

# **FY 2015 Spring Supplemental**

**April 15, 2015**

**Work Session: Board of County Councilors**

# Agenda

- Review supplemental purpose, guiding principles and process
- Departmental requests
- Finance Team recommendations
- Questions and Board feedback

# Purpose

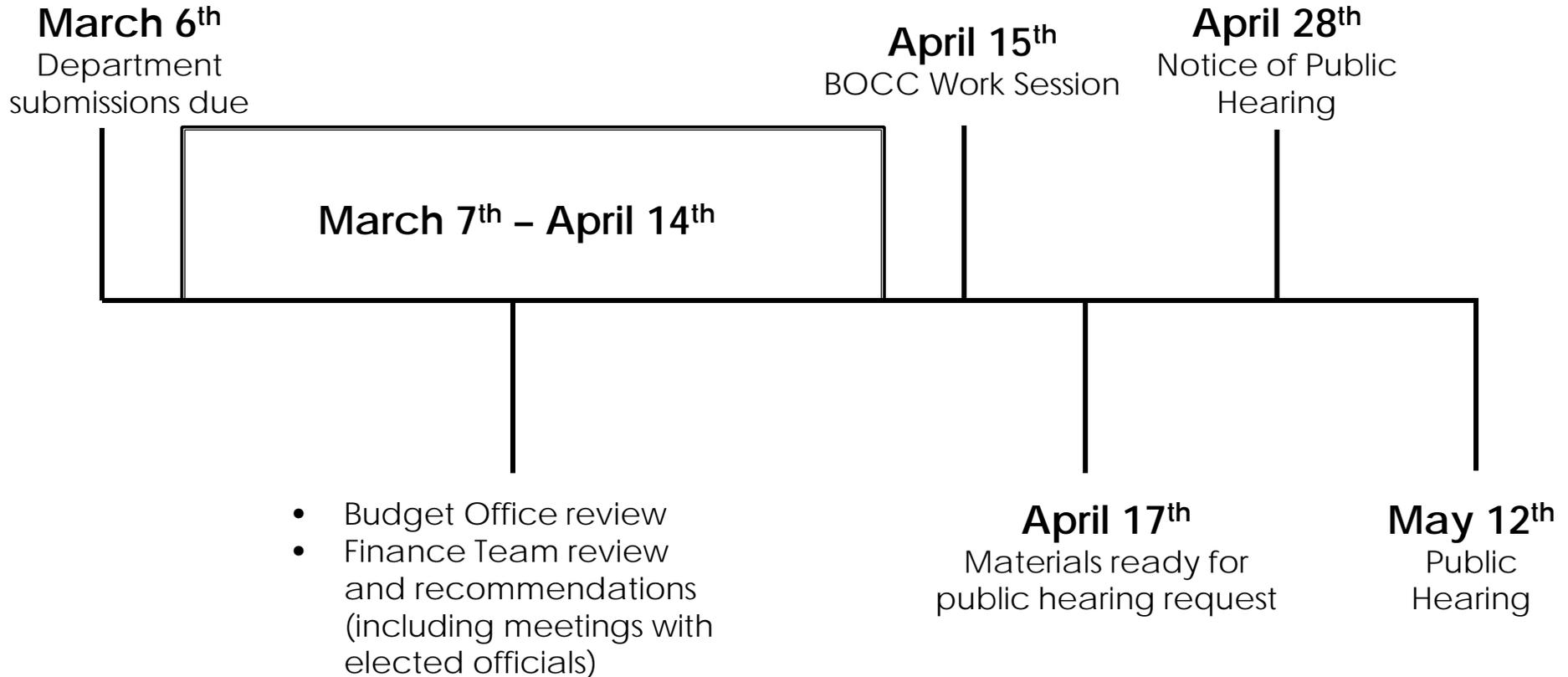
- Recognize new budget-neutral items (e.g. grants, reimbursable work).
- Make adjustments to the adopted budget (e.g. technical corrections, new information).
- Update revenue forecasts if needed.
- Address critical items.

# Guiding Principles

For the General Fund, the Board of County Councilors directs the following;

- Maintain maximum financial flexibility to react to changing circumstances.
- Preserve current service levels.
- Follow the current plan for fund balance stability.

