

# Supplemental Budget Request

Status: Pending

## District Court

Suppl ID # 4799

Fund 1

Cost Center 1300

Originator: Jake Wiebusch

Expenditure Type: One-Time Year 2 2024 Add'l FTE  Add'l Space  Priority 1

Name of Request: Jury Expenses

X

Department Head Signature (Required on Hard Copy Submission)

Date

10/2/24

Costs:	Object	Object Description	Amount Requested
	6330	Printing	\$8,000
	6710	Postage/Shipping/Freight	\$10,000
	6719	Postage-Interfund	\$4,000
	7130.901	Jury/Witness Fees	\$20,000
	7130.902	Jury/Witness-Meals & Sup	\$2,000
	<b>Request Total</b>		<b>\$44,000</b>

### 1a. Description of request:

All cost listed are directly related to the increased amount of jury trials that are both anticipated and held in District Court. Post COVID ('21-'24), we have seen an 80% increase in trials held compared to the 6 years leading up to COVID. In the last two years alone, we have seen a 145% increase in trials held compared to the 6 years leading up to COVID. In the two-month period of July and August of this year, 15 jury trials were held in District Court. Pre COVID, District Court averaged 1.4 trials per month.

Jury Fees, covers \$10 per day per juror, plus mileage for their travel when requested.

Jury/Witness- Meals and Sup, covers jurors' refreshments, snacks and meals when serving on jury duty.

All Jury Printing and Postage, covers printing, postage and inserts. The number of summons sent per weekly term has increased and there has been an added cost of a pandemic-related health and safety insert.

### 1b. Primary customers:

The public/potential jurors

### 2. Problem to be solved:

As noted above, the frequency of trials held in District Court has increased, as well as the number of jurors summonsed per weekly term.

### 3a. Options / Advantages:

There are no other options

### 3b. Cost savings:

N/A

### 4a. Outcomes:

### 4b. Measures:

Fair and equitable trials will be held.

### 5a. Other Departments/Agencies:

Superior Court, as we coordinate their jurors as well (Printing and Postage only).

# Supplemental Budget Request

Status: Pending

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## District Court

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Suppl ID # 4799

Fund 1

Cost Center 1300

Originator: Jake Wiebusch

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

6. Funding Source:

General Fund

# Supplemental Budget Request

**Superior Court**

Suppl ID # 4813 Fund 1 Cost Center 3115 Originator: Stephanie Kraft

Expenditure Type: One-Time Year 2 2024 Add'l FTE  Add'l Space  Priority 1

Name of Request: Water Adjudication

X

Department Head Signature (Required on Hard Copy Submission)

11/1/24  
Date

Costs:	Object	Object Description	Amount Requested
	4334.0695	Other State Agencies	(\$25,000)
	7380	Other Improvements	\$25,000
	<b>Request Total</b>		<b>\$0</b>

**1a. Description of request:**

Funding from the legislature to support JAVS installation in Dept 4.

**1b. Primary customers:**

Individuals coming to the court.

**2. Problem to be solved:**

The JAVS system in Dept 4 is failing. Through Water Adjudication Funding State Fiscal Year 24 we were able to purchase a JAVS system. Due to the timeline of the funding, we were unable to have the system installed. This funding allows for the installation of that system.

**3a. Options / Advantages:**

This is grant funded. Without the grant, the County would need to pay for the installation as we have to be able to get a clear record of proceedings otherwise we run the risk of having to retry a case.

**3b. Cost savings:**

This is fully grant funded.

**4a. Outcomes:**

JAVS install dates are early Q1 of 2025. This will allow us to secure an instal date.

**4b. Measures:**

We will have a clear record recorded.

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

Yes, IT.

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

IT

**6. Funding Source:**

Water Adjudication funding through AOC.

