 GENERAL FUND	\$18,968	(\$ 18,968)					\$0
1935 ADMINISTRATION & GRANTS MA	(\$ 18,968)		(\$ 18,968)		\$18,968	\$18,968	\$0
<b>Total</b>	<b>\$0</b>	<b>(\$ 18,968)</b>	<b>(\$ 18,968)</b>	<b>\$0</b>	<b>\$18,968</b>	<b>\$18,968</b>	<b>\$0</b>

**Item 22 Community Services**  
2940

**Crisis Services Budget Increase**

**\$0**

Crisis services has seen an increase in the cost of providing crisis services in Clark County. This is due to the number of individuals being detained related to mental health issues as well as increased call volume with Protocol Services to mention a few. As a result of the increased cost, this supplement is being requested to increase our expenditure limit by \$500,000. Crisis services are provided under contract with South West Washington Behavioral Health RSN (SWBH). The revenues to support the increased budget will come through our cost reimbursement contract with SWBH.

Fund	Uses			Sources			Change in Balance
	External Cash	Internal Transfers	Total	External Cash	Internal Transfers	Total	
1952 MENTAL HEALTH FUND	(\$ 500,000)		(\$ 500,000)	\$500,000		\$500,000	\$0
<b>Total</b>	<b>(\$ 500,000)</b>	<b>\$0</b>	<b>(\$ 500,000)</b>	<b>\$500,000</b>	<b>\$0</b>	<b>\$500,000</b>	<b>\$0</b>

**COMMUNITY OUTREACH:**

The supplemental appropriation request was advertised during the previous two weeks.

**BUDGET AND POLICY IMPLICATIONS**

The budgets in operating and capital funds will reflect additions and deductions subsequent to the adopted 2013/2014 budget. Please see attachment A which summarizes the net budget impact.

**ACTION REQUESTED:**

Please approve the 2014 Summer Supplemental.

**DISTRIBUTION:**

All County Departments

Approved:

\_\_\_\_\_  
Robert M. Stevens  
Budget Manager

\_\_\_\_\_  
Clark County Board of Commissioners

**EXHIBIT "A"**  
**SUPPLEMENTAL APPROPRIATION / BUDGET TRANSFER**

CONTROL #: \_\_\_\_\_  
 DEPT/DIVISION: Budget Office  
 TC "JB" BATCH #: \_\_\_\_\_

