

# Supplemental Budget Request

Status: Pending

Sheriff

Operations

Suppl ID # 3197

Fund 1

Cost Center 2920

Originator: D. Chadwick / J. Gum

Expenditure Type: One-Time Year 1 2021 Add'l FTE  Add'l Space  Priority 1

Name of Request: Replacement of Ballistic Vests - 2021

X

Department Head Signature (Required on Hard Copy Submission)

Date

04/19/21

Costs:	Object	Object Description	Amount Requested
	6320.001	Office & Op Supplies	\$28,615
	<b>Request Total</b>		<b>\$28,615</b>

## 1a. Description of request:

The acquisition of twenty-seven (27) ballistic vests (body armor). The Sheriff's Office and WA L&I requires the mandatory wear of ballistic vests as essential Personal Protective Equipment protect deputies.

## 1b. Primary customers:

Commissioned deputy sheriffs whose duties expose them to an increased risk of workplace violence.

## 2. Problem to be solved:

The Sheriff's Office was unable to secure a grant for purchase of ballistic vests due for replacement this year. The recommended replacement cycle for ballistic vests is every 5 years. Over time, normal wear and exposure to the elements can cause degradation of the vest materials and reduced ballistic protection. The County is responsible for the replacement of ballistic vests in accordance with the collective bargaining agreement.

## 3a. Options / Advantages:

Ballistic vests are required to be worn by all deputy sheriffs. Significantly extending the replacement cycle of issued vests or purchasing vests with a lower price/reduced level of protection unnecessarily puts deputies at risk. The ballistic vests utilized by the Sheriff's Office are high quality and provide quality ballistic protection.

## 3b. Cost savings:

The costs savings cannot be accurately quantified. If a single deputy is protected from the lethal infliction of force from a firearm or sharp instrument, or is protected from blunt trauma due to the wearing of a protective ballistic vest, the savings would be quantified as the saving of a life, a career, or several hundred thousand dollars in emergency medicine costs.

## 4a. Outcomes:

The outcomes of acquiring ballistic protection are officer safety and wellness. Issuance and use of replacement vests will maintain compliance with Sheriff's Office policy and L&I requirements, and will reduced liability to the County.

## 4b. Measures:

If the vests are acquired and worn, the desired outcome has occurred.

## 5a. Other Departments/Agencies:

No

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

N/A

## 6. Funding Source:

General Fund

**WHATCOM COUNTY**

Planning & Development Services  
5280 Northwest Drive  
Bellingham, WA 98226-9097  
360-778-5900, TTY 800-833-6384  
360-778-5901 Fax



**Mark Personius, AICP**  
Director

**Memorandum**

TO: The Honorable County Council  
The Honorable Satpal Sidhu, County Executive

FROM: Cliff Strong, Senior Planner

THROUGH: Mark Personius, Director *MP*

DATE: April 15, 2021

SUBJECT: Off-Site Critical Area Buffer Mitigation Program Proposal

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**Goal**

Whatcom County is exploring development of a program that would—under certain circumstances—facilitate mitigation for critical area (wetlands and Fish and Wildlife Habitat Conservation Areas (FWHCA)) buffer impacts to occur offsite, on properties where—when coordinated—such mitigation would provide greater ecological lift at a landscape scale over the small, fragmentary, on-site mitigation most commonly implemented.

An offsite mitigation program would provide a clear path and ready-made venue for private property owners, developers, land use contractors, and public entities to offset wetland buffer impacts from development projects that would likely consist of the following options:

- Design and install buffer mitigation on a selected property (or properties) well suited for ecological enhancement or restoration in advance of an impact and then sell credits based on the cost (similar to a mitigation bank); or,
- Design a mitigation plan for the selected property (or properties), figure out the cost of implementing, collect mitigation fees to pay for it, and install the mitigation as monies come in (a.k.a., “in lieu fee” program); or,
- Design a mitigation plan for the property (or properties) and then allow developers to install mitigation on the property(ies) in a planned and coordinated fashion (a.k.a., “off the shelf” mitigation).

**Current Practice**

To "mitigate" means to make less harsh or hostile. Environmental mitigation is an action or activity intended to remedy, reduce, or offset known negative impacts to the environment.

Through our project permit review process, Whatcom County Planning and Development Services (PDS) applies the mitigation requirements of the Critical Areas Ordinance (CAO, WCC Chapter 16.16) and the Shoreline Master Program (WCC Title 23), using the mitigation sequencing of WCC 16.16.260. The

mitigation sequence consists of five measures, in preferential order, aimed at minimizing adverse impacts through project design, best management practices, and/or direct functional lift to maintain no loss of ecological function, values, and/or ecosystem-wide processes.

**WCC 16.16.260 (General mitigation requirements)**

1. When an alteration or impact to a critical area or buffer is proposed, the applicant shall conduct an alternatives/mitigation sequencing analysis and demonstrate that all reasonable efforts have been taken to mitigate adverse impacts in the following prioritized order:
  - a. *Avoiding the adverse impact* altogether by not taking a certain action or parts of an action, or moving the action.
  - b. *Minimizing adverse impacts by limiting the degree or magnitude of the action* and its implementation by using appropriate technology and engineering, or by taking affirmative steps to avoid or reduce adverse impacts.
  - c. *Rectifying the adverse impact* by repairing, rehabilitating, or restoring the affected environment.
  - d. *Reducing or eliminating the adverse impact over time* by preservation and maintenance operations during the life of the action.
  - e. *Compensating for the adverse impact* by replacing, enhancing, or providing similar substitute resources or environments and monitoring the adverse impact and the mitigation project and taking appropriate corrective measures.
2. Mitigation shall be provided for all unavoidable adverse alterations of a critical area or buffer. Mitigation for individual projects may include a sequenced combination of the above measures as needed to achieve the most effective protection, compensation for buffer functions and values, or mitigation for critical area functions and values.