# Supplemental Budget Request

*Status:* Pending

**County Clerk**

Suppl ID # 4818    **Fund** 1    **Cost Center** 3150    **Originator:** Raylene King

**Expenditure Type:** One-Time    **Year** 2    **2024**    **Add'l FTE**     **Add'l Space**     **Priority** 1

**Name of Request:** Registration / Training / Membership Dues

<b>X</b>		11-04-24
<b>Department Head Signature (Required on Hard Copy Submission)</b>		<b>Date</b>

<i>Costs:</i>	<b>Object</b>	<b>Object Description</b>	<b>Amount Requested</b>
	6140	Overtime	\$15,000
	6780	Travel-Educ/Training	\$2,800
	7110	Registration/Tuition	\$3,200
	7115	Membership & Assoc Dues	\$4,000
	<b>Request Total</b>		<b>\$25,000</b>

**1a. Description of request:**

Due to the split between the Superior Court Administration and the Clerk's office their was not enough budget authority to cover expenditures in registration, training, and dues.

Due to several clerk's leaving and new clerk's being hired there was not enough funding budgeted for overtime to cover costs. We anticipate additional overtime in the criminal departement and trial clerks as there is little control over the amount of defendants being seen for first appearances.

**1b. Primary customers:**

Superior Court County Clerks

**2. Problem to be solved:**

County Clerk Dues increased and were voted on and approved prior to my employment with the county. The increase went from \$400. to \$2800. Also, the travel and training budget in past years were combined with 3100 and court administration. The budget for the clerk's office does not cover current expenditures.

There was not enough budget authority to cover overtime in 2024. The clerk's office lost a lead criminal clerk in which PTO was over \$11,000. The criminal department is experiencing longer calendars which is also increasing the demand for overtime.

The Administrative Office of the Courts (AOC), the state agency that provides our case management system, has reported an unauthorized system event that has forced them to remove access to critical systems. This affects all counties statewide, including San Juan County, resulting in a temporary loss of access to these AOC-provided systems. AOC is actively working to restore service, but we anticipate disruption to continue at least through the end of this week.

Due to the current emergency with the court systems we will need to have additional overtime once the systems are back up in order to avoid any further delays or court backlogs.

**3a. Options / Advantages:**

Transfer funds from extra help to travel and training. The extra help funds will actualy be needed to cover overtime as we have been short clerks and criminal first appearances and jury trials have increased the overtime.

The clerk's office is working on cross training to help when there are shortages, but with vacations, and

# Supplemental Budget Request

*Status:* Pending

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## County Clerk

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Suppl ID # 4818

**Fund 1**

**Cost Center 3150**

**Originator:** Raylene King

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sick leave there are still not enough clerk's to cover the late calendars as well as trials that go late.

### **3b. Cost savings:**

The updated dues and training actually assist in keeping the clerks office updated on current legislative changes and helps benefit by finding resources to cover additional expenditures. For example, one of the clerk's training led us to Washington State Archives to assist in providing more public access to court records.

### **4a. Outcomes:**

The clerk's office will be better trained and able to provide improved customer service to all individuals with court needs.

By covering the overtime budget there will be less of a backlog on criminal cases.

### **4b. Measures:**

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

Court Administration

Public Defense

Prosecution

Litigants

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

### **6. Funding Source:**

General Fund

# Supplemental Budget Request

Status: Pending

County Clerk

Supp' ID # 4819 Fund 1 Cost Center 3140 Originator: Raylene King

Expenditure Type: One-Time Year 2 2024 Add'l FTE  Add'l Space  Priority 1

Name of Request: Conflict Counsel Expenses

X  11/1/2024  
Department Head Signature (Required on Hard Copy Submission) Date

Costs:	Object	Object Description	Amount Requested
	6650.8000	Ct Eval/Investigations	\$100,000
	<b>Request Total</b>		<b>\$100,000</b>

### 1a. Description of request:

To increase budget authority to cover costs for private counsel to represent litigants qualified for an attorney that are conflicted from the public defenders office and the conflict office.

### 1b. Primary customers:

Unrepresented litigants

### 2. Problem to be solved:

The right of counsel is a cornerstone of the criminal justice system. The Public Defender's office is charged with the representation of indigent defense. However, when there is a conflict of interest or attorneys have reached the maximum amount of cases they are allotted per year due to the current supreme court caseload standards the county is tasked with finding qualified representation for unrepresented litigants who have been found eligible for counsel appointment. The current conflict office is at capacity and the third attorney position remains vacant. There is a higher demand for qualified counsel than supply.

### 3a. Options / Advantages:

We are currently working towards hiring a third attorney to cover the remainder of the conflict cases for the year. There may be some cases that are still a conflict for the conflict office. Also, we are not wanting to be liable for not providing defendants their right to counsel.

