

## **SUPPORT OF SERVICES AND PROGRAMS**

### **Policy 190**

#### **.1 GENERAL STATEMENT OF POLICY**

One of the primary duties of the Board of County Commissioners is to allocate the County's limited resources. Counties across Washington provide a wide range of services. Many are mandatory and are provided to citizens living in both incorporated cities and the unincorporated portions of the County. Some are discretionary services desired by the citizens we serve.

During each annual budget cycle the Board is faced with far more requests for services from County government than can be provided. The Board must prioritize and balance services that provide safety and protection for our citizens and property with those that provide for quality of life now, and in the future. Both the decision on what services to fund, as well as what level of funding is allocated to each service are made based on many factors. The County's mission statement and statement of values, the Commissioner's goals and objectives, County Officials' input, citizen input, and both short and long term economic indicators are all factors considered during the budgeting process.

County revenues are obtained primarily from taxes, user fees, fines, and grant funds. Several services, particularly in the General Fund, are accomplished for a particular group of citizens. Building and development permits, for instance, are only required by those developing property or building. In those cases where a program exists for a selective group, and user fees may be charged, the Board must determine the extent the program should be funded by user fees vs. the general tax payer.

The policies contained in this chapter are public policy guidelines, adopted by the Board of Commissioners to guide the allocation of funds to a number of County services.

#### **.3 BUILDING AND LAND DEVELOPMENT SERVICES**

It is the policy of the County to fund building and land development services primarily with permit and other user fees. The Board however, recognizes that building and land development impacts tax collections and provides for economic development in our community. It is also recognized that, in order to provide timely permitting services, significant resources in personnel and other costs must be allocated.

Therefore, it is the policy of the County to allocate, at a minimum, the amount collected in building permit fees from the previous year, to building and land development services in any current year.

The Administrator will identify the costs of providing services annually during the budget process. The Board will consider adjustment of resource allocation as permit activity and revenue increases or decreases. Costs considered associated with building and land development will include, but not be limited to:

- a. Personnel Costs (Including Indirect Costs) of;
  - Building Division Staff (Building Official, Code Compliance Officers, Permit Technicians, etc.)
  - A percentage of planning staff used for short range planning, development and building permitting (Planning Manager, GIS personnel, Planners, etc.)
  - A percentage of administrative staff (DCD Director, Office Assistant, Clerical Staff, Code Enforcement, etc.)
- b. Maintenance and operations costs of the building division
- c. Capital costs