For wetland buffer mitigation, additional rules apply regarding design and location of the mitigation. Buffers may be reduced (WCC 16.16.640 Wetland Buffer Reduction), averaged (WCC 16.16.650 Wetland Buffer Averaging), or, in certain circumstances, increased (WCC 16.16.660 Wetland Buffer Increases). Additionally, WCC 16.16.680 (Wetland Mitigation) subsection (f) requires that:

Compensatory mitigation shall be provided onsite or offsite in the location that will provide the greatest ecological benefit and have the greatest likelihood of success; provided, that mitigation occurs as close as possible to the impact area and within the same watershed as the permitted alteration. This provision may be waived upon demonstration through a watershed- or landscape-based analysis that mitigation within an alternative subbasin of the same basin would have the greatest ecological benefit and the greatest likelihood of success; provided, that limiting functions shall not be removed from sensitive watersheds identified in WCC Title 20. Mitigation shall occur within WRIA 1 or 3.

This section basically says that if one does offsite mitigation, it has to be as close as possible to the impact, so that the mitigation benefits the disturbed watershed. Note, however, that it does allow for offsite mitigation to occur within a different sub-basin if it can be shown to have “the greatest ecological benefit and the greatest likelihood of success.”

For Habitat Conservation Area buffer mitigation, similar rules apply: 16.16.740 Habitat conservation area buffers – Standards, subsection (D) allows reduction, subsection (E) allows averaging, and

subsection (F) allows for increases. Additionally, WCC 16.16.760 (Habitat conservation areas – Mitigation standards), subsection (B)(4) requires:

Mitigation shall be provided on site whenever feasible. Offsite mitigation in a location that will provide a greater ecological benefit to the species and/or habitats affected and have a greater likelihood of success may be accepted at the discretion of the technical administrator.

Mitigation shall occur as close to the impact site as possible. As mitigation is moved further away from the impacted habitat, the technical administrator may increase the amount of mitigation required. If offsite mitigation is proposed, the applicant must demonstrate through an alternatives/mitigation sequencing analysis (WCC 16.16.260) that the mitigation will have greater ecological benefit.

## Current Outcome

Unincorporated Whatcom County contains many critical area constrained properties. The mitigation sequencing requirements of the CAO (required by state law) often result in protracted site plan and design review challenges during the permit review process—frustrating both property owners and staff. This is especially true:

- (1) when there's not enough room to put all required mitigation on-site;
- (2) where the mitigation area is so small or isolated it provides minimal ecological benefit; and/or,
- (3) where the mitigation area has a high likelihood of being re-disturbed after the 5-year monitoring has ended (e.g., someone's backyard).

In such cases, it would be better to concentrate such mitigation in areas where it could provide more significant ecosystem benefits and has a higher likelihood of persisting over time. Though the code currently allows offsite mitigation, it is infrequently used, as it is often deemed too expensive or too logistically challenging (or both) for most small builders and homeowners to do. PDS believes implementing a publically facilitated off-site buffer mitigation program would improve critical area permitting efficiencies, facilitate faster permit review timelines, and support greater countywide net ecological gain.

## General Program Concept

At the request of the County Executive, Planning and Development Services is exploring development of an offsite critical area buffer mitigation program. Such a program would be designed to allow the County to facilitate ecosystem restoration and enhancement by obtaining (either by purchase or acceptance of) permanent conservation easements and/or obtaining and restoring fee title properties that contain wetlands, fish and wildlife habitat conservation areas, and/or streams with degraded buffers. An offsite mitigation program would provide a clear path and ready-made venue for private property owners, developers, land use contractors, and public entities to offset wetland buffer impacts from development that could consist of the following options:

- Design and install buffer mitigation on a selected property (or properties) well suited for ecological enhancement or restoration in advance of an impact and then sell credits based on the cost (similar to a mitigation bank); or,

- Design a mitigation plan for the selected property (or properties), figure out the cost of implementing, collect mitigation fees to pay for it, and install the mitigation as monies come in (a.k.a., “in lieu fee” program); or,
- Design a mitigation plan for the selected property and then allow developers to install mitigation on the property(ies) in a planned and coordinated fashion (a.k.a., “off the shelf” mitigation).

A “buffer only” mitigation program is a relatively new concept and we would need to explore implementing options through a feasibility study (see Proposed Action).

Please note that we are not proposing that the County develop a mitigation “bank” per se. A mitigation bank, as addressed in state law and our CAO, allows for offsite mitigation for impacts to both critical areas<sup>1</sup> and their buffers. Because mitigation banks can be used to offset impacts to the critical areas themselves (such as wetland fill to waters of the state or U.S.) there is a statute-prescribed process for developing one that requires coordination with and approval from the Department of Ecology, the U.S. Army Corps of Engineers, and other watershed managers (i.e., the Tribes). These mitigation banks typically take at least five years to establish and must go through a rigorous review and approval process. Furthermore, the Lummi Nation already has an operational bank (though temporarily closed until additional advanced mitigation is installed) and the City of Bellingham is developing one within its service area that includes the Ten Mile, Squalicum and Silver Creek sub-basins within unincorporated Whatcom County<sup>2</sup>. Thus we are proposing to develop a mechanism that mitigates only for buffer impacts while restoring and enhancing environmental systems at landscape scale. According to the Department of Ecology such a mechanism would not be subject to the state and federal “mitigation bank” requirements for coordination and approval and would only need County Council approval.

## Issues That Would Need to be Addressed

Please understand that this is just a conceptual proposal, and that there are many issues that would need to be evaluated as part of designing the program, as discussed below.

### *Potential Users*

Because larger projects typically have enough room on their property to do onsite mitigation, we believe that the predominant users of such a program would be:

- Homeowners and small-scale builders building or expanding individual homes and accessory structures.
- Farmers not participating in CPAL
- Whatcom County Public Works has also expressed an interest, as they often need to mitigate for small impacts caused by road, bridge or stormwater projects, where there often isn’t enough room to do so onsite given the linear nature of such projects.

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<sup>1</sup> Wetlands, streams, fish and wildlife habitat conservation areas, geologically hazardous areas, and critical aquifer recharge areas.

<sup>2</sup> The County has been in discussions with the City of Bellingham about potential partnering opportunities with their proposed bank but it would only apply to potential development impacts within their specific service area.

- Similarly, Puget Sound Energy, WSDOT, pipeline operators, school districts, diking districts, the Port of Bellingham, or other such entities might have such a need.

