

**INTERLOCAL COOPERATION AGREEMENT  
BETWEEN  
WHATCOM COUNTY, THE CITY OF BELLINGHAM, AND THE  
PORT OF BELLINGHAM, REGARDING A COORDINATED  
APPROACH TO FUNDING COUNTY WIDE ECONOMIC  
DEVELOPMENT AND CONTRACTING WITH WESTERN  
WASHINGTON UNIVERSITY (WWU) SMALL BUSINESS  
DEVELOPMENT CENTER (SBDC).**

THIS AMENDMENT is to the Interlocal Agreement between Whatcom County, the Port of Bellingham and the City of Bellingham, dated November 24, 2021 and designated "Whatcom County Contract No.202110016". In consideration of the mutual benefits to be derived, the parties agree to the following:

This Amendment increases the maximum financial commitment from Whatcom County by \$36,000 per year for a total consideration of \$713,910 in 2023 and \$734,247 in 2024 for additional Outside Services provided through NW Innovations through the term of the agreement ending December 31, 2024 as further described in Section 4, Financial Commitments.

NW Innovations will provide outreach activities to identify and encourage entrepreneurs and innovators throughout Whatcom County through direct technical assistance, mentorship programs, and Data Bootcamp programs. NW Innovation will provide annual written reports of outcomes achieved and the number of participants served.

Unless specifically amended by this agreement, all other terms and conditions of the original contract shall remain in full force and effect.

This Amendment takes effect: January 1, 2023, regardless of the date of signature.

4. **FINANCIAL COMMITMENTS.** The County, the City and the Port will include an economic development services line item in their respective 2022, 2023 and 2024 budgets. Contingent upon budget approval from each Party, an amount up to the following contribution levels will be made:

	2022	2023	2024
<b>City of Bellingham</b>	\$97,139	\$100,053	\$103,055
<b>Port of Bellingham</b>	\$635,681	\$642,300	\$610,446
<b>Whatcom County</b>	\$708,165	\$677,910 \$713,910	\$698,247 \$734,247
<b>ADO Grant*</b>	\$110,627	\$110,627	\$110,627
<b>Total:</b>	<b>\$1,551,612</b>	<b>\$1,530,890</b>	<b>\$1,522,375</b>

\* Estimated state grant amount, subject to State Legislative approval.

The Port will allocate funding to the following general expense categories in 2022. This funding breakdown will be reevaluated and adjusted as the program grows and matures.

**2022 Economic Development Budget**

<b><u>Operating Expenses</u></b>	
Salaries and Benefits - 4FTE	\$531,121
Incidental meeting expenses	\$10,000
Promotional Hosting	\$15,000
Insurance and Claims	\$6,232
Marine Trades Promotion	\$20,000
Rent	\$19,079
Telephone and Communications	\$4,500
Equipment Rental	\$2,500
Office Supply	\$3,000
Postage	\$500
Subscriptions	\$1,000
Legal	\$35,000
Employee Training	\$7,500
Travel	\$25,000
<b>Total</b>	<b>\$680,432</b>

<b><u>Marketing</u></b>	
Local Event Sponsorship	\$30,000
Advertising	\$30,000
Miscellaneous	\$500
ACF Support	\$65,200
<b>Total</b>	<b>\$125,700</b>

<b><u>Special Projects - Updated Annually</u></b>	
County Wide GIS Infrastructure Studies phase 2	\$50,000

**Memberships and Dues**

WCOG	\$25,677
Sustainable Connections	\$1,500
WBA	\$1,000
WEDA	\$1,000
IEDC	\$1,100
SBOT	\$850
Whatcom Housing Alliance	\$2,000
NW Recreation	\$1,000
Downtown Partnership	\$1,200
NW Innovation Resource Center	\$1,500
Technology Alliance Group (TAG)	\$2,500
Clean Tech Alliance	\$500

**Chambers**

Bellingham	\$2,000
Blaine	\$500
Lynden	\$300
Birch Bay	\$300
Ferndale	\$300
Sumas	\$100
Mt. Baker	\$150
Everson	\$100
Pt. Roberts	\$100

<b>Total</b>	<b>\$43,677</b>
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**Outside Services**

Tourism	\$9,000
Whatcom Prospector	\$4,000
Small Cities	\$100,000
Choose Whatcom Website	\$1,000
SBDC	\$278,203
Research/Special Projects	\$30,000
GIS Licensing	\$2,100
Marketing Materials	\$30,000
Livestories for CEDS	\$7,500
<b>NW Innovations</b>	<b>\$72,000</b>
Broadband	\$190,000

<b>Total</b>	<b>\$723,803</b>	<b>\$651,803</b>
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<b>TOTAL EXPENDITURES</b>	<b>\$1,623,612</b>	<b>\$1,551,612</b>
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5.

**IN WITNESS WHEREOF**, the parties have executed this Agreement as of the day and year according to the signatures below.

**EXECUTED THIS** \_\_\_\_\_ day of \_\_\_\_\_, 2023.

**CITY OF BELLINGHAM**

\_\_\_\_\_  
Seth Fleetwood  
Mayor

Attest:

\_\_\_\_\_  
Finance Director

Approved as to form:

\_\_\_\_\_  
Office of the City Attorney

**EXECUTED** this \_\_\_\_ day of \_\_\_\_\_, 2023.

**WHATCOM COUNTY**

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Satpal Sidhu  
County Executive

Approved as to form:

Christopher Quinn per email 12/20/2022  
Sr. Civil Deputy Prosecuting Attorney

**EXECUTED THIS** \_\_\_\_\_ day of \_\_\_\_\_, 2023.

**PORT OF BELLINGHAM**

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Rob Fix  
Executive Director