

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 Appropriation</b>	<b>2022 Appropriation</b>
Assessor	3,498,852	3,516,691
Auditor	1,326,551	1,348,960
Council		
Council	1,543,420	1,560,176
Hearing Examiner	217,611	217,981
Executive		
Executive	865,581	873,345
Non-Departmental	11,881,852	13,495,480
Planning & Development	5,756,829	5,826,648
Treasurer	1,621,639	1,641,611
Sheriff	17,888,345	18,268,712
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	15,478,026	14,918,873
<b>TOTAL GENERAL FUND</b>	<b>93,930,312</b>	<b>95,503,831</b>

**FUND/DEPT - Continued**

<b>Fund No.</b>	<b>OTHER FUNDS</b>	<b>2021 Appropriation</b>	<b>2022 Appropriation</b>
108	County Road	28,425,292	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	4,778,230	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	18,140,990	16,342,303
507	Administrative Services	<u>22,096,856</u>	<u>22,583,995</u>
	<b>Total Other Funds</b>	<b><u>126,195,862</u></b>	<b><u>122,321,607</u></b>

## **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: \_\_\_\_\_