And there certainly may be other customer classes that would benefit from such a program. Who these folks are and what they're needs might be would need to be ascertained as part of the program's feasibility study. This could be accomplished by—among other things—analyzing past permit data and speaking with and gathering data from various interest groups.

### *Potential Demand*

At this point, we only have anecdotal and experiential information about how much demand there might be for such a program. From processing permits we do know that there are many small, private projects approved wherein the applicant is required to mitigate for small amounts of buffer impacts but where there is little room to do so, it's small and isolated, or it's in a location that is not accessible for ensuring that it isn't disturbed after the required 5-year monitoring period. We also know there are critical area constrained lands within the Birch Bay UGA that present significant challenges to achieving full urban development buildout. Similarly, there are probably a substantial number of public projects, undertaken by Public Works, the various diking districts, the Port of Bellingham, WSDOT, etc. that have similar needs (i.e., small buffer mitigation requirements). However, we don't have empirical data to estimate the demand for such a system yet, and that would need to be developed. Knowing what the demand is, and where it's located would help us understand how much property would be needed, and where it should be located.

### *Ownership and Management*

We would need to determine whether this would be a program owned and managed by the County, by a non-profit third party (such as the Whatcom Land Trust or Nooksack Salmon Enhancement Association (NSEA)), or by a for-profit third party (which is common for mitigation banks).

If owned and managed by the County, we would need to purchase the property, develop the property- specific mitigation plan for each property, purchase the equipment and materials, install the mitigation, and have staff dedicated to the project. If owned and managed by a third party, we would not. Furthermore, some of our local non-profit third parties may already have control over properties that could serve as the mitigation sites, which might reduce the final costs while furthering the interests of the third party by advancing their (which are also our) restoration goals.

If the advanced mitigation is achieved through enactment of a conservation easement, the County could be a co-benefactor of the easement in partnership with a local conservation organization, such as the Whatcom Land Trust, which could facilitate ongoing monitoring and enforcement, and the property itself could remain in private ownership. Enactment of a conservation easement under this effort could complement other existing County programs such as the Purchase of Development Rights Program, the River and Flood Program, and Lake Whatcom Management Program.

### *Anticipated Costs*

At this time we do not have an estimate of the costs associated with implementing such a program. However, we anticipate expenditures could include:

- Property or easement purchase
- Developing property- specific mitigation plans for each property

- Equipment and materials to conduct mitigation actions
- Regulatory structure and amendments needed to implement the program
- Administration/Overhead/Staffing

Based on the answers to the questions posed above, a feasibility study should be able to estimate rough costs for these and provide estimates of what would need to be charged for the mitigation.

### **Proposed Action**

PDS requests that Council approve a \$100,000 supplementary budget amendment through an additional service request (ASR) to hire a consultant to develop a feasibility study for creating an offsite buffer mitigation program, addressing the issues raised above. Developing a feasibility study should provide Council and staff the information needed to decide whether and how to move forward in creating such a program. We expect that this would take from 8-12 months to develop once a contract is initiated.

Depending on whether and how Council decides to proceed once the feasibility study is completed, we would expect to propose a future budget amendment for funds to create and implement the program.



# Supplemental Budget Request

Status: Pending

Planning & Development Services

Planning

Suppl ID # 3194

Fund 1

Cost Center 2500

Originator: Mark Personius

Expenditure Type: One-Time

Year 1 2021

Add'l FTE

Add'l Space

Priority 1

Name of Request: Offsite Buffer Mitigation Program Feasibility Study

X



4-15-21

Department Head Signature (Required on Hard Copy Submission)

Date

Costs:	Object	Object Description	Amount Requested
	6630	Professional Services	\$100,000
	<b>Request Total</b>		<b>\$100,000</b>

## 1a. Description of request:

Planning and Development Services would like to develop a program that allows property owners to do offsite critical area buffer mitigation. Such a program would potentially allow the County to facilitate ecosystem restoration and enhancement by obtaining, either by purchase or acceptance of, permanent conservation easements and/or obtaining and restoring fee title properties that contain wetlands, fish and wildlife habitat conservation areas, and/or streams with degraded buffers. However, there are many issues that would need to be explored and answered in order to develop this program. Toward achieving this, staff proposes to hire a consultant to do a feasibility study to design and implement such a program.

## 1b. Primary customers:

We believe that the predominant users of such a program would be:

\*Homeowners and small-scale builders building or expanding individual homes and accessory structures.

\*Farmers not participating in CPAL

\*Whatcom County Public Works has expressed an interest, as they often need to mitigate for small impacts caused by road or bridge projects, where there often isn't enough room to do so on-site given the linear nature of such projects.

\*Similarly, Puget Sound Energy, WSDOT, pipeline operators, school districts, diking districts, the Port of Bellingham, or other such entities might have such a need.

And there certainly may be other customer classes that would benefit from such a program. Who these folks are and what they're needs might be would need to be ascertained as part of the feasibility study.

## 2. Problem to be solved:

Unincorporated Whatcom County contains many critical area constrained properties. The mitigation sequencing requirements of the CAO (required by state law) often result in protracted site plan and design review challenges during the permit review process—frustrating both property owners and staff. This is especially true:

(1)when there's not enough room to put all required mitigation on-site;

(2)where the mitigation area is so small or isolated it provides minimal ecological benefit; and/or,

(3)where the mitigation area has a high likelihood of being re-disturbed after the 5-year monitoring has ended (e.g., someone's backyard.)

In such cases, it would be better to concentrate such mitigation in areas where it could provide more significant ecosystem benefits and has a higher likelihood of persisting over time. Though the code currently allows offsite mitigation, it is infrequently used, as it is often deemed too expensive or too logistically challenging (or both) for most small builders and homeowners to do. PDS believes implementing a publically facilitated off-site buffer mitigation program would improve critical area permitting efficiencies, facilitate faster permit review timelines, and support greater countywide net ecological gain.



# Supplemental Budget Request

Status: Pending

Planning & Development Services

Planning

Suppl ID # 3194

Fund 1

Cost Center 2500

Originator: Mark Personius

### 3a. Options / Advantages:

The only other option for allowing offsite mitigation would be to develop a mitigation bank. However, these are capital intensive, take five years or more to develop, and may compete with the Lummi Nation's or the City of Bellingham's banks.

