

Supplemental Budget Request

Status: Pending

District Court

Suppl ID # 4015 Fund 1 Cost Center 1300 Originator: Peggy Hintz

Expenditure Type: Ongoing Year 2 2024 Add'l FTE Add'l Space Priority 1

Name of Request: Jury Coordinator Position

X Department Head Signature (Required on Hard Copy Submission) Date
 12/18/23

Costs:	Object	Object Description	Amount Requested
	6110	Regular Salaries & Wages	\$51,688
	6210	Retirement	\$5,298
	6230	Social Security	\$3,954
	6245	Medical Insurance	\$16,685
	6255	Other H&W Benefits	\$1,915
	6259	Worker's Comp-Interfund	\$520
	6269	Unemployment-Interfund	\$68
	Request Total		\$80,128

1a. Description of request:

We are requesting the addition of one full time jury coordinator to assist with the increased demands of Whatcom County jury coordination. The jury coordinator's workload is no longer manageable for one person, even with the assistance of other District Court staff. For many years, the Jury Coordinator position has required approximately 1.25 FTE of staff resources to support, which was manageable. The current and expected ongoing workload support is now at 2 FTE, for reasons outlined in this request, and the department is unable to continue to absorb the workload while maintaining the required level of customer service demanded by the Judges and public.

1b. Primary customers:

The primary customers for jury coordination services include the public, Whatcom County courts and legal professionals.

2. Problem to be solved:

Whatcom County jury coordination has become increasingly complex and the workload is no longer manageable for one person, even with the assistance of District Court staff. Whatcom County must address this issue to ensure jury coordination services are provided to the public in a thorough and efficient manner.

The following changes have greatly impacted the management of jury pools:

1) Since the COVID pandemic, more jurors are being summoned for jury service. Prior to COVID, 600 jurors were being summoned each week. We are now sending summons to 800 and anticipate that number will need to be increased. The increased number of jurors result in a massive amount of additional work processing and customers requiring attention.

2) The complexity of the coordination of jury panels between courts has become more challenging. New judges in District and Superior Courts have resulted in additional expectations and problem-solving activities such as the following:

A) Increased number of jurors being sent to individual courtrooms.

Supplemental Budget Request

Status: Pending

District Court

Suppl ID # 4015

Fund 1

Cost Center 1300

Originator: Peggy Hintz

- B) Increased number of jurors being called for a single trial.
- C) Increased coordination of jurors reporting and then required to leave and report at a later time on the same day.
- D) Increased complexity involved with tracking jurors assigned to different courts, The increased challenge has resulted in additional staff resources and complicated coordination with the Finance Department to avoid errors, and correct them when they happen.
- E) Increased complexity in how courts communicate with jurors requires efforts to manage any confusion..
- D) Increased multiple jury orientations in one day greatly impacts the workload.
- E) Increased complexities involved with health screenings. Judges have different requirements for juror health screening and masking.

3) Many other new requirements have resulted in the following additional demands:

- A) Courthouse meeting space limitations have created more work to find space to "warehouse" large groups of jurors waiting to be sent to courtrooms.
- B) New Administrative Office of the Courts questionnaire requirements. We are now required to give jurors a questionnaire, provide explanation, and then provide that information to AOC.
- C) The new courthouse security protocol requires additional coordination of staff to assist with juror check-in.

The addition of a full time jury coordinator in District Court will greatly help alleviate the increased demands and complexity of this important role in the court system.

3a. Options / Advantages:

We have already used District Court staff at maximum capacity to help with the jury coordination workload. We have no other alternatives. The job scope has become increasingly complex and difficult for District Court staff to provide adequate back-up coverage. To further complicate the issue, the assistance of District Court staff is completely dependent on their individual workloads and limited availability.

3b. Cost savings:

N/A

4a. Outcomes:

As soon as the jury coordinator has completed training, we will have the additional assistance needed for a fully functional jury department.

4b. Measures:

Success will be measured when we are able to have two fully functional jury coordinators that are able to handle the increased demands and complexities involved with jury management services.

5a. Other Departments/Agencies:

Whatcom County jury management is an integral part of the court system and smooth operation of this system is vital. There will be positive impacts for the following:

Whatcom County citizens
Whatcom County judiciary
Whatcom County Superior Court, District Court, and Municipal Courts
Whatcom County legal system

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

N/A

6. Funding Source:

General fund.

