

CLERK OF THE COUNCIL
Dana Brown-Davis, C.M.C.
COUNTY COURTHOUSE
311 Grand Avenue, Suite #105
Bellingham, WA 98225-4038
(360) 778-5010



COUNCILMEMBERS

Barry Buchanan
Tyler Byrd
Todd Donovan
Ben Elenbaas
Carol Frazey
Kaylee Galloway
Kathy Kershner

WHATCOM COUNTY COUNCIL

**COMBINED
AGENDA PACKET FOR
JANUARY 24, 2023**

**INCLUDES INFORMATION
FOR THE FOLLOWING MEETINGS:**

**9:20 A.M. - COMMITTEE OF THE WHOLE
(ADJOURNS BY 10 A.M.)**

**10:05 A.M. - PLANNING AND DEVELOPMENT COMMITTEE
(ADJOURNS BY 11 A.M.; MAY BEGIN EARLY)**

**11:05 A.M. - FINANCE AND ADMINISTRATIVE SERVICES COMMITTEE
(ADJOURNS BY 12:10 P.M.; MAY BEGIN EARLY)**

**1:10 P.M. - CLIMATE ACTION AND NATURAL RESOURCES COMMITTEE
(ADJOURNS BY 2:25 P.M.)**

**2:30 P.M. - PUBLIC WORKS AND HEALTH COMMITTEE
(ADJOURNS BY 3 P.M.)**

**3:05 P.M. - CRIMINAL JUSTICE AND PUBLIC SAFETY
(ADJOURNS BY 3:25 P.M.; MAY BEGIN EARLY)**

**3:30 P.M. - COMMITTEE OF THE WHOLE - EXECUTIVE SESSION
(ADJOURNS BY 4:30 P.M.; MAY BEGIN EARLY)**

6 P.M. - COUNCIL

PARTICIPATE IN COUNCIL HYBRID MEETINGS

**THE COUNCIL IS CURRENTLY HOLDING MEETINGS IN HYBRID FORMAT WITH
OPTIONS FOR IN-PERSON OR REMOTE VIEWING AND PARTICIPATION. FOR
INSTRUCTIONS ON HOW TO WATCH OR PARTICIPATE IN THE COUNCIL'S
MEETINGS, VISIT [WHATCOMCOUNTY.US/JOINVIRTUALCOUNCIL](https://whatcomcounty.us/joinvirtualcouncil) OR CONTACT
THE COUNCIL OFFICE AT 360.778.5010**

COMMITTEE AGENDAS

COUNCIL COMMITTEE OF THE WHOLE

9:20 A.M. TUESDAY, JANUARY 24, 2023 – ADJOURNS BY 10:00 A.M.

Hybrid Meeting

Call To Order

Roll Call

Announcements

Individuals who require special assistance to participate in the Council's meetings are asked to contact the Council Office at 360.778.5010 at least 96 hours in advance.

COMMITTEE DISCUSSION

1. AB2023-020 Discussion regarding Council Office internship pilot program
Pages 11 – 15
2. AB2023-087 Discussion and approval of letter of support for Ridge at Semiahmoo development
Pages 16 – 17

Items Added by Revision

Other Business

Adjournment

COUNCIL PLANNING AND DEVELOPMENT COMMITTEE

10:05 A.M. TUESDAY, JANUARY 24, 2023 – ADJOURNS BY 11:00 A.M.; MAY BEGIN EARLY

Hybrid Meeting

Call To Order

Roll Call

Announcements

Individuals who require special assistance to participate in the Council's meetings are asked to contact the Council Office at 360.778.5010 at least 96 hours in advance.

COMMITTEE DISCUSSION

1. AB2025-597 Discussion of the Buildable Lands Report
Page 18 – 181

Items Added by Revision

Other Business

Adjournment

COUNCIL FINANCE AND ADMINISTRATIVE SERVICES COMMITTEE
11:05 A.M. TUESDAY, JANUARY 24, 2023 – ADJOURNS BY 12:10 P.M.; MAY BEGIN EARLY
Hybrid Meeting

Call To Order

Roll Call

Announcements

Individuals who require special assistance to participate in the Council's meetings are asked to contact the Council Office at 360.778.5010 at least 96 hours in advance.

COMMITTEE DISCUSSION

1. AB2023-021 Discussion of ordinance amending the Whatcom County Unified Fee Schedule - Ferry Rates
Pages 182 – 204

COMMITTEE DISCUSSION AND RECOMMENDATION TO COUNCIL

1. AB2023-059 Request authorization for the County Executive to enter into an interlocal agreement amendment between Whatcom County and the Washington State Department of Health for the delivery and funding of various public health services in the amount of \$80,716, for a total amended agreement amount of \$8,567,890
Pages 205 – 222
2. AB2022-731 Request authorization for the County Executive to enter into a contract amendment between Whatcom County and Hunt Forensics for increased costs of services in the amount of \$893,449.13 for the total amount of \$3,356,602
Pages 223 – 229

Council "Consent Agenda" Items

1. AB2023-065 Request authorization for the County Executive to enter into a residential lease agreement between Whatcom County and Krista and Nicolas Fauquet to reside at 367 East Lake Samish Drive, for a monthly rent of \$1,295
Pages 230 – 261
2. AB2023-070 Request authorization for the County Executive to enter into an Interlocal Agreement amendment between Whatcom County and Bellingham Fire Department to extend the community paramedic program through 2023 in the amount of \$419,450
Pages 262 – 267
3. AB2023-071 Request authorization for the County Executive to enter into Interlocal amendment to extend the Community Paramedic program through 2023 in the amount of \$199,927
Pages 268 – 273
4. AB2023-072 Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and Camano Island Fire and Rescue for participation in the Whatcom County Paramedic Training program in the amount of \$25,625
Pages 274 – 282
5. AB2023-073 Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and Marysville Fire District for participation in the Whatcom County Paramedic Training program in the amount of \$43,300
Pages 283 – 291
6. AB2023-074 Request authorization for the County Executive to enter into an interlocal agreement between North County Fire and Rescue for participation in the Whatcom County Paramedic Training program in the amount of \$20,150
Pages 292 – 300