### 3b. Cost savings:

Unknown at this time, which is why a feasibility study is proposed.

### 4a. Outcomes:

A feasibility study should be able to be completed within 8-12 months of a consultant being hired.

### 4b. Measures:

By the submittal of the feasibility study.

### 5a. Other Departments/Agencies:

Whatcom County Public Works has also expressed an interest, as they often need to mitigate for small impacts caused by road, bridge or stormwater projects, where there often isn't enough room to do so onsite given the linear nature of such projects. Similarly, WSDOT, school districts, diking districts, the Port of Bellingham, or other such entities might have such a need.

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

For the feasibility study, Planning and Development Services would work with Public Works on guiding the consultant as to what to address and how. The study would conclude the best way to set up the program and determining who should run and own it (e.g., the County, a non-profit third party or a for-profit third party). See attached memo for additional considerations.

### 6. Funding Source:

General Fund

# Supplemental Budget Request

Status: Pending

Health

Communicable Disease & Epidemiology

Suppl ID # 3199

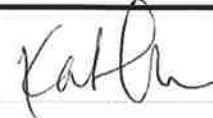
Fund 1

Cost Center 660470

Originator: Cindy Hollinsworth

Expenditure Type: One-Time Year 1 2021 Add'l FTE  Add'l Space  Priority 1

Name of Request: DOH-Mass Vax Site (FEMA Funding)

X  P. (on behalf of Erika Lauterbach) 4/19/21  
 Department Head Signature (Required on Hard Copy Submission) Date

Costs:	Object	Object Description	Amount Requested
	4333.9703	Mass Vaccination FEMA	(\$2,171,429)
	6120	Extra Help	\$47,258
	6230	Social Security	\$3,615
	6255	Other H&W Benefits	\$69
	6259	Worker's Comp-Interfund	\$364
	6269	Unemployment-Interfund	\$123
	6320	Office & Op Supplies	\$100,000
	6510	Tools & Equip	\$20,000
	6610	Contractual Services	\$2,000,000
	<b>Request Total</b>		<b>\$0</b>

**1a. Description of request:**

We are requesting expenditure authority for expenses associated with Whatcom County mass vaccination sites. Dedicated grant funding administered by WA State Department of Health and provided by FEMA will cover expenses incurred January 21, 2021 through April 20, 2021. An extension of this funding is anticipated. This funding will cover expenses not covered by other funding sources related to operating mass vaccination sites in Whatcom County.

For the Community Vaccination Center at Bellingham Technical College, this funding supports supplies and staffing including a site manager. Staffing for the site is provided by operating partners including Whatcom County Health Department, BTC, community provider partners and volunteers; operating partners are eligible to enter into contracts for reimbursement of expenses. This funding will also be available to community providers who are operating mass vaccination services outside of regular clinical services.

**1b. Primary customers:**

Customers are all residents of Whatcom County, who will benefit from low barrier access to vaccines and vaccine providers and partner organizations who will be able to maintain expanded ability to administer vaccines through increased vaccine coordination.

**2. Problem to be solved:**

Vaccination is one of our next steps to the COVID-19 pandemic. Whatcom County is rural and urban with a large diversity in residents' needs and there are various challenges to vaccine access. Vaccine providers are challenged with staffing, equipment, and resource costs needed to meet the high-volume demand and address accessibility issues. Diversity in vaccine delivery methods and locations is necessary to vaccinate all Whatcom County residents.

**3a. Options / Advantages:**

Funding will support community partner and vaccine provider engagement ensuring priority populations and those who experience health disparities have access to the vaccine.

# Supplemental Budget Request

Status: Pending

Health

Communicable Disease & Epidemiology

Suppl ID # 3199

Fund 1

Cost Center 660470

Originator: Cindy Hollinsworth

Funding will ensure that financial costs or burdens are not the barrier to ensuring vaccine providers are able to provide vaccine to eligible residents in Whatcom County.

**3b. Cost savings:**

Removing the financial barriers to adequately reach all residents in Whatcom County with COVID-19 vaccines will decrease significant health events related to the impact of the COVID-19 virus.

**4a. Outcomes:**

Maintain or Increase vaccine throughput by vaccine providers each month  
Eligible Whatcom County residents have access to vaccine when ready  
Ensure vaccine provider engagement in coordination and collaboration on vaccine administration methods  
Coordinate engagement and opportunities for vaccination for high risk populations  
Decrease in COVID-19 infection rates and negative health effects

**4b. Measures:**

400 to 4000 vaccinations will be provided weekly at the Community Vaccination site at BTC. The site will be open 1-6 days weekly and decision to operate is based on vaccine availability.  
Additional vaccinations will be provided weekly at mass vaccination sites operated by community partners throughout Whatcom County.  
Percent of Whatcom County residents being vaccinated each week  
Increase in accessibility to appointments for vaccine administration in Whatcom County

**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 /Mass Vaccination State Grant/ Federal FEMA funds

# Supplemental Budget Request

Status: Pending

Health

Communicable Disease & Epidemiology

Suppl ID # 3198

Fund 1

Cost Center 660480

Originator: Kathleen Roy

Expenditure Type: One-Time

Year 1 2021

Add'l FTE

Add'l Space

Priority 1

Name of Request: WA State DOH- COVID ELC 2021

X

*Kathleen Roy (on behalf of Eric Lauterbach) 4/19/21*

Department Head Signature (Required on Hard Copy Submission)

Date

Costs:	Object	Object Description	Amount Requested
	4333.9332	ELC Grant	(\$2,120,148)
	6110	Regular Salaries & Wages	\$257,097
	6120	Extra Help	\$702,533
	6140	Overtime	\$10,000
	6210	Retirement	\$87,595
	6230	Social Security	\$73,412
	6245	Medical Insurance	\$241,596
	6255	Other H&W Benefits	\$27,646
	6259	Worker's Comp-Interfund	\$11,676
	6269	Unemployment-Interfund	\$2,495
	6320	Office & Op Supplies	\$10,000
	6610	Contractual Services	\$197,602
	<b>Request Total</b>		<b>(\$498,496)</b>

## 1a. Description of request:

In order to support COVID response efforts, the Health Department requests spending authority of dedicated grant funding to support the on-going COVID response operations through December 31, 2021. This funding request includes addition of 2 full-time regular nurse positions. These positions are funded for a full 12 months with CARES funding and this grant.

