

# **Whatcom County Council (Special)**

**COUNTY COURTHOUSE  
311 Grand Avenue, Ste #105  
Bellingham, WA 98225-4038  
(360) 778-5010**



## **Meeting Agenda**

**VIRTUAL MEETING - SPECIAL COUNCIL/HEALTH BOARD MEETING**

**Tuesday, March 31, 2020**

**1 PM**

**Virtual Meeting**

### **COUNCILMEMBERS**

Rud Browne  
Barry Buchanan  
Tyler Byrd  
Todd Donovan  
Ben Elenbaas  
Carol Frazey  
Kathy Kershner

### **CLERK OF THE COUNCIL**

Dana Brown-Davis, C.M.C.

**CALL TO ORDER****ROLL CALL****ANNOUNCEMENTS**

Councilmembers will participate in this meeting remotely through an online web-based meeting platform. Councilmembers will NOT be present in the Courthouse for this meeting. Per Washington State Proclamation 20-28, in-person attendance at meetings is prohibited at this time. A live stream of the meeting will be available for viewing through the Council's Legislative Information Center.

**COUNTY EXECUTIVE'S REPORT****SPECIAL UPDATES AND DISCUSSION/ACTION ITEMS**

1. [AB2020-116](#) Update on COVID-19  
**Council Acting as the Whatcom County Health Board**
2. [AB2020-117](#) Discussion of strategies related to COVID-19

**OTHER ITEMS**

1. [AB2020-161](#) Emergency Ordinance establishing the COVID-19 Emergency Response Fund and establishing a budget for the COVID-19 Emergency Response Fund
2. [AB2020-162](#) Emergency Ordinance authorizing an interfund loan to finance cash flow for COVID-19 Emergency Response

**ADJOURNMENT**



# Whatcom County

COUNTY COURTHOUSE  
311 Grand Avenue, Ste #105  
Bellingham, WA 98225-4038  
(360) 778-5010

## Agenda Bill Master Report

File Number: AB2020-116

---

<b>File ID:</b>	AB2020-116	<b>Version:</b>	1	<b>Status:</b>	Agenda Ready
<b>File Created:</b>	02/26/2020	<b>Entered by:</b>	DBrown@co.whatcom.wa.us		
<b>Department:</b>	Council Office	<b>File Type:</b>	Report		
<b>Assigned to:</b>	Council (Special)			<b>Final Action:</b>	
<b>Agenda Date:</b>	03/31/2020			<b>Enactment #:</b>	

---

Primary Contact Email:

**TITLE FOR AGENDA ITEM:**

Update on COVID-19

**SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:**

Update on COVID-19

---

### HISTORY OF LEGISLATIVE FILE

---

<b>Date:</b>	<b>Acting Body:</b>	<b>Action:</b>	<b>Sent To:</b>
03/10/2020	Council as the Health Board (Special)	DISCUSSED	
03/12/2020	Council as the Health Board (Special)	DISCUSSED	
03/17/2020	Council as the Health Board (Special)	DISCUSSED	
03/19/2020	Council as the Health Board (Special)	DISCUSSED	
03/26/2020	Council (Special)	DISCUSSED	

---

**Attachments:**



# Whatcom County

COUNTY COURTHOUSE  
311 Grand Avenue, Ste #105  
Bellingham, WA 98225-4038  
(360) 778-5010

## Agenda Bill Master Report

File Number: AB2020-117

---

<b>File ID:</b>	AB2020-117	<b>Version:</b>	1	<b>Status:</b>	Agenda Ready
<b>File Created:</b>	02/26/2020	<b>Entered by:</b>	DBrown@co.whatcom.wa.us		
<b>Department:</b>		<b>File Type:</b>	Discussion		
<b>Assigned to:</b>	Council (Special)	<b>Final Action:</b>			
<b>Agenda Date:</b>	03/31/2020	<b>Enactment #:</b>			

---

Primary Contact Email: DBrown@co.whatcom.wa.us

**TITLE FOR AGENDA ITEM:**

Discussion of strategies related to COVID-19

**SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:**

Discussion of strategies related to COVID-19

---

### HISTORY OF LEGISLATIVE FILE

---

<b>Date:</b>	<b>Acting Body:</b>	<b>Action:</b>	<b>Sent To:</b>
03/19/2020	Council (Special)	DISCUSSED AND A MOTION WAS APPROVED	
03/26/2020	Council (Special)	DISCUSSED	

---

**Attachments:**



# Whatcom County

COUNTY COURTHOUSE  
311 Grand Avenue, Ste #105  
Bellingham, WA 98225-4038  
(360) 778-5010