### 3b. Cost savings:

### 4a. Outcomes:

Indigent defendants will be represented as required by law.

### 4b. Measures:

A delay in retaining counsel is a delay in the timeliness and final resolution in the case.

### 5a. Other Departments/Agencies:

Prosecution, Defense, superior, and District Courts

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

### 6. Funding Source:

General Fund

# Supplemental Budget Request

## Superior Court

Supp' ID # 4820 Fund 1 Cost Center 3110 Originator: Stephanie Kraft

Expenditure Type: One-Time Year 1 2023 Add'l FTE  Add'l Space  Priority 1

Name of Request: Pretrial Services

X

Department Head Signature (Required on Hard Copy Submission)

Date

11/1/24

Costs:	Object	Object Description	Amount Requested
	4334.0695	Other State Agencies	(\$99,500)
	6630	Professional Services	\$84,000
	6780	Travel-Educ/Training	\$10,500
	7190	Other Miscellaneous	\$5,000
	<b>Request Total</b>		<b>\$0</b>

### 1a. Description of request:

Funding through AOC to support further developing pretrial services. Goals for Whatcom include: staff training and development, concrete goods for individuals on pretrial, validating risk assessment and exploring contracting for EHM. Additionally, AOC will provide a team of experts in the field to support program development.

### 1b. Primary customers:

Individuals on pretrial and the community.

### 2. Problem to be solved:

- Provide concrete goods such as bus passes or hygiene items for those on pretrial.
- Purchase laptops for pretrial staff to use when in the field or at the jail attending hearings.
- Funding to support attending NAPSA conference and additional trainings to support pretrial staff.
- Funding to validate risk assessment currently used to determine if it is accurate and meeting our needs.
- Exploring EHM as another option to support persons being released to the community with supervision/accountability.

### 3a. Options / Advantages:

Without the funding, pretrial services would not be able to pursue these goals without funding through the general fund. These goals are supported by ongoing IPRTF and Justice Project goals.

### 3b. Cost savings:

It is more expensive to house people in the jail then to have them in the community on pretrial. Pretrial provides some supervision and ongoing support to engage in community services.

### 4a. Outcomes:

Funding is available through June 30, 2025. We can purchase laptops and concrete goods immediately. Training, exploring EHM use and validating risk assessment will be worked on throughout the timeline.

### 4b. Measures:

For some goals, we will receive the product. Other outcomes include better data and/or further information regarding how Whatcom County may utilize EHM.

### 5a. Other Departments/Agencies:

This is further enhancing the work being done with pretrial services. Funds can't be used to subplant costs.

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

IT (purchasing laptops), Ongoing engagement with court partners.

## Supplemental Budget Request

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**Superior Court**

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Suppl ID # 4820

**Fund 1**

**Cost Center 3110**

**Originator: Stephanie Kraft**

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**6. Funding Source:**

Pretrial Services Reform funding through AOC.



# Supplemental Budget Request

**Sheriff**

**Administration**

<i>Suppl ID #</i> 4823	<b>Fund</b> 1	<b>Cost Center</b> 2920	<b>Originator:</b> Andrew Tan
<b>Year 2</b> 2024		<b>Add'l FTE</b> <input type="checkbox"/>	<b>Priority</b> 1

**Name of Request: ARPA Revenue Loss - General Government Services**

X

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**Department Head Signature (Required on Hard Copy Submission)** **Date**

<i>Costs:</i>	<i>Object</i>	<i>Object Description</i>	<i>Amount Requested</i>
	8301	Operating Transfer In	(\$7,500,000)
	<b>Request Total</b>		<b>(\$7,500,000)</b>

**1a. Description of request:**

This request is to recognize and inflow of funding into the General fund 001 from the ARPA fund 138 for use on general government services (Sheriff's Office Patrol wages and benefits). This request is a companion to 4824 and 4825.

**1b. Primary customers:**

Citizens of Whatcom County.

**2. Problem to be solved:**

The Federal government has designated ARPA funds to the County for the purposes of general government services in response to the COVID-19 emergency. The County intends to commit part of this funding to general government services.

**3a. Options / Advantages:**

ARPA revenue loss is the most restrictive funding source available for these objectives. ARPA funds must be obligated by 12/31/24.

