

# Multiple Agency Fiscal Note Summary

<b>Bill Number:</b> 1651 HB	<b>Title:</b> Infraction debt
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## Estimated Cash Receipts

Agency Name	2023-25			2025-27			2027-29		
	GF-State	NGF-Outlook	Total	GF-State	NGF-Outlook	Total	GF-State	NGF-Outlook	Total
Department of Licensing	Non-zero but indeterminate cost and/or savings. Please see discussion.								
<b>Total \$</b>	0	0	0	0	0	0	0	0	0

Agency Name	2023-25		2025-27		2027-29	
	GF- State	Total	GF- State	Total	GF- State	Total
Local Gov. Courts	Non-zero but indeterminate cost and/or savings. Please see discussion.					
Loc School dist-SPI	No fiscal impact					
Local Gov. Other	Non-zero but indeterminate cost and/or savings. Please see discussion.					
Local Gov. Total						

## Estimated Operating Expenditures

Agency Name	2023-25				2025-27				2027-29			
	FTEs	GF-State	NGF-Outlook	Total	FTEs	GF-State	NGF-Outlook	Total	FTEs	GF-State	NGF-Outlook	Total
Administrative Office of the Courts	.2	76,900	76,900	76,900	.0	0	0	0	.0	0	0	0
Office of Administrative Hearings	.0	0	0	0	.0	0	0	0	.0	0	0	0
Department of Licensing	.0	0	0	353,000	.0	0	0	0	.0	0	0	0
Department of Licensing	In addition to the estimate above,there are additional indeterminate costs and/or savings. Please see individual fiscal note.											
Department of Transportation	.0	0	0	0	.0	0	0	0	.0	0	0	0
<b>Total \$</b>	0.2	76,900	76,900	429,900	0.0	0	0	0	0.0	0	0	0

Agency Name	2023-25			2025-27			2027-29		
	FTEs	GF-State	Total	FTEs	GF-State	Total	FTEs	GF-State	Total
Local Gov. Courts									
Loc School dist-SPI	No fiscal impact								
Local Gov. Other	Non-zero but indeterminate cost and/or savings. Please see discussion.								
Local Gov. Total									

## Estimated Capital Budget Expenditures

Agency Name	2023-25			2025-27			2027-29		
	FTEs	Bonds	Total	FTEs	Bonds	Total	FTEs	Bonds	Total
Administrative Office of the Courts	.0	0	0	.0	0	0	.0	0	0
Office of Administrative Hearings	.0	0	0	.0	0	0	.0	0	0
Department of Licensing	.0	0	0	.0	0	0	.0	0	0
Department of Transportation	.0	0	0	.0	0	0	.0	0	0
<b>Total S</b>	<b>0.0</b>	<b>0</b>	<b>0</b>	<b>0.0</b>	<b>0</b>	<b>0</b>	<b>0.0</b>	<b>0</b>	<b>0</b>

Agency Name	2023-25			2025-27			2027-29		
	FTEs	GF-State	Total	FTEs	GF-State	Total	FTEs	GF-State	Total
Local Gov. Total									
Local Gov. Courts									
Loc School dist-SPI	No fiscal impact								
Local Gov. Other	Non-zero but indeterminate cost and/or savings. Please see discussion.								

Estimated Capital Budget Breakout

Prepared by: Kyle Siefering, OFM	Phone: (360) 995-3825	Date Published: Final 4/10/2023
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# Judicial Impact Fiscal Note

<b>Bill Number:</b> 1651 HB	<b>Title:</b> Infraction debt	<b>Agency:</b> 055-Administrative Office of the Courts
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## Part I: Estimates

☐ No Fiscal Impact

Estimated Cash Receipts to:

Non-zero but indeterminate cost and/or savings. Please see discussion.

Estimated Expenditures from:

STATE	FY 2024	FY 2025	2023-25	2025-27	2027-29
State FTE Staff Years	.4		.2		
<b>Account</b>					
General Fund-State 001-1	76,900		76,900		
State Subtotal \$	76,900		76,900		
COUNTY	FY 2024	FY 2025	2023-25	2025-27	2027-29
County FTE Staff Years					
<b>Account</b>					
Local - Counties					
Counties Subtotal \$					
CITY	FY 2024	FY 2025	2023-25	2025-27	2027-29
City FTE Staff Years					
<b>Account</b>					
Local - Cities					
Cities Subtotal \$					

Estimated Capital Budget Impact:

NONE

*The revenue and expenditure estimates on this page represent the most likely fiscal impact. Responsibility for expenditures may be subject to the provisions of RCW 43.135.060.*

Check applicable boxes and follow corresponding instructions:

- ☒ If fiscal impact is greater than \$50,000 per fiscal year in the current biennium or in subsequent biennia, complete entire fiscal note for Parts I-V.
- ☐ If fiscal impact is less than \$50,000 per fiscal year in the current biennium or in subsequent biennia, complete this page only (Part I).
- ☐ Capital budget impact, complete Part IV.

Legislative Contact: Michael Hirsch	Phone: 360-786-7195	Date: 02/07/2023
Agency Preparation: Angie Wirkkala	Phone: 360-704-5528	Date: 02/13/2023
Agency Approval: Chris Stanley	Phone: 360-357-2406	Date: 02/13/2023
OFM Review: Gaius Horton	Phone: (360) 819-3112	Date: 02/14/2023

183,057.00

Request # 153-1

Form FN (Rev 1/00)

1

Bill # 1651 HB

Part II: Narrative Explanation

II. A - Brief Description Of What The Measure Does That Has Fiscal Impact on the Courts

This bill would change laws relating to the collection of outstanding debts for certain traffic infractions (standing, stopping, and parking violations; photo enforced traffic safety camera violations; and photo enforced school bus safety camera violations).

Section 1(b) would require the courts of limited jurisdiction to provide notice of the opportunity to enter into a payment plan as described by RCW 46.63.190 by including instructions on how the eligible debtors can initiate enrollment in a payment plan for certain traffic infractions in the collections notice required under RCW 19.16.500(2).

Section 2 is a new section. After the effective date, a party issued a notice of infraction for certain traffic infractions may not have an execution, garnishment, or other legal process issued for the collection or enforcement of the judgment or order once 3 years from the date the infraction was issued have elapsed.

Section 3(b)(i)(D) would require the Department of Licensing’s (DOL) registration letters to state that payment plan options may be available for certain outstanding traffic infractions and to contact the court or issuing government agency for assistance .