7. AB2023-076 Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and Bellingham Fire Department to operate the 2023 Paramedic Training Program in accordance with Washington State Department of Health and Commission on Accreditation of Allied Health Education Programs (CAAHEP) standards and requirements in the amount of \$1,169,600
Pages 301 – 306
8. AB2023-081 Request authorization for the County Executive to enter into an interagency agreement between Whatcom County and the Administrative Office of the Courts for interpreter expense reimbursement, in the amount of \$61,597.00
Pages 307 – 318
9. AB2023-064 Resolution cancelling uncollectible personal property taxes.
Pages 319 – 324
10. AB2023-045 Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and Whatcom Conservation District for Lake Whatcom Homeowner Incentive Program Assistance, in the amount of \$63,500
Pages 325 – 339
11. AB2023-056 Request authorization for the County Executive to enter into a Local Agency Standard Consultant Agreement Supplement No. 3 between Whatcom County and Wilson Engineering LLC., to provide on-call professional land surveying services support to Whatcom County Public Works, in the amount of \$100,000
Pages 340 – 345
12. AB2023-061 Request authorization for the County Executive to award bid #22-66 and enter into a contract between Whatcom County and Stremmer Gravel Inc., for the 2022 Flood Gates Install project, CRP No. 922020 in the amount of \$56,080
Pages 346 – 359

Items Added by Revision

Other Business

Adjournment

COUNCIL CLIMATE ACTION AND NATURAL RESOURCES COMMITTEE
1:10 P.M. TUESDAY, JANUARY 24, 2023 – ADJOURNS BY 2:25 P.M.
Hybrid Meeting

Call To Order

Roll Call

Announcements

Individuals who require special assistance to participate in the Council's meetings are asked to contact the Council Office at 360.778.5010 at least 96 hours in advance.

COMMITTEE DISCUSSION AND RECOMMENDATION TO COUNCIL

1. AB2023-062 Resolution in support of adjudication funding in the Washington State 2023 - 2024 biennium
Pages 360 – 364
2. AB2023-086 Discussion and approval of letter regarding climate action legislative priorities
Pages 365 – 367

Items Added by Revision

Other Business

Adjournment

COUNCIL PUBLIC WORKS AND HEALTH COMMITTEE
2:30 P.M. TUESDAY, JANUARY 24, 2023 – ADJOURNS BY 3:00 P.M.
Hybrid Meeting

Call To Order

Roll Call

Announcements

Individuals who require special assistance to participate in the Council's meetings are asked to contact the Council Office at 360.778.5010 at least 96 hours in advance.

SPECIAL PRESENTATION

1. AB2022-706 Update from Whatcom County Medical Examiner Allison Hunt, M.D.
Page 368

Items Added by Revision

Other Business

Adjournment

COUNCIL CRIMINAL JUSTICE AND PUBLIC SAFETY COMMITTEE
3:05 P.M. TUESDAY, JANUARY 24, 2023 – ADJOURNS BY 3:25 P.M.; MAY BEGIN EARLY
Hybrid Meeting

Call To Order

Roll Call

Announcements

Individuals who require special assistance to participate in the Council's meetings are asked to contact the Council Office at 360.778.5010 at least 96 hours in advance.

COMMITTEE DISCUSSION

1. AB2023-025 Discussion on progress and next steps for the Justice Project (Public Health, Safety, and Justice Facility Needs Assessment)
Pages 369 – 371

Items Added by Revision

Other Business

Adjournment

COUNCIL COMMITTEE OF THE WHOLE – EXECUTIVE SESSION

3:30 P.M. TUESDAY, JANUARY 24, 2023 – ADJOURNS BY 4:30 P.M.; MAY BEGIN EARLY

Hybrid Meeting

Call To Order

Roll Call

Announcements

Individuals who require special assistance to participate in the Council’s meetings are asked to contact the Council Office at 360.778.5010 at least 96 hours in advance.

COMMITTEE DISCUSSION

1. AB2023-060 Discussion with Whatcom County Planning and Development Services, County legal, and outside counsel, Dennis McLerran, regarding Petrogas permit compliance [Discussion of this item may take place in executive session (closed to the public) pursuant to 42.30.110 (1)(i)]
Page 372
2. AB2023-053 Discussion with Whatcom County Public Works and County legal regarding potential litigation related to the acquisition of property located at Smith and Hannegan Roads for road project [Discussion of this item may take place in executive session (closed to the public) pursuant to RCW 42.30.110 (1)(i)]
Page 373
3. AB2023-058 Discussion of pending litigation with Civil Deputy Prosecutor George Roche, re: Olga Grishchuk, an individual, Victor Grishchuk, an individual, and Michael Grishchuk, an individual v. Andrew Mellema, an individual, and Whatcom County, Whatcom County Superior Court Cause No. 22-2-01274-37 [Discussion of this item may take place in executive session (closed to the public) pursuant to RCW42.30.110 (1) (i)]
Page 374

Items Added by Revision

Other Business

Adjournment

COUNTY COUNCIL

REGULAR COUNCIL MEETING

6:00 P.M. TUESDAY, JANUARY 24, 2023

Hybrid Meeting

CALL TO ORDER

ROLL CALL

FLAG SALUTE

ANNOUNCEMENTS

The Council is currently holding all meetings in a hybrid format with options for in-person or remote viewing and participation. For instructions on how to watch or participate in the Council's meetings, visit whatcomcounty.us/joinvirtualcouncil or contact the Council Office at 360.778.5010.

Individuals who require special assistance to participate in the Council's meetings are asked to contact the Council Office at 360.778.5010 at least 96 hours in advance.

The County is accepting applications from county residents to fill vacancies on several boards, commissions, and committees spanning a wide range of important local issues. For more information, visit the Boards and Commissions vacancies webpage on the County website at www.co.whatcom.wa.us, or call the County Council Office or County Executive's Office.

COUNTY EXECUTIVE'S REPORT

MINUTES CONSENT

1. [MIN2023-007](#) Special Committee of the Whole for January 10, 2023
Pages 375 – 390

PUBLIC HEARINGS

To participate, please see instructions at www.whatcomcounty.us/joinvirtualcouncil or contact the Council Office at 360.778.5010. All speakers are asked to state their name for the record and optionally include city of residence. When a large group of individuals supports the same position on an issue, we encourage the selection of one or two representatives to speak on behalf of the entire group. Speakers will be given three minutes to address the Council and will be notified when their three minutes are up. Speakers participating on-site in the Council Chambers will speak first, followed by those participating remotely.