**3b. Cost savings:**

By using ARPA revenue loss funding, we will save less restricted funding sources (general fund, etc.) for other uses. There will be no net effect in the general fund as a result of this action.

**4a. Outcomes:**

The County will commit ARPA funding to general government services.

**4b. Measures:**

The County will commit ARPA funding to general government services.

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

The Executive's Office will oversee the administration of ARPA funding.

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

Kayla Schott-Bresler, Deputy Executive

**6. Funding Source:**

ARPA (revenue loss) fund 138.

# Supplemental Budget Request

## Non-Departmental

Suppl ID # 4824	Fund 1	Cost Center 4530	Originator: Andrew Tan
Year 2 2024		Add'l FTE <input type="checkbox"/>	Priority 1

**Name of Request: General Government Savings - Transfer Out**

X

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Department Head Signature (Required on Hard Copy Submission) Date

Costs:	Object	Object Description	Amount Requested
	8351	Operating Transfer Out	\$7,500,000
	Request Total		\$7,500,000

**1a. Description of request:**

This request is to fund a transfer out to the Community Priorities fund 147 from General fund 001 savings.

This request is a companion to supplementals 4823 and 4825.

**1b. Primary customers:**

Citizens of Whatcom County.

**2. Problem to be solved:**

The administration must obligate ARPA funds by 12/31/2024 to remain in compliance with federal grant requirements.

**3a. Options / Advantages:**

ARPA revenue loss is the most restrictive funding source available for these objectives. ARPA funds must be obligated by 12/31/2024.

**3b. Cost savings:**

By using ARPA revenue loss funding, we will save less restricted funding sources (general fund, etc.) for other uses. There will be no net effect in the general fund as a result of this action.

**4a. Outcomes:**

Expenditures will be budgeted according to Council spending plan.

**4b. Measures:**

The County has identified metrics of success associated with planned programs under this fund.

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

Other County departments will assist with administration under the leadership of the Executive's office.

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

Various as assigned.

**6. Funding Source:**

General Fund 001.

# Supplemental Budget Request

## Non-Departmental

Suppl ID # 4828	<b>Fund</b> 1	<b>Cost Center</b> 4530	<b>Originator:</b> Andrew Tan
Year 2 2024		Add'l FTE <input type="checkbox"/>	Priority 1

**Name of Request: Central Shop UST Removal GF Contribution comp 4814**

X

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**Department Head Signature (Required on Hard Copy Submission)** **Date**

Costs:	Object	Object Description	Amount Requested
	8351	Operating Transfer Out	\$712,718
	<b>Request Total</b>		<b>\$712,718</b>

**1a. Description of request:**

Companion to supplemental 4814 for the general fund contribution to the Central Shop UST removal project fund. Approximately \$38,814 is attributable to corrections vehicles.

**1b. Primary customers:**

**2. Problem to be solved:**

**3a. Options / Advantages:**

**3b. Cost savings:**

**4a. Outcomes:**

**4b. Measures:**

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

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

**6. Funding Source:**

General Fund 001.

# Supplemental Budget Request

## Non-Departmental

Suppl ID # 4830

Fund 1

Cost Center 4530

Originator: Andrew Tan

Year 2 2024

Add'l FTE

Priority 1

Name of Request: Security Screening Services Companion to sup 4822

X

Department Head Signature (Required on Hard Copy Submission)

Date

Costs:	Object	Object Description	Amount Requested
	8351.507	Op Transfer Out - Admin Svcs	\$78,000
	<b>Request Total</b>		<b>\$78,000</b>

**1a. Description of request:**

Companion to supplemental request 4822 for security screening services in the courthouse. Due to increases in security at the courthouse costs of patrol and monitoring in our security contract has increased.

**1b. Primary customers:**

**2. Problem to be solved:**

**3a. Options / Advantages:**

**3b. Cost savings:**

**4a. Outcomes:**

**4b. Measures:**

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

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

**6. Funding Source:**

General Fund 001.

