

## County Code Review Pursuant to Home Rule Charter | Section 10.8

1. Project started based on the Home Rule Charter: Under Section 10.8, the prosecuting attorney shall propose amendments to the Code that are necessary to make code consistent with the charter.
2. Primary review focused on Title 1 and Title 2.
3. Did not conduct a full code review for out of date provisions given the significant length and breadth of the Code.
4. Three primary areas of requested changes:
  - a. Simple name changes/function adjustment due to Home Rule Charter
  - b. Out of date code provisions or no longer necessary
  - c. Code provisions needing more explanation due to the changes/updates
5. During this process, some code provisions needed more extensive review and updating. Due to the nature of the current process, determined that those code provisions should be addressed separately and will be brought to Council in 2019.
  - a. CCC 2.33A Property Management. Update for current practice and process.
  - b. CCC 2.48A Emergency Management. Update based on CRESA status and statutory changes to emergency management
  - c. CCC 2.51 Hearing Examiner System. Update to address streamlining and consistency in hearings examiners procedure.
  - d. CCC 2.95 Risk Management. Revisions based on changes to structure and administration of tort claims and workers' compensation claims.

### Category 1 *Simple Name Change/Function Adjustment*

County Code Chapter	Type of Change
<b>1.08 District Courts</b>	Name of council
<b>2.04 Commissioners' Regular Meeting Days</b>	Name of council
<b>2.05 Relating to Public Records Indexing Requirements</b>	Name of council and updated statutory reference
<b>2.06 Planning Commission</b>	Name of council
<b>2.11 Office of the Budget</b>	Name of council
<b>2.12 County Auditor</b>	Name of council
<b>2.14 Internal Audit Procedure</b>	Name of council
<b>2.17 Dispute Resolution Center</b>	Name of council
<b>2.19 Public Facilities District</b>	Name of council
<b>2.20 Railroad Advisory Board</b>	Name of council and updated staff contact
<b>2.26 Developmental Disabilities Advisory Board</b>	Name of council and updated statutory reference
<b>2.61 Parks Advisory Board</b>	Name of council



## Category 2 *Out of Date Code Provisions*

County Code Chapter	Type of Change
1.04 County Classified	Out of date
2.16 Weight Control Supervisor	No longer necessary/out of date
2.21 Traffic Safety Commission	Commission no longer exists
2.22 Traffic Management Advisory Committee	Committee no longer exists
2.25 Social Services Planning Commission	Commission no longer exists
2.27 Mental Health Advisory Board	Board no longer exists
2.28 Substance Abuse Advisory Board	Board no longer exists
2.34 Overall Economic Development Program Committee	Committee no longer exists
2.36 Purchasing Department	Name of council; delete provision out of date
2.40 Mapping and Printing Department	No longer necessary/out of date
2.52 Clark County Regional Planning Council	Council no longer exists
2.53 Columbia Region Association of Governments	Association no longer exists
2.54 Boundary Review Board	Board no longer exists
2.60 Health District	District no longer exists
2.63 Orchards Community Advisory Committee	Committee no longer exists
2.76 Employment Retirement	Regulated by state law
2.84 Public Works Department Merit System	Out of date
2.88 Grange Day	Out of date
2.92 Federal Rent Supplement Program	Program no longer exists
2.96 Petty Cash Fund	Out of date
5.04.010 Second Dealers	Out of date
5.44 Sales of distressed merchandise	Out of date



### Category 3 Code Revisions with Explanations

Title	Recommended Change	Explanation
<b>1.02 Form of Official Documents</b>	Adding new section on revised names per Home Rule Charter	Clarifies names based on new Home Rule Charter names.  Catch-all of Council and County Manager names that are still found in various code provisions.
<b>2.08 County Office Hours</b>	Name of council; Authority on office hours.  Repealing CCC 2.08.020; 2.08.030	Home Rule Charter: County Manager and elected officials have decision-making authority on offices:  Section 3.2(B) – Executive to supervise administrative departments  Section 3.6 – Other elected shall comply with County HR policies unless adopts alternate HR policies.  Repealing out of date code provisions
<b>2.09 Policies and Procedures Implementing the Clark County Charter</b>	Name of council;  Changes contracting authority for County Manager on contracts;  Changes authority to purchase capital equipment items if budgeted;  Changes County Manager’s authority on the leasing of county property;  Changes requirements on publication of contracts prior to execution	Council adopts the policy, County Manager functions in administrative capacity:  2.09.030(1)(a) –County Manager may execute contracts not to exceed \$200,000 unless general fund expenditure. Since Council has adopted the budget, County Manager functions in an administrative capacity.  2.09.030(1)(b) – There is no capital equipment acquisition plan. However, if there is a fully budgeted purchase, this is consistent with County Manager authority.  2.09.030(1)(g) – Allows the county manager to lease property where the Council has addressed specific property issues.  2.09.030(2) – administrative burden to publish all contracts prior to execution. There are a number of contracts executed every day, including contracts that are by department heads (as delegated by the county manager). For contracts that require Council approval, those will be published in advance since the staff report will be posted on line.
<b>2.10A Elected Officials’ Salaries</b>	Name of council  Changes mirror Charter language	Charter Section 5.5 addresses salaries for elected officials.
<b>2.15 County Administrator</b>	Repeal	All provisions are now covered by Charter Section 3.2



Title	Recommended Change	Explanation
<b>2.32 Public Works Department</b>	Repeal	All provisions are covered under HR policies or Home Rule Charter: Section 3.2(B) – Executive to supervise administrative departments Article 5 – Human Resources Policies (Section 5.3 – County Manager authority)
<b>2.38 Human Resources Department</b>	Repeal	All provisions are covered under HR policies or Home Rule Charter: Section 3.2(B) – Executive to supervise administrative departments Article 5 – Human Resources Policies (Section 5.3 – County Manager authority)
<b>2.44 Board of Equalization of Assessment</b>	Update name of Council; Update the appointment process	Changes to conform to Charter 2.4(H) regarding appointment process
<b>2.66 County Jail</b>	Delete language pursuant to RCW 70.48.210; Repeal language inconsistent with Chapter 70.48 RCW Change to add flexibility in language	Changes made to conform to Chapter 70.48 RCW and current practice
<b>2.72A Personnel Manual</b>	Repeal	No longer necessary due to Home Rule Charter, Article 5
<b>2.78 Volunteer Reserve Deputy Sheriff Retirement and Relief Benefits</b>	Some language clarifying definition of volunteer reserve deputy sheriff to exclude individuals employed as law enforcement officers. Also clarifying definition of reserve deputy coordinator	Update to reflect current practice
<b>2.80 Policy on Handling Complaints</b>	Update name of Council; Repeal out of date provisions	Updated based on current practice
<b>2.97 Individual Liability of County Officials</b>	Update name of Council; Delete and revise language to conform to state statute	Changes made to conform to RCW 4.96.041
<b>2.99 Bad Debts</b>	Update name of Council; Revise language to streamline process	Updates to provide a streamlined process; Council adopts a policy that is administered by the County Manager