Supplemental Budget Request

Status: Pending

District Court

Suppl ID # 4028 Fund 1 Cost Center 1300 Originator: Bruce Van Glubt

Expenditure Type: Ongoing Year 2 2024 Add'l FTE Add'l Space Priority 1

Name of Request: Jury Software License

X Department Head Signature (Required on Hard Copy Submission) *Bruce Van Glubt* 10/18/23 Date

Costs:	Object	Object Description	Amount Requested
	6520	Software	\$4,885
	Request Total		\$4,885

1a. Description of request:

This request will supports supplemental budget request #4015 and will allow the staff member to access the jury system software.

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:

Supplemental Budget Request

Status: Pending

District Court

Suppl ID # 4029

Fund 1

Cost Center 1300

Originator: Bruce Van Glubt

Expenditure Type: One-Time

Year 2 2024

Add'l FTE

Add'l Space

Priority 1

Name of Request: Jury Coordinator furniture and supplies

X

Department Head Signature (Required on Hard Copy Submission)

Date

Bruce Van Glubt 12/18/23

Costs:	Object	Object Description	Amount Requested
	6510	Tools & Equip	\$4,750
	Request Total		\$4,750

1a. Description of request:

The furniture and supplies noted below are necessary to support the additional Jury Coordinator position noted in supplemental budget request #4015:

\$2500.00 -- 2 desks and shared table space

\$1900 -- Laptop and connecting devices

\$350 --- Printer and barcode scanner

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:

Supplemental Budget Request

Status: Pending

County Clerk

Suppl ID # 4117

Fund 1

Cost Center 3140

Originator: R King

Expenditure Type: Ongoing

Year 2 2024

Add'l FTE

Add'l Space

Priority 1

Name of Request: Court Clerk support for court services

X



12/4/23

Department Head Signature (Required on Hard Copy Submission)

Date

Costs:	Object	Object Description	Amount Requested
	6110	Regular Salaries & Wages	\$22,984
	6210	Retirement	\$2,190
	6230	Social Security	\$1,758
	6259	Worker's Comp-Interfund	\$364
	6269	Unemployment-Interfund	\$30
	6510	Tools & Equip	\$2,000
	Request Total		\$29,326

1a. Description of request:

Update vacant half time position with benefits to 1.0 FTE with benefits to provide clerk as support staff for assigned counsel, domestic violence order assistance, interpreter needs and minor guardianship.

1b. Primary customers:

Defendants in need of counsel. Victims in need of protection orders. Court customers with needs to access justice with language barriers.

2. Problem to be solved:

The court needs a clerk to back up the assigned counsel clerk. Upon separation of the administration and clerk's office and the increased need for conflict counsel, a position assisting assigned counsel was re-classed as an attorney thus losing a full-time clerk position. The vacant clerk's duties cannot be adequately reallocated amongst current staff to properly serve the public by providing equal access to justice. Another vacant half-time job with full benefits that exists if converted to a full-time position would fill the void in this area.

3a. Options / Advantages:

The clerk's office has considered re-allocating those duties amongst other clerk's, however those clerks have numerous other duties. Being this short staffed will not benefit the community. Assigned Counsel is located in Suite 304, and is open to the public seeking assistance with filing of civil domestic violence protection orders. There are no clerks who are able to physically be available to the public, as most go to court. Losing a staff member who was located in Suite 304, has put a huge burden on the Clerk's office, and is of no good to public.

3b. Cost savings:

The court currently has the funding for this position as half time with full benefits. There are only limited funding needs to complete this request.

4a. Outcomes:

By converting the vacant position to full time the court would be able to post and hire a full-time clerk as soon as possible. By doing this it would allow the court to meet state mandates involving access to interpreters, public defense, as well as assistance in domestic violence protection orders, sexual assault protection orders, stalking protection orders and anti-harssment protection orders.

Supplemental Budget Request

Status: Pending

County Clerk

Suppl ID # 4117

Fund 1

Cost Center 3140

Originator: R King

4b. Measures:

When interpreters are not scheduled for criminal cases they must be continued to provide an interpreter. By adding a second clerk the current staff member will be able to focus on screening individuals and locating interpreters. The new clerk would be able to assist in locating additional conflict counsel as required by law and assist those with protection orders.