# Supplemental Budget Request

## Non-Departmental

Suppl ID # 4831

Fund 1

Cost Center 4530

Originator: Andrew Tan

Year 2 2024

Add'l FTE

Priority 1

Name of Request: Utilities Costs Companion to Suppl 4821 - GF

X

Department Head Signature (Required on Hard Copy Submission)

Date

Costs:	Object	Object Description	Amount Requested
	8351.507	Op Transfer Out - Admin Svcs	\$108,546
	<b>Request Total</b>		<b>\$108,546</b>

**1a. Description of request:**

Companion supplemental to 4821 additional funding for utilities costs. This will partially fund the supplemental request with General Fund.

**1b. Primary customers:**

**2. Problem to be solved:**

**3a. Options / Advantages:**

**3b. Cost savings:**

**4a. Outcomes:**

**4b. Measures:**

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

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

**6. Funding Source:**

General Fund 001.

# Supplemental Budget Request

**Public Works**

**Administration**

Suppl ID # 4816

Fund 108

Cost Center 10895

Originator: Julia Green

Expenditure Type: One-Time

Year 2 2024

Add'l FTE

Add'l Space

Priority 1

**Name of Request: Road Fund Companion to SBRs 4814 & 4815**

<b>X</b>		
<b>Department Head Signature (Required on Hard Copy Submission)</b>		<b>Date</b>

Costs:	Object	Object Description	Amount Requested
	8351	Operating Transfer Out	\$273,819
	8351	Operating Transfer Out	\$2,100,000
	<b>Request Total</b>		<b>\$2,373,819</b>

**1a. Description of request:**

This is a companion supplemental to #4814-Central Shop UST Removal Project Fund and #4815- N. Fork Kenney Creek Fish Passage Fund Amend #1, which contributes the Road Fund portion of those budgets.

**1b. Primary customers:**

**2. Problem to be solved:**

**3a. Options / Advantages:**

**3b. Cost savings:**

**4a. Outcomes:**

**4b. Measures:**

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

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

**6. Funding Source:**

The Road Fund

# Supplemental Budget Request

**Public Works**

**Administration**

Suppl ID # 4836

**Fund** 108

**Cost Center** 10895

**Originator:** Andrew Tan

Year 2 2024

Add'l FTE

Priority 1

**Name of Request:** Utilities Costs Companion to Suppl 4821 - Road

**X**

Department Head Signature (Required on Hard Copy Submission)

Date

Costs:	Object	Object Description	Amount Requested
	8351.507	Op Transfer Out - Admin Svcs	\$15,669
	<b>Request Total</b>		<b>\$15,669</b>

**1a. Description of request:**

Companion supplemental to 4821 additional funding for utilities costs. This will partially fund the supplemental request with Road Fund dollars.

**1b. Primary customers:**

**2. Problem to be solved:**

**3a. Options / Advantages:**

**3b. Cost savings:**

**4a. Outcomes:**

**4b. Measures:**

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

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

**6. Funding Source:**

Road Fund 108.

# Supplemental Budget Request

## Auditor

Suppl ID # 4832

Fund 109

Cost Center 10907

Originator: Andrew Tan

Year 2 2024

Add'l FTE

Priority 1

Name of Request: Utilities Costs Companion to Suppl 4821 - ERF

X

Department Head Signature (Required on Hard Copy Submission)

Date

Costs:	Object	Object Description	Amount Requested
	8351.507	Op Transfer Out - Admin Svcs	\$2,617
	<b>Request Total</b>		<b>\$2,617</b>

### 1a. Description of request:

Companion supplemental to 4821 additional funding for utilities costs. This will partially fund the supplemental request with Election Reserve Fund dollars.

### 1b. Primary customers:

### 2. Problem to be solved:

### 3a. Options / Advantages:

### 3b. Cost savings:

### 4a. Outcomes:

### 4b. Measures:

### 5a. Other Departments/Agencies:

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

### 6. Funding Source:

Election Reserve Fund 109.



# Supplemental Budget Request

**Jail**

Suppl ID # 4833    **Fund** 118    **Cost Center** 118115    **Originator:** Andrew Tan

Year 2    2024    Add'l FTE     Priority    1

**Name of Request: Utilities Costs Companion to Suppl 4821 - JF**

**X**

Department Head Signature (Required on Hard Copy Submission)

Date

Costs:	Object	Object Description	Amount Requested
	8351.507	Op Transfer Out - Admin Svcs	\$41,809
	<b>Request Total</b>		<b>\$41,809</b>

**1a. Description of request:**

Companion supplemental to 4821 additional funding for utilities costs. This will partially fund the supplemental request with Jail Fund dollars.

