

# EXHIBIT A

## Supplemental Budget Request

Status: Pending

### Administrative Services

### Facilities Management

Suppl ID # 3574

Fund

Cost Center

Originator: Rob Ney

Expenditure Type: One-Time    Year 2    2022    Add'l FTE     Add'l Space     Priority    1

Name of Request: Way Station

X

Department Head Signature (Required on Hard Copy Submission)

Date

Costs:	Object	Object Description	Amount Requested
	7350	Buildings & Structures	\$2,384,322
	<b>Request Total</b>		<b>\$2,384,322</b>

#### 1a. Description of request:

An amended Memorandum of Understanding is under consideration by the Council. The purpose of the MOU is to establish a cost sharing mechanism for the Way Station, a collaborative initiative to which provides recuperative respite care, health care services, hygiene services, and case management services to unsheltered individuals. This effort will require substantial renovation of the State Street facility.

A project based budget was created in 2013, for the purpose of remodeling the building in anticipation of moving the Northwest Annex occupants into the building. That effort evolved into re-consolidated the Health Department into the building. At this point, it is believed that the use is different than the original intent, that fund should be abolished/closed, and a new project based budget should be created identifying the remodel of the building for the Way Station and other ancillary uses.

The purpose of this action is to place the funds in the existing State Street project based budget into this newly created State Street/Way Station fund.

See Memo in the amended MOU agenda item for additional funding breakdown of the Way Station.

#### 1b. Primary customers:

The general public that would be served by the new uses provided in the Way Station. Additionally, other Whatcom County uses will be utilizing the second floor renovations.

#### 2. Problem to be solved:

This is a house keeping mechanism, intended to create a fund that is consistent with the new Way Station project in the State Street facility.

#### 3a. Options / Advantages:

This is the cleanest mechanism to establish a new fund that is clearly consistent with the intended use. This is a mechanism that will be supported by an audit.

#### 3b. Cost savings:

There are not specific cost savings associated with this action.

#### 4a. Outcomes:

Should the MOU be approved, and this fund be created, staff can begin accepting funding sources by our Partners in the Way Station and begin architectural and engineering work on the project.

#### 4b. Measures:

If the project is fully funded and construction is authorized.

Once the State Street Project is complete and the Way Station is functional, serving the public.

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

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The Morgue should be the most impacted department.  
None.

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

Rob Ney, Project & Operations Manager

**6. Funding Source:**

Current State Street Project budget