Section 3(5) would prohibit DOL holds placed on a vehicle registration once 3 years have elapsed since the issuance date of certain traffic infractions.

Section 3(6) would require that when a court or government agency forwards to DOL certain traffic infractions, the collection of the outstanding debts for these infractions may only be performed by DOL, a county auditor, or other agent, or subagent appointed by the director.

Section 4 would make the effective date of the bill Jan. 1, 2024.

II. B - Cash Receipts Impact

INDETERMINATE

Section 3 would make DOL the collection agency for certain traffic infractions, but Section 1 would still allow courts to use collection agencies. It is unclear if the courts would need to choose to either have a vehicle registration hold at DOL and make DOL the collection agency or use a collection agency, but not have vehicle registration holds at DOL.

It is unclear if the money collected would be kept by DOL or if it would be sent back to the courts.

The systems do not have data elements to report how many traffic infractions affected by the bill have a vehicle registration hold .

II. C - Expenditures

JUDICIAL INFORMATION SYSTEMS IMPACT

There is a current, automated delinquency process to send vehicle registration holds for non-payment to DOL and a pre-collection notice. This bill would modify the JIS and Enterprise Justice ticket processes for vehicle registration hold/release and collection jobs. Reconfiguring the systems, changing system processes, and developing reports would cost the Administrative Office of the Courts \$76,900 based on 790 staff hours at an average of approximately \$57 per hour across multiple job classifications needed to implement the systems changes (Business Analyst, System Integrator, Senior System Integrator, IT Supervisor, and Manager).

AOC STAFF IMPACTS INCLUDE STANDARD COSTS

Explanation of standard costs by object:

Salary estimates are current biennium actual rates at Step L.

Benefits are the agency average of 31.89% of salaries.

Goods and Services are the agency average of \$3,800 per direct program FTE.

Travel is the agency average of \$2,500 per direct program FTE.

One-time IT Equipment is \$4,800 for the first fiscal year per direct program FTE. Ongoing Equipment is the agency average of \$1,600 per direct program FTE.

Agency Indirect is calculated at a rate of 24.73% of direct program salaries and benefits.

fiscal impact is expected to the Administrative Office of the Court or the courts.

183,057.00

Form FN (Rev 1/00)

Part III: Expenditure Detail

Part III: Expenditure Detail

III. A - Expenditure By Object or Purpose (State)

<i>State</i>	FY 2024	FY 2025	2023-25	2025-27	2027-29
FTE Staff Years	.4		.2		
Salaries and Wages	44,900		44,900		
Employee Benefits	14,300		14,300		
Professional Service Contracts					
Goods and Other Services	1,400		1,400		
Travel	1,000		1,000		
Capital Outlays	600		600		
Inter Agency/Fund Transfers					
Grants, Benefits & Client Services					
Debt Service					
Interagency Reimbursements					
Intra-Agency Reimbursements	14,700		14,700		
Total \$	76,900		76,900		

III. B - Expenditure By Object or Purpose (County)

NONE

III. C - Expenditure By Object or Purpose (City)

NONE

III. D - FTE Detail

Job Classification	Salary	FY 2024	FY 2025	2023-25	2025-27	2027-29
Business Analyst/Integrators/IT	118,750	0.4		0.2		
Supervisor/Manager						
Total FTEs		0.4		0.2		0.0

III. E - Expenditures By Program (optional)

NONE

Part IV: Capital Budget Impact

IV. A - Capital Budget Expenditures

NONE

IV. B1 - Expenditures by Object Or Purpose (State)

NONE

IV. B2 - Expenditures by Object Or Purpose (County)

NONE

IV. B3 - Expenditures by Object Or Purpose (City)

NONE

#### IV. C - Capital Budget Breakout

*Acquisition and construction costs not reflected elsewhere on the fiscal note and description of potential financing methods.*

NONE

# Individual State Agency Fiscal Note

<b>Bill Number:</b> 1651 HB	<b>Title:</b> Infraction debt	<b>Agency:</b> 110-Office of Administrative Hearings
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## Part I: Estimates

☒ No Fiscal Impact

### Estimated Cash Receipts to:

NONE

### Estimated Operating Expenditures from:

NONE

### Estimated Capital Budget Impact:

NONE

*The cash receipts and expenditure estimates on this page represent the most likely fiscal impact. Factors impacting the precision of these estimates, and alternate ranges (if appropriate), are explained in Part II.*

Check applicable boxes and follow corresponding instructions:

- ☐ If fiscal impact is greater than \$50,000 per fiscal year in the current biennium or in subsequent biennia, complete entire fiscal note form Parts I-V.
- ☐ If fiscal impact is less than \$50,000 per fiscal year in the current biennium or in subsequent biennia, complete this page only (Part I).
- ☐ Capital budget impact, complete Part IV.
- ☐ Requires new rule making, complete Part V.

<b>Legislative Contact:</b> Michael Hirsch	<b>Phone:</b> 360-786-7195	<b>Date:</b> 02/07/2023
<b>Agency Preparation:</b> Pete Boeckel	<b>Phone:</b> 360-407-2730	<b>Date:</b> 02/08/2023
<b>Agency Approval:</b> Deborah Feinstein	<b>Phone:</b> 360-407-2717	<b>Date:</b> 02/08/2023
<b>OFM Review:</b> Cheri Keller	<b>Phone:</b> (360) 584-2207	<b>Date:</b> 02/09/2023

Part II: Narrative Explanation

II. A - Brief Description Of What The Measure Does That Has Fiscal Impact

Significant provisions of the bill and any related workload or policy assumptions that have revenue or expenditure impact on the responding agency by section number.

No fiscal impact. This legislation will not measurably increase the appeal workload for the Office of Administrative Hearings.

OAH does not currently hear appeals of traffic infractions, and the amendments made in this bill do not impact toll infractions.

II. B - Cash receipts Impact

Cash receipts impact of the legislation on the responding agency with the cash receipts provisions identified by section number and when appropriate, the detail of the revenue sources. Description of the factual basis of the assumptions and the method by which the cash receipts impact is derived. Explanation of how workload assumptions translate into estimates. Distinguished between one time and ongoing functions.

None.