**1b. Primary customers:**

**2. Problem to be solved:**

**3a. Options / Advantages:**

**3b. Cost savings:**

**4a. Outcomes:**

**4b. Measures:**

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

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

**6. Funding Source:**

Jail Fund 118.

# Supplemental Budget Request

**Public Works**

**Stormwater**

Suppl ID # 4827    **Fund** 123    **Cost Center** 123101    **Originator:** Julia Green

**Expenditure Type:** One-Time    **Year 2** 2024    **Add'l FTE**     **Add'l Space**     **Priority** 1

**Name of Request:** Stormwater Fund companion to SBR 4814 & 4826

<b>X</b>	
<b>Department Head Signature (Required on Hard Copy Submission)</b>	<b>Date</b>

Costs:	Object	Object Description	Amount Requested
	8301.169	Op Transfer In - Flood Fund	(\$652)
	8351	Operating Transfer Out	\$652
	<b>Request Total</b>		<b>\$0</b>

**1a. Description of request:**

This is a companion supplemental to #4814-Central Shop UST Removal Project Fund, which contributes the Stormwater fund portion of that budget and #4826- FCZD companion to SBR 4814 & 4827, which receives the FCZD funds operating transfer in.

**1b. Primary customers:**

**2. Problem to be solved:**

**3a. Options / Advantages:**

**3b. Cost savings:**

**4a. Outcomes:**

**4b. Measures:**

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

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

**6. Funding Source:**

Stormwater Fund

# Supplemental Budget Request

**Health**

**Administration**

Suppl ID # 4834    **Fund** 124    **Cost Center** 124100    **Originator:** Andrew Tan

Year 2   2024    Add'l FTE     Priority   1

**Name of Request: Utilities Costs Companion to Suppl 4821 - BHF**

X

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**Department Head Signature (Required on Hard Copy Submission) Date**

Costs:	Object	Object Description	Amount Requested
	8351.507	Op Transfer Out - Admin Svcs	\$8,565
	<b>Request Total</b>		<b>\$8,565</b>

**1a. Description of request:**

Companion supplemental to 4821 additional funding for utilities costs. This will partially fund the supplemental request with Behavioral Health Fund dollars.

**1b. Primary customers:**

**2. Problem to be solved:**

**3a. Options / Advantages:**

**3b. Cost savings:**

**4a. Outcomes:**

**4b. Measures:**

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

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

**6. Funding Source:**

Behavioral Health Fund 124.

# Supplemental Budget Request

## Non-Departmental

Suppl ID # 4825	Fund 147	Cost Center 147100	Originator: Andrew Tan
Year 2 2024		Add'l FTE <input type="checkbox"/>	Priority 1

**Name of Request: Community Priorities Fund - Transfer In**

<div style="font-size: 2em; font-weight: bold; margin-bottom: 10px;">X</div>	
<b>Department Head Signature (Required on Hard Copy Submission)</b>	<b>Date</b>

Costs:	Object	Object Description	Amount Requested
	8301	Operating Transfer In	(\$7,500,000)
	<b>Request Total</b>		<b>(\$7,500,000)</b>

**1a. Description of request:**

This request is to recognize the transfer of General fund 001 savings to the Community Priorities fund 147 for use on Council directed objectives.

This is a companion to supplementals 4823 and 4824.

On June 15, 2021 Whatcom County established the American Rescue Plan Act (ARPA) Fund (Fund 138) through Ordinance 2021-036. Whatcom County received \$44,528,542 in federal ARPA funds from the United States Department of the Treasury pursuant to Whatcom County Contract 202105020, which were deposited into Fund 138. This funding must be obligated by December 31, 2024 and spent by December 31, 2026 to support response to and recovery from the COVID-19 public health emergency. The Whatcom County Council has approved expenditures for a range of activities eligible under ARPA guidance issued by the United States Department of the Treasury, including but not limited to childcare capital, childcare stabilization, housing capital, homeless services and shelter capital, criminal justice staffing, public health, broadband, food security, and general government services. The County Council wishes to maximize flexibility under the ARPA program by investing a portion of unobligated ARPA funds into activities commonly funded by the County's general fund.