## Agenda Bill Master Report

File Number: AB2020-161

---

<b>File ID:</b>	AB2020-161	<b>Version:</b>	1	<b>Status:</b>	Agenda Ready
<b>File Created:</b>	03/23/2020	<b>Entered by:</b>	MCaldwel@co.whatcom.wa.us		
<b>Department:</b>	Finance Division	<b>File Type:</b>	Ordinance		
<b>Assigned to:</b>	Council (Special)			<b>Final Action:</b>	
<b>Agenda Date:</b>	03/31/2020			<b>Enactment #:</b>	

---

Primary Contact Email: mcaldwel@co.whatcom.wa.us

### TITLE FOR AGENDA ITEM:

Emergency Ordinance establishing the COVID-19 Emergency Response Fund and establishing a budget for the COVID-19 Emergency Response Fund

### SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

Request authorization to establish a new special revenue fund titled "COVID-19 Emergency Response Fund" and appropriate \$4,500,000 in the fund.

---

### HISTORY OF LEGISLATIVE FILE

---

<b>Date:</b>	<b>Acting Body:</b>	<b>Action:</b>	<b>Sent To:</b>
03/26/2020	Council (Special)	WITHDRAWN	

---

**Attachments:** Original Proposed Emergency Ordinance (Withdrawn on 3.26.2020), Emergency Ordinance as Revised for 3.31.2020

**ORDINANCE NO.**

**ESTABLISHING THE COVID-19 EMERGENCY RESPONSE FUND AND  
ESTABLISHING A BUDGET FOR THE COVID-19 EMERGENCY RESPONSE FUND  
(EMERGENCY ORDINANCE)**

**WHEREAS**, the County Executive has issued a Proclamation of Emergency to combat the spread of the COVID-19 virus; and,

**WHEREAS**, Whatcom County Code chapter 2.02.135 provides for an emergency ordinance to become immediately effective when approved by two thirds vote of the County Council and signature of the County Executive; and,

**WHEREAS**, the County Council adopted an initial emergency funding ordinance of \$250,000 in the General Fund on March 10, 2020; and,

**WHEREAS**, the County Council is considering an additional \$250,000 from the General Fund in Amendment No. 8 of the 2020 Budget on March 24, 2020; and,

**WHEREAS**, it has become apparent that adequate COVID-19 response will require significantly more resources; and,

**WHEREAS**, the County needs a special revenue fund to account for restricted and committed revenues which will be used for the expanded coronavirus response; and,

**WHEREAS**, the additional \$250,000 being considered in Amendment No. 8 will be transferred to this new special revenue fund; and,

**WHEREAS**, the County is also anticipating a \$250,000 contribution from the City of Bellingham; and,

**WHEREAS**, the Executive is also proposing a \$4 million interfund cash flow loan from the Equipment Rental & Revolving (ER&R) Fund, and,

**FINDINGS:** The spread of the COVID-19 virus presents a continuing threat to the health and safety of the citizens of Whatcom County. The County needs additional budget appropriation and a separate fund to adequately account for resources committed to effectively respond to this crisis,

**NOW, THEREFORE, BE IT ORDAINED** by the Whatcom County Council that a new special revenue fund is hereby established titled the "COVID-19 Emergency Response Fund",

**BE IT FURTHER ORDAINED**, that the fund is approved with an initial budget of \$4,500,000 as presented in attached Exhibit A.

**ADOPTED** this \_\_\_\_ day of \_\_\_\_\_, 2020.

ATTEST:

WHATCOM COUNTY COUNCIL  
WHATCOM COUNTY, WASHINGTON

\_\_\_\_\_  
Dana Brown-Davis, Council Clerk

\_\_\_\_\_  
Barry Buchanan, Chair of Council

APPROVED AS TO FORM:

( ) Approved      ( ) Denied

  
\_\_\_\_\_  
Civil Deputy Prosecutor

\_\_\_\_\_  
Satpal Sidhu, County Executive

Date: \_\_\_\_\_

# EXHIBIT A

## Supplemental Budget Request

Status: Pending

### Non-Departmental

Suppl ID # 3046 Fund Cost Center Originator: M Caldwell

Expenditure Type: One-Time Year 2 2020 Add'l FTE  Add'l Space  Priority 1

Name of Request: COVID-19 Emergency Response Fund budget

X

Department Head Signature (Required on Hard Copy Submission)

Date

Costs:	Object	Object Description	Amount Requested
	2241	Interfund Loans Payable	(\$4,000,000)
	4337.1001	City of Bham Support	(\$250,000)
	6610	Contractual Services	\$4,500,000
	8301.4530	Op Trf In - Non-Departmental	(\$250,000)
	<b>Request Total</b>		<b>\$0</b>

#### 1a. Description of request:

Funding will be used to provide supplies and contracts needed to address life safety issues in response to the COVID-19 coronavirus emergency in Whatcom County.