II. C - Expenditures

Agency expenditures necessary to implement this legislation (or savings resulting from this legislation), with the provisions of the legislation that result in the expenditures (or savings) identified by section number. Description of the factual basis of the assumptions and the method by which the expenditure impact is derived. Explanation of how workload assumptions translate into cost estimates. Distinguished between one time and ongoing functions.

None.

Part III: Expenditure Detail

III. A - Operating Budget Expenditures

NONE

III. B - Expenditures by Object Or Purpose

NONE

III. C - Operating FTE Detail: FTEs listed by classification and corresponding annual compensation. Totals agree with total FTEs in Part I and Part IIIA.

NONE

III. D - Expenditures By Program (optional)

NONE

Part IV: Capital Budget Impact

IV. A - Capital Budget Expenditures

NONE

IV. B - Expenditures by Object Or Purpose

NONE

IV. C - Capital Budget Breakout

Acquisition and construction costs not reflected elsewhere on the fiscal note and description of potential financing methods.

NONE



**IV. D - Capital FTE Detail:** *FTEs listed by classification and corresponding annual compensation. Totals agree with total FTEs in Part IVB.*

NONE

## **Part V: New Rule Making Required**

*Provisions of the bill that require the agency to adopt new administrative rules or repeal/revise existing rules.*

# Individual State Agency Fiscal Note

<b>Bill Number:</b> 1651 HB	<b>Title:</b> Infraction debt	<b>Agency:</b> 240-Department of Licensing
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## Part I: Estimates

☐ No Fiscal Impact

### Estimated Cash Receipts to:

Non-zero but indeterminate cost and/or savings. Please see discussion.
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### Estimated Operating Expenditures from:

	FY 2024	FY 2025	2023-25	2025-27	2027-29
<b>Account</b>					
Motor Vehicle Account-State 108 -1	353,000	0	353,000	0	0
<b>Total \$</b>	353,000	0	353,000	0	0

In addition to the estimates above, there are additional indeterminate costs and/or savings. Please see discussion.
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### Estimated Capital Budget Impact:

NONE

*The cash receipts and expenditure estimates on this page represent the most likely fiscal impact. Factors impacting the precision of these estimates, and alternate ranges (if appropriate), are explained in Part II.*

Check applicable boxes and follow corresponding instructions:

- ☒ If fiscal impact is greater than \$50,000 per fiscal year in the current biennium or in subsequent biennia, complete entire fiscal note form Parts I-V.
- ☐ If fiscal impact is less than \$50,000 per fiscal year in the current biennium or in subsequent biennia, complete this page only (Part I).
- ☐ Capital budget impact, complete Part IV.
- ☐ Requires new rule making, complete Part V.

Legislative Contact: Michael Hirsch	Phone: 360-786-7195	Date: 02/07/2023
Agency Preparation: Aaron Harris	Phone: (360) 902-3795	Date: 02/13/2023
Agency Approval: Gerrit Eades	Phone: (360)902-3863	Date: 02/13/2023
OFM Review: Kyle Siefering	Phone: (360) 995-3825	Date: 02/13/2023

Part II: Narrative Explanation

II. A - Brief Description Of What The Measure Does That Has Fiscal Impact

Significant provisions of the bill and any related workload or policy assumptions that have revenue or expenditure impact on the responding agency by section number.

See attached fiscal note

II. B - Cash receipts Impact

Cash receipts impact of the legislation on the responding agency with the cash receipts provisions identified by section number and when appropriate, the detail of the revenue sources. Description of the factual basis of the assumptions and the method by which the cash receipts impact is derived. Explanation of how workload assumptions translate into estimates. Distinguished between one time and ongoing functions.

See attached fiscal note

II. C - Expenditures

Agency expenditures necessary to implement this legislation (or savings resulting from this legislation), with the provisions of the legislation that result in the expenditures (or savings) identified by section number. Description of the factual basis of the assumptions and the method by which the expenditure impact is derived. Explanation of how workload assumptions translate into cost estimates. Distinguished between one time and ongoing functions.

See attached fiscal note

Part III: Expenditure Detail

III. A - Operating Budget Expenditures

Account	Account Title	Type	FY 2024	FY 2025	2023-25	2025-27	2027-29
108-1	Motor Vehicle Account	State	353,000	0	353,000	0	0
Total \$			353,000	0	353,000	0	0

In addition to the estimates above, there are additional indeterminate costs and/or savings. Please see discussion.

III. B - Expenditures by Object Or Purpose

	FY 2024	FY 2025	2023-25	2025-27	2027-29
FTE Staff Years					
A-Salaries and Wages					
B-Employee Benefits					
C-Professional Service Contracts					
E-Goods and Other Services	353,000		353,000		
G-Travel					
J-Capital Outlays					
M-Inter Agency/Fund Transfers					
N-Grants, Benefits & Client Services					
P-Debt Service					
S-Interagency Reimbursements					
T-Intra-Agency Reimbursements					
9-					
Total \$	353,000	0	353,000	0	0

In addition to the estimates above, there are additional indeterminate costs and/or savings. Please see discussion.

III. C - Operating FTE Detail: FTEs listed by classification and corresponding annual compensation. Totals agree with total FTEs in Part I and Part IIIA.

NONE

**III. D - Expenditures By Program (optional)**

NONE

**Part IV: Capital Budget Impact**

**IV. A - Capital Budget Expenditures**

NONE

**IV. B - Expenditures by Object Or Purpose**

NONE

**IV. C - Capital Budget Breakout**

*Acquisition and construction costs not reflected elsewhere on the fiscal note and description of potential financing methods.*

NONE

**IV. D - Capital FTE Detail:** *FTEs listed by classification and corresponding annual compensation. Totals agree with total FTEs in Part IVB.*

NONE

**Part V: New Rule Making Required**

*Provisions of the bill that require the agency to adopt new administrative rules or repeal/revise existing rules.*

# Individual State Agency Fiscal Note

Agency 240 – Department of Licensing

Bill Number: 1651 HB

Bill Title: Infraction Debt

**Indeterminate cash receipts and partially indeterminate expenditure.**

## Part 1: Estimates

☐ No Fiscal Impact

### Estimated Cash Receipts:

Revenue	Fund	FY 24	FY 25	23-25 Total	25-27 Total	27-29 Total
Account Totals		-	-	-	-	-

### Estimated Expenditures:

		FY 24	FY 25	23-25 Total	25-27 Total	27-29 Total
FTE Staff Years		-	-	-	-	-
Operating Expenditures	Fund	FY 24	FY 25	23-25 Total	25-27 Total	27-29 Total
Motor Vehicle	108	353,000	-	353,000	-	-
Account Totals		353,000	-	353,000	-	-

*The revenue and expenditure estimates on this page represent the most likely fiscal impact. Factors impacting the precision of these estimates and alternate ranges (if appropriate), are explained in Part II.*

Check applicable boxes and follow corresponding instructions.