1. [AB2023-002](#) Ordinance amending the Whatcom County Unified Fee Schedule - ferry rates
Pages 391 – 413

OPEN SESSION (20 MINUTES)

During open session, audience members may speak to the council on issues not scheduled for public hearing. To participate, please see instructions at www.whatcomcounty.us/joinvirtualcouncil or contact the Council Office at 360.778.5010. All speakers are asked to state their name for the record and optionally include city of residence. When a large group of individuals supports the same position on an issue, we encourage the selection of one or two representatives to speak on behalf of the entire group. Speakers will be given three minutes to address the Council and will be notified when their three minutes are up. Speakers participating on-site in the Council Chambers will speak first, followed by those participating remotely.

CONSENT AGENDA

Items under this section of the agenda may be considered in a single motion. Councilmembers have received and studied background material on all items. Committee review has taken place on these items, as indicated. Any member of the public, administrative staff, or council may ask that an item be considered separately.

(From Council Finance and Administrative Services Committee)

1. AB2023-065 Request authorization for the County Executive to enter into a residential lease agreement between Whatcom County and Krista and Nicolas Fauquet to reside at 367 East Lake Samish Drive, for a monthly rent of \$1,295
Pages 230 – 261
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Pages 346 – 359

OTHER ITEMS

(From Council Climate Action and Natural Resources Committee)

1. AB2023-062 Resolution in support of adjudication funding in the Washington State 2023 - 2024 biennium
Pages 360 – 364
2. AB2023-086 Discussion and approval of letter regarding climate action legislative priorities
Pages 365 – 367

(From Council Finance and Administrative Services Committee)

3. AB2023-059 Request authorization for the County Executive to enter into an interlocal agreement amendment between Whatcom County and the Washington State Department of Health for the delivery and funding of various public health services in the amount of \$80,716, for a total amended agreement amount of \$8,567,890
Pages 205 – 222
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Pages 223 – 229

(From Committee of the Whole)

5. AB2023-087 Discussion and approval of letter of support for Ridge at Semiahmoo development
Pages 16 – 17

COUNCIL APPOINTMENTS TO BOARDS, COMMISSIONS, AND COMMITTEES

1. AB2023-037 Appointment to a vacancy on the Surface Mining Advisory Committee, member of the surface mining industry, Applicant(s): Brent Cowden
Pages 414 – 418
2. AB2023-054 Appointment to vacancies on the Birch Bay Watershed and Aquatic Resources Management Advisory Committee, Applicant(s): Michael Allan (Council acting as the Flood Control Zone District Board of Supervisors)
Pages 419 – 424
3. AB2023-057 Appointments to various vacancies on the Wildlife Advisory Committee, Applicant(s): Stephen Nyman, Vikki Jackson, Jennifer Plombon
Pages 425 – 440
4. AB2023-082 Appointment to fill a vacancy on the Flood Control Zone District Advisory Committee, Applicant(s): Scott Hulse (Council acting as the Flood Control Zone District Board of Supervisors)
Pages 441 – 445
5. AB2023-083 Appointment to vacancy on the Solid Waste Advisory Committee, Solid Waste Disposal Facility Position, Applicant(s): Troy Lautenbach
Pages 446 – 451

CONFIRMATION OF EXECUTIVE APPOINTMENTS TO BOARDS, COMMISSIONS, AND COMMITTEES

Per Whatcom County Code 2.03.070(B), the council must confirm or reject executive appointments within 30 days of submission to the council. County code deems the appointee confirmed if council does not take action within this time.

1. AB2023-068 Request confirmation of the County Executive's appointments and reappointments to various county boards, committees and commissions
Pages 452 – 544

ITEMS ADDED BY REVISION

INTRODUCTION ITEMS

Council action will not be taken. The council may accept these items for introduction (no action) in a single motion. Changes, in terms of committee assignment for example, may be made at this time.

1. AB2023-069 Ordinance amending Whatcom County Code 2.09 to conform with newly adopted and amended Court rules
Pages 545 – 548
2. AB2023-077 Ordinance amending the Whatcom County Budget, request no. 2, in the amount of \$6,395,173
Pages 549 – 587
3. AB2023-078 Ordinance amending the project based budget for the Plantation Rifle Range Lead Reclamation and Capital Improvement by adding \$700,000 for a total amount of \$1,355,000
Pages 588 – 591

COMMITTEE REPORTS, OTHER ITEMS, AND COUNCIL MEMBER UPDATES

ADJOURN



Whatcom County

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

Agenda Bill Master Report

File Number: AB2023-020

File ID:	AB2023-020	Version:	1	Status:	Agenda Ready
File Created:	12/22/2022	Entered by:	CHalka@co.whatcom.wa.us		
Department:	Council Office	File Type:	Discussion		
Assigned to:	Council Committee of the Whole			Final Action:	
Agenda Date:	01/24/2023			Enactment #:	

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

TITLE FOR AGENDA ITEM:

Discussion regarding Council Office internship pilot program

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

Discussion regarding Council Office internship pilot program

HISTORY OF LEGISLATIVE FILE

Date:	Acting Body:	Action:	Sent To:
01/10/2023	Council Committee of the Whole	DISCUSSED AND MOTION(S) APPROVED	

Attachments: Memo, ASR Council Internship Pilot Program



MEMORANDUM

TO: Whatcom County Council

FROM: Council Staff

RE: Discussion on Council Internship Pilot Program

DATE: January 3, 2023

The Whatcom County Council funded a Council Internship Pilot Program in the 2023-2024 Biennial Budget. The program seeks to provide extra assistance to councilmembers on policy research and special projects while providing an enriching experience to students in Whatcom County. The following is a summary of the draft program for your review and feedback:

Application process:

- Internship opportunity posted on NeoGov, applications received through HR
- One part-time Council Office Intern for spring quarter 2023 (potential to extend the duration)
- Students currently enrolled or recently graduated from a college or university
- Part time, approximately 10-15 hours per week, for 10 weeks or more-
- Paid approximately \$1000 per month (via bi-monthly payroll schedule)
- **Council to identify 1-2 members to serve on selection committee** with Clerk of the Council and the Legislative Analyst.

Intern Assignments:

- **Special research projects for councilmembers (project requests due February 3)**
- Intern will work under the supervision of the Legislative Analyst
- Councilmembers will deliver intern assignments to the Legislative Analyst
- Councilmembers may include interns in off-site community meetings
- Interns will participate in a one-on-one meeting with 1-3 councilmembers to learn more about their priorities and activities
- Internship work station in Council Office (central cubes)

Special projects assigned to interns may include research on broadband internet, forest management, climate action planning, affordable housing, budget analysis, development code, and criminal legal system.

