



**CLARK COUNTY
STAFF REPORT**

DEPARTMENT: Assessor

DATE: 12/26/2013

REQUEST: Approve the Memorandum of Understanding (MOU) #2013-GIS-01 between Clark County Commissioners and the Clark County Assessor.

CHECK ONE: X Consent CAO

BACKGROUND

The statutory duties of the Assessor’s Office include those of certain mapping responsibilities identified in RCW 84.40.160. The GIS Department has the resources and expertise available within the described mapping responsibilities. The GIS Department exists as a separate entity from the Assessor’s Office; therefore, a Memorandum of Understanding is required to confirm the duties will be supported. MOU # 2013-GIS-01 is written to acknowledge and detail the current mapping service agreement.

COMMUNITY OUTREACH

N/A

BUDGET AND POLICY IMPLICATIONS

Approval of the Memorandum of Understanding has no budget impact or change in policy decisions other than the duration, unless the agreement is terminated. If terminated, the GIS Department will transfer the staff and associated budget required to meet the responsibilities of mapping to the Assessor’s Office.

FISCAL IMPACTS

Yes (see attached form) No

ACTION REQUESTED

The Board of Commissioners approve MOU # 2013-GIS-01 for use of the GIS Department’s expertise in professional mapping services to support the Assessor’s Office in meeting mapping responsibilities identified in RCW 84.40.160.

Salary/Benefits						
Contractual						
Supplies						
Travel						
Other controllables						
Capital Outlays						
Inter-fund Transfers						
Debt Service						
Total						

**Memorandum of Understanding
Between
Board of Clark County Commissioners
And
Clark County Assessor**

AR 14-1

This Memorandum of Understanding ("MOU") dated 1/7/14 is entered into by and between Clark County Commissioners and Clark County Assessor.

WITNESSETH:

WHEREAS, the statutory duties of the office of the Assessor include those certain Mapping responsibilities identified in RCW 84.40.160; and

WHEREAS, Clark County government is committed to pursuing the effective accomplishment of mandated governmental duties in a lean and efficient manner; and

WHEREAS, Clark County operates an enterprise GIS Department whose function is to provide professional mapping services to all County Departments; and

NOW THEREFORE, the GIS Department has resources and expertise available within its GIS Department to accomplish the described Mapping responsibilities:

1. As a consequence, the Clark County Assessor and the Board of Clark County Commissioners have agreed to assign the Mapping responsibilities that are listed in R.C.W. 84.40.160 to the GIS Department. The GIS Director will be responsible for assuring that all legal requirements and needs of the Assessor are met with respect to such mapping requirements. The Assessor will retain the authority to give direction to the GIS Director in regards to the Mapping needs of the Assessor's Office. The County commits to deal promptly and professionally with any issues brought to the attention of the Board of County Commissioners with respect to the performance of such responsibilities.
2. The Assessor and the Board of County Commissioners agree that failure of the GIS Department to meet the Mapping responsibilities listed in R.C.W 84.40.160 will result in termination of this agreement. Either party can initiate termination of the agreement through written request to the other parties. The Board of County Commissioners will act to terminate the agreement within 30 days of written notice. Termination of this agreement will result in the transfer of the staff and associated budget, required to meet the Mapping responsibilities, to the office of the Assessor.
3. The Assessor and the Board of County Commissioners agree that this Memorandum of Understanding will remain in effect through January 31, 2015. The Assessor and the Board of County Commissioners further agree that this agreement shall automatically

renew after January 31, 2015 for a period of 4 years coincident to the elected term of the Assessor. After January 31, 2015, with not less than 2 weeks advance written notice, either the Assessor or the Board of County Commissioners may discontinue without stated reason the assignment of mapping responsibilities affected by this Memorandum of Understanding. In the event this Memorandum of Understanding is discontinued through written notice, the staff and associated budget required to meet the Mapping responsibilities would be reinstated into the Assessor's budget effective February 1, 2015 or on the first day of the month following written advance notice of termination.

CLARK COUNTY
Board of Commissioners

Steve Stuart, COMMISSIONER



Tom Mielke, CHAIR

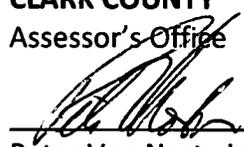
David Madore, Commissioner

APPROVED AS TO FORM:



Prosecuting Attorney's Office

CLARK COUNTY
Assessor's Office



Peter Van Nortwick, Assessor