**1b. Primary customers:**

Citizens of Whatcom County.

**2. Problem to be solved:**

Flexibility and ease of administration will be applied to the facilitation of ARPA funds for identified County objectives which are based in community need.

**3a. Options / Advantages:**

ARPA revenue loss is the most restrictive funding source available for these objectives. ARPA funds must be obligated by 12/31/24.

**3b. Cost savings:**

By using ARPA revenue loss funding, we will save less restricted funding sources (general fund, etc.) for other uses. There will be no net effect in the general fund as a result of this action.

**4a. Outcomes:**

The County will devote designated funding to identified objectives stated above based on program timelines established during planning phases of the projects.

**4b. Measures:**

The County has identified metrics of success associated with planned programs under this fund and will measure success as programs progress.

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

# Supplemental Budget Request

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## Non-Departmental

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Suppl ID # 4825    **Fund** 147    **Cost Center** 147100    **Originator:** Andrew Tan

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For the Community Priorities Fund project, the Health Department will assist in the administration and management of projects.

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

Various departments as designated.

**6. Funding Source:**

ARPA (revenue loss) fund 138 through General fund 001 savings.

# Supplemental Budget Request

## Non-Departmental

Suppl ID # 4837 Fund 326 Cost Center 32600 Originator: Andrew Tan

Year 2 2024

Add'l FTE

Priority 1

Name of Request: Underground Storage Tank Removal Companion REET I

X

Department Head Signature (Required on Hard Copy Submission)

Date

Costs:	Object	Object Description	Amount Requested
	8351	Operating Transfer Out	\$1,228,000
	<b>Request Total</b>		<b>\$1,228,000</b>

**1a. Description of request:**

Companion to supplemental budget request 4814 to fund transfer out to seed the Underground Storage Tank removal project fund.

**1b. Primary customers:**

**2. Problem to be solved:**

**3a. Options / Advantages:**

**3b. Cost savings:**

**4a. Outcomes:**

**4b. Measures:**

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

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

**6. Funding Source:**

REET I fund 326.

# Supplemental Budget Request

Public Works

Equipment Services

Suppl ID # 4817

Fund 501

Cost Center 501100

Originator: Julia Green

Expenditure Type: One-Time

Year 2 2024

Add'l FTE

Add'l Space

Priority 1

Name of Request: ER&R Fund Comp to SBR 4814- Central Shop UST Rem

X

Department Head Signature (Required on Hard Copy Submission)

Date

Costs:	Object	Object Description	Amount Requested
	8351	Operating Transfer Out	\$10,035
	<b>Request Total</b>		<b>\$10,035</b>

**1a. Description of request:**

This is a companion supplemental to #4814-Central Shop UST Removal Project Fund, which contributes the ER&R fund portion of that budget.

**1b. Primary customers:**

**2. Problem to be solved:**

**3a. Options / Advantages:**

**3b. Cost savings:**

**4a. Outcomes:**

**4b. Measures:**

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

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

**6. Funding Source:**

The Equipment Replacement and Revolving Fund

# Supplemental Budget Request

Public Works

Equipment Services

Suppl ID # 4835

Fund 501

Cost Center 501100

Originator: Andrew Tan

Year 2 2024

Add'l FTE

Priority 1

Name of Request: Utilities Costs Companion to Suppl 4821 - ER&R

X

Department Head Signature (Required on Hard Copy Submission)

Date

Costs:	Object	Object Description	Amount Requested
	8351.507	Op Transfer Out - Admin Svcs	\$4,137
	<b>Request Total</b>		<b>\$4,137</b>

**1a. Description of request:**

Companion supplemental to 4821 additional funding for utilities costs. This will partially fund the supplemental request with Equipement, Rental and Revolving Fund dollars.

**1b. Primary customers:**

**2. Problem to be solved:**

**3a. Options / Advantages:**

**3b. Cost savings:**

**4a. Outcomes:**

**4b. Measures:**

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

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

**6. Funding Source:**

ER&R Fund 501.