- ☐ If the fiscal impact is **less than \$50,000** per fiscal year in the current biennium or in subsequent biennia, complete this page only (Part I).
- ☒ If fiscal impact is **greater than \$50,000** per fiscal year in the current biennium or in subsequent biennia, complete entire fiscal note form Parts I-V.
- ☐ Capital budget impact, complete Part IV.
- ☐ Requires new rule making, complete Part V.

Legislative Contact:	Phone: (360)	Date:
Agency Preparation: Aaron Harris	Phone: (360) 902-3795	Date: 02/10/23
Agency Approval: Gerrit Eades	Phone: (360) 902-3931	Date: 02/10/23

Request #	1
Bill #	1651 HB

## Part 2 – Explanation

This bill directs DOL to include a statement with 120-day notices that payment plans may be available to help pay the balance of an outstanding traffic infraction or violation. The bill also directs DOL to not place or retain a hold on a vehicle registration if more than three years has passed since the date of infraction. Lastly, this bill states that when DOL is forwarded certain traffic infractions by the court or another government agency, the collection of these outstanding debts may only be performed by DOL, a county auditor or other agent, or a subagent.

### **2.A – Brief Description Of What The Measure Does That Has Fiscal Impact**

#### Section 1: New Section in RCW 19.16 (Collection Agencies)

- Requires governmental entities and courts who use collection agency services for traffic infractions to provide notice of the opportunity to enter into a payment plan in the initial collections notice.
- This section applies to standing, stopping, and parking violations. Also applies to automated traffic safety or automated school bus safety camera infractions.

#### Section 2: New Section in RCW 46.63 (Disposition of Traffic Infractions)

- After the effective date of this section (January 1, 2024), someone who has received a traffic infraction as described in Section 1 may not be garnished or have other legal process issued for the collection or enforcement of the judgement if it has been more than three years since the date of the infraction.

#### Section 3: Amends RCW 46.16A.120 (Forwarding and payment of standing, stopping, and parking violations and other infractions required before registration renewal.)

- Requires 120-day notices to include a statement that, for certain violations, payment plans may be available to pay an outstanding violation or infraction, and to contact the court or government entity that issued the violation/infraction to enroll in a payment plan.
- For standing, stopping, and parking violations, and for automated traffic safety or automated school bus safety camera infractions, the Department of Licensing may not place or retain a hold on a vehicle registration after three years has passed since the date of infraction.
- When the Department of Licensing is forwarded certain traffic infractions by the court or another government agency, the collection of outstanding debts for these infractions may only be performed by DOL, a county auditor or other agent, or a subagent.

#### Section 4: Effective Date

- Effective January 1, 2024.

### **2.B - Cash receipts Impact**

Revenue	Fund	FY 24	FY 25	23-25 Total	25-27 Total	27-29 Total
	Account Totals	-	-	-	-	-

This legislation has an indeterminate impact on cash receipts due to an absence of volume and amounts of traffic infraction or violation transactions, which will be forwarded to DOL to collect, as well as what share of that is a state revenue. This bill states along with other infractions policy changes that when DOL is forwarded certain traffic infractions by the court or another government agency, the collection of these outstanding debts may only be performed by DOL, a county auditor or other agent, or a subagent.

## **2.C – Expenditures**

### **Programs and Services Division (PSD):**

PSD assumes an indeterminate operational need based on the requirement to collect outstanding debt in section 3(6) and an indeterminate mailing cost needed for additional correspondence.

#### *Assumptions:*

- The payment plan in section 3(3)(D) will be implemented by the issuing court or agency.
- The 120-notice in section 3(3)(D) would be updated by Information Services to include the new statement required.
- 12,000 mail-in transactions are received at Headquarters each year. Up to 50% of those could require:
  - Licensing Services Representative 2 (LSR2) for processing registration transactions and collecting monthly installments or partial payments. Increased processing time for verification of payment, incomplete applications, and additional correspondence.
  - Customer Service Specialist 2 (CSS2) for reviewing exceptions and taking escalated phone calls.
  - Customer Service Specialist 3 (CSS3) for processing refund requests for monthly installments or partial payments.
  - Customer Service Specialist 4 (CSS4) - If the CSS3 or LSR3 need is above 6-8 FTEs, then a CSS4 is needed for supervision.
- PSD assumes an indeterminate amount of increased mailing costs associated with increased correspondence with customers.

### **Information Services (ISD):**

#### *What IS Will Implement:*

#### Licensing - Compliance - Accounts - Cases

1. New activity on ownership account Vehicle Violations to become a debt.
2. Modify logic to not place or retain a hold on a vehicle registration if more than three years has passed since the date of infraction with the exception of toll violations modifying the cease date indicator.
  - Standing, stopping, and parking violations.
  - Automated traffic safety camera infractions issued under RCW 46.63.030(1)(d).
  - Automated school bus safety camera infractions issued under RCW 46.63.030(1)(e).
3. New logic when courts notify us of debt going to collections\deceased\transferred\bankruptcy (moves to long term receivables).
4. Create standalone option to pay violations without service fees.

#### Financials

5. New revenue distribution for violations
  - Standing, stopping, and parking violations.
  - Automated traffic safety camera infractions issued under RCW 46.63.030(1)(d).
  - Automated school bus safety camera infractions issued under RCW 46.63.030(1)(e).
6. Need accounts receivable and general ledger functionality (7 Jurisdictions).
7. Need accounts receivable functionality reporting for 3-year retention.

#### Interfaces - Web Services

8. New eServices web request\logic to collect violation payments and apply to debts and removing violation indicator:
  - Standing, stopping, and parking violations.
  - Automated traffic safety camera infractions issued under RCW 46.63.030(1)(d).
  - Automated school bus safety camera infractions issued under RCW 46.63.030(1)(e).

#### Interfaces - Files - Data Sharing

9. New interface with courts on violation amounts, within the past three years for:
  - Standing, stopping, and parking violations.
  - Automated traffic safety camera infractions issued under RCW 46.63.030(1)(d); and
  - Automated school bus safety camera infractions issued under RCW 46.63.030(1)(e).