5a. Other Departments/Agencies:

Locating conflict counsel is the responsibility of the superior court clerk's office to be compliant with General Court Rule 42. The conflict counsel clerk locates attorneys for superior court and district court.

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

6. Funding Source:

General Fund

Supplemental Budget Request

Status: Pending

Non-Departmental

Suppl ID # 4497 Fund 1 Cost Center 4044 Originator: Tawni Helms

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

Name of Request: Commerce Refugee Grant

X  11-29-23
Department Head Signature (Required on Hard Copy Submission) Date

Costs:	Object	Object Description	Amount Requested
	4334.0421	Commerce Grant	(\$300,000)
	6610	Contractual Services	\$300,000
	Request Total		\$0

1a. Description of request:

The general purpose of this funding is to distribute grant funds to support and stabilize refugees newly arriving to Whatcom County including those fleeing from conflicts in Ukraine and Afghanistan.

1b. Primary customers:

Newly arriving refugees.

2. Problem to be solved:

Recognizing the continued need to provide stabilization services to newly arriving refugees, the County Executive's Office submitted an application to Commerce and was awarded \$150,000 for each of the state fiscal years. This is not a resettlement program but rather a stop-gap measure to address the immediate needs of refugees who have already arrived. The grant contract provides the following parameters:

Assistance can include but is not limited to paying for rent and housing needs, transportation, healthcare, food, employment barrier-removal, clothing and other essential items or services that the applicant deems necessary to help stabilize the refugees. The funds must be targeted to reach households with the highest need.

3a. Options / Advantages:

State funding is available for refugees already arriving in Whatcom County. This is an opportunity to provide resources to those in need.

3b. Cost savings:

n/a

4a. Outcomes:

Newly arriving refugees will be served. Funding for households without housing, food, clothing and basic essentials will be prioritized before others.

4b. Measures:

The subgrantee (World Relief of Western Washington) must maintain intake documents that include justification of client or family qualification for these services which could include a self-attestation. The county will submit quarterly progress reports to commerce.

5a. Other Departments/Agencies:

n/a

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

n/a

Supplemental Budget Request

Status: Pending

Non-Departmental

Suppl ID # 4497

Fund

Cost Center 4044

Originator: Tawni Helms

6. Funding Source:

Washington State Department of Commerce

Supplemental Budget Request

Status: Pending

Council

Supp'l ID # 4503 Fund 1 Cost Center 1100 Originator: Cathy Halka

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

Name of Request: Review of countywide fire and EMS systems

X



12.14.23

Department Head Signature (Required on Hard Copy Submission)

Date

Costs:	Object	Object Description	Amount Requested
	6630	Professional Services	\$275,000
	Request Total		\$275,000

1a. Description of request:

Whatcom County Council approved Resolution 2023-054 on December 5, 2023 to establish an independent review of countywide fire and EMS structures. Whatcom County area residents and businesses are served by 13 fire districts and 2 municipal fire departments, as well as the county EMS administration. Over time as communities have grown, these agencies have collaborated on varying elements of services. This study will review the structures, budgets, and service delivery of the current systems and identify recommendations for further collaboration and or consolidation. Additionally, the study will identify potential benefits and drawbacks of enhanced partnerships and/or consolidations.

1b. Primary customers:

Whatcom County property owners

2. Problem to be solved:

Many of the fire/EMS agencies are already collaborating and contracting service delivery with each other while property owners pay varying rates for service. Some district partnerships and consolidations have already occurred, and it would benefit property owners to understand the potential benefits of further partnerships and/or consolidations.

3a. Options / Advantages:

The districts and departments, as well as the county EMS Administration, are already working together on the EMS Oversight Board and through the Levy Plan process, but an independent viewpoint on the entire system is needed.

3b. Cost savings:

The results of the study have the potential to identify hundreds of thousands of dollars of savings each year while maintaining service levels.

4a. Outcomes:

The outcome will be a study report that summarizes opportunities and recommendations for the fire and EMS systems in our county.

4b. Measures:

A report will be completed and delivered and it will include participation from decisionmakers of all the districts, departments, and county EMS administration.