# Process & Timelines



# Requested

Departments submitted 101 packages requesting:

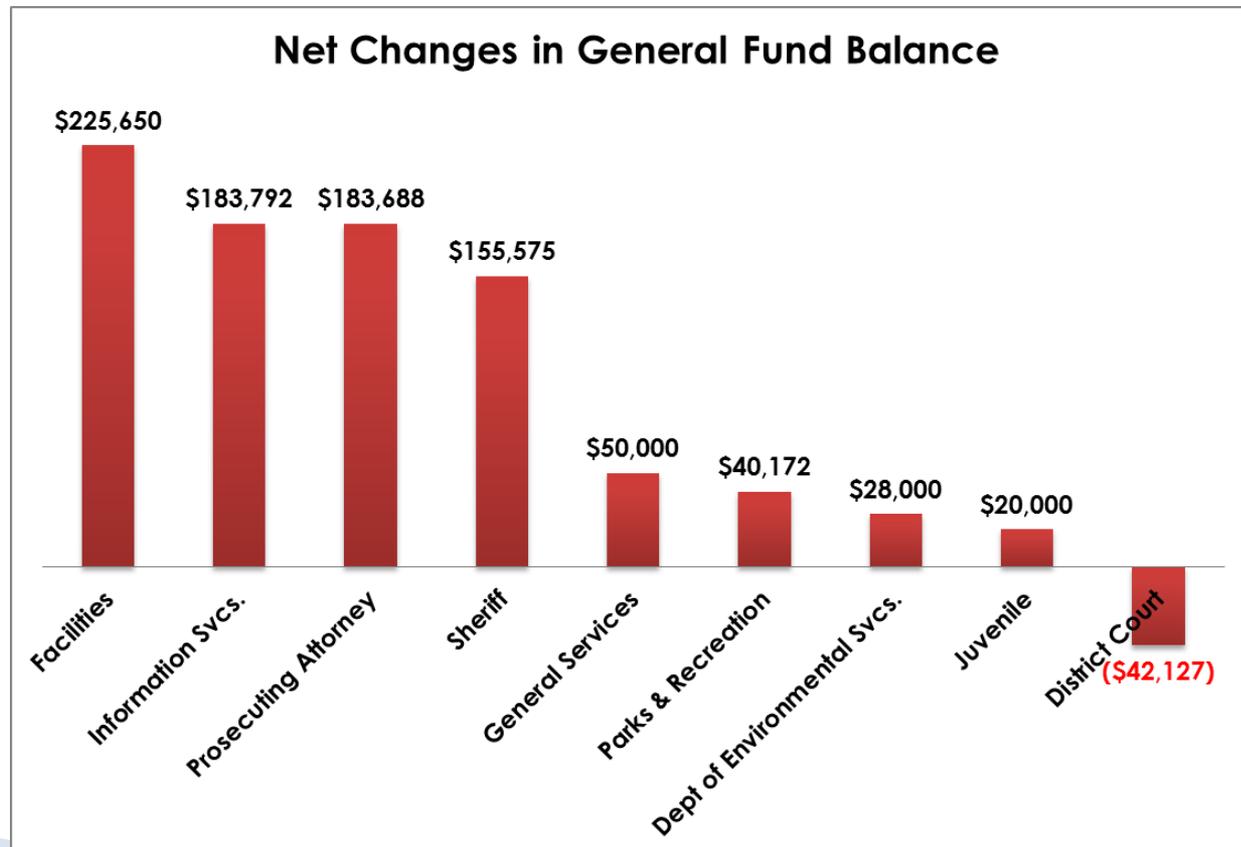
- \$5.5 million in General Fund resources
- Remaining requests overall add \$29.1 million to “all other funds”

Requests were primarily related to:

- Infrastructure major maintenance and replacement projects;
- Updating revenue forecasts and existing expenditure allocations;
- Recognizing grant proceeds; and,
- Maintaining or improving current service levels.

# General Fund Recommendations

- **Total:** \$844,750
  - Ongoing: \$300,510
  - One-time: \$544,240



# General Fund Recommendations

The requests listed below have no impact on General Fund balance.