#### *Assumptions:*

1. Courts must notify us clearing indicator if debt goes collection, so the debt no longer shows on DOL accounts.
2. Infractions only apply to renewals (current process).
3. Violation payments are made in office only.
4. DOL to include inserts with 120-day notices to state that payment plans may be available to help pay the balance of an outstanding traffic infraction or violation, and to contact the issuing entity for assistance.
5. If more than three years has passed since the date of infraction (except for toll violations) debt will remain but renewal will be allowed.
6. No central interface exists to receive all violations. Currently receiving data in a flat\text type file from seven jurisdictions.
7. If number of jurisdictions increase, then cost will increase as well.
8. Infraction date must be sent to DOL.

The agency will use appropriated funds to hire contract programmers to accomplish this work or to support current staff implementing this legislation within the required timeline. Appropriated funds may also be used to hire agency temporary staff to support permanent staff assigned to this legislative effort.

Any change requires a process to ensure changes are correctly applied to the system. This involves Project Managers that manage the team that completes the update, business analyst that documents and reviews the system changes, architect services that analyzes how the update could have an effect on other systems or DOL processes, developers who create the change, and testers and quality assurance teams that ensure the update is working correctly.



Cost Category	Description	Rate	2024	2025	2026	2027	2028	2029	Total Cost
TESTER	Test to verify individual components meet requirements; ensure that other business transactions have not been impacted.	\$ 22,620	88,200	-	-	-	-	-	88,200
BUSINESS ANALYST	Determine business requirements; translate requirements into what changes are needed to various systems including account codes, inventory codes, testing considerations, etc.	\$ 16,530	18,200	-	-	-	-	-	18,200
PROJECT MANAGER	Manage schedule and contracts	\$ 28,710	23,000	-	-	-	-	-	23,000
SECURITY AND ARCHITECT SERVICES	Create the conceptual model that defines the structure, behavior and framework of a computerized system including a breakdown of the system into components, the component interactions and interfaces (including with the environment, especially the user), and the technologies and resources to be used in the design.	\$ 16,530	9,900	-	-	-	-	-	9,900
CONTRACTED FAST DEVELOPER / TESTER	Updates to the DRIVES system will require additional vendor hours outside of the contracted maintenance to make system updates to implement this bill.	\$ 37,236	156,400	-	-	-	-	-	156,400
Trainer	Trains business partners and employees in new system processes and capabilities.	\$ 22,620	24,900	-	-	-	-	-	24,900
Project Contingency	Office of the Chief Information Officer designated rate of 10%	\$ 25,474	32,100	-	-	-	-	-	32,100
<b>Totals</b>			<b>352,700</b>	-	-	-	-	-	<b>352,700</b>

## Part 3 – Expenditure Detail

### 3.A – Operating Budget Expenditures

Operating Expenditures	Fund	FY 24	FY 25	23-25 Total	25-27 Total	27-29 Total
Motor Vehicle	108	353,000	-	353,000	-	-
<b>Account Totals</b>		<b>353,000</b>	-	<b>353,000</b>	-	-

### 3.B – Expenditures by Object or Purpose

Object of Expenditure	FY 24	FY 25	23-25 Total	25-27 Total	27-29 Total
Goods and Services	353,000	-	353,000	-	-
<b>Total By Object Type</b>	<b>353,000</b>	-	<b>353,000</b>	-	-

### 3.C – FTE Detail

Staffing	Salary	FY 24	FY 25	23-25 Total	25-27 Total	27-29 Total
<b>Total FTE</b>		<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

## Part 4 – Capital Budget Impact

None.

## Part 5 – New Rule Making Required

None.

# Individual State Agency Fiscal Note

<b>Bill Number:</b> 1651 HB	<b>Title:</b> Infraction debt	<b>Agency:</b> 405-Department of Transportation
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## Part I: Estimates

☒ No Fiscal Impact

### Estimated Cash Receipts to:

NONE

### Estimated Operating Expenditures from:

NONE

### Estimated Capital Budget Impact:

NONE

*The cash receipts and expenditure estimates on this page represent the most likely fiscal impact. Factors impacting the precision of these estimates, and alternate ranges (if appropriate), are explained in Part II.*

Check applicable boxes and follow corresponding instructions:

- ☐ If fiscal impact is greater than \$50,000 per fiscal year in the current biennium or in subsequent biennia, complete entire fiscal note form Parts I-V.
- ☐ If fiscal impact is less than \$50,000 per fiscal year in the current biennium or in subsequent biennia, complete this page only (Part I).
- ☐ Capital budget impact, complete Part IV.
- ☐ Requires new rule making, complete Part V.

<b>Legislative Contact:</b> Michael Hirsch	<b>Phone:</b> 360-786-7195	<b>Date:</b> 02/07/2023
<b>Agency Preparation:</b> Jeff Hall	<b>Phone:</b> 206-464-1220	<b>Date:</b> 02/14/2023
<b>Agency Approval:</b> Ed Barry	<b>Phone:</b> 206-464-1217	<b>Date:</b> 02/14/2023
<b>OFM Review:</b> Maria Thomas	<b>Phone:</b> (360) 229-4717	<b>Date:</b> 02/14/2023

Part II: Narrative Explanation

II. A - Brief Description Of What The Measure Does That Has Fiscal Impact

Significant provisions of the bill and any related workload or policy assumptions that have revenue or expenditure impact on the responding agency by section number.

See attached WSDOT Fiscal Note.

II. B - Cash receipts Impact

Cash receipts impact of the legislation on the responding agency with the cash receipts provisions identified by section number and when appropriate, the detail of the revenue sources. Description of the factual basis of the assumptions and the method by which the cash receipts impact is derived. Explanation of how workload assumptions translate into estimates. Distinguished between one time and ongoing functions.

II. C - Expenditures

Agency expenditures necessary to implement this legislation (or savings resulting from this legislation), with the provisions of the legislation that result in the expenditures (or savings) identified by section number. Description of the factual basis of the assumptions and the method by which the expenditure impact is derived. Explanation of how workload assumptions translate into cost estimates. Distinguished between one time and ongoing functions.

Part III: Expenditure Detail

III. A - Operating Budget Expenditures

NONE

III. B - Expenditures by Object Or Purpose

NONE

III. C - Operating FTE Detail: FTEs listed by classification and corresponding annual compensation. Totals agree with total FTEs in Part I and Part IIIA.

