



Whatcom County

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

Agenda Bill Master Report

File Number: AB2021-549

File ID:	AB2021-549	Version:	1	Status:	Adopted
File Created:	09/15/2021	Entered by:	MCaldwel@co.whatcom.wa.us		
Department:	Finance Division	File Type:	Ordinance		
Assigned to:	Council Finance and Administrative Services Committee			Final Action:	10/12/2021
Agenda Date:	10/12/2021			Enactment #:	ORD 2021-063

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

TITLE FOR AGENDA ITEM:

Ordinance establishing the Central Plaza Tenant Improvements Fund and establishing a project based budget for the Central Plaza Tenant Improvements Project

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

Request establishes the Central Plaza Tenant Improvements Fund and requests a project based budget in the amount of \$400,000 for the remodel of the second floor of the Central Plaza building.

HISTORY OF LEGISLATIVE FILE

Date:	Acting Body:	Action:	Sent To:
09/28/2021	Council	INTRODUCED	Council Finance and Administrative Services Committee
		Aye: 7	Browne, Buchanan, Byrd, Donovan, Elenbaas, Frazey, and Kershner
		Nay: 0	
		Absent: 0	
10/12/2021	Council Finance and Administrative Services Committee	RECOMMENDED FOR ADOPTION	
		Aye: 3	Browne, Byrd, and Frazey
		Nay: 0	
		Absent: 0	
10/12/2021	Council	ADOPTED	
		Aye: 6	Browne, Buchanan, Byrd, Donovan, Frazey, and Kershner
		Nay: 1	Elenbaas

Absent: 0

Attachments: Proposed Ordinance, Exhibit A

PROPOSED BY: Executive
INTRODUCTION DATE: 09/28/21

ORDINANCE NO. 2021-063

**ORDINANCE ESTABLISHING THE CENTRAL PLAZA TENANT IMPROVEMENTS FUND
AND ESTABLISHING A PROJECT BASED BUDGET FOR THE CENTRAL PLAZA TENANT
IMPROVEMENTS PROJECT**

WHEREAS, the Public Defender's Office currently has the need to increase their office space in the Central Plaza Building by adding offices for private client/attorney meetings, and

WHEREAS, the Public Defender's Office will also be adding a significant number of temporary staff to mitigate the COVID-related court backlog, and

WHEREAS, space is available to remodel on the second floor of the Central Plaza Building where the Public Defender's Office is located, and

WHEREAS, funding is available from Real Estate Excise Tax I Fund to fund the project, and

WHEREAS, Section 6.80 of the Whatcom County Home Rule Charter allows for project-based capital budget appropriation ordinances that lapse when the project has been completed or abandoned or when no expenditure or encumbrance has been made for three (3) years,

NOW, THEREFORE, BE IT ORDAINED by the Whatcom County Council that a new fund is hereby established effective October 12, 2021 titled Central Plaza Tenant Improvements Fund. This fund shall be used to account for the revenues and expenditures related to remodeling the second floor of the Public Defender's Office, and

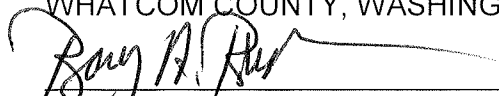
BE IT FURTHER ORDAINED by the Whatcom County Council that the Central Plaza Tenant Improvements Fund is approved as described in Exhibit A with a project budget of \$400,000.

ADOPTED this 12th day of October, 2021.

ATTEST:


Dana Brown-Davis, Council Clerk

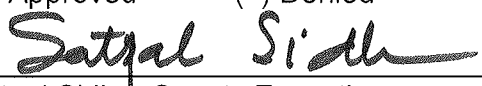
WHATCOM COUNTY COUNCIL
WHATCOM COUNTY, WASHINGTON


Barry Buchanan, Chair of the Council

APPROVED AS TO FORM:

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

Approved () Denied


Satpal Sidhu, County Executive

Date: 10/18/21

EXHIBIT A

Supplemental Budget Request

Status: Pending

Administrative Services

Facilities Management

<i>Suppl ID #</i> 3281	<i>Fund</i>	<i>Cost Center</i>	<i>Originator: Rob Ney</i>
Year 1	2021	Add'l FTE <input type="checkbox"/>	Priority 1

Name of Request: *Central Plaza Tenant Improvements*

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

<i>Costs:</i>	<i>Object</i>	<i>Object Description</i>	<i>Amount Requested</i>
	6190	Direct Billing Rate	\$55,396
	6630	Professional Services	\$50,000
	7190	Other Miscellaneous	\$4,000
	7350	Buildings & Structures	\$290,604
	8301	Operating Transfer In	(\$400,000)
	<i>Request Total</i>		<i>\$0</i>

1a. Description of request:

The Public Defender's Office is seeking approval to increase their office space by adding offices on the second floor. This will address their need for more offices where client attorney meetings can take place in privacy. This will also help to accommodate the need to house temporary staff being hired to address the significant backlog in this department. Rental space will be required to accommodate staff during construction - Refer to ASR 3312

1b. Primary customers:

Indigent defendants in the Whatcom County Superior and District Courts and respondents in the Whatcom County Juvenile Court and Involuntary Treatment Act Proceedings will benefit from this additional office space. Providing space for new Public Defenders Office staff will have a positive impact on the courts and P.A.'s office as well because more cases will be processed.

2. Problem to be solved:

The Public Defenders Office is in need of more offices that offer privacy for client/attorney interviews. The Public Defenders Office will also be adding temporary staff to address the significant backlog of cases. Creating new office space will serve to meet current and growing needs of this department.

3a. Options / Advantages:

The County is looking into leasing office space for the new temporary staff. However, leased office space has been difficult to find. Remote work opportunities are also being considered but does not address the need for client/attorney privacy for current staffing. The addition of five new offices will help to accommodate existing and growing space needs.

3b. Cost savings:

n/a

4a. Outcomes:

The second floor of the Central Plaza will be captured to add new offices for the Public Defender's Office. This will allow us to provide adequate working space for existing staff and help to accommodate the temporary employees being hired to address and process the significant backlog of cases caused by the pandemic.

4b. Measures:

Office space will be created and utilized by staff.

Supplemental Budget Request

Status: Pending

Administrative Services

Facilities Management

Suppl ID # 3281

Fund

Cost Center

Originator: Rob Ney

5a. Other Departments/Agencies:

Public Defender will be impacted by the construction and may need to lease additional space or new staff members

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

Rob Ney & Starck Follis

6. Funding Source:

REET I