Item Number	Requesting Dept.	Description	Change in Balance
1	Auditor	Auditor's O&M Fund Overtime	\$0
3	Budget Office	Changes in Personnel Headcount	\$0
5	Budget Office	General Fund Revenue Correction	\$0
6	Budget Office	Move Econ. Dev. Director FTE from Gen. Svcs. to BOCC	\$0
19	District Court	Corrections Counselor Position	\$0
23	District Court	WTSC Regional Training Grant	\$0
27	General Services	Mailroom Revenue and Expenditures	\$0
28	General Services	Reversal of Purchasing Parking Lot Security Package	\$0
31	Information Services	Application Services Web Designer Position	\$0
39	Medical examiner	Coverdell Grant	\$0
45	Parks & Recreation	Move Parks Residual Budget to Fund 1032	\$0
51	Railroad	Railroad Grants	\$0
51	Risk Management	Risk Operating Expenses	\$0
52	Risk Management	Workers Compensation Operating Expenses	\$0
53	Sheriff	2015 Recreational Boating Safety Grant	\$0
54	Sheriff	2015 STOP Violence Against Women Grant	\$0
56	Sheriff	FBI Range Development Funding	\$0
59	Sheriff	PacifiCorp Marine Law Enforcement Contract	\$0
62	Sheriff	Skamania County Jail Beds	\$0
63	Sheriff	Target Zero Traffic Safety Task Force Grant	\$0
64	Sheriff	WA Auto Theft Prevention Authority Grant	\$0
65	Sheriff	WASPC Traffic Safety Equipment Grant	\$0
66	Sheriff	WTSC Traffic Safety Patrols	\$0
<b>TOTAL IMPACT TO FUND BALANCE</b>			<b>\$0</b>

# General Fund Recommendations

The following requests have a positive impact on fund balance.

Item Number	Requesting Dept.	Description	Change in Balance
61	Sheriff	Registered Sex Offender Monitoring Grant	\$56,346
22	District Court	WSDOE CLCP Grant	\$49,671
55	Sheriff	Byrne Drug-Gang Task Force Grant	\$49,515
41	Parks & Recreation	Increase Expenses and Revenues for Camp Bonneville Timber Fund	\$23,828
34	Information Services	TR&R General Fund Parks Budget Move	\$17,400
<b>TOTAL IMPACT TO FUND BALANCE</b>			<b>\$196,760</b>

The remaining requests reduce fund balance.

Item Number	Requesting Dept.	Description	Change in Balance
20	District Court	Specialty Court Fees Carryover	(\$7,544)
99	Facilities	Juvenile Underground Fuel Storage Tank Removal	(\$12,500)
97	Facilities	Fairgrounds Stormwater Swale Maintenance Renovation	(\$12,650)
36	Juvenile	Juvenile Court Critical Furniture and chair replacement	(\$20,000)
14	Dept of Environmental Svcs.	Ethernet Network Services for WSU Ext Svcs.	(\$28,000)
26	General Services	Document Management System Partial Funding	(\$50,000)
42	Parks & Recreation	Request for one-time Comp Plan support	(\$64,000)
35	Information Services	Two Factor Authentication	(\$71,142)
60	Sheriff	Reception Security Improvements	(\$75,000)
96	Facilities	Fairgrounds Joint Project with Clark Public Utilities	(\$80,000)
98	Facilities	Juvenile Building Boiler Replacement	(\$120,500)
33	Information Services	Technology Equipment Repair and Replacement	(\$130,050)
47	Prosecuting Attorney	Add Deputy Prosecutor II	(\$183,688)
57	Sheriff	New Vehicle Capital Carry-forward	(\$186,436)
<b>TOTAL IMPACT TO FUND BALANCE</b>			<b>(\$1,041,510)</b>

**NET IMPACT to FUND BALANCE: (\$844,750)**

# Other Fund Recommendations

The Finance Team also recommends funding requests that add \$29.5 million to “Other Funds”. The changes in fund balance are as follows:

Fund Name	Change in Balance
Healthcare Self-Insurance Fund	\$32,296,579
Urban REET Parks Fund	\$2,947,623
Wastewater Maintenance & Operation Fund	\$1,362,000
Real Estate Excise Tax Fund - I	\$912,168
Data Processing Revolving Fund	\$182,580
Bonneville Timber Fund	\$137,572
Event Center Fund	(\$102,524)
Mental Health Sales Tax Fund	(\$153,400)
Health Department	(\$155,256)
Auditor's O & M Fund	(\$210,000)
Conservation Future Fund	(\$373,062)
Equipment Rental & Revolving Fund	(\$404,728)
Exhibition Hall Dedicated Revenue Fund	(\$412,173)
Planning And Code Fund	(\$479,697)
Clean Water Fund	(\$800,000)
SCWPT Repair & Replacement Fund	(\$800,000)
County Road Fund	(\$1,362,143)
MPD-Operations Fund	(\$2,997,623)
All other funds	(\$69,847)
<b>Grand Total</b>	<b>\$29,518,069</b>

# Other Fund Recommendations

Item Number	Fund	Requesting Dept.	Description	Change in Balance
1	1002	Auditor	Auditor's O&M Fund Overtime	(\$210,000)
2	1027	Budget Office	Add leasehold excise tax to fund 1027	\$0
3	1026	Budget Office	Exhibit Hall Revenues	(\$145,243)
3	2914	Budget Office	Exhibit Hall Revenues	\$0
3	3056	Budget Office	Exhibit Hall Revenues	\$912,168
7	3085	Budget Office	PLACEHOLDER Package: Recall and Reissue 2005A Bonds	\$0
7	2914	Budget Office	PLACEHOLDER Package: Recall and Reissue 2005A Bonds	\$0
7	3083	Budget Office	PLACEHOLDER Package: Recall and Reissue 2005A Bonds	\$0
7	3056	Budget Office	PLACEHOLDER Package: Recall and Reissue 2005A Bonds	\$0
8	1033	Budget Office	Updated Fund 1033 sales tax revenue	\$563,755
13	4420	DES	Clean Water Fund Revenue Update	(\$800,000)
15	3085	DES	Fund 3085 Maintenance and Acquisition Expenditure Increase	(\$480,000)
16	3085	DES	Fund 3085 Revenue Adjustment	\$106,938
17	4014	DES	Solid Waste Fund Revenue Forecast Update	\$38,304
19	1033	District Court	Corrections Counselor Position	(\$80,242)
21	1033	District Court	SWBH Contract End	(\$52,884)
24	5193	General Services	Automatic Call Distribution Upgrade	(\$25,000)
28	1027	General Services	Reversal of Purchasing Parking Lot Security Package	\$0
30	5045	Human Resources	Healthcare Self Insurance Fund	\$32,296,579

# Other Fund Recommendations

Item Number	Fund	Requesting Dept.	Description	Change in Balance
33	1012	Information Services	Technology Equipment Repair and Replacement	(\$14,280)
33	1025	Information Services	Technology Equipment Repair and Replacement	(\$9,180)
33	1011	Information Services	Technology Equipment Repair and Replacement	(\$8,670)
33	1935	Information Services	Technology Equipment Repair and Replacement	(\$8,670)
33	1003	Information Services	Technology Equipment Repair and Replacement	(\$3,060)
33	5093	Information Services	Technology Equipment Repair and Replacement	(\$2,550)
33	5006	Information Services	Technology Equipment Repair and Replacement	(\$2,040)
33	1017	Information Services	Technology Equipment Repair and Replacement	(\$1,530)
33	1018	Information Services	Technology Equipment Repair and Replacement	(\$1,020)
33	5040	Information Services	Technology Equipment Repair and Replacement	(\$1,020)
33	5091	Information Services	Technology Equipment Repair and Replacement	(\$510)
33	5092	Information Services	Technology Equipment Repair and Replacement	\$182,580
34	1032	Information Services	TR&R General Fund Parks Budget Move	\$0
40	1032	Parks & Recreation	Add Budget for Parks Construction	(\$2,997,623)
40	3179	Parks & Recreation	Add Budget for Parks Construction	(\$150,000)
40	3055	Parks & Recreation	Add Budget for Parks Construction	\$2,947,623
41	1014	Parks & Recreation	Increase Expenses and Revenues for Camp Bonneville Timber Fund	\$137,572
44	1032	Parks & Recreation	Approve Additional funding for General Fund Parks Maintenance	\$0
45	1032	Parks & Recreation	Move Parks Residual Budget to Fund 1032	\$0
49	1033	Prosecuting Attorney	Therapeutic Specialty Courts Support Staff Increase	(\$64,160)
51	5040	Risk Management	Risk Operating Expenses	\$0
52	5043	Risk Management	Workers Compensation Operating Expenses	\$0
58	1017	Sheriff	Northwest High-Intensity Drug Trafficking Area	\$0
69	1011	Community Development	Add two additional Building Inspector II's to Bldg. Dept. (one GF and one 1011)	(\$353,701)
70	1011	Community Development	Add Planning Tech II with time split between Permit Center & Land Use Review	(\$117,326)