5a. Other Departments/Agencies:

This will require the participation of the the fire districts and departments as well as the county EMS administration. Leadership and elected officials from this agency will need to participate in the data collection and discovery phase, as well as provide feedback on the draft recommendations.

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

Council Office staff will be responsible for this contract, primarily Cathy Halka.

Supplemental Budget Request

Status: Pending

Council

Supp'l ID # 4503

Fund 1

Cost Center 1100

Originator: Cathy Halka

6. Funding Source:

General Fund

Supplemental Budget Request

Status: Pending

Health

Environmental Health

Suppl ID # 4506

Fund 1

Cost Center 653203

Originator: Tom Kunesh

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

Name of Request: WDFW Wiser Lake Waterfowl Survey

X



12/15/2023

Department Head Signature (Required on Hard Copy Submission)

Date

Costs:	Object	Object Description	Amount Requested
	4334.0251	Wildlife Grant	(\$2,500)
	6610	Contractual Services	\$2,500
	Request Total		\$0

1a. Description of request:

Whatcom County Health and Community Services received a new revenue contract with Washington Department of Fish & Wildlife (WDFW) for \$4,000, WC#202312016 . The purpose of the grant is to provide funding to support monthly waterfowl surveys of Wiser Lake in Whatcom County. Health and Community Services has an existing agreement with Paul DeBruyn (LOA# 2023-HLT-014) to complete the survey work. The contractor was paid \$1,500 for services in 2023 and will complete the remainder of the work in 2024.

1b. Primary customers:

Wiser Lake watershed residents & Wiser Lake users

2. Problem to be solved:

Wiser Lake has experienced harmful algal blooms that have impacted the people and animals living on and around the lake. Health and Community Services and partners don't yet know the sources of pollution that are contributing to harmful algae blooms, and this grant will provide valuable data and information to better understand the problem.

3a. Options / Advantages:

Provides data that benefits both Whatcom county and WDFW.

3b. Cost savings:

Foundational Public Health Services funds were allocated for this purpose, and now can be used to support different projects.

4a. Outcomes:

Identify sources of pollution that are contributing to harmful algae blooms

4b. Measures:

Number of water fowl will be used to analyze the data to provide specific pollution metrics.

5a. Other Departments/Agencies:

N/A

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

Tom Kunesh

6. Funding Source:

Washington Department of Fish & Wildlife, WC#202312016

Supplemental Budget Request

Status: Pending

Health

Administration

Suppl ID # 4507

Fund 1

Cost Center 623203

Originator: Lynnette Bennett

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

Name of Request: Workforce Development- CDC COVID Recovery

X *Einfantenbach*

12/15/2023

Department Head Signature (Required on Hard Copy Submission)

Date

Costs:	Object	Object Description	Amount Requested
	4333.93 ³⁵	COVID-19 Crisis Response	(\$200,000)
	6320	Office & Op Supplies	\$3,000
	6520	Software	\$15,000
	6610	Contractual Services	\$26,250
	6780	Travel-Educ/Training	\$14,000
	6870	Space Rental	\$2,500
	7110	Registration/Tuition	\$8,000
	Request Total		(\$131,250)

1a. Description of request:

Health and Community Services requests expenditure authority for dedicated grant funding to establish, expand, train, and sustain the public health workforce to support jurisdictional COVID-19 recovery initiatives. This one-time funding is intended to support workforce assessment and professional development as well as invest in a staff training platform as the workforce recovers and adjusts during COVID recovery.

This supplemental request includes 1) 6 months of Workforce Development staff time to focus on grant-related work and employee hiring practices, onboarding, and training; 2) Contracted trainers and curriculum developers for sessions related to health equity, working with underserved populations, cultural competency, disease investigations, informatics, and data management to better serve our community in COVID recovery; 3) A learning management system to host an ongoing training platform for staff; and 4) Funds for registration and travel for related conferences and trainings.

1b. Primary customers:

Whatcom County Staff and Residents

2. Problem to be solved:

During the unprecedented COVID pandemic, Health and Community Services, along with all health jurisdictions across the country, hired a great deal of new staff as well as temporary staff that became permanent. During COVID recovery, CDC and DOH have recognized a need to maintain staffing to best serve the community and increase training and development. Additionally, Health and Community Services has Workforce Development as one of the four strategic priorities in our Strategic Plan. Specifically, to develop consistent hiring practices, improve onboarding of new employees, and provide a robust professional development program.