DATE: June 10, 2014  
 RESOLUTION #: \_\_\_\_\_  
 BUDGET BIENNIUM: 2013/2014

Sf Rpt #	Fund	Prog	Dept	Basub	Ele	Obj	W.O.	Code Description	Current Budget Amount	Proposed Budget Amount	Exp Inc/ Rev Dec (DR)	Rev Inc/ Exp Dec (CR)
1	2914	000	992	362	508	000	0	RENTAL INCOME-FD FOR CCFE	0	-10,233	10,233	0
1	2914	000	992	397	083	000	0		0	10,233	0	10,233
1	3083	000	000	308	000	000	0	BEGINNING FUND BALANCE	0	10,233	0	10,233
1	3083	000	482	597	914	551	0	INTERFUND SUBSIDY	0	10,233	10,233	0
2	1026	000	000	308	000	000	0	BEGINNING FUND BALANCE	0	642,673	0	642,673
2	1026	000	304	313	310	318	0		0	82,844	0	82,844
2	1026	000	304	337	000	140	0	INTERLOCAL GRANTS, ETC.	0	-162,400	162,400	0
2	1026	000	304	337	001	000	0	CITY PFD-RETURN OF ST	0	400,000	0	400,000
2	1026	000	304	362	509	000	0	OTHER NON-FAIR RENTAL REVENU	0	-400,000	400,000	0
2	1026	000	304	597	914	551	0	INTERFUND SUBSIDY	0	563,117	563,117	0
2	2914	000	041	397	026	000	0	TRANSFER IN FROM 1026	0	563,117	0	563,117
2	2914	000	041	397	056	000	0	TRANSFER IN FROM 3056	0	-563,117	563,117	0
2	3056	000	000	508	000	901	0	ENDING FUND BALANCE	0	563,117	563,117	0
2	3056	000	041	597	914	551	0	INTERFUND SUBSIDY	0	-563,117	0	563,117
3	0001	000	000	508	000	901	0	ENDING FUND BALANCE	0	58,783	58,783	0
3	0001	000	170	336	009	700	0	TREASURER'S STATE REET TECH	0	187,509	0	187,509
3	0001	000	170	341	413	000	0		0	-39,200	39,200	0
3	0001	000	170	341	420	000	0	ASSESSOR/PUD SERVICE FEE	0	-43,728	43,728	0
3	0001	000	170	341	422	000	0	TAX TAPES - TITLE C.	0	388,349	0	388,349
3	0001	000	170	341	423	000	0	ASSESSMENT REIMBURSEMENT F	0	-24,929	24,929	0
3	0001	000	170	341	424	000	0	EXCISE TAX FEE	0	-24,965	24,965	0
3	0001	000	170	341	426	000	0	FIRE PATROL TREASURERS FEES	0	-24,000	24,000	0
3	0001	000	170	341	427	000	0	SIF REPORT FEE	0	-3,412	3,412	0
3	0001	000	170	341	428	000	0	UTILITIES FEES REIMB.	0	-63,747	63,747	0
3	0001	000	170	341	429	000	0	VISA CONVENIENCE FEE	0	-3,400	3,400	0
3	0001	000	170	341	431	000	0	ACCOUNTING SERVICES-ESU #4	0	-107,354	107,354	0
3	0001	000	170	345	221	000	0		0	-182,340	182,340	0
4	0001	000	000	369	900	000	16244	OTHER MISC REV	0	40,000	0	40,000
4	0001	000	413	547	100	410	0	PROFESSIONAL SERVICES	0	40,000	40,000	0
5	0001	000	308	508	200	997	0	BUDGETED ITEMS NOT IN BUDGET	0	-343,000	0	343,000
5	0001	000	601	597	040	551	0	INTERFUND SUBSIDY	0	343,000	343,000	0
5	5040	000	309	397	001	000	0	TRANSFER IN FROM 0001	0	343,000	0	343,000
5	5040	000	309	518	600	464	0	LIABILITY INSURANCE	0	343,000	343,000	0
6	5090	000	000	308	000	000	0	BEGINNING FUND BALANCE	0	65,000	0	65,000
6	5090	000	390	594	180	648	0	COMPUTER EQUIPMENT	0	65,000	65,000	0
7	5092	000	000	308	000	000	0	BEGINNING FUND BALANCE	0	31,218	0	31,218
7	5092	000	390	518	855	110	0	SALARIES	0	31,218	31,218	0

**EXHIBIT "A"**  
**SUPPLEMENTAL APPROPRIATION / BUDGET TRANSFER**

CONTROL #: \_\_\_\_\_  
 DEPT/DIVISION: Budget Office  
 TC "JB" BATCH #: \_\_\_\_\_