In November 2021, Council approved ASR #2021-6303 for an initial Department of Health ELC grant to fund temporary staff for the COVID response through June 2021. This second ELC grant amendment extends funding for these positions through December 2021. This is part of the Health Department's shift to a more stable staffing response to the COVID pandemic response and recovery efforts.

This funding helps support the 3 full-time, benefitted, short term, epidemiologist, communications, COVID-19 project manager positions and two nurse positions previously approved for 2021 with ASR #2021-6303. These funds also would be utilized for salary and benefit expenses for 16 current temporary staff currently working within health department operations and Incident Command operations including Case and Contact Investigators (CCI), Communications Specialists, Epidemiology and Data Specialists and a Logistics Specialist. It also includes 9 part-time temporary public health nurses.

In addition, these funds will cover contractual services for COVID vaccination planning and coordination and community resources to prevent the spread of COVID.

## 1b. Primary customers:

Customers are all residents of Whatcom County, who will benefit from timely case and contact investigations, testing availability, quarantine and isolation support, warehouse/PPE management and

# Supplemental Budget Request

Status: Pending

Health

Communicable Disease & Epidemiology

Suppl ID # 3198

Fund 1

Cost Center 660480

Originator: Kathleen Roy

distribution, and communication support.

## 2. Problem to be solved:

Temporary positions create a structural barrier for stable and consistent support. Temporary employees may only work full time for three months and then drop hours to 16 hours per week. For many of these positions, it takes a full three months for proficiency. This challenge contributes to turnover in favor of full time positions, instability in staffing, severe administrative burden to continually recruit and hire additional temporary staff, and reduced capacity to respond to the pandemic.

## 3a. Options / Advantages:

Employees will be advantaged by having benefits, especially among those in higher COVID risk roles, and by having some stability and predictability in their employment status. The County will be advantaged by have a more stable workforce and the ability to attract and retain well-qualified individuals needed to respond to COVID.

## 3b. Cost savings:

Some of these positions will replace the need for higher cost contractors. The more effective the response, the sooner the county will recover economically.

## 4a. Outcomes:

More staff available to assist in the response, less administrative time spent in recruitment and hiring, more efficient operations with better trained and more experienced staff, less reliance on costly contracts.

## 4b. Measures:

Adequate community testing; 90% of cases called within 24 hours; 80% of contacts called within 48 hours; daily monitoring of all people in isolation and quarantine; timely contact with businesses, schools, day cares, healthcare organizations, and long term care facilities.

## 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 / Epidemiology and Laboratory Capacity (ELC)- Protection Program and Healthcare Grant/ Federal Coronavirus Relief Funding

# Supplemental Budget Request

Status: Pending

Health

Communicable Disease & Epidemiology

Suppl ID # 3200

Fund 1

Cost Center 627221

Originator: Cindy Hollinsworth

Expenditure Type: One-Time

Year 1 2021

Add'l FTE

Add'l Space

Priority 1

Name of Request: DOH Vaccination / Immunization Grant 2021

X

*Kathryn B. (on behalf of Erika Lautenbach) 4/19/21*

Department Head Signature (Required on Hard Copy Submission)

Date

Costs:	Object	Object Description	Amount Requested
	4333.9626	DOH COVID-19 Vaccine Svcs	(\$853,429)
	6110	Regular Salaries & Wages	\$104,560
	6120	Extra Help	\$91,622
	6210	Retirement	\$25,329
	6230	Social Security	\$15,008
	6245	Medical Insurance	\$37,607
	6255	Other H&W Benefits	\$3,933
	6259	Worker's Comp-Interfund	\$1,008
	6269	Unemployment-Interfund	\$510
	6320	Office & Op Supplies	\$10,000
	6610	Contractual Services	\$200,000
	<b>Request Total</b>		<b>(\$363,852)</b>

## 1a. Description of request:

The Health Department is requesting expenditure authority of dedicated grant funding to support the COVID response.

This funding would support the three full-time, benefitted, short term nurses as regular positions through December 2021. These regular positions are funded for 12 months through a combination of CARES funding and this grant. This position is part of the Health Department's shift to a more stable staffing strategy to the COVID pandemic response and recovery efforts.

In addition, these funds would be utilized for salary and benefit expenses for five current temporary site scheduling / clerk staff. This funding would support extension of their positions through December 2021.

In addition, these funds will cover contractual services supporting vaccination planning and community resource information.

## 1b. Primary customers:

Customers are all residents of Whatcom County, who will benefit increased coordination and access to COVID-19 vaccine.

## 2. Problem to be solved:

Temporary positions create a structural barrier for stable and consistent support. Temporary employees may only work full time for three months and then drop hours to 16 hours per week. For many of these positions, it takes a full three months for proficiency. This challenge contributes to turnover in favor of full-time positions, instability in staffing, severe administrative burden to continually recruit and hire additional temporary staff, and reduced capacity to respond to the pandemic.



# Supplemental Budget Request

Status: Pending

Health

Communicable Disease & Epidemiology

Suppl ID # 3200

Fund 1

Cost Center 627221

Originator: Cindy Hollinsworth

### 3a. Options / Advantages:

Employees will be advantaged by having benefits and by having some stability and predictability in their employment status. The County will be advantaged by have a more stable workforce and the ability to attract and retain well-qualified individuals needed to respond to COVID.

### 3b. Cost savings:

Some of these positions will replace the need for higher cost contractors. The more effective the response, the sooner the county will recover economically.

### 4a. Outcomes:

More staff available to assist in the response, less administrative time spent in recruitment and hiring, more efficient operations with better trained and more experienced staff, less reliance on costly contracts.