# Other Fund Recommendations

Item Number	Fund	Requesting Dept	Description	Change in Balance
72	3075	Public Works Administration	Add budget for Park Impact Fees	(\$3,400)
72	3076	Public Works Administration	Add budget for Park Impact Fees	(\$3,400)
72	3077	Public Works Administration	Add budget for Park Impact Fees	(\$3,400)
72	3078	Public Works Administration	Add budget for Park Impact Fees	(\$3,400)
72	3079	Public Works Administration	Add budget for Park Impact Fees	(\$3,400)
72	3080	Public Works Administration	Add budget for Park Impact Fees	(\$3,400)
72	3176	Public Works Administration	Add budget for Park Impact Fees	(\$3,400)
72	3177	Public Works Administration	Add budget for Park Impact Fees	(\$3,400)
72	3179	Public Works Administration	Add budget for Park Impact Fees	(\$3,400)
72	3275	Public Works Administration	Add budget for Park Impact Fees	(\$3,400)
72	3276	Public Works Administration	Add budget for Park Impact Fees	(\$3,400)
72	3277	Public Works Administration	Add budget for Park Impact Fees	(\$3,400)
72	3278	Public Works Administration	Add budget for Park Impact Fees	(\$3,400)
72	3279	Public Works Administration	Add budget for Park Impact Fees	(\$3,400)
72	3280	Public Works Administration	Add budget for Park Impact Fees	(\$3,400)
73	4583	Public Works Administration	Add budget to the Treatment Plant Funds and transfers	(\$800,000)
73	4580	Public Works Administration	Add budget to the Treatment Plant Funds and transfers	\$1,362,000
74	3271	Public Works Administration	Create a new combined Park Impact Fee District 1 Fund	\$0
75	1012	Public Works Administration	Increase Clean Water annual fees from \$2.4M to 2.8M	(\$800,000)
76	1012	Public Works Administration	Public Works Debt Budget Update	(\$89,258)
76	2914	Public Works Administration	Public Works Debt Budget Update	\$0
77	1012	Public Works Administration	Request 3 additional vehicles for Construction Engineers	(\$77,829)
77	5091	Public Works Administration	Request 3 additional vehicles for Construction Engineers	\$10,284