DATE: June 10, 2014  
 RESOLUTION #: \_\_\_\_\_  
 BUDGET BIENNIUM: 2013/2014

Str Rpt #	Fund	Prog	Dept	Basub	Ele	Obj	W.O.	Code Description	Current Budget Amount	Proposed Budget Amount	Exp Inc/ Rev Dec (DR)	Rev Inc/ Exp Dec (CR)
8	0001	000	000	308	000	000	0	BEGINNING FUND BALANCE	0	10,946	0	10,946
8	0001	000	340	557	290	110	0	SALARIES	0	9,279	9,279	0
8	0001	000	340	557	290	210	0	EMPLOYEE BENEFITS	0	1,667	1,667	0
9	0001	000	250	333	970	000	12425	FEDERAL GRANT	0	28,077	0	28,077
9	0001	402	250	521	120	527	12425	USAI GRANT PASS-THRU (HOMLAN	0	26,653	26,653	0
9	0001	402	256	521	401	431	12425	AIRFARE	0	1,424	1,424	0
10	0001	000	250	342	118	000	28418	OFF DUTY REIMBURSEMENTS	0	82,094	0	82,094
10	0001	402	250	521	202	140	28418	OVERTIME	0	76,824	76,824	0
10	0001	402	250	521	202	326	28418	EXPENDABLE EQUIPMENT	0	5,270	5,270	0
11	0001	000	250	333	970	201	12462	FEDERAL GRANT	0	33,547	0	33,547
11	0001	402	250	521	202	140	12462	OVERTIME	0	33,547	33,547	0
12	0001	000	250	342	151	000	12408		0	3,919	0	3,919
12	0001	402	250	521	213	324	12408	FOOD/WATER	0	16	16	0
12	0001	402	250	521	213	431	12408	AIRFARE	0	1,769	1,769	0
12	0001	402	250	521	213	435	12408	MEALS	0	130	130	0
12	0001	402	250	521	213	439	12408	OTHER TRAVEL	0	6	6	0
12	0001	402	250	521	213	456	12408	OTHER VEHICLE RENTAL	0	50	50	0
12	0001	402	250	521	234	140	12408	OVERTIME	0	974	974	0
12	0001	402	254	521	218	140	12408	OVERTIME	0	974	974	0
13	0001	000	250	397	015	000	11713	TRANSFER IN FROM 1015	0	50,000	0	50,000
13	0001	000	250	397	015	000	11714	TRANSFER IN FROM 1015	0	5,000	0	5,000
13	0001	402	250	521	109	326	11713	EXPENDABLE EQUIPMENT	0	50,000	50,000	0
13	0001	402	250	521	109	326	11714	EXPENDABLE EQUIPMENT	0	5,000	5,000	0
13	1015	000	251	332	215	000	11713	FEDERAL ASSET SHARING-DRUG T	0	50,000	0	50,000
13	1015	000	251	332	215	000	11714	FEDERAL ASSET SHARING-DRUG T	0	5,000	0	5,000
13	1015	000	251	597	001	551	11713	INTERFUND SUBSIDY	0	50,000	50,000	0
13	1015	000	251	597	001	551	11714	INTERFUND SUBSIDY	0	5,000	5,000	0
14	5096	000	000	308	000	000	0	BEGINNING FUND BALANCE	0	310,000	0	310,000
14	5096	000	250	521	122	327	0	COMPUTER SUPPLIES	0	310,000	310,000	0
15	0001	000	250	342	154	000	12464		0	8,784	0	8,784
15	0001	402	250	521	219	326	12464	EXPENDABLE EQUIPMENT	0	2,300	2,300	0
15	0001	402	256	521	401	431	12464	AIRFARE	0	6,484	6,484	0
16	0001	000	250	333	200	601	12420	DOT GRANT	0	3,995	0	3,995
16	0001	402	250	521	701	326	12420	EXPENDABLE EQUIPMENT	0	3,995	3,995	0

**EXHIBIT "A"**  
**SUPPLEMENTAL APPROPRIATION / BUDGET TRANSFER**

CONTROL #: \_\_\_\_\_  
 DEPT/DIVISION: \_\_\_\_\_  
 TC "JB" BATCH #: \_\_\_\_\_

DATE: June 10, 2014  
 RESOLUTION #: \_\_\_\_\_  
 BUDGET BIENNIUM: 2013/2014

Str Rpt #	Fund	Prog	Dept	Basub	Ele	Obj	W.O.	Code Description	Current Budget Amount	Proposed Budget Amount	Exp Inc/ Rev Dec (DR)	Rev Inc/ Exp Dec (CR)
17	0001	000	000	308	000	000	0	BEGINNING FUND BALANCE	0	30,000	0	30,000
17	0001	000	120	341	725	000	0		0	-30,000	30,000	0
18	1011	000	000	308	000	000	0	BEGINNING FUND BALANCE	0	67,967	0	67,967
18	1011	000	588	558	551	362	0	UNLEADED GASOLINE	0	0	5,074	
18	1011	000	588	558	551	416	0	DATA PROCESSING	0	0	693	
18	1011	000	588	558	551	455	0	MACHINERY & EQUIP	0	0	62,200	
19	1011	000	000	308	000	000	0	BEGINNING FUND BALANCE	0	58,141	0	58,141
19	1011	000	546	558	600	210		EMPLOYEE BENEFITS	0	0	2,918	0
19	1011	000	546	558	600	211		PERS/LEOFF	0	0	3,594	0
19	1011	000	546	558	600	221		MEDICAL INSURANCE	0	0	14,566	0
19	1011	000	546	558	600	223		DENTAL	0	0	1,158	0
19	1011	000	546	558	600	230		LIFE INSURANCE	0	0	81	0
19	1011	000	546	558	600	236		DISABILITY INS.	0	0	235	0
20	1015	000	000	308	000	000	0	BEGINNING FUND BALANCE	0	195,000	0	195,000
20	1015	000	250	597	091	551	0	INTERFUND SUBSIDY	0	195,000	195,000	0
20	5091	000	000	397	015	000	0	TRANSFER IN FROM 1015	0	195,000	0	195,000
20	5091	000	556	594	480	645	0	TRANSPORTATION EQUIP	0	195,000	195,000	0
21	0001	000	308	508	200	997	0	BUDGETED ITEMS NOT IN BUDGET	0	-18,968	0	18,968
21	0001	000	601	597	935	551	0	INTERFUND SUBSIDY	0	18,968	18,968	0
21	1935	000	450	397	001	000	0	TRANSFER IN FROM 0001	0	18,968	0	18,968
21	1935	000	450	557	200	110	0	SALARIES	0	18,968	18,968	0
22	1952	000	450	346	401	000	0	PHP FEES	0	500,000	0	500,000
22	1952	000	450	564	410	493	0	FILING/RECORDING/PERMIT FEES	0	500,000	500,000	0
<b>Total</b>											<b>5,310,110</b>	<b>5,345,699</b>