### 4b. Measures:

County Vaccination rates  
Number of COVID vaccinations provided by community provider sites  
Number of COVID vaccine providers in Whatcom County

### 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 /Vaccination and Immunization Grant /Federal COVID Relief Funding

# Supplemental Budget Request

Status: Pending

Health

Human Services

Suppl ID # 3201

Fund 122

Cost Center 122800

Originator: Ann Beck

Expenditure Type: One-Time

Year 1 2021

Add'l FTE

Add'l Space

Priority 1

Name of Request: Emergency Solutions Grant (COVID)

X

Department Head Signature (Required on Hard Copy Submission)

Date

*Kathleen May (on behalf of Erika Lautenbach) 4/19/21*

Costs:	Object	Object Description	Amount Requested
	4333.1423	Emergency Solutions	(\$309,712)
	6110	Regular Salaries & Wages	\$309,712
	<b>Request Total</b>		<b>\$0</b>

### 1a. Description of request:

We are requesting increased spending authority for dedicated grant funding. This funding will be used to prevent, mitigate, and reduce the transmission of COVID19 in Whatcom County through activities for those experiencing or at high risk of homelessness. These services include emergency shelters, case management, and rental assistance. The grant total is \$3,044,770 and provides funding through September 30, 2022.

### 1b. Primary customers:

This funding will support Whatcom County residents who are seeking safe places to stay on a temporary basis and transitions to permanent housing solutions.

### 2. Problem to be solved:

Local reports, such as the 2021 Point in Time Count Report have shown that homelessness increased over the course of 2020 and that the backlog for households seeking services has grown.

### 3a. Options / Advantages:

This funding will enable contracted non-profit agencies to add capacity and transfer households from emergency shelters to permanent housing placements. It will also allow for additional spending to increase shelter capacity if that is determined to be necessary as weather worsens in October and November.

### 3b. Cost savings:

Facilitating the transfer of households from motels to rental units will help our housing system save significant amounts of funding that is currently being spent on motel room rentals. The new housing placements, mostly in apartments, are often less expensive than motel rooms and provide a greater basis for achieving stability. Rental units are also more appropriate for long term placements and the responsibility for paying full rent independently can be transferred to those occupying households.

### 4a. Outcomes:

This additional funding, to be used from July through December of 2021, is expected to facilitate the transfers of approximately 15-20 households from emergency shelters to rental units.

### 4b. Measures:

Agencies awarded this funding will be required to report on the number of households engaged in case management services as well as the number that have been successfully relocated into rental units.

### 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

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**Health**

**Human Services**

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Suppl ID # 3201

**Fund 122**

**Cost Center 122800**

**Originator: Ann Beck**

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**6. Funding Source:**

Washington State Department of Commerce (Federal funding from US Department of Housing and Urban Development (HUD))

# Supplemental Budget Request

Status: Pending

Health

Environmental Health

Suppl ID # 3202

Fund 140

Cost Center 140100

Originator: John Wolpers

Expenditure Type: One-Time

Year 1 2021

Add'l FTE

Add'l Space

Priority 1

Name of Request: Comprehensive Solid & Hazardous Waste Mgmt Plan

X

*Kate By* (on behalf of Erika Loutenbach) 4/20/21

Department Head Signature (Required on Hard Copy Submission)

Date

Costs:	Object	Object Description	Amount Requested
	6610	Contractual Services	\$113,000
	<b>Request Total</b>		<b>\$113,000</b>

**1a. Description of request:**

We are requesting re-appropriation of 2020 budget authority for the update of the Comprehensive Solid and Hazardous Waste Plan (CSHWMP). The contract was not performed in 2020 due to COVID but has now been extended through the end of 2021 and will be completed this year.

**1b. Primary customers:**

Residents of Whatcom County

**2. Problem to be solved:**

The Comprehensive Solid and Hazardous Waste Plan must be reviewed and updated at least every five years, per RCW 70.95.110. The plan addresses the needs and changes within the complex Solid Waste systems of the county.

**3a. Options / Advantages:**

There are no other options as this plan update is mandated by state law.

**3b. Cost savings:**

The Solid Waste Fund is sufficient to cover these expenses and will not need to draw upon the County's General Fund.

**4a. Outcomes:**

The Plan provides guidance for the county's solid waste system infrastructure and programs for the five-year timeline.

**4b. Measures:**

A newly revised CSHWMP will be approved by the Solid Waste Executive Committee and County Council.

**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:**

Solid Waste Fund

**WHATCOM COUNTY**  
Planning & Development Services  
5280 Northwest Drive  
Bellingham, WA 98226-9097  
360-778-5900, TTY 800-833-6384  
360-778-5901 Fax



**Mark Personius, AICP**  
Director

## Memorandum

TO: Honorable Whatcom County Councilmembers  
Honorable Satpal Sidhu, Whatcom County Executive

THROUGH: Mark Personius, PDS Director *MP*

FROM: Becky Snijder van Wissenkerke, PDR Program Administrator

DATE: April 13, 2021

SUBJECT: Supplemental Budget Request to complete forestry conservation easement acquisition for PDR applicant Kiera-Duffy

---

### **Introduction**

The Whatcom County Purchase of Development Rights (PDR) Program was initiated in September of 2001. The program has successfully purchased 179 development rights on 1,500 acres through 30 conservation easements.

The Purchase of Development Rights Oversight Committee has recommended purchase of a forestry conservation easement on the Kiera-Duffy property. On January 26, 2021, Whatcom County Council approved the PDR Program Administrator and County Executive to proceed with the acquisition of this easement through Resolution 2021-004. This supplemental budget request includes all costs associated with closing of this forestry conservation easement, including easement cost, easement monitoring fees, survey, baseline documentation fees, and associated closing costs. This request will support completion of the PDR process on this property.

### **Background and Purpose**

Completion of the Kiera-Duffy forestry conservation easement will remove 2 development rights and add an additional 55.6 acres to the total protected acreage in Whatcom County. Whatcom Land Trust has developed a baseline condition report for the easement area and will be the legally responsible party to monitor and enforce terms of the conservation easement.

The Washington Recreation & Conservation Office has selected the Kiera-Duffy forestry conservation easement to receive funds from the Forestland Preservation Grant. These funds represent 50% of the actual easement cost.

This request is to use Conservation Futures Funds.