# Supplemental Budget Request

**Administrative Services**

**Facilities Management**

Suppl ID # 4821

Fund 507

Cost Center 50791

Originator: Rob Ney

Year 2 2024

Add'l FTE

Priority 1

**Name of Request: Additional Funding for Utility Costs**

**X**

**Department Head Signature (Required on Hard Copy Submission)**

**Date**

Costs:	Object	Object Description	Amount Requested
	6960	Water/Sewer	\$100,000
	6970	Gas	\$30,000
	6980	Electric	\$40,000
	6990	Solid Waste	\$25,000
	8301.001	Op Tnsfr In - General Fund	(\$108,546)
	8301.108	Op Transfer In - Road	(\$15,669)
	8301.109	Op Transfer In - Election Reserve Fd	(\$2,617)
	8301.118	Op Transfer In - Jail	(\$41,809)
	8301.124	Op Transfer In - Chem Dep	(\$8,565)
	8301.169	Op Transfer In - Flood Fund	(\$4,267)
	8301.501	Op Transfer In - ER&R	(\$4,137)
	<b>Request Total</b>		<b>\$9,390</b>

**1a. Description of request:**

Facility Management manages and pays utility payments for properties managed by the County. This rate has been steadily increase in recent years, but costs have increased above estimates. The reason for cost increases are two-fold: 1) Increased fees charge by utility providers, and 2) Additional Buildings adds to the Fleet, and conversion of buildings from Natural Gas to electrical has shown more expensive.

The purpose of this ASR is to provide funding for our estimated shortfall for utilities budget line items in the 2024 budget.

**1b. Primary customers:**

All departments that have utilities that serve their facility.

**2. Problem to be solved:**

Fees for services have risen, but budget authority has not had the same corresponding increase.

**3a. Options / Advantages:**

There is no other alternative.

This makes Facilities Budget whole again.

**3b. Cost savings:**

Facilities is constantly making improvements such as LED lighting to improve our efficiency.

**4a. Outcomes:**

N/A

**4b. Measures:**

N/A

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

## Supplemental Budget Request

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### Administrative Services

### Facilities Management

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Suppl ID # 4821

**Fund** 507

**Cost Center** 50791

**Originator:** Rob Ney

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Other funds will be responsible for contributing to these costs. See funding source.

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

Rob Ney, Project & Operations Manager

**6. Funding Source:**

Funding will equitably distributed between users of utilities:

Companion 4831; General Fund \$108,546

Companion 4836; Road Fund: \$15,669

Companion 4832; Election Reserve Fund: \$2,617

Companion 4833; Jail Fund: \$41,809

Companion 4834; Behavioral Health Fund: \$8,565

Companion 4829; Flood Control Zone District Fund: \$4,267

Companion 4835; ER&R Fund: \$4,137

Admin Services Fund: \$9,390

# Supplemental Budget Request

## Administrative Services

## Facilities Management

Suppl ID # 4822    Fund 507    Cost Center 507160    Originator: Rob Ney

Year 2    2024

Add'l FTE

Priority 1

**Name of Request: Security Screening Service Courthouse**

**X**

Department Head Signature (Required on Hard Copy Submission)

Date

Costs:	Object	Object Description	Amount Requested
	6610	Contractual Services	\$78,000
	8301.001	Op Tnsfr In - General Fund	(\$78,000)
	<b>Request Total</b>		<b>\$0</b>

**1a. Description of request:**

The County contracts for security screening for Citizens that enter the Courthouse. The purpose of this ASR is to bridge the gap between the currently budgeted amount for security screening and actual costs of our contracted security for the Courthouse for the 2024 year. An additional Amount \$50,000 is requested to fund the shortfall projected by year end for these services. This increased cost is included in the 2025-26 budget. The largest additional expense is the added guard at the south door due to the converting the first floor to a fully screened area.

**1b. Primary customers:**

The Court system and any staff member within the Courthouse.

**2. Problem to be solved:**

The Facilities budget does not cover the cost of current services. This increased cost is anticipated in the 2025-26 budget request.

**3a. Options / Advantages:**

The only other option is to hire County workers to perform this work. However, it is not believed that is a less expensive option. This is the least expensive option for these services.

**3b. Cost savings:**

There are no specific cost savings for this service.

**4a. Outcomes:**

Continued levels of security for the Courthouse.  
Services will be continued at the current levels.

**4b. Measures:**

When the services are provided at the revised budget amounts.

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

N/A

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

Rob Ney

**6. Funding Source:**

General fund 001. Funding companion supplemental is 4830.