3a. Options / Advantages:

This funding from the CDC through the WADOH Consolidated Contract is targeted to workforce development and training in these areas and cannot be used for programs or services outside the designated categories.

Supplemental Budget Request

Status: Pending

Health

Administration

Suppl ID # 4507

Fund 1

Cost Center 623203

Originator: Lynnette Bennett

3b. Cost savings:

This funding covers one-time investments in public health workforce without increasing the burden on the County's General Funds. The intent is to make the initial investment in the workforce development and training infrastructure, which will then be maintained through Foundational Public Health Services funding. Two staff members time will be paid for, for 6-months. These positions were originally funded by FPHS and general funds.

4a. Outcomes:

Health and Community Services will have resources to recruit, hire, and maintain a highly qualified workforce with opportunities for professional growth and development. Consistent with the 2023-27 Strategic plan, outcomes will include:

- Ensure a diverse and qualified workforce.
- Create a supportive work environment.

4b. Measures:

Measures will be consistent with Health and Community Services performance measures and the strategic plan for the programs/services provided.

5a. Other Departments/Agencies:

N/A

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

N/A

6. Funding Source:

WA State Department of Health Consolidated Contract #202201016-15- Executive Office of Resiliency & Health Security.

Supplemental Budget Request

Non-Departmental

Suppl ID # 4517	Fund 1	Cost Center 4530	Originator: Andrew Tan
Year 2 2024		Add'l FTE <input type="checkbox"/>	Priority 1

Name of Request: Fleet Electrification transfer companion 4515

X

AT

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

Costs:	Object	Object Description	Amount Requested
	8351	Operating Transfer Out	\$130,000
	Request Total		\$130,000

1a. Description of request:

Companion to supplemental 4515 for the 2024 Climate Action - Fleet Electrification Study.

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

Status: Pending

Jail

Suppl ID # 4511

Fund 118

Cost Center 118000

Originator: Caleb Erickson/Dawn Pierce

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

Name of Request: *Data Cabling for Main Jail 2024*

X		12/15/23
Department Head Signature (Required on Hard Copy Submission)		Date

Costs:	Object	Object Description	Amount Requested
	6610	Contractual Services	\$25,000
	Request Total		\$25,000

1a. Description of request:

Supplemental budget #4322 was approved for data cabling on all three (3) floors of the main jail to support operations. However, time constraints prevented us from installing the cables in 2023. Therefore, the Sheriff's Office requests this project be included in the 2024 budget.

1b. Primary customers:

Sheriff's Office staff

2. Problem to be solved:

Current estimates for cabling have increased over the amount requested in 2023 due to anticipated inflation. Data cables need to be installed in various locations on each floor of the main jail to add network connectivity.

1. Data cables for a desk in the Classifications Office
2. Install Wi-Fi on each floor to ensure connectivity to the Electronic Healthcare Records system
3. New cable to replace a broken wire in Jail Medical
4. Cabling added for an additional desk in the reception area

3a. Options / Advantages:

3b. Cost savings:

4a. Outcomes:

Installation of cabling on each floor of the jail will be completed as soon as possible in 2024.

4b. Measures:

The cabling will be installed and the jail will have connectivity needed for operations.

5a. Other Departments/Agencies:

Information Technology (IT) and/or Facilities will assist with obtaining quotes and hiring a contractor.

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

6. Funding Source:

Jail Fund.

Supplemental Budget Request

Public Works

Natural Resources

Suppl ID # 4515

Fund 156

Cost Center 156310

Originator: Gary Stoyka

Expenditure Type: One-Time

Year 1 2023

Add'l FTE

Add'l Space

Priority 1

Name of Request: 2024 Climate Action - Fleet Electrification Study

X

D. Ranney

12/18/2023

Department Head Signature (Required on Hard Copy Submission)

Date

Costs:	Object	Object Description	Amount Requested
	6630	Professional Services	\$130,000
	8301	Operating Transfer In	(\$130,000)
	Request Total		\$0

1a. Description of request:

The Whatcom County Climate Action Program was established in 2022 to implement the County's Climate Action Plan. Whatcom County will implement an EV charger and fleet infrastructure studies.