**Kiera-Duffy Forestry - PDR Supplemental Budget Request**

<b>Kiera-Duffy Forestry Conservation Easement</b>	<b>\$140,000.00</b>
- Easement monitoring and enforcement	\$18,000.00
- Background Documents preparation	\$2,000.00
- Survey	\$2,000.00
- Escrow and closing costs	\$2,000.00
<hr/>	
Subtotal	\$164,000.00
- Reimbursement from WA RCO	(\$70,000.00)
<hr/>	
<b>Net cost to Whatcom County after reimbursement</b>	<b>\$94,000.00</b>

**Request Summary**

This request is consistent with Resolution 2021-004, which authorizes the PDR Program Administrator and County Executive to enter into a purchase and sale agreement for the forestry conservation easement on this property. The conservation easement will be completed and recorded by August 2021.

This request is to use Conservation Futures Funds.

Please contact Becky Snijder van Wissenkerke, PDR Program Administrator, at (360)778-5956 with any questions or concerns.



# Supplemental Budget Request

Status: Pending

Planning & Development Services

Planning

Suppl ID # 3195

Fund 175

Cost Center 17550

Originator: Becky Snijder van Wissenke

Expenditure Type: One-Time

Year 1 2021

Add'l FTE

Add'l Space

Priority 1

Name of Request: Kiera-Duffy Forestry Conservation Easement PDR

X



4.15.21

Department Head Signature (Required on Hard Copy Submission)

Date

Costs:	Object	Object Description	Amount Requested
	4334.0273	Farmland Preservation	(\$70,000)
	6610	Contractual Services	\$18,000
	7320	Land	\$146,000
	<b>Request Total</b>		<b>\$94,000</b>

### 1a. Description of request:

The proposed budget amendment is to cover all associated costs for completion of a forestry conservation easement on the Kiera-Duffy property. This includes easement cost, easement monitoring and enforcement fees, survey, baseline documentation, and escrow and closing costs.

### 1b. Primary customers:

The community at large benefits from the Purchase of Development Rights (PDR) program due to the permanent protection of the land for agricultural purposes. This area will never be developed with additional housing and will stay in low-service cost status in perpetuity. Multiple benefits to agriculture, wildlife, and water quality are among the benefits for the community.

### 2. Problem to be solved:

The focus of the Purchase of Development Rights Program is to permanently protect agricultural and forestry lands from conversion to non-working land uses. This property contains productive forestry soils, is adjacent to other working forestland and has been recommended for protection by the Purchase of Development Rights Oversight Committee and approved for purchase by County Council.

### 3a. Options / Advantages:

The Purchase of Development Rights Oversight Committee considers the PDR program to be an integral component of an overall working lands protection strategy. The Growth Management Act requires the protection of resource lands. This is one of several efforts the County is making to comply with the state requirement. Zoning and Open Space Taxation are other programs currently employed by Whatcom County to protect agricultural and forestry lands. PDR easements are valuable partly because they are the only action currently available for the County to achieve permanent protection on agricultural and forestry lands.

### 3b. Cost savings:

Savings are difficult to quantify. Studies indicate that resource lands are the lowest cost properties for community services. Other savings are based on the benefits of not converting the property to some more intensive use. Water quality degradation, excessive stormwater runoff, and increased costs for roads and other service provisions are eliminated when conservation easements establish a permanent working land development pattern in a given area. Maintaining a critical mass of viable working lands helps support the economy.

### 4a. Outcomes:

This easement will result in the permanent protection of 55.6 acres of forestland and associated ecosystems.

# Supplemental Budget Request

Status: Pending

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Planning & Development Services

Planning

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Suppl ID # 3195

Fund 175

Cost Center 17550

Originator: Becky Snijder van Wissenke

**4b. Measures:**

The easement on this property will be purchased with assistance from a title company through a typical closing process. The successful closing of the easement purchase marks the outcome of this specific request. Annual monitoring reports are supplied by the Whatcom Land Trust for each completed conservation easement.

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

This is a joint project which involves the Whatcom Land Trust (on-going monitoring/enforcement responsibilities) and Whatcom County – PDR program administration/funding.

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

The Whatcom Land Trust will be responsible for the long-term monitoring under the terms of the conditions in the conservation easement and based on the contract that they have with Whatcom County. Alex Jeffers is the Conservation Manager.

**6. Funding Source:**

Conservation Futures Fund (as requested)

Therefore the total coming out of Conservation Futures will be \$164,000.00, with \$70,000.00 being reimbursed by WA Recreation & Conservation Office. The net expenditure after reimbursement will be \$94,000.00.

**WHATCOM COUNTY**  
Planning & Development Services  
5280 Northwest Drive  
Bellingham, WA 98226-9097  
360-778-5900, TTY 800-833-6384  
360-778-5901 Fax



**Mark Personius, AICP**  
Director

## Memorandum

**TO:** Honorable Whatcom County Councilmembers  
Honorable Satpal Sidhu, Whatcom County Executive

**THROUGH:** Mark Personius, PDS Director *mp*

**FROM:** Becky Snijder van Wissenkerke, PDR Program Administrator

**DATE:** April 13, 2021

**SUBJECT:** Supplemental Budget Request to complete ecological conservation easement acquisition for PDR applicant Kiera-Duffy

---

### **Introduction**

The Whatcom County Purchase of Development Rights (PDR) Program was initiated in September of 2001. The program has successfully purchased 179 development rights on 1,500 acres through 30 conservation easements.

The Purchase of Development Rights Oversight Committee has recommended purchase of an ecological conservation easement on the Kiera-Duffy property. On January 26, 2021, Whatcom County Council approved the PDR Program Administrator and County Executive to proceed with the acquisition of this easement through Resolution 2021-004. This supplemental budget request includes all costs associated with closing of this ecological conservation easement, including easement cost, easement monitoring fees, survey, baseline documentation fees, and associated closing costs. This request will support completion of the PDR process on this property.

### **Background and Purpose**

Completion of the Kiera-Duffy ecological conservation easement will remove 2 development rights and add an additional 57.2 acres to the total protected acreage in Whatcom County. Whatcom Land Trust has developed a baseline condition report for the easement area and will be the legally responsible party to monitor and enforce terms of the conservation easement.

The property owners have agreed to a 50% bargain sale, which accounts for a donation of \$65,000.

This request is to use Conservation Futures Funds.