Intern tasks may include, but are not limited to, drafting memos, writing meeting notes, attending Council meetings, attending off-site community meetings, planning and staffing public events organized by the Council Office, evaluating programs, drafting ordinances and resolutions, and reviewing Whatcom County Code and drafting potential code revisions.

Approximate Dates for Spring Internship:

January 18	Application available online
February 3	Council projects submitted to staff
February 17	Applications closed
Feb 22-24	Selection Committee reviews applications and identifies candidates to interview
March 2-7	Selection Committee interviews candidates and makes selection
March 17	Council projects finalized
March 27-31	Applicant start date
June 9	Internship ends (approximately 10 weeks), potential to extend through summer
June 28 th	Post application for fall internship

Please contact Cathy Halka at x5019 with any questions.

2023-2024 Budget Preparation - Regular Additional Service Request

Council

ASR # 2023- 6765

Fund 1

Cost Center 1100

Originator: Cathy Halka

Expenditure Type: Ongoing

Add'l FTE ☒

Add'l Space ☒

Priority 1

Name of Request: Whatcom County Council Internship Pilot Program

Costs:	Object	Object Description	2023 Requested	2023 Approved	2024 Requested	2024 Approved
	6120	Extra Help	\$30,000	\$30,000	\$30,000	\$30,000
	Totals		\$30,000	\$30,000	\$30,000	\$30,000

1. Description of Request:

a) Describe the proposed activity or service, and indicate whether it is a higher or lower priority than existing services in your department budget.

The Whatcom County Council Internship Pilot Program will engage up to two interns to assist Councilmembers with projects, which may range from administrative to legislative policy research. Interns will be students recently graduated from a college or university or currently a student in either their junior or senior year of undergraduate studies or a graduate student. Internships will be part time, approximately 15-20 hours per week, for 10 weeks and run for each of the fall, winter, and spring quarters. One Council staff person will be assigned as an internship program coordinator, but the intern will receive assignments directly from any of the seven Councilmembers. Interns will meet with councilmembers and receive information and guidance from the Internship Coordinator. Other activities may be arranged to help interns learn more about the county.

b) Who are the primary customers for this service?

Councilmembers will benefit from extra assistance with their projects. Citizens of Whatcom County will benefit from Councilmembers' work. Interns will gain valuable educational experiences working with Councilmembers.

2. Describe the problem this request addresses and why Whatcom County needs to address it.

There is an opportunity to engage a workforce of people from our local colleges and universities who are engaged in studies in political science, environmental studies, urban planning, communications, and other disciplines that align with the work of the County Council.

Whatcom County Councilmembers can do more with the assistance of interns with administrative tasks, project support, and policy research for special projects and items on the Council agendas.

Councilmembers serve in part-time positions, and many Councilmembers hold part- or full-time jobs concurrently. While Councilmembers can arrange unpaid internships themselves, a paid internship program with a council staff person as a coordinator has the ability to create a better experience for the intern while staffing Councilmembers.

3. Options

a) What other options have you considered? Why is this the best option?

Hiring interns as temporary extra help employees is a better option than hiring additional staffing, which comes with a high cost and a long-term commitment. An internship program allows for additional support without the long-term commitment or the increased cost of salaries and benefits while still providing additional Councilmember support the Council has requested. As a paid internship, provides fair pay, increasing opportunities for students who depend on extra income to cover costs while enrolled in college.

b) What are the specific cost savings? (Quantify)

A full time employee at a \$55,000 annual salary costs the county around \$80,000 a year when benefits are included. Paid part-time interns can provide additional support to Councilmembers and at a fraction of the cost to the county.

4. Outcomes / Objectives

a) What outcomes will be delivered and when?

Councilmembers will receive additional staff support for the fall, winter, and spring academic quarters when they are busiest. Interns will learn about the county legislative branch of government and the work of individual councilmembers.

2023-2024 Budget Preparation - Regular Additional Service Request

Council

ASR # 2023- 6765

Fund 1

Cost Cente 1100

Originator: Cathy Halka

b) How will you know whether the outcomes happened?

Interns will provide assistance to Councilmembers and receive an enriching educational experience. Some interns may receive college credits for their internship experience.

5. Other Departments/Agencies

a) Will this ASR impact other departments or agencies? If so, please identify the departments and/or agencies impacted and explain what the impact(s) will be.

Human Resources may be involved in recruitment and onboarding of paid interns. Finance will issue paychecks to the interns. Facilities will issue badges for the prox locks.

b) If another department or agency is responsible for part of the implementation, name the person in charge of implementation and what they are responsible for.

6. What is the funding source for this request?

General Fund



Whatcom County

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

Agenda Bill Master Report

File Number: AB2023-087

File ID:	AB2023-087	Version:	1	Status:	Agenda Ready
File Created:	01/17/2023	Entered by:	CHalka@co.whatcom.wa.us		
Department:	Council Office	File Type:	Request for Motion		
Assigned to:	Council Committee of the Whole			Final Action:	
Agenda Date:	01/24/2023			Enactment #:	

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

TITLE FOR AGENDA ITEM:

Discussion and approval of letter of support for Ridge at Semiahmoo development

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

Discussion and approval of letter of support for Ridge at Semiahmoo development

HISTORY OF LEGISLATIVE FILE

Date:	Acting Body:	Action:	Sent To:

Attachments: Letter

CLERK OF THE COUNCIL
Dana Brown-Davis, C.M.C.

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WHATCOM COUNTY COUNCIL

January 17, 2023

Sen. Sharon Shewmake
213 John A. Cherberg Building
PO Box 40442
Olympia, WA 98504
Email: sharon.shewmake@leg.wa.gov

Growth Management Hearings Board
P.O. Box 40903
Olympia, WA 98504
Email: eluho@eluho.wa.gov

Dear Senator Shewmake and the Growth Management Hearings Board (GMHB),

The Ridge at Semiahmoo is a proposed 25-lot residential development located on a 11.3-acre property (parcel 405115318480) on Semiahmoo Drive in northern Whatcom County. The Whatcom County Hearing Examiner issued preliminary approval of the long subdivision on January 18, 2017, and the applicant had five years (under state subdivision law and county code) to complete construction of improvements and gain final approval of the long subdivision ([WCC 21.05.039\(1\)](#)). Due to unforeseen health and pandemic-related circumstances, the owners were unable to proceed with the development, and the project approval expired in January 2022. The applicant approached the county for authorization to extend project approvals beyond the expiration date, but the county's legal staff concluded that restrictions in the Growth Management Act (GMA) prevented the County from issuing any additional extensions.

