

Approved: 04/03/2024

Effective: 04/15/2024

SNOHOMISH COUNTY COUNCIL  
Snohomish County, Washington

ORDINANCE NO. 24-014

RELATING TO COUNTY BUDGET AND ASSOCIATED FISCAL PROCEDURES;  
AMENDING CHAPTERS 2.16, 2.32, 3.36, 3.42, 4.35, 4.65, 4.70, 4.72, 4.73, 4.103,  
AND 15.04 SCC

BE IT ORDAINED:

Section 1 Snohomish County Code Section 2.16.020, last amended by  
Amended Ordinance No. 20-081, on January 20, 2021, is amended to read:

**2.16.020 Parks division duties.**

The duties of the parks division shall be to:

- (1) Establish the parks and recreation system for Snohomish County;
- (2) Administer and supervise the maintenance and operation of county parks;
- (3) Develop annual parks division budget estimates as provided in SCC 4.26.030;
- (4) Develop parks division capital improvement program;
- (5) Plan and develop master plan for county parks;
- (6) Develop parks and recreation comprehensive plan;
- (7) Make recommendations to the director of the department of conservation and natural resources as to the establishment of rules and regulations regarding county park usage and fee schedules for county parks;
- (8) Perform such other duties as determined by the director of the department of conservation and natural resources.

Section 2. Snohomish County Code Section 2.32.041, last amended by  
Amended Ordinance No. 07-015, on March 21, 2007, is amended to read:

**2.32.041 Revolving fund amount.**

The amount of the fair revolving fund shall be the amount adopted in the current budget ordinance. The treasurer of Snohomish county is hereby authorized and directed to issue a check for the amount adopted in the current ~~((annual))~~ budget ordinance and deliver such check to the manager each year during the week immediately prior to the opening of the fair. The manager shall deposit such check in an approved bank in a checking account created for the sole purpose of administering said revolving fund. No deposit shall be made to such checking account other than the treasurer's check and ~~((auditor's))~~ finance department warrants replenishing amounts expended.

1 Section 3. Snohomish County Code Section 3.36.010, last amended by  
2 Ordinance No. 20-013, on June 24, 2020, is amended to read:  
3

4 **3.36.010 Reimbursement for travel expenses.**

5 No appointive officer or employee of Snohomish county shall be allowed  
6 expenses for any business trip outside of the state of Washington, unless prior  
7 permission shall have been secured from the elected official, or the elected  
8 official's designee, to whom the appointive officer or employee reports:  
9 PROVIDED, That such expenses by a council member and the council member's  
10 designated legislative aide shall not exceed the amount allocated to each council  
11 member by motion in conjunction with the ~~((annual-))~~ budget ~~((for that year))~~.  
12 Upon return of the council member, official or employee of the council, a report  
13 summarizing such travel shall be provided to the council.  
14

15 Section 4. Snohomish County Code Section 3.42.050, last amended by  
16 Ordinance No. 22-011, on April 27, 2022, is amended to read:  
17

18 **3.42.050 Administration.**

19 (1) The board shall employ or otherwise provide a county noxious weed  
20 coordinator, hereafter referred to as the "coordinator," through the county  
21 personnel system, pursuant to RCW 17.10.060, with the director of the  
22 department of conservation and natural resources as the appointing authority for  
23 the coordinator. The coordinator may be classified as full time or seasonal as  
24 determined by the director of the department of conservation and natural  
25 resources in consultation with the board. The coordinator shall comply with the  
26 county personnel policies. These policies require supervision from the director of  
27 the department of conservation and natural resources or the director's designee  
28 for all purposes including authority regarding appointment, termination or  
29 employee discipline.

30 (2) The coordinator's duties shall include management of the annual noxious  
31 weed control program, including but not limited to:

32 (a) Supervision of the inspection of land to determine the presence of  
33 noxious weeds;

34 (b) Preparation of the annual-program and preliminary budget estimates  
35 as provided in SCC 4.26.030 for approval by the county council;

36 (c) Management of the board's annual program of work which includes  
37 four elements: the weed control program; the education program; the  
38 enforcement and regulation program; and the monitoring program.

39 (3) The coordinator will be accountable to the board for meeting the fiscal and  
40 budgetary restraints set forth by the board and the county council. The  
41 coordinator will provide the board with a budgetary review of expenditures and  
42 balances at the regular meetings of the board or as requested by the board.

43 (4) Subject to budgetary control by the county council, the board may request  
44 that the director of the department of conservation and natural resources assign

1 additional department employees as the board deems necessary for the  
2 administration of the county's noxious weed control program. Such employees  
3 shall be county classified positions subject to the provisions of title 3A SCC.  
4 While the board shall establish the annual noxious weed control program to be  
5 carried out by such employees, they shall be subject to the supervision of the  
6 director of the department of conservation and natural resources or the director's  
7 designee for all purposes including decisions regarding appointment, termination  
8 or employee discipline.

9 (5) Administrative support for the board shall be provided by the department of  
10 conservation and natural resources. Subject to the limitations of budgetary  
11 appropriations, such support shall include, but not be limited to, office space,  
12 vehicles and equipment as well as payroll, accounting, grants administration and  
13 all other necessary financial services. All expenditures of board appropriations  
14 shall be approved by the chair of the board, or the chair's designee, before being  
15 authorized by the department.