1b. Primary customers:

County EV owners and County government

2. Problem to be solved:

The Whatcom County Council adopted the Climate Action Plan in 2021 and in 2022 established Climate Action Program to implement the plan. One of the plan elements is vehicle electrification. Studies will be conducted to determine the feasibility of electrifying the County vehicle fleet and where to locate vehicle chargers for County and public use.

3a. Options / Advantages:

The funding for the fleet electrification study and EV charging infrastructure study were included in the 2023 budget; however, contracts could not be finalized before the end of the year. This request re-appropriates the general fund funding to 2024 to implement these projects.

3b. Cost savings:

Re-appropriation of 2023 funds will have no impact on the overall fund balance.

4a. Outcomes:

Each study will result in a specific report to be completed in 2024.

4b. Measures:

Study reports will be delivered.

5a. Other Departments/Agencies:

Parks and Recreation Dept., AS Facilities

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

Parks and Rec - Christ Tomsen

AS Facilities - Rob Ney

6. Funding Source:

General Fund

Supplemental Budget Request

Public Works

Natural Resources

Suppl ID # 4516

Fund 156

Cost Center 156400

Originator: Gary Stoyka

Expenditure Type: One-Time

Year 1 2023

Add'l FTE

Add'l Space

Priority 1

Name of Request: Phase 2 Sea Level Rise Vulnerability Assessment

X

D. Ranney

12/18/2023

Department Head Signature (Required on Hard Copy Submission)

Date

Costs:	Object	Object Description	Amount Requested
	4334.0310	DOE Grants	(\$250,000)
	6630	Professional Services	\$250,000
	Request Total		\$0

1a. Description of request:

Whatcom County conducted a Phase 1 Sea Level Rise Vulnerability Assessment in 2021 and 2022. This study evaluated the impacts of sea level rise in Whatcom County, focusing on Birch Bay and Sandy Point. Whatcom County recently received grant funding to complete Phase 2 of the study that will look at potential impacts in other parts of the County.

1b. Primary customers:

Planners and residents located in areas subject to impact from sea level rise

2. Problem to be solved:

Sea Level Rise from Climate Change will have significant impact on public and private infrastructure. Better understanding those impacts risks will provide the community the information needed to adequately adapt.

3a. Options / Advantages:

The County could choose not to conduct this phase of the vulnerability assessment and would not have the information necessary to properly plan for impacts.

3b. Cost savings:

The cost of this study is completely offset by grant funds from the Department of Ecology.

4a. Outcomes:

Phase 2 of the study will be completed.

4b. Measures:

A summary report will be provided.

5a. Other Departments/Agencies:

PDS

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

Matt Aamot

6. Funding Source:

Dept. of Ecology Grant Funds



STATE OF WASHINGTON
DEPARTMENT OF ECOLOGY

PO Box 47600, Olympia, WA 98504-7600 • 360-407-6000

October 2, 2023

Sent via email to:
ssidhu@co.whatcom.wa.us

The Honorable Satpal Sidhu, Whatcom County Executive
Whatcom County
311 Grand Avenue, Suite 108
Bellingham, WA 98225

**RE: 2023-2025 Shoreline Planning Competitive (SPC) Grant
Whatcom Climate Vulnerability Assessment and Shoreline Management Solutions Project
Agreement No. SEASPC-2325-WhCoPW-00004**

Dear Executive Sidhu:

The Washington State Department of Ecology (Ecology) has completed the evaluation and scoring process and finalized the funded project list for the Shoreline Planning Competitive Grant Program. I am pleased to inform you that the **Whatcom Climate Vulnerability Assessment and Shoreline Management Solutions Project** has been selected for funding. Ecology is offering a grant award of **\$250,000.00** for the completion of this project.

The following Ecology Project Team is assigned to your project:

- Jackie Chandler, Project Manager, jackie.chandler@ecy.wa.gov or 360-522-3927.
- Cindy James, Financial Manager, cindy.james@ecy.wa.gov or 360-280-8645.

The Ecology Project Manager will contact you to begin negotiating the grant agreement. If you have any questions regarding this offer letter, please contact your Project Manager.