The Whatcom County Council would like to express our support for the Ridge at Semiahmoo development, as it would provide greatly needed housing opportunities in our county. Further, the Council supports the exploration of potential changes to GMA regulations that could address extending project expiration dates for extenuating circumstances. Thank you for your consideration and willingness to explore options for this development project.

Sincerely,

Barry Buchanan, Chair
Whatcom County Council

CC: Gordon Montgomery (gcmontgomery@comcast.net)



Whatcom County

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Agenda Bill Master Report

File Number: AB2022-597

File ID:	AB2022-597	Version:	1	Status:	Held In Committee
File Created:	10/21/2022	Entered by:	maamot@co.whatcom.wa.us		
Department:	Planning and Development Services Department	File Type:	Discussion		
Assigned to:	Council Planning and Development Committee	Final Action:			
Agenda Date:	01/24/2023	Enactment #:			

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

TITLE FOR AGENDA ITEM:

Discussion of the Buildable Lands Report

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

Discussion relating to the Buildable Lands Report 2022 Whatcom County Review and Evaluation Program (issued July 7, 2022). This Report contains an introduction to the Buildable Lands Program, policy framework, methods used in developing the Report, countywide findings, and jurisdiction profiles for each urban growth area.

HISTORY OF LEGISLATIVE FILE

Date:	Acting Body:	Action:	Sent To:
11/09/2022	Council Planning and Development Committee	DISCUSSED	
12/06/2022	Council Planning and Development Committee	DISCUSSED AND MOTION(S) APPROVED	
01/10/2023	Council Planning and Development Committee	HELD IN COMMITTEE	Council Planning and Development Committee

Attachments: Staff Memo (Jan 17, 2023), Draft Ordinance (Revised Jan 17, 2023), Planning Commission Findings

WHATCOM COUNTY

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

Memorandum

January 17, 2023

To: The Honorable Satpal Sidhu, Whatcom County Executive
The Honorable Whatcom County Council

From: Matt Aamot, Senior Planner

Through: Steve Roberge, Assistant Director

RE: Buildable Lands Report 2022

The Washington State legislature amended the Growth Management Act (GMA) in 1997 to include a "review and evaluation program," also known as the buildable lands program (RCW 36.70A.215). At that time, the review and evaluation program applied to six counties: Clark, King, Kitsap, Pierce, Snohomish, and Thurston. The State legislature amended the GMA in 2017 to add Whatcom County to the list of counties required to undertake a review and evaluation program ([ESSSB 5254](#)).

The review and evaluation program has several main components, which are summarized below:

- Determining whether a county and its cities are achieving urban densities within urban growth areas by comparing growth and development assumptions contained in the county and city comprehensive plans with actual growth and development that has occurred;
- Determining whether there is sufficient land that is suitable for development in the future; and
- Identifying reasonable measures, if necessary, to reduce the differences between growth assumptions contained in comprehensive plans and actual development patterns ([RCW 36.70A.215](#)).

The County and the Cities, with the assistance of a consultant, developed the *Buildable Lands Report 2022* to address these state requirements. This Report, issued on July 7, 2022, contains countywide findings and jurisdiction profiles that address each individual urban growth area.

The Planning Commission held a public hearing on October 13, 2022 and recommended that the County Council adopt the *Buildable Lands Report 2022*. Main issues discussed at the Planning Commission included:

1. Housing affordability; and
2. Land supply for single family homes in Bellingham.

Staff made a presentation on Buildable Lands at County Council's Planning and Development Committee on November 9, 2022. The Council's Planning and Development Committee further discussed the *Buildable Lands Report* on December 6, 2022 and January 10, 2023. At the January meeting, the Council Committee requested staff to draft additional findings relating to housing affordability and GMA housing element requirements, which have now been incorporated into the draft ordinance.

After the Council's Planning and Development Committee completes review, we request that the County Council introduce an ordinance relating to the *Buildable Lands Report* and, two weeks after introduction, hold a public hearing prior to voting on the draft ordinance.

Thank you for your review of this matter.

PROPOSED BY: Planning & Development Services
INTRODUCTION DATE: _____

ORDINANCE NO. _____

ADOPTING THE BUILDABLE LANDS REPORT 2022

WHEREAS, The Whatcom County Planning Commission held a public hearing and issued recommendations on the Buildable Lands Report; and

WHEREAS, The County Council considered Planning Commission recommendations;

WHEREAS, The County Council held a public hearing; and

WHEREAS, The County Council hereby adopts the following findings of fact:

FINDINGS OF FACT

1. Whatcom County recognizes that the Buildable Lands Report does not address the issue of housing affordability. Additional work that revisits the estimates of supply and demand that are feasible, realistic, and consistent with current regulatory requirements and infrastructure are needed and will be reviewed in the 2025 comprehensive plan updates.
2. The proposal is to adopt the *Buildable Lands Report 2022 – Whatcom County Review and Evaluation Program* (July 7, 2022).
3. The SEPA Official determined on July 19, 2022 that adoption of the *Buildable Lands Report 2022 – Whatcom County Review and Evaluation Program* is categorically exempt from SEPA review under WAC 197-11-800(17) as information collection and research.
4. Notice of the Planning Commission hearing was posted on the County website on September 30, 2022.
5. Notice of the Planning Commission hearing was published in the Bellingham Herald on September 30, 2022.
6. Notice of the Planning Commission hearing was sent to the County's email list on September 30, 2022.