# Other Fund Recommendations

Item Number	Fund	Requesting Dept	Description	Change in Balance
78	1012	Public Works Administration	Request a New Senior Programming Analyst for Public Works	(\$206,901)
79	1012	Public Works Administration	Request an additional Engineer position in Public Works	\$0
80	1012	Public Works Administration	Request an additional vehicle for Survey Section	(\$33,070)
80	5091	Public Works Administration	Request an additional vehicle for Survey Section	\$5,070
81	5091	Public Works Administration	Request to roll over budget and approve equipment purchases from 2013/2014	(\$429,714)
82	1012	Public Works Administration	Request two additional vehicles for Transportation Division	(\$68,805)
82	5091	Public Works Administration	Request two additional vehicles for Transportation Division	\$10,142
83	1012	Public Works Administration	Update Maple Maintenance Site's Main Building	(\$72,000)
84	1025	Health Administration	Community Health Improvement Plan, project position	(\$82,269)
85	1025	Health Administration	Federal funding changes [NET Reduction of \$485,139]	\$0
86	1025	Health Administration	Health Benefit Exchange grant	\$0
87	1025	Health Administration	Records Management, project position	(\$63,807)
88	1033	Community Services	DCS Carryover from Mental Health Sales Tax for Detox	(\$468,993)
88	1954	Community Services	DCS Carryover from Mental Health Sales Tax for Detox	\$0
89	1003	Fairgrounds	Capital Expenditure Funds	(\$15,661)
90	1003	Facilities	Central Support Services Collection of Event Center Contract Revenue	(\$40,000)
90	5093	Facilities	Central Support Services Collection of Event Center Contract Revenue	\$40,000
91	1026	Fairgrounds	Exhibit Hall Sign Emergency Repairs	(\$110,000)
91	2914	Fairgrounds	Exhibit Hall Sign Emergency Repairs	\$0
92	1026	Fairgrounds	Fair and Event Center One-time Purchases	(\$100,000)
92	1003	Fairgrounds	Fair and Event Center One-time Purchases	\$0
94	5093	Facilities	Bratton Canyon Pack- Replacement of Woodland Campground Package	\$0
101	1026	Facilities	Roof Replacement for the Fairgrounds Old Admin Office, Blue Rstrm., and Bee Barn	(\$56,930)

# General Fund Requests Not Recommended

Important needs still exist. Due to limited resources, packages totaling **\$4.6 million** were not recommended at this time.

Item Number	Requesting Dept	Description	Change in Balance
67	Animal Control	Ripley's Horse Aid Foundation	(\$5,000)
38	Juvenile	Security Locks for Primary Access Doors	(\$5,500)
12	Code Enforcement	Winery Code Enforcement	(\$15,000)
93	Facilities	Access Gate for Courthouse West Entry	(\$20,112)
10	Code Enforcement	Abatement Funding	(\$27,500)
36	Juvenile	Juvenile Court Critical Furniture and chair replacement	(\$80,000)
9	Clerk	Clerk's Office Remodel	(\$96,800)
17	Dept of Environmental Svcs.	Natural Resources Specialist I position	(\$124,998)
48	Prosecuting Attorney	EJC Program Coordinator	(\$130,252)
11	Code Enforcement	Add a Conditional Use Coordinator position to Code Enforcement	(\$139,392)
44	Parks & Recreation	Approve Additional funding for General Fund Parks Maintenance	(\$142,500)
46	Prosecuting Attorney	Add Deputy Prosecutor I	(\$146,418)
95	Facilities	Fairgrounds F Lot Asphalt Overlay	(\$157,810)
32	Information Services	Infrastructure Services Disaster Recovery Package	(\$191,910)
100	Facilities	Public Service Center Hearing/Training Room Audio System Replacement	(\$206,739)
37	Juvenile	Juvenile Detention Security System -critical upgrades and replacements	(\$225,000)
43	Parks & Recreation	Request for Parks Admin budget that wasn't spent in 2013-2014	(\$281,064)
25	General Services	Document Management System	(\$934,032)
29	Facilities	Telephone System Upgrade Package	(\$1,664,000)
<b>TOTAL IMPACT TO FUND BALANCE</b>			<b>(\$4,594,027)</b>

# Other Funds Requests Not Recommended

- **Community Development** – Gradual approach to staffing increases recommended by Finance Team (3 positions are already recommended; additional requests may be considered in future supplemental).
- **Facilities and Information Services** – Packages are tied to General Fund requests that were not recommended.

Item Number	Requesting Dept.	Description	Change in Balance
68	Community Development	Add Assistant Building Official position to Building Department	(\$175,915)
71	Community Development	Add Program Assistant position to Building Department	(\$110,994)
29	Facilities	Telephone System Upgrade Package	(\$136,000)
32	Information Services	Infrastructure Services Disaster Recovery Package	(\$33,168)
		<b>TOTAL IMPACT TO FUND BALANCE</b>	<b>(\$456,077)</b>

# Next Steps

- Questions
- Board Feedback
- Hearing materials to be finalized by Friday April 17<sup>th</sup>
- Public Hearing May 12<sup>th</sup>