

PROPOSED BY: County Executive

DATE: November 10, 2020

**ORDINANCE NO. \_\_\_\_\_**  
**IN THE MATTER OF THE ADOPTION OF THE FINAL BUDGET OF**  
**WHATCOM COUNTY FOR THE BIENNIUM 2021-2022**

**WHEREAS**, pursuant to and in conformity with the provisions of the Whatcom County Home Rule Charter, Section 6.10, relating to the County budget process, the Whatcom County Executive did complete and place on file a Preliminary Budget for Whatcom County for the biennium 2021-2022; and,

**WHEREAS**, following the completion of the Preliminary Budget, which was presented to the Council on October 16, 2020, a notice was published in the County's official newspaper; and,

**WHEREAS**, several meetings of the Council's Committee of the Whole took place in the ensuing weeks to analyze the amounts set forth for each department in the budget and to make recommendations for changes; and

**WHEREAS**, the County Council has analyzed the amounts set forth in the budget in reference to deciding whether the amounts were proper and necessary amounts to be used by the various departments of Whatcom County for the biennium 2021-2022; and

**WHEREAS**, notice was published in the County's official newspaper that the Council would have a hearing to further consider the Preliminary Budget as presented by the Executive and the recommended changes from the Council's Committee of the Whole, together with the Council's proposed restrictions on the expenditure of certain appropriations, and said public hearing took place.

NOW, THEREFORE, BE IT ORDAINED by the Whatcom County Council:

**Section I. Adoption of Budget**

The amounts set forth below are adopted as the Whatcom County Budget for the biennium 2021-2022:

**FUND/DEPT.**

| <b>GENERAL FUND</b>           | <b>2021<br/>Appropriation</b> | <b>2022<br/>Appropriation</b> |
|-------------------------------|-------------------------------|-------------------------------|
| Assessor                      | 3,498,852                     | 3,516,691                     |
| Auditor                       | 1,326,551                     | 1,348,960                     |
| Council                       |                               |                               |
| Council                       | <del>1,543,420</del>          | <del>1,560,176</del>          |
|                               | 1,553,420                     | 1,566,176                     |
| Hearing Examiner              | 217,611                       | 217,981                       |
| Executive                     |                               |                               |
| Executive                     | 865,581                       | 873,345                       |
| Non-Departmental              | <del>11,881,852</del>         | <del>13,495,480</del>         |
|                               | 11,906,852                    | 13,520,480                    |
| Planning & Development        | 5,756,829                     | 5,826,648                     |
| Treasurer                     | 1,621,639                     | 1,641,611                     |
| Sheriff                       | <del>17,888,345</del>         | <del>18,268,712</del>         |
|                               | 18,231,845                    | 18,628,448                    |
| District Court                |                               |                               |
| District Court                | 2,769,676                     | 2,801,166                     |
| District Court Probation      | 2,362,655                     | 2,382,341                     |
| Prosecuting Attorney          | 7,466,953                     | 7,163,118                     |
| Public Defender               | 4,686,431                     | 4,763,945                     |
| Superior Court                |                               |                               |
| Superior Court Administration | 3,569,741                     | 3,588,571                     |
| County Clerk                  | 2,614,453                     | 2,645,190                     |
| Juvenile Administration       | 5,298,266                     | 5,357,748                     |
| Extension                     | 559,874                       | 561,383                       |
| Parks and Recreation          | 4,523,557                     | 4,571,892                     |
| Public Health                 | <del>15,478,026</del>         | <del>14,918,873</del>         |
|                               | 15,563,026                    | 15,003,873                    |
| <b>TOTAL GENERAL FUND</b>     | <del><b>93,930,312</b></del>  | <del><b>95,503,831</b></del>  |
|                               | <b>94,393,812</b>             | <b>95,979,567</b>             |

**FUND/DEPT - Continued**

| <b>Fund No.</b> | <b>OTHER FUNDS</b>                 | <b>2021<br/>Appropriation</b>                       | <b>2022<br/>Appropriation</b>                       |
|-----------------|------------------------------------|---|---|
| 108             | County Road                        | <del>28,425,292</del><br>28,254,182                 | 27,445,964  |
| 109             | Election Reserves                  | 1,405,796   | 1,464,329   |
| 114             | Veterans Relief                    | 391,184   | 393,315   |
| 118             | Whatcom County Jail                | 16,454,331  | 16,623,293  |
| 121             | Low-Income Housing Projects        | 260,000   | 260,000   |
| 122             | Homeless Housing                   | <del>4,778,230</del><br>5,628,230                   | 4,286,491   |
| 123             | Stormwater                         | 1,734,334   | 1,330,256   |
| 124             | Behavioral Health Programs         | 5,944,101   | 5,960,101   |
| 126             | Parks Special Revenue              | 100,000   | 100,000   |
| 127             | Mental Health & Developmental      | 723,493   | 727,522   |
| 128             | Swift Creek Sediment Management    | 300,000   | 300,000   |
| 129             | Affordable & Supportive Housing    | 500,000   | 500,000   |
| 130             | Countywide Emergency Medical Srvcs | 12,923,415  | 13,166,083  |
| 132             | Lake Whatcom Stormwater Utility    | 817,555   | 820,987   |
| 135             | WC Trial Court Improvement         | 45,870  | 45,870  |
| 140             | Solid Waste                        | 2,163,608   | 2,186,471   |
| 141             | WC Convention Center               | 741,000   | 741,000   |
| 142             | Victim Witness                     | 250,078   | 255,516   |
| 154             | Road Improve #1                    | 34,192  | 35,092  |
| 155             | Road Improve #2                    | 2,388   | 2,488   |
| 159             | Road Improve #7                    | 3,708   | 3,808   |
| 165             | WC Drug Fund                       | 230,000   | 209,000   |
| 166             | Auditor's O&M                      | 262,937   | 181,512   |
| 167             | Emergency Management               | 1,058,658   | 1,029,333   |
| 175             | Conservation Futures               | 451,999   | 457,346   |
| 245             | 2010 Ltd Tax GO & Refund Bond      | 238,275   | 235,775   |
| 324             | REET II                            | 417,713   | 498,425   |
| 326             | REET I                             | 624,875   | 445,411   |
| 332             | Public Utilities Improvement       | 1,134,352   | 130,000   |
| 444             | Ferry System                       | 3,540,632   | 3,559,921   |
| 501             | ER&R                               | <del>18,140,990</del><br>16,664,490                 | <del>16,342,303</del><br>16,062,503                 |
| 507             | Administrative Services            | <u>22,096,856</u>                                   | <u>22,583,995</u>                                   |
|                 | <b>Total Other Funds</b>           | <u><del>126,195,862</del></u><br><u>125,398,252</u> | <u><del>122,321,607</del></u><br><u>122,041,807</u> |