## **Kiera-Duffy Ecological - PDR Supplemental Budget Request**

<b>Kiera-Duffy Ecological Conservation Easement</b>	<b>\$65,000.00</b>
- Easement monitoring and enforcement	\$18,000.00
- Background Documents preparation	\$2,000.00
- Survey	\$2,000.00
- Escrow and closing costs	\$2,000.00

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**Net cost to Whatcom County** **\$89,000.00**

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### **Request Summary**

This request is consistent with Resolution 2021-004, which authorizes the PDR Program Administrator and County Executive to enter into a purchase and sale agreement for the ecological conservation easement on this property. The conservation easement will be completed and recorded by August 2021.

This request is to use Conservation Futures Funds.

Please contact Becky Snijder van Wissenkerke, PDR Program Administrator, at (360)778-5956 with any questions or concerns.

# Supplemental Budget Request

Status: Pending

Planning & Development Services

Planning

Suppl ID # 3196

Fund 175

Cost Center 17550

Originator: Becky Snijder van Wissenke

Expenditure Type: One-Time

Year 1 2021

Add'l FTE

Add'l Space

Priority 1

Name of Request: Kiera-Duffy Ecological Conservation Easement PDR

X



4-15-21

Department Head Signature (Required on Hard Copy Submission)

Date

Costs:	Object	Object Description	Amount Requested
	6610	Contractual Services	\$18,000
	7320	Land	\$71,000
	<b>Request Total</b>		<b>\$89,000</b>

### 1a. Description of request:

The proposed budget amendment is to cover all associated costs for completion of an ecological conservation easement on the Kiera-Duffy property. This includes easement cost, easement monitoring and enforcement fees, survey, baseline documentation, and escrow and closing costs.

### 1b. Primary customers:

The community at large benefits from the Purchase of Development Rights (PDR) program due to the permanent protection of the land for agricultural purposes. This area will never be developed with additional housing and will stay in low-service cost status in perpetuity. Multiple benefits to agriculture, wildlife, and water quality are among the benefits for the community.

### 2. Problem to be solved:

The focus of the Purchase of Development Rights Program is to permanently protect agricultural and forestry lands from conversion to non-working land uses as well as protect important ecological areas. This property contains important wetlands and forestland, is adjacent to other protected land and has been recommended for protection by the Purchase of Development Rights Oversight Committee and approved for purchase by County Council.

### 3a. Options / Advantages:

The Purchase of Development Rights Oversight Committee considers the PDR program to be an integral component of an overall working lands protection strategy. The Growth Management Act requires the protection of resource lands. This is one of several efforts the County is making to comply with the state requirement. Zoning and Open Space Taxation are other programs currently employed by Whatcom County to protect agricultural and forestry lands. PDR easements are valuable partly because they are the only action currently available for the County to achieve permanent protection on agricultural and forestry lands.

### 3b. Cost savings:

Savings are difficult to quantify. Studies indicate that resource lands are the lowest cost properties for community services. Other savings are based on the benefits of not converting the property to some more intensive use. Water quality degradation, excessive stormwater runoff, and increased costs for roads and other service provisions are eliminated when conservation easements establish a permanent working land development pattern in a given area. Maintaining a critical mass of viable working lands helps support the economy.

### 4a. Outcomes:

This easement will result in the permanent protection of 57.2 acres of important ecological areas.

### 4b. Measures:

# Supplemental Budget Request

Status: Pending

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Planning & Development Services

Planning

---

Suppl ID # 3196

Fund 175

Cost Center 17550

Originator: Becky Shijder van Wissenke

The easement on this property will be purchased with assistance from a title company through a typical closing process. The successful closing of the easement purchase marks the outcome of this specific request. Annual monitoring reports are supplied by the Whatcom Land Trust for each completed conservation easement.

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

This is a joint project which involves the Whatcom Land Trust (on-going monitoring/enforcement responsibilities) and Whatcom County – PDR program administration/funding.

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

The Whatcom Land Trust will be responsible for the long-term monitoring under the terms of the conditions in the conservation easement and based on the contract that they have with Whatcom County. Alex Jeffers is the Conservation Manager.

**6. Funding Source:**

The property owners have agreed to a 50% bargain sale, which accounts for a donation of \$65,000. The remainder will come from Conservation Futures Fund (as requested)  
Therefore the total coming out of Conservation Futures will be \$89,000.00.



# Supplemental Budget Request

*Status:* Pending

## Administrative Services

## Facilities Management

Suppl ID # 3169      Fund 326      Cost Center      Originator: Rob Ney

Expenditure Type: One-Time      Year 1 2021      Add'l FTE       Add'l Space       Priority 1

**Name of Request:** WUECC Roof Replacement

**X**  4/12/21  
**Department Head Signature (Required on Hard Copy Submission)** **Date**

Costs:	Object	Object Description	Amount Requested
	7220	Intergov Subsidies	\$70,000
	<b>Request Total</b>		<b>\$70,000</b>

**1a. Description of request:**

The County leases one half of the WUECC building from the Port of Bellingham (Contract/Interlocal Agreement 201312007). The lease tenants are both the City of Bellingham and Whatcom County. Within this lease, it is specified that the cost of the roof replacement (for the half of the roof under our lease) shall be shared equally between the three parties, Port/City/County. The roof was recognized as nearing the end of the life when the lease was drafted. At this time, the three parties believe it is beneficial for the roof to be replaced. The County is responsible for 1/3 of half of the cost of the roof replacement.

**1b. Primary customers:**

The tenants of the building, as well as the Citizens of Whatcom County that benefit from the services provided by the WUECC.

**2. Problem to be solved:**

The roof is beyond its useful life. Each year, the parties share in patching portion of the roof to extend its life. It is prudent to replace the roof with an entirely new surface at this time.

**3a. Options / Advantages:**

The only other option would be to continue to patch failures. However, the roof is close to catastrophic failure. Replacing the roof is the prudent and most cost effective option for all parties. The parties share in patching leaks annually, which would be eliminated for the life of the new roofing material (20-30 years).

**3b. Cost savings:**

The annual cost of patching the roof would be eliminated if the roof was replaced.

**4a. Outcomes:**

The port will replace the roof in 2021.

**4b. Measures:**

Once the roof is replaced. When the roof is replaced within the specified budget prepared by the Port's engineering team.

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

The impact will be positive to the tenants in the building.

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

Rob Ney, Project & Operations Manager

**6. Funding Source:**