16 (6) The board may seek and recommend that the executive, in accordance with  
17 SCC 2.10.010(25), apply for grants to support the county noxious weed control  
18 program. Grant contracts shall be approved in accordance with SCC 2.10.010  
19 and 3.04.140.  
20

21 Section 5. Snohomish County Code Section 4.35.040, last amended by  
22 Ordinance No. 19-013, on May 8, 2019, is amended to read:  
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24 **4.35.040 Use of fund.**

25 The facility services fund shall be used for the operation of the county parking  
26 garage and for such other services that support operation of county facilities as  
27 are identified in the county's (~~annual~~) budget ordinance, insofar as such  
28 services are administered by the department of facilities and fleet, and for  
29 payment of related county administrative expenses.  
30

31 Section 6. Snohomish County Code Section 4.65.040, last amended by  
32 Ordinance No. 16-040, on June 22, 2016, is amended to read:  
33

34 **4.65.040 Operation of the fund.**

35 1) Year end current expense fund balance in excess of that anticipated will be  
36 available for transfer by the county council to the cumulative reserve fund for  
37 information technology projects.

38 (2) The county executive shall make an annual recommendation to the county  
39 council regarding the amount available for transfer, based on a report prepared  
40 by the director of finance. The director's report will be prepared after the current  
41 expense fund has been closed and audited by the state examiner and will include  
42 an analysis of fund balance as it relates to fund balance goals.

1 (3) The financial resources in the information technology fund may accumulate  
2 from year to year until such time as the council by ordinance appropriates all or  
3 part of the resources in the fund for the purposes specified in SCC 4.35.020.  
4 (4) The director of information technology shall prepare annual budget estimates  
5 as provided in SCC 4.26.030 for the information technology fund as provided in  
6 SCC 4.26.030. The budget will identify the project phases to be funded and the  
7 approximate amount for each executive's ~~((annual))~~ budget.  
8

9 Section 7. Snohomish County Code Section 4.70.040, adopted by Ordinance  
10 No. 85-132, on December 24, 1985, is amended to read:  
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12 **4.70.040 Payment of principal and interest.**

13 Principal and interest payments that are required by the terms and conditions of  
14 each currently outstanding and future limited tax general obligation bond  
15 authorized by RCW 39.36.020(2) shall be paid out of the annual tax levy that is  
16 permitted without a vote of the people and by any other monies lawfully available  
17 and pledged therefor. Such payments will be appropriated ~~((annually))~~ within the  
18 Snohomish county budget.  
19

20 Section 8. Snohomish County Code Section 4.72.040, adopted by Ordinance  
21 No. 89-111, on September 13, 1989, is amended to read:  
22

23 **4.72.040 Operation of the fund.**

24 The county auditor or his designee shall collect surcharges on instruments  
25 recorded by his office and remit them to the treasurer daily for deposit to this  
26 fund. The monies collected shall be spent for the purpose described in SCC  
27 4.72.020. Any unspent monies shall be carried over within the fund from year to  
28 year. The ending fund balance and anticipated revenues shall be budgeted  
29 ~~((annually))~~ prior to the expenditure of the fund.  
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31 Section 9. Snohomish County Code Section 4.73.030, last amended by  
32 Ordinance No. 22-058, on November 9, 2022, is amended to read:  
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34 **4.73.030 Fund operation.**

35 The funds collected by the county auditor's office for the purposes described in  
36 SCC 4.73.020 shall be deposited in the elections cumulative reserve fund. Any  
37 unspent monies shall be carried over within the fund from year to year. The  
38 ending fund balance and anticipated revenues shall be budgeted ~~((annually))~~ in  
39 conjunction with the county budget process prior to any expenditure from the  
40 fund.  
41

42 Section 10. Snohomish County Code Section 4.103.020, adopted by Ordinance  
43 No. 07-141, on December 19, 2007, is amended to read:  
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1 **4.103.020 Sources of resources.**

2 The grants control fund shall contain revenues from grant sources, revenues  
3 identified in the ~~((annual))~~ budget ordinance, and such other revenues as the  
4 council may from time to time direct.

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6 Section 11. Snohomish County Code Section 15.04.080, last amended by  
7 Ordinance No. 92-132, on November 18, 1992, is amended to read:

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9 **15.04.080 Financing.**


10 Estimated airport revenues, receipts from the sale of bonds, tax levies, any other  
11 income, proposed airport revenue bond issues or authorizations, and estimated  
12 expenditures to be made or anticipated by the airport manager in connection with  
13 the operation, maintenance, development, or improvement of the airport for  
14 airport or industrial or commercial purposes, shall be set forth and included in a  
15 preliminary airport budget ~~((for the ensuing calendar year))~~ estimates as provided  
16 in SCC 4.26.030, and submitted by airport manager to the county executive by  
17 the time specified in the charter. When approved by the county council, the  
18 airport budget shall become effective and all expenditures or bond issues  
19 included therein shall become duly appropriated or authorized and available for  
20 expenditure or issuance by the county executive for the purposes stated, subject  
21 to the conditions and limitations set forth above.

22  
23 PASSED this 3<sup>rd</sup> day of April, 2024.

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26 SNOHOMISH COUNTY COUNCIL  
27 Snohomish County, Washington

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32 Council Chair

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34 ATTEST:

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38 Deputy Clerk of the Council

1 (X) APPROVED

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3 ( ) EMERGENCY

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5 ( ) VETOED

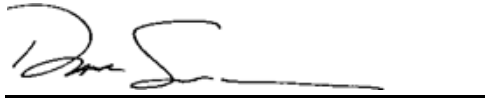
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DATE: April 5, 2024

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County Executive

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14 ATTEST:

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Melissa Geraghty

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20 Approved as to form only:

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22 /s/ George B. Marsh 2/14/2024

23 Deputy Prosecuting Attorney

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