## **Section II. Provisions Restricting Expenditures, Authorizing Actions, and Setting Expectations.**

Pursuant to Section 6.60 of the Whatcom County Home Rule Charter, the following provisions restricting the expenditure of certain appropriations are enacted for the 2021-2022 biennium. These provisions are an integral part of the official budget of Whatcom County and shall be published therewith, and are adopted as the Whatcom County Budget for the 2021-2022 biennium:

(A) This department/fund level appropriation is based upon the backup detail budget, as attached, and as contained in the document titled Whatcom County 2021-2022 Budget, Exhibit A (although labeled as Exhibit A to this ordinance, it is not attached herewith; rather it is kept on permanent file in the Whatcom County Council Office). Authorized positions are listed in attached Exhibit C. Authorized Personnel positions cannot be increased during the biennium except by approval of the County Council. Positions approved at less than a full-time equivalent may be increased subject to the availability of funds and the consent of the County Executive, but shall not be considered a permanent change in authorized levels. The monies allocated to Salaries and Wages, Personnel Benefits, and Capital Outlay can be transferred only with the prior approval of the County Executive.

(B) For purposes of purchasing and award, all assets, projects, and improvements included in capital appropriations shall be considered adopted by a capital budget appropriation ordinance and shall be administered pursuant to WCC Chapter 3.08.100 A.(2) and A.(3) using the process prescribed for capital budget appropriation ordinance. Capital items included in this budget ordinance are listed in the attached Exhibit B Capital Appropriations. Capital appropriations adopted in this ordinance lapse at the end of the fiscal year except as provided in WCC 3.02.050 Budgeting - Continuing appropriation. Contracts for good and services on individual items or projects listed in Exhibit B may be exceeded by up to 10% provided capital expenditures in total do not exceed capital appropriation adopted for each department of the general fund or for each fund for other county funds. The Public Works Director may make substitutions for individually listed vehicles and equipment provided the vehicles and equipment substituted meet established replacement criteria and are similar purpose type and size as the original asset identified in Exhibit B.

(C) Appropriation authority for any budgeted personnel position that becomes vacant during 2021-2022 shall continue unless the Council by motion identifies the position as one in need of review.

(D) Administration of the budget is the responsibility of the County Executive and therefore the County Executive is authorized to manage County budgets. To improve efficiency and flexibility for managers of multiple departments, the County Executive is authorized to transfer appropriation authority within the following groups of departments:

- Council - Hearing Examiner
- District Court - District Court Probation
- Superior Court, County Clerk, and Juvenile Court Administration

The County Executive may transfer appropriation authority between other departments within the General Fund only if authorized by the County Council. The Council will receive a quarterly report of all transfers.

(E) \$1,000,000 of the adopted Undesignated Ending Fund Balance as provided for in this ordinance shall be maintained in a Rainy Day Reserve Account, and such monies shall only be

appropriated upon a two-thirds affirmative vote of the entire County Council. In administering this Rainy Day Reserve Fund:

- (1) The County Treasurer shall be empowered to use the Rainy Day Reserve Fund to manage the cash flow needs of all County Funds by making short-term loans (less than six months) without interest, and without the need to get Council/Executive permissions.
- (2) Longer term loans (more than six months) can be made to other funds, but only with County Council approval.
- (3) Any investment income earned as a result of the Rainy Day Reserve Fund shall be credited to the General Fund general revenues.

(F) The County Treasurer shall be empowered to use the Road Fund to manage the cash flow needs of all County Road Project Funds by making short-term loans (up to two years) without interest, and without the need to get Council/Executive permissions.

(G) Expenditure authority granted in this ordinance is based on revenue projections contained in Exhibit A. If it is evident that a department’s revenues will fall short of the department’s budgeted revenues in any calendar year, the department head will submit a plan to the County Executive to reduce departmental expenditures sufficient to offset the revenue shortfall within the same calendar year.

(H) Grant and restricted revenue shall be used first to pay for all eligible expenditures before any unrestricted General Fund general revenue is used as local funding for eligible expenditures.

(I) The one dollar surcharge authorized in RCW 36.22.170 (1)(a) may be used to fund Auditor recording fees charged to other General Fund departments and not funded by another revenue source. In addition, the surcharge may also be used to fund the General Fund land records geographical information system project.

**BE IT FURTHER ORDAINED**, to authorize the County Council staff to make such clerical, scrivener, or mathematical changes necessary to correct inadvertent errors that may have occurred.

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

ATTEST:

WHATCOM COUNTY COUNCIL  
WHATCOM COUNTY, WASHINGTON

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

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

APPROVED as to form:

( ) Approved ( ) Denied

Approved by email/C Quinn/M Caldwell  
Civil Deputy Prosecutor

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