7. The Planning Commission held a public hearing and recommended that the County Council adopt the *Buildable Lands Report 2022 – Whatcom County Review and Evaluation Program* on October 13, 2022.
8. The Growth Management Act “Review and Evaluation Program” (buildable land) requirements became applicable to Whatcom County and the cities when the State Legislature adopted Engrossed Second Substitute Bill 5254 in 2017.
9. The Growth Management Act’s Review and Evaluation Program requirements (RCW 36.70A.215) include updating county-wide planning policies, developing a buildable lands program methodology, data collection, reviewing achieved densities, evaluating land suitable for development, and issuing a Buildable Lands Report. The information contained in the Buildable Lands Report will inform the next update of the Whatcom County Comprehensive Plan, which is due by June 30, 2025.
10. The County’s consultant held interviews with representatives of each jurisdiction and several key community stakeholders. This information was compiled in a *Stakeholder Interview Summary Whatcom County Review and Evaluation (Buildable Lands) Program* (CAI, May 2019).
11. The County’s consultant conducted research on topics with important implications for the buildable lands report, including local regulations, infrastructure, housing affordability, and growth trends. This included reviewing relevant portions of the Revised Code of Washington and Washington Administrative Code. This information was compiled in a *Background Information and Key Issues Report* (CAI, June 2019).
12. Whatcom County and the cities, with the assistance of a consultant, developed the *Whatcom County Review and Evaluation Program Public Participation Plan* (April 2020) and have followed that Plan.
13. Whatcom County and the cities developed draft Countywide Planning Policies establishing the Review and Evaluation Program. The Whatcom County Planning Commission held a public hearing on these Countywide Planning Policies on September 10, 2020. The Whatcom County Council held a public hearing and adopted the Countywide Planning Policies on February 9, 2021 (Ordinance 2021-003).
14. Whatcom County and the cities, with the assistance of a consultant, drafted the *Whatcom County Review and Evaluation Program Methodology* to implement the 2017 state amendments to the Growth Management Act. Stakeholders reviewed and provided comments on preliminary draft versions of this Methodology in 2021. Modifications to the draft Methodology were made based upon stakeholder comments in 2021. The Whatcom County Planning Commission held a public hearing on the draft

Methodology on October 28, 2021. The County Council and city councils were briefed on the draft Methodology in 2021-2022. The Whatcom County Planning Director approved the Methodology on February 10, 2022.

15. Whatcom County and the cities, with the assistance of a consultant, developed Data Reporting Tool templates for collection of data on development and local government ordinances over the review period. The templates are intended to facilitate uniform collection of data by the County and cities.
16. The County and cities entered information in the Data Reporting Tools, including information on building permits and plats issued between April 1, 2016 and March 31, 2021. The Data Reporting Tools calculate achieved densities over the five year review period.
17. Whatcom County and the cities, with the assistance of a consultant, developed Suitable Land Tool templates for estimating the amount of land available for development over the remaining portion of the planning period. The templates are intended to facilitate uniform evaluation of land supply by the County and cities.
18. The County and cities entered information in the Suitable Land Tools to estimate the capacity of land suitable for development to accommodate population and employment growth over the remaining portion of the existing planning period (2021-2036). The Suitable Land Tools compare the land capacity to the projected population and employment growth to estimate whether there will be a surplus or deficit of land to accommodate projected growth (2021-2036).
19. The City of Bellingham and the County shared draft Data Reporting Tool and Suitable Land Tool spreadsheets at a Buildable Lands - Virtual Stakeholder Workshop on February 9, 2022.
20. Whatcom County and the cities issued the *Buildable Lands Report 2022 – Whatcom County Review and Evaluation Program* on July 7, 2022. This Report summarizes and analyzes information from the Data Reporting Tools, Suitable Land Tools, and other sources to meet the requirements of the Growth Management Act.
21. The *Buildable Lands Report 2022 – Whatcom County Review and Evaluation Program* shows that there is sufficient suitable land to accommodate the countywide population projection contained in the *Whatcom County Comprehensive Plan* (Chapter 1).

22. The *Buildable Lands Report 2022 – Whatcom County Review and Evaluation Program* shows that each Urban Growth Area (UGA), with the exception of the Birch Bay UGA, has sufficient suitable land to accommodate the UGA population projections contained in the *Whatcom County Comprehensive Plan* (Chapter 1).
23. The *Buildable Lands Report 2022 – Whatcom County Review and Evaluation Program* shows that there is sufficient suitable land to accommodate the countywide employment projection contained in the *Whatcom County Comprehensive Plan* (Chapter 1).
24. The *Buildable Lands Report 2022 – Whatcom County Review and Evaluation Program* shows that each UGA has sufficient suitable land to accommodate the UGA employment projections contained in the *Whatcom County Comprehensive Plan* (Chapter 1).
25. The *Buildable Lands Report 2022 – Whatcom County Review and Evaluation Program* shows that reasonable measures are needed for the Birch Bay, Cherry Point, and Columbia Valley UGAs pursuant to RCW 36.70A.215.
26. For the Birch Bay UGA, reasonable measures are needed to address:
 - a. Achieved residential densities between 2016 and 2021 were below the planned densities in *Whatcom County Comprehensive Plan* Chapter 2 (Goal 2P);
 - b. Land capacity to accommodate the population projection adopted in *Whatcom County Comprehensive Plan* Chapter 1; and
 - c. Land capacity to accommodate single family housing needs as set forth in *Whatcom County Comprehensive Plan* Chapter 3.
27. For the Cherry Point UGA, reasonable measures are needed to address employment growth because growth that occurred between 2016 and 2021 was significantly below the planned growth projected in the *Whatcom County Comprehensive Plan* (Chapter 1). Employment growth would have exceeded the planned growth, except that a major employer shut down in 2020.
28. For the Columbia Valley UGA, reasonable measures are needed to address employment growth because growth that occurred between 2016 and 2021 was significantly below the planned growth projected in the *Whatcom County Comprehensive Plan* (Chapter 1).
29. Reasonable measures are not needed for any other lands in unincorporated Whatcom County.

30. The Growth Management Act requires Whatcom County and the cities to update their respective Comprehensive Plans by 2025 (RCW 36.70A.130).
31. Growth Management Act Planning Goal 4, which guides the development and adoption of comprehensive plans and associated regulations, is to:

Plan for and accommodate housing affordable to all economic segments of the population of this state, promote a variety of residential densities and housing types, and encourage preservation of existing housing stock (RCW 36.70A.020(4)).
32. The Growth Management Act includes mandatory elements that must be included in a local comprehensive plan, including a housing element (RCW 36.70A.070(2)).
33. The Washington State Legislature passed Engrossed Second Substitute House Bill 1220, which became effective on July 25, 2021. This legislation enacted significant amendments to RCW 36.70A.070(2), requiring additional analysis and planning to address housing affordability in the 2025 comprehensive plan updates.
34. The Growth Management Act requires the 2025 comprehensive plan periodic updates to address a number of things, including an inventory and analysis of existing and projected housing needs that identifies the number of housing units necessary to manage projected growth (provided by the department of commerce), preservation, improvement, and development of housing, sufficient land capacity, and adequate provisions for existing and projected needs of all economic segments of the community (RCW 36.70A.070(2)).
35. The Washington State Department of Commerce anticipates that the State Legislature will provide grants to local governments, including Whatcom County and the cities, to implement the expanded housing element requirements in RCW 36.70A.070(2). The State anticipates these grants will be available July 1, 2023.
36. Whatcom County recognizes that housing availability and housing affordability are major issues in our community.