Prepared by: \_\_\_\_\_  
 Entered by: \_\_\_\_\_

**ORIGINAL COPY**

# ATTACHMENT A

Fund	Uses			Sources			Change in Balance
	External Cash	Internal Transfers	Total	External Cash	Internal Transfers	Total	
GENERAL FUND	\$95,606	(\$ 361,968)	(\$ 266,362)	\$229,199	\$55,000	\$284,199	\$17,837
PLANNING AND CODE FUND	(\$ 22,552)		(\$ 22,552)				(\$ 126,108)
SHERIFF SPECIAL INVESTIGATION FUND		(\$ 250,000)	(\$ 250,000)	\$55,000		\$55,000	(\$ 195,000)
EXHIBITION HALL DEDICATED REVENUE FUND		(\$ 563,117)	(\$ 563,117)	(\$ 79,556)		(\$ 79,556)	(\$ 642,673)
ADMINISTRATION & GRANTS MANAGEMENT	(\$ 18,968)		(\$ 18,968)		\$18,968	\$18,968	\$0
MENTAL HEALTH FUND	(\$ 500,000)		(\$ 500,000)	\$500,000		\$500,000	\$0
GENERAL OBLIGATION BONDS FUND				(\$ 10,233)	\$10,233		\$0
REAL ESTATE EXCISE TAX FUND - I		\$563,117	\$563,117				\$563,117
REAL ESTATE EXCISE TAX II FUND		(\$ 10,233)	(\$ 10,233)				(\$ 10,233)
GENERAL LIABILITY INSURANCE FUND	(\$ 343,000)		(\$ 343,000)		\$343,000	\$343,000	\$0
SERVER EQUIPMENT REPAIR & REPLACEMENT FUND	(\$ 65,000)		(\$ 65,000)				(\$ 65,000)
EQUIPMENT RENTAL & REVOLVING FUND	(\$ 195,000)		(\$ 195,000)		\$195,000	\$195,000	\$0
DATA PROCESSING REVOLVING FUND	(\$ 31,218)		(\$ 31,218)				(\$ 31,218)
RADIO ER&R FUND	(\$ 310,000)		(\$ 310,000)				(\$ 310,000)
<b>Grand Total</b>	<b>(\$ 1,390,132)</b>	<b>(\$ 622,201)</b>	<b>(\$ 2,012,333)</b>	<b>\$694,410</b>	<b>\$622,201</b>	<b>\$1,316,611</b>	<b>(\$ 799,278)</b>

## ATTACHMENT B - STAFFING CHANGES

Stf Rpt #	Title	Department Name	A/D/C	Pos #	Current Job Classification	Proposed Job	FTE	FTE Type	Mo.	Notes	
7	Office Assistant II TER&R Fund	Technology Equipment Repair & Replacement	A	New	Office Assistant II	Office Assistant II	0.80	Operational	6		
8	Increase PIO budget to bring staff position to full time and add 0.20 FTE	Public Information and Outreach	C	DCR0009	Online Content Mgr	Online Content Mgr	0.20	Operational	8	Bring position from .8 to 1.0	
19	Add Permit Center Staff	Customer Service	A	New	Office Asst II		2.00	Operational	6		
Total Change in FTE's:							3.00				