Grant start and end date

The grant effective start date and end date of the project will be negotiated with your Ecology Project Team. The anticipated **start date is no sooner than October 2, 2023**, and the end date is **no later than June 30, 2025**. The grant cannot be extended past June 30, 2025. Eligible project costs incurred within the effective dates are reimbursable.

Background

The Washington State budget includes funding for local governments to keep Shoreline Master Programs up to date that is allotted according to a set schedule ([RCW 90.58.080](http://leg.wa.gov/RCW/default.aspx?cite=90.58.080)).¹ Because no updates (periodic reviews) are required in the 2023-25 biennium, the entirety of the \$3.2 million in funding is being applied to the Shoreline Planning Competitive (SPC) Grant Program.

¹ <https://app.leg.wa.gov/RCW/default.aspx?cite=90.58.080>

Executive Sidhu
October 2, 2023
Page 2

The purpose of the SPC Grant Program is to support local shoreline planning and planning-related efforts that advance climate resilience, improve the implementation of SMPs, or support local shoreline planning priorities. Projects funded through this grant program do not need to directly result in SMP amendments but are expected to serve the public interest² and support the policy of the Shoreline Management Act ([RCW 90.58.020](#)).³

For more information about the 23-25 Shoreline Planning Competitive Grant Program, please see the [2023-25 Shoreline Planning Competitive \(SPC\) Grants Funding Guidelines](#).⁴

For general requirements of Ecology's grant Recipients, please see the [Administrative Requirements for Recipients of Ecology Grants and Loans \(2023 Yellow Book, Pub. No. 23-01-002\)](#).⁵

We look forward to working with you on this project.

Sincerely,



Joenne McGerr, Program Manager
Shorelands and Environmental Assistance Program

cc: Chris Elder, Senior Planner, celder@co.whatcom.wa.us
Julia Bilderback, Billing Contact, jbilderb@co.whatcom.us
Jackie Chandler, Ecology PM
Cindy James, Ecology FM

² "Public interest" means the interest shared by the citizens of the state or community at large in the affairs of government, or some interest by which their rights or liabilities are affected including, but not limited to, an effect on public property or on health, safety, or general welfare resulting from a use or development (WAC 173-27-030.14).

³ <https://apps.leg.wa.gov/rcw/default.aspx?cite=90.58>

⁴ <https://apps.ecology.wa.gov/publications/SummaryPages/2306007.html>

⁵ <https://apps.ecology.wa.gov/publications/SummaryPages/2301002.html>



Supplemental Budget Request

Non-Departmental

Suppl ID # 4498	Fund 332	Cost Center 332213	Originator: Tawni Helms
Year 1 2023		Add'l FTE <input type="checkbox"/>	Priority 1

Name of Request: Affordable Housing for the Workforce

X	AT	
Department Head Signature (Required on Hard Copy Submission)		Date

Costs:	Object	Object Description	Amount Requested
	7225	Intergov Subsidies-Loans	\$289,676
	Request Total		\$289,676

1a. Description of request:

Re-appropriate the remainder of the 2023 budget allocation to 2024.

1b. Primary customers:

Eligible low-income families and individuals participating in low-income housing programs such as Whatcom Skagit Housing and Habit for Humanity.

2. Problem to be solved:

The Housing Affordable for the Work Force program helps to reduce the cost of home ownership by loaning funds for eligible impact fees related to the construction of a new home. These fees are paid directly to the municipality and the loan is entered into by the homeowner. The loan stipulates that it is due to be paid back at the time it is re-financed or sold. This funding was allocated in 2023 and will move to 2024 to fund recently approved loan applications that will be paid out in 2024.

3a. Options / Advantages:

Funding was budgeted in 2023 and is being re-allocated to 2024 when loan agreements are anticipated to be entered into.

3b. Cost savings:

N/A

4a. Outcomes:

Individual loans for impact fees will be paid directly to the municipality where the new home was constructed. Loans are paid back at 1% simple interest.

4b. Measures:

Loans agreements are entered into between Whatcom County and the eligible homeowner for the impact fee loan.

5a. Other Departments/Agencies:

N/A

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

N/A

6. Funding Source:

Economic Development Investment Fund - EDI (Public Utilities Improvement Fund)