NONE

III. D - Expenditures By Program (optional)

NONE

Part IV: Capital Budget Impact

IV. A - Capital Budget Expenditures

NONE

IV. B - Expenditures by Object Or Purpose

NONE

IV. C - Capital Budget Breakout

Acquisition and construction costs not reflected elsewhere on the fiscal note and description of potential financing methods.

NONE

IV. D - Capital FTE Detail: FTEs listed by classification and corresponding annual compensation. Totals agree with total FTEs in Part IVB.

NONE

**Part V: New Rule Making Required**

*Provisions of the bill that require the agency to adopt new administrative rules or repeal/revise existing rules.*

# Individual State Agency Fiscal Note

**Bill Number:** 1651 HB

**Title:** Infraction Debt

**Agency:** 405-Department of Transportation

## Part I: Estimates

Check applicable boxes and follow corresponding instructions, use the fiscal template table provided to show fiscal impact by account, object, and program (if necessary), **add rows if needed**. If no fiscal impact, check the box below, skip fiscal template table, and go to Part II to explain briefly, why the program believes there will be no fiscal impact to the department.

☒ No Fiscal Impact (Explain in section II. A)

*If a fiscal note is assigned to our agency, someone believes there might be, and we need to address that, showing why there is no impact to the department.*

☐ Indeterminate Cash Receipts Impact (Explain in section II. B)

☐ Indeterminate Expenditure Impact (Explain in section II. C)

☐ If fiscal impact is less than \$50,000 per fiscal year in the current biennium or in subsequent biennia, **complete entire fiscal note form Parts I-V**

☐ If fiscal impact is greater than \$50,000 per fiscal year in the current biennium or in subsequent biennia, **complete entire fiscal note form Parts I-V**

☐ Capital budget impact, **complete Part IV**

☐ Requires new rule making, **complete Part V**

☐ Revised

*The cash receipts and expenditure estimates on this fiscal template represent the most likely fiscal impact. Factors impacting the precision of these estimates, and alternate ranges (if appropriate), are explained in Part II.*

## Agency Assumptions

N/A

## Agency Contacts:

Preparer: Jeff Hall	Phone: 206-464-1228	Date: 02/09/2023
Approval: Ed Barry	Phone: 206-556-0493	Date: 02/09/2023
Budget Manager: Chad Johnson	Phone: 360-259-3886	Date: 02/09/2023
Economic Analysis: Kasandre Reeves	Phone: 360-705-7935	Date: 2/09/2023

# Individual State Agency Fiscal Note

## Part II: Narrative Explanation

### II. A - Brief description of what the measure does that has fiscal impact

*Briefly describe by section number (sections that will change WSDOT costs or revenue), the significant provisions of the bill, and any related workload or policy assumptions that have revenue or expenditure impact on the responding agency.*

The bill will not have a fiscal impact on the department (see detailed explanation of no fiscal impact in section II.C below).

This bill requires the following:

Sec. 1. A new section is added to chapter 19.16 RCW to read as follows:

(1) Any governmental entity enumerated in RCW 19.16.500(1)(a), as well as courts of limited jurisdiction as defined in RCW 3.02.010, using a collection agency to collect outstanding debts for the traffic infractions listed in subsection (2) of this section shall:

- (a) Meet the requirements of RCW 19.16.500(2); and
- (b) Provide notice of the opportunity to enter a payment plan as described in RCW 46.63.190 by including instructions on how eligible debtors can initiate enrollment in a payment plan in the collections notice required under RCW 19.16.500(2).

(2) The requirements of this section apply to the following traffic infractions:

- (a) Standing, stopping, and parking violations.
- (b) Automated traffic safety camera infractions issued under RCW 146.63.030(1)(d); and
- (c) Automated school bus safety camera infractions issued under RCW 46.63.030(1)(e).

Sec. 2. A new section is added to chapter 46.63 5RCW to read as follows:

After the effective date of this section, a party who is issued a notice of traffic infraction for the infractions enumerated in section 1(2) of this act may not have an execution, garnishment, or other legal process issued for the collection or enforcement of the judgment or order once three years from the date the traffic infraction was issued have elapsed.

Sec. 3. RCW 46.16A.120 and 2012 c 83 s 5 are each amended to read as follows:

(1) Each court and government agency located in this state having jurisdiction over standing, stopping, and parking violations, the use of a photo toll system under RCW 46.63.160, the use of automated traffic safety cameras under RCW 46.63.170, and the use of automated school bus safety cameras under RCW 46.63.180 may forward to the department any outstanding:

- (a) Standing, stopping, and parking violations.
- (b) Civil penalties for toll nonpayment detected with photo toll systems issued under RCW 46.63.160.
- (c) Automated traffic safety camera infractions issued under RCW 46.63.030(1)(d); and
- (d) Automated school bus safety camera infractions issued under RCW 46.63.030(1)(e).

(2) Violations, civil penalties, and infractions described in subsection (1) of this section must be reported to the department in the manner described in RCW 46.20.270(3).

(3) The department shall:

- (a) Record the violations, civil penalties, and infractions on the matching vehicle records; and
- (b)(i) Send notice approximately ((one hundred twenty)) 120 days in advance of the current vehicle registration expiration date to the registered owner listing ((the)):
  - (A) The dates and jurisdictions in which the violations, civil penalties, and infractions occurred ((, the)).
  - (B) The amounts of unpaid fines and penalties ((, and the)).
  - (C) The surcharge to be collected; and
  - (D) For notice sent for outstanding violations or infractions under subsection (1)(a), (c), and (d) of this section, a statement that payment plan options may be available to pay an outstanding violation or infraction, and to contact the court or government agency that issued the violation or infraction for assistance in enrolling in a payment plan.

(5) For the traffic infractions included in subsection (1)(a), (c), and (d) of this section, the department may not place or retain a hold on a vehicle registration once three years have elapsed since the date the traffic infraction was issued.

# Individual State Agency Fiscal Note

(6) When a court or government agency forwards to the department a traffic infraction included in subsection (1)(a), (c), or (d) of this section, the collection of the outstanding debts for these traffic infractions may only be performed by the department, a county auditor or other agent, or a subagent appointed by the director.

## II. B – Cash Receipts Impact

N/A

## II. C - Expenditures

*Briefly describe the agency expenditures necessary to implement this legislation (or savings resulting from this legislation), identifying by section number the provisions of the legislation that result in the expenditures (or savings). Briefly describe the factual basis of the assumptions and the method by which the expenditure impact is derived. Explain how workload assumptions translate into cost estimates. Distinguish between one time and ongoing functions.*

The Washington State Department of Transportation has determined that this bill will have no fiscal impact based on the following reasons:

### New Section 1

- According to RCW 19.16.500(1)(a), WSDOT would be considered an agency who might employ a collection agency to collect debts. However, we are not currently utilizing the services of a collection agency.
- WSDOT does meet the requirements of RCW 19.16.500(2) which is related to the notification of debt. However, WSDOT is currently in compliance through its Notice of Civil Penalty (NOCP) notifications.
- If WSDOT did employ a collection agency in the future, the department would need to offer payment plans in accordance with (1)(b) above. Again, WSDOT does not currently employ a collection agency.
- The departments NOCPs do not meet any of the criteria listed for infractions which this section applies (see Section 1(2) (a-c) above).

### New Section 2

- WSDOT's NOCPs do not meet the "infractions enumerated in section 1(2)."
- In addition, WSDOT currently writes-off unpaid debt related to NOCPs at 2 years from the NOCP date (usually about 2 years and 3 months). Therefore, any requirement to not pursue collection efforts beyond 3 years from the date of an infraction is already a part of WSDOT's processes.
- If, in the future, WSDOT employs a collection agency, it will not submit any debts beyond 3 years. Thereby following this bill.

### Amended Section 3

- For each of the underlined changed clauses in this section, (1)(b) is left out of the requirement.
  - For reference, (1)(b) is "Civil penalties for toll nonpayment detected through the use of photo toll systems issued under RCW 46.63.160."
  - Therefore, this section does not apply to WSDOT's NOCP debt collection efforts.

## Part III: Expenditure Detail

### III. A - Expenditures by Object or Purpose

N/A

## Part IV: Capital Budget Impact

N/A

# Individual State Agency Fiscal Note

## **Part V: New Rule Making Required**

*Identify provisions of the measure that require the agency to adopt new administrative rules or repeal/revise existing rules.*

N/A



# LOCAL GOVERNMENT FISCAL NOTE

Department of Commerce

**Bill Number:** 1651 HB

**Title:** Infraction debt

## Part I: Jurisdiction-Location, type or status of political subdivision defines range of fiscal impacts.

### Legislation Impacts:

- ☒ Cities: Indeterminate expenditure impact resulting from modifying traffic infraction delinquency notification systems; indeterminate revenue impact resulting from modifications to traffic infraction penalty collection processes
- ☒ Counties: Same as above, but for counties
- ☐ Special Districts:
- ☐ Specific jurisdictions only:
- ☐ Variance occurs due to:

## Part II: Estimates

- ☐ No fiscal impacts.
- ☐ Expenditures represent one-time costs:
- ☐ Legislation provides local option:
- ☒ Key variables cannot be estimated with certainty at this time: Costs that jurisdictions which do not use the Judicial Information System may incur to modify traffic infraction delinquency notifications; traffic infraction penalties collected using practices that section 2 of the proposed legislation would prohibit; whether Department of Licensing will return penalties collected pursuant to infractions forwarded from local jurisdictions to those jurisdictions

### Estimated revenue impacts to:

Non-zero but indeterminate cost and/or savings. Please see discussion.

### Estimated expenditure impacts to:

Non-zero but indeterminate cost and/or savings. Please see discussion.

## Part III: Preparation and Approval

Fiscal Note Analyst: James Vogl	Phone: 360-480-9429	Date: 02/14/2023
Leg. Committee Contact: Michael Hirsch	Phone: 360-786-7195	Date: 02/07/2023
Agency Approval: Alice Zillah	Phone: 360-725-5035	Date: 02/14/2023
OFM Review: Kyle Siefering	Phone: (360) 995-3825	Date: 02/14/2023

## Part IV: Analysis

### A. SUMMARY OF BILL

*Description of the bill with an emphasis on how it impacts local government.*

The proposed legislation concerns traffic infraction penalty debt.

Section 1 would add a new section to chapter 19.16 RCW specifying that courts of limited jurisdiction and certain government entities that use collection agencies to recover debts related to certain traffic infractions must meet the requirements of RCW 19.16.500 (2) and must give notice of the opportunity to enter into a payment plan as described in RCW 46.63.190.

These requirements would apply in the cases of penalties stemming from standing, stopping and parking violations, automated traffic safety camera infractions, and automated school bus safety camera infractions.

Section 2 would add a new section to chapter 46.63, specifying that a person who receives notice for one of the above infractions “may not have an execution, garnishment, or other legal process issued for the collection or enforcement of the judgment or order once three years from the date the traffic infraction was issued have elapsed.”

Section 3 would amend RCW 46.16A.120, specifying that if a court or government agency forwards one of the above traffic infractions to the Department of Licensing, “the collection of the outstanding debts for these traffic infractions may only be performed by the department, a county auditor or other agent, or a subagent appointed by the director.”

Section 4 states that the proposed legislation would take effect on January 1, 2024.

### B. SUMMARY OF EXPENDITURE IMPACTS

*Expenditure impacts of the legislation on local governments with the expenditure provisions identified by section number and when appropriate, the detail of expenditures. Delineated between city, county and special district impacts.*

The proposed legislation would have an indeterminate impact on local government expenditures.

According to the Administrative Office of the Courts’ fiscal note for this bill, the notification and registration hold forwarding requirements of sections 1 and 3 would require the office to modify the Judicial Information System (JIS) and the Enterprise Justice ticket process, which provide automated delinquency notifications and vehicle registration hold requests.

Certain Washington courts do not use JIS, however, and it is unknown whether these jurisdictions would currently meet the requirements of sections 1 and 3, and if not, what costs these jurisdictions may incur to modify their information systems to comply with the requirements of sections 1 and 3, so the local government expenditure impact of modifying court information systems is indeterminate.

Several jurisdictions, including King, Snohomish and Whatcom counties, and the city of Seattle, currently provide publicly available information on payment plans for traffic infractions, and online instructions on how to request enrolment in such plans, however these resources would not meet the notification requirement of subsection 1 (1) (b) of the proposed legislation.

### C. SUMMARY OF REVENUE IMPACTS

*Revenue impacts of the legislation on local governments, with the revenue provisions identified by section number, and when appropriate, the detail of revenue sources. Delineated between city, county and special district impacts.*

The proposed legislation would have an indeterminate impact on local government revenues.

According to the Administrative Office of the Courts’ fiscal note for this bill, it is unclear if the fees collected by the Department of Licensing (DOL) for the traffic infractions specified in section 3 that are forwarded to the department

would be kept by DOL or returned to the court or local government that forwarded the infraction.

It is also unknown how much future infraction debt would be unable to be collected without recourse to “an execution, garnishment, or other legal process,” which section 2 would prohibit once three years have passed from the issuance of an infraction.

Accordingly, the impact on local government revenues from the traffic infraction penalties specified in the proposed legislation as a result of the proposed modifications to the penalty fee collection process is indeterminate.

SOURCES:

City of Seattle

King County

Snohomish County

Washington State Administrative Office of the Courts

Whatcom County

# Individual State Agency Fiscal Note

<b>Bill Number:</b> 1651 HB	<b>Title:</b> Infraction debt	<b>Agency:</b> SDF-School District Fiscal Note - SPI
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## Part I: Estimates

☒ No Fiscal Impact

### Estimated Cash Receipts to:

NONE

### Estimated Operating Expenditures from:

NONE

### Estimated Capital Budget Impact:

NONE

*The cash receipts and expenditure estimates on this page represent the most likely fiscal impact. Factors impacting the precision of these estimates, and alternate ranges (if appropriate), are explained in Part II.*

Check applicable boxes and follow corresponding instructions:

- ☐ If fiscal impact is greater than \$50,000 per fiscal year in the current biennium or in subsequent biennia, complete entire fiscal note form Parts I-V.
- ☐ If fiscal impact is less than \$50,000 per fiscal year in the current biennium or in subsequent biennia, complete this page only (Part I).
- ☐ Capital budget impact, complete Part IV.
- ☐ Requires new rule making, complete Part V.

<b>Legislative Contact:</b> Michael Hirsch	<b>Phone:</b> 360-786-7195	<b>Date:</b> 02/07/2023
<b>Agency Preparation:</b> Daniel Jones	<b>Phone:</b> 3607256292	<b>Date:</b> 04/06/2023
<b>Agency Approval:</b> Jami Marcott	<b>Phone:</b> (360) 725-6230	<b>Date:</b> 04/06/2023
<b>OFM Review:</b> Val Terre	<b>Phone:</b> (360) 280-3973	<b>Date:</b> 04/10/2023

Part II: Narrative Explanation

II. A - Brief Description Of What The Measure Does That Has Fiscal Impact

Significant provisions of the bill and any related workload or policy assumptions that have revenue or expenditure impact on the responding agency by section number.

- Section 1 – New: Adds a new section to RCW 19.16
- (1) Requires that any governmental entity enumerated in RCW 19.16.500(1)(a) and courts of limited jurisdiction, using a collection agency to collect outstanding debts for traffic infractions, must:
- (1)(a) Meet the requirements of RCW 19.16.500(2)
- (1)(b) Provide notice of the opportunity to enter a payment plan as described in RCW 46.63.190
- (2)(a)-(b) Requirements of this section apply to infractions for standing, stopping, and parking violations, and violations captured by automatic traffic or school bus safety cameras.
- Section 2: New – Adds a new section to RCW 46.63
- After the effective date of this section, a party who is issued a notice of traffic infraction cannot have an execution, garnishment, or other legal process issued for the collection or enforcement of the judgment or order once three years from the date the traffic infraction was issued have elapsed.
- Section 3: Amends RCW 46.16A.120
- (3)(b)(i)(D) The department is required to send a statement to the registered owner of a vehicle that payment plan options may be available for outstanding violations or infractions. This statement should include instructions to contact the court or government agency that issued the violation or infraction for assistance in enrolling in a payment plan approximately and must be sent 120 days in advance of the current vehicle registration expiration date.
- (5) After three years have passed from the date of issuance of traffic violations listed in subsection (1)(a), (c), and (d) of this section, the department is not allowed to freeze or keep a hold on a vehicle's registration.
- (6) For these same traffic violations, only the department, a county auditor, a designated agent, or a subagent appointed by the director can collect any unpaid fines.
- Section 4 – New: This act takes effect January 1, 2024.

II. B - Cash receipts Impact

Cash receipts impact of the legislation on the responding agency with the cash receipts provisions identified by section number and when appropriate, the detail of the revenue sources. Description of the factual basis of the assumptions and the method by which the cash receipts impact is derived. Explanation of how workload assumptions translate into estimates. Distinguished between one time and ongoing functions.

No impact to cash receipts.

II. C - Expenditures

Agency expenditures necessary to implement this legislation (or savings resulting from this legislation), with the provisions of the legislation that result in the expenditures (or savings) identified by section number. Description of the factual basis of the assumptions and the method by which the expenditure impact is derived. Explanation of how workload assumptions translate into cost estimates. Distinguished between one time and ongoing functions.

This bill has no fiscal impact as written. Section 1 applies limitations on the usage of collection agencies to collect debts. Section 2 limits the collection of debts to infractions that occurred within the past 3 years. Finally, section 3 and 5 assign required activities to the Department of Licensing. Districts do not have any costs or responsibilities incurred by the language of these sections.

Part III: Expenditure Detail

III. A - Operating Budget Expenditures

NONE

III. B - Expenditures by Object Or Purpose

NONE

**III. C - Operating FTE Detail:** *FTEs listed by classification and corresponding annual compensation. Totals agree with total FTEs in Part I and Part IIIA.*  
NONE

**III. D - Expenditures By Program (optional)**  
NONE

**Part IV: Capital Budget Impact**

**IV. A - Capital Budget Expenditures**  
NONE

**IV. B - Expenditures by Object Or Purpose**  
NONE

**IV. C - Capital Budget Breakout**  
*Acquisition and construction costs not reflected elsewhere on the fiscal note and description of potential financing methods.*  
NONE

**IV. D - Capital FTE Detail:** *FTEs listed by classification and corresponding annual compensation. Totals agree with total FTEs in Part IVB.*  
  
NONE

No capital budget impact.

**Part V: New Rule Making Required**

*Provisions of the bill that require the agency to adopt new administrative rules or repeal/revise existing rules.*