37. Detached single family median home prices for Bellingham and Whatcom County as a whole have risen as shown below.

	<u>2016</u>	<u>2022</u>	<u>Percentage Increase</u>
<u>Bellingham</u>	<u>\$363,233</u>	<u>\$710,000</u>	<u>95.5%</u>
<u>Whatcom County</u>	<u>\$315,000</u>	<u>\$601,875</u>	<u>91.1%</u>

Sources: Whatcom County Association of REALTORS.

38. A report entitled "Puget Sound Regional Council & Washington State Department of Commerce Housing Survey" (December 2022) indicates that respondents statewide and in Western Washington identified housing costs/rents and homelessness as the two most important problems facing Washington State today (p. 9). Statewide, 39% of respondents identified housing costs/rents and 39% identified homelessness as the most important issues. These percentages were slightly higher in Western Washington, where 40% of respondents identified housing costs/rents and 41% identified homelessness as the most important issues.
39. A report entitled "The Conspicuous Crisis: Addressing Housing Affordability in Washington" (Challenge Seattle, January 2023) states ". . . Nearly ~1 million Washington households are cost-burdened, spending more than 30% of household income on housing-related costs . . . While burden rate varies, affordability is a state-wide challenge. . ." (p. 5). Whatcom County has a high cost burden rate of 35.9% (p. 5).
40. Whatcom County recognizes that solutions to housing availability and housing affordability these problems will require County government, city governments, the private sector, and other entities working to plan and provide for sufficient and affordable housing for the community.
41. Whatcom County recognizes that land capacity for housing is an important factor relating to housing availability and affordability. Additional land capacity can be provided by increasing densities (e.g. rezoning or amending the code to require minimum densities) and/or expanding urban growth areas.
42. Whatcom County and the cities should evaluate increasing densities (e.g. rezoning or amending the code to require minimum densities) in urban growth areas, including land within city limits, to accommodate additional housing units.
43. The Whatcom County Comprehensive Plan anticipates that approximately 84% of population growth will occur in UGAs and about 16% outside UGAs in rural and resource lands.

44. There are 10 UGAs in Whatcom County. Seven of these UGAs are associated with cities and three are non-city UGAs (one of the non-city UGAs is Cherry Point, which does not accommodate residential development).
45. The Whatcom County Comprehensive Plan anticipates countywide population growth will occur in the following geographic areas:
 - a. 74.4% in the seven city UGAs;
 - b. 9.5% in the two non-city UGAs (Birch Bay and Columbia Valley); and
 - c. 16.1% outside of UGAs (in rural and resource lands).
46. The seven city UGAs consist of the land in the city limits and surrounding land designated by the County for urban growth and annexation into the cities. The seven cities do not, as a general matter, allow extension of public water and sewer outside city limits anymore. County urban residential zoning in UGAs allows one dwelling unit/ten acres until public water and sewer are available. The reason for this restriction is to preserve land for urban density development once public water and sewer become available. As a practical matter, this means that new urban density residential developments will not occur in city UGAs until annexation takes place.
47. Expanding UGAs is not a “reasonable measure” in the Buildable Lands program (RCW 36.70A.215(1)(b)). The Buildable Lands program examines the land capacity within existing UGA boundaries to estimate whether the land capacity can accommodate growth through the current planning period ending in 2036.
48. However, population growth and housing allocations for the new planning period through the year 2045 will be adopted in the 2025 comprehensive plan update process. The cities will make recommendations to the County as part of the 2025 comprehensive plan updates whether to expand their respective UGAs or not to accommodate this additional growth. The County Council makes the final decision on UGA expansions.
49. The Growth Management Act requires capital facility planning for transportation, public water, sewer, stormwater, schools, parks, and fire protection facilities in association with the 2025 comprehensive plan updates (RCW 36.70A.070(3)).

50. The *Housing Memorandum: Issues Affecting Housing Availability and Affordability* (State Department of Commerce, June 2019) indicates:
- . . . Appropriate infrastructure of all types is perhaps the single most-important determinant of whether or not otherwise buildable land will be developed or redeveloped. Without appropriate connection and capacity for transportation, water, wastewater, and stormwater in particular, new development or redevelopment of land is extremely unlikely. Thus, lack of infrastructure renders land unavailable for development or redevelopment, limiting the supply of land and potentially driving up prices and costs. . . (p. 59).
51. The Growth Management Act states “In general, cities are the units of local government most appropriate to provide urban governmental services. . .” (RCW 36.70A.110(4)). It is essential that cities plan capital facilities to support housing growth.
52. Whatcom County is not a provider of public water and sewer, which are essential services for urban residential growth. Therefore, Whatcom County will work with water and sewer districts serving the Birch Bay and Columbia Valley UGAs to facilitate appropriate urban growth in these areas.
53. Factors under local government control affect housing production and affordability, such as land capacity, infrastructure, permit timelines, zoning, and complexity of regulations. Cities control these factors in their incorporated boundaries and, therefore, have a large influence on housing in Whatcom County. Whatcom County controls land use regulations and permitting in unincorporated areas, but is not a provider of public water and sewer. Additionally, the County has a responsibility under the Growth Management Act to protect rural character and conserve resource lands.
54. Factors beyond local government control also influence housing production and affordability. The *Housing Memorandum: Issues Affecting Housing Availability and Affordability* (State Department of Commerce, June 2019) identifies macroeconomic trends including employment, prices/inflation (material and labor costs), and interest rates, along with other factors, that affect housing production and affordability (p. 12).
55. Housing availability and affordability are issues of critical importance in Whatcom County. They are also issues in many other areas around the country. The Joint Center for Housing Studies of Harvard University’s *The State of the Nation’s Housing 2022* indicates that home prices in the U.S. have more than doubled from the 2012 low (following the Great Recession) to early 2022 (p. 9). Additionally, Harvard’s report states “. . . The national housing shortage is not just in affordable homes. According to Freddie Mac estimates, the short fall in market-rate housing both for sale and for rent amounts to some 3.8 million units. . . ” (p. 41). Harvard’s

report identifies factors under local control, such as land use regulations, along with other factors that have contributed to housing production and affordability issues.

56. Housing needs and affordability will be addressed in the 2025 Comprehensive Plan update, as required by the Growth Management Act.

NOW, THEREFORE, BE IT ORDAINED by the Whatcom County Council that:

Section 1. The review and evaluation required by the Growth Management Act has occurred and the *Buildable Lands Report 2022 – Whatcom County Review and Evaluation Program* has been issued in accordance with RCW 36.70A.215.

Section 2. The Whatcom County Council hereby adopts the *Buildable Lands Report 2022 – Whatcom County Review and Evaluation Program* (Exhibit A).

Section 3. The Whatcom County Council has determined that reasonable measures are needed for the Birch Bay, Cherry Point, and Columbia Valley Urban Growth Areas (UGAs) pursuant to RCW 36.70A.215.

Section 4. For the Birch Bay UGA reasonable measures are needed to address:

- Achieved densities that occurred between 2016 and 2021 that were below the planned densities in Whatcom County Comprehensive Plan Chapter 2 (Goal 2P);
- Land capacity to accommodate the population projection adopted in Whatcom County Comprehensive Plan Chapter 1; and
- Land capacity to accommodate the single family housing need as set forth in Whatcom County Comprehensive Plan Chapter 3.

Section 5. For the Cherry Point UGA reasonable measures are needed to address employment growth that occurred between 2016 and 2021 that was significantly below the planned growth projected in Whatcom County Comprehensive Plan Chapter 1. Employment growth would have exceeded the planned growth, except that a major employer shut down in 2020.

Section 6. For the Columbia Valley UGA reasonable measures are needed to address employment growth that occurred between 2016 and 2021 that was significantly below the planned growth projected in Whatcom County Comprehensive Plan Chapter 1.

Section 7. Reasonable measures are not needed for any other lands in unincorporated Whatcom County.

Section 8. The Clerk of the Council is hereby instructed to publish notice of the ordinance adopting the *Buildable Lands Report 2022 – Whatcom County Review and Evaluation Program* pursuant to RCW 36.70A.290.

Section 9. Adjudication of invalidity of any of the sections, clauses, or provisions of this ordinance shall not affect or impair the validity of the ordinance as a whole or any part thereof other than the part so declared to be invalid.

ADOPTED this _____ day of _____, 2023.

WHATCOM COUNTY COUNCIL
WHATCOM COUNTY, WASHINGTON

ATTEST:

Dana Brown-Davis, Council Clerk

Barry Buchanan, Chairperson

APPROVED as to form:

() Approved () Denied

/s/ Karen Frakes

Civil Deputy Prosecutor

Satpal Sidhu, County Executive

Date: _____

Exhibit A

Buildable Lands Report

Buildable Lands Report 2022

Whatcom County Review and Evaluation Program

July 7, 2022



ACKNOWLEDGEMENTS

Project Manager

- Matt Aamot, Whatcom County

Technical Committee

- Greg Aucutt, City of Bellingham
- Chris Behee, City of Bellingham
- Jori Burnett, City of Ferndale (former member)
- Michael, Cerbone, City of Ferndale
- Heidi Gudde, City of Lynden
- Eric Guida, Washington State Department of Commerce (former member)
- Rollin Harper, Cities of Everson, Nooksack, and Sumas
- Haylie Miller, City of Ferndale (former member)
- Mark Personius, Whatcom County
- Stacie Pratschner, City of Blaine
- Valerie Smith, Washington State Department of Commerce
- Dave Timmer, City of Lynden
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EXECUTIVE SUMMARY

The *Whatcom County Buildable Lands Report 2022* is the first report completed by the County and cities consistent with the requirements of the Review and Evaluation Program within Washington State's Growth Management Act (*RCW 36.70A.215*). The purpose of this report is to assess how recent development in the cities and urban growth areas (UGAs) has compared with planning assumptions, targets, and objectives in adopted Countywide Planning Policies and comprehensive plans, and whether there are inconsistencies for the County and cities to address. The report assesses how much land is available to serve future growth, and whether it is sufficient to accommodate expected growth. Finally, the report provides basic information relating to development on rural and resource lands (areas outside UGAs).

Population & Employment Growth

From 2016-2021, new residential construction in Whatcom County and the cities accommodated an estimated 24% of the projected 20-year population growth for the planning period (2016 through 2036). The County and cities will need to accommodate another 46,069 persons for the remaining period 2021 through 2036. From 2016 to 2021, new commercial and industrial construction in Whatcom County and the cities accommodated an estimated 17% of the projected employment growth for the 20-year planning period, and will need to accommodate another 26,640 jobs by 2036.

- Whatcom County contains 10 urban growth areas (UGAs). Seven UGAs represent future annexation areas for corresponding incorporated cities. Three are standalone UGAs, not associated with a city.
- Whatcom County is projected to have 275,450 residents and 120,284 employees by 2036 with projected growth allocations of 60,565 for population and 32,219 for employment between 2016 and 2036.
- New construction in Whatcom County and the cities accommodated an estimated 14,496 people (84% within UGAs) and 5,539 employees (94% within UGAs) from 2016-2021.
- Whatcom County has an estimated 46,069 population growth and 26,640 employment growth remaining to accommodate between 2021 and 2036.

Development Activity

From 2016-2021, Whatcom County and the cities permitted 6,729 new housing units, averaging 1,346 per year. This average will need to increase to accommodate remaining projected population growth. Achieved densities in incorporated city UGA areas are exceeding planned densities, while achieved

commercial and industrial densities are lagging in some areas. The Jurisdiction Profiles section of this report contains UGA-level details on achieved densities for the period 2016-2021.

- Whatcom County and the cities permitted a total of 6,729 housing units countywide between 2016 and 2021 (84% within the UGAs, 16% outside the UGAs).
- On average countywide, the number of net new housing units permitted and built was 1,346 per year from 2016-2021. The jurisdictions will need to increase the average annual housing production to 1,474 units per year from 2021-2036 to accommodate remaining projected population growth.
- Densities ranging from 4.4 to 11.5 dwelling units per acre were achieved for residential uses in incorporated areas and one dwelling unit per 3.7 acres for Non-UGA areas.
- Achieved residential densities in cities exceeded planned densities, while three unincorporated city UGAs had achieved densities that were lower than ultimate planned densities (as city water and sewer are typically not extended to new development outside city limits). Achieved commercial and industrial densities are lagging planned densities in several small cities.
- For non-city UGAs, residential development in the Columbia Valley UGA exceeded the planned density while residential development in the Birch Bay UGA did not.

Land Suitable for Development