#### 1b. Primary customers:

Citizens of Whatcom County

#### 2. Problem to be solved:

Whatcom County needs to be able to take adequate actions to stem the tide of COVID-19 in order to protect our citizens.

#### 3a. Options / Advantages:

There are no other options.

#### 3b. Cost savings:

Funding from the federal government in the form of FEMA assistance is eventually expected to offset 75% of the costs.

#### 4a. Outcomes:

Whatcom County will be successful in limiting the spread of COVID-19 countywide as soon as possible.

#### 4b. Measures:

Decrease in the number and eventual elimination of new cases

#### 5a. Other Departments/Agencies:

Unified Command, City of Bellingham, State Military Department, Health Department, Emergency Management

#### 5b. Name the person in charge of implementation and what they are responsible for:

#### 6. Funding Source:

Temporary Interfund Loan from ER&R, General Fund and City of Bellingham contributions



**ORDINANCE NO.**

**ESTABLISHING THE COVID-19 EMERGENCY RESPONSE FUND AND  
ESTABLISHING A BUDGET FOR THE COVID-19 EMERGENCY RESPONSE FUND  
(EMERGENCY ORDINANCE)**

**WHEREAS**, the County Executive has issued a Proclamation of Emergency to combat the spread of the COVID-19 virus; and,

**WHEREAS**, Whatcom County Code chapter 2.02.135 provides for an emergency ordinance to become immediately effective when approved by two thirds vote of the County Council and signature of the County Executive; and,

**WHEREAS**, the County Council adopted an initial emergency funding ordinance of \$250,000 in the General Fund on March 10, 2020; and,

**WHEREAS**, the County Council is considering an additional \$250,000 from the General Fund in Amendment No. 8 of the 2020 Budget on March 24, 2020; and,

**WHEREAS**, it has become apparent that adequate COVID-19 response will require significantly more resources; and,

**WHEREAS**, the County needs a special revenue fund to account for restricted and committed revenues which will be used for the expanded coronavirus response; and,

**WHEREAS**, the additional \$250,000 being considered in Amendment No. 8 will be transferred to this new special revenue fund; and,

**WHEREAS**, the County is also anticipating a \$250,000 contribution from the City of Bellingham; and,

**WHEREAS**, the Executive is also proposing a \$4 million interfund cash flow loan from the Public Utilities Improvement Fund (EDI Fund); and,

**FINDINGS:** The spread of the COVID-19 virus presents a continuing threat to the health and safety of the citizens of Whatcom County. The County needs additional budget appropriation and a separate fund to adequately account for resources committed to effectively respond to this crisis,

**NOW, THEREFORE, BE IT ORDAINED** by the Whatcom County Council that a new special revenue fund is hereby established titled the "COVID-19 Emergency Response Fund",

**BE IT FURTHER ORDAINED**, that the fund is approved with an initial budget of \$4,500,000 as presented in attached Exhibit A.

**ADOPTED** this \_\_\_\_ day of \_\_\_\_\_, 2020.

ATTEST:


WHATCOM COUNTY COUNCIL  
WHATCOM COUNTY, WASHINGTON

\_\_\_\_\_  
Dana Brown-Davis, Council Clerk

\_\_\_\_\_  
Barry Buchanan, Chair of Council

APPROVED AS TO FORM:

( ) Approved      ( ) Denied

  
\_\_\_\_\_  
Civil Deputy Prosecutor

\_\_\_\_\_  
Satpal Sidhu, County Executive  
Date: \_\_\_\_\_

**Supplemental Budget Request**

Status: Pending

**Non-Departmental**

Suppl ID # 3046	<b>Fund</b>	<b>Cost Center</b>	<b>Originator:</b> M Caldwell
	Year 2	2020	Add'l FTE <input type="checkbox"/>
			Priority 1

**Name of Request:** COVID-19 Emergency Response Fund budget

**X**  3/30/2020  
**Department Head Signature (Required on Hard Copy Submission)** **Date**

Costs:	Object	Object Description	Amount Requested
	2241	Interfund Loans Payable	(\$4,000,000)
	4337.1001	City of Bham Support	(\$250,000)
	6610	Contractual Services	\$4,500,000
	8301.4530	Op Trf In - Non-Departmental	(\$250,000)
	<b>Request Total</b>		<b>\$0</b>

**1a. Description of request:**

Funding will be used to provide supplies and contracts needed to address life safety issues in response to the COVID-19 coronavirus emergency in Whatcom County.

**1b. Primary customers:**

Citizens of Whatcom County

**2. Problem to be solved:**

Whatcom County needs to be able to take adequate actions to stem the tide of COVID-19 in order to protect our citizens.

**3a. Options / Advantages:**

There are no other options.

**3b. Cost savings:**

Funding from the federal government in the form of FEMA assistance is eventually expected to offset 75% of the costs.

**4a. Outcomes:**

Whatcom County will be successful in limiting the spread of COVID-19 countywide as soon as possible.

**4b. Measures:**

Decrease in the number and eventual elimination of new cases

**5a. Other Departments/Agencies:**

Unified Command, City of Bellingham, State Military Department, Health Department, Emergency Management

**5b. Name the person in charge of implementation and what they are responsible for:**

**6. Funding Source:**

Temporary Interfund Loan from EDI Fund, General Fund and City of Bellingham contributions. The current EDI Cash balance is \$15,021,000.



# Whatcom County

COUNTY COURTHOUSE  
311 Grand Avenue, Ste #105  
Bellingham, WA 98225-4038  
(360) 778-5010

## Agenda Bill Master Report

File Number: AB2020-162

---

<b>File ID:</b>	AB2020-162	<b>Version:</b>	1	<b>Status:</b>	Agenda Ready
<b>File Created:</b>	03/23/2020	<b>Entered by:</b>	MCaldwel@co.whatcom.wa.us		
<b>Department:</b>	Finance Division	<b>File Type:</b>	Ordinance		
<b>Assigned to:</b>	Council (Special)			<b>Final Action:</b>	
<b>Agenda Date:</b>	03/31/2020			<b>Enactment #:</b>	

---

Primary Contact Email: [mcaldwel@co.whatcom.wa.us](mailto:mcaldwel@co.whatcom.wa.us)

### TITLE FOR AGENDA ITEM:

Emergency Ordinance authorizing an interfund loan to finance cash flow for COVID-19 Emergency Response

### SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

Request authorization for the Whatcom County Treasurer to make an interfund loan from the Equipment Rental & Revolving Fund to the COVID-19 Emergency Response Fund for cash flow purposes in the amount of \$4,000,000.

---

### HISTORY OF LEGISLATIVE FILE

---

Date:	Acting Body:	Action:	Sent To:
03/26/2020	Council (Special)	WITHDRAWN	

---

**Attachments:** Original Proposed Emergency Ordinance (Withdrawn 3.26.2020), Emergency Ordinance for 4.7.2020 Agenda

**ORDINANCE NO.**

**AN ORDINANCE AUTHORIZING AN INTERFUND LOAN TO FINANCE CASH FLOW  
FOR COVID-19 EMERGENCY RESPONSE  
(EMERGENCY ORDINANCE)**

**WHEREAS**, the County Executive has issued a Proclamation of Emergency to combat the spread of the COVID-19 virus; and,

**WHEREAS**, Whatcom County Code chapter 2.02.135 provides for an emergency ordinance to become immediately effective when approved by two thirds vote of the County Council and signature of the County Executive; and,

**WHEREAS**, the County is establishing a COVID-19 Emergency Response Fund to track restricted and committed revenues in response to the coronavirus outbreak; and,

**WHEREAS**, adequate cash flow is needed to fund this response due to the processing time required to receive expected local, state, and federal FEMA assistance and reimbursements; and,

**WHEREAS**, the Equipment Rental & Revolving Fund is an appropriate source to provide a temporary cash flow loan to be used for expanded COVID-19 response; and,

**FINDINGS:** The spread of the COVID-19 virus presents a continuing threat to the health and safety of the citizens of Whatcom County. The County needs temporary cash flow assistance to effectively respond to this crisis,

**NOW, THEREFORE, BE IT ORDAINED by the Whatcom County Council:** The Whatcom County Treasurer is hereby authorized to make an interfund loan from the ER & R Fund to the COVID-19 Emergency Response Fund for cash flow purposes. The loan shall not exceed \$4,000,000 and shall be for a term not exceeding eighteen months. One-half percent interest shall be charged on the loan.

**ADOPTED** this \_\_\_\_ day of \_\_\_\_\_, 2020.

ATTEST:

WHATCOM COUNTY COUNCIL  
WHATCOM COUNTY, WASHINGTON

\_\_\_\_\_  
Dana Brown-Davis, Council Clerk

\_\_\_\_\_  
Barry Buchanan, Chair of Council

APPROVED AS TO FORM:

( ) Approved      ( ) Denied

  
\_\_\_\_\_  
Civil Deputy Prosecutor

\_\_\_\_\_  
Satpal Sidhu, County Executive  
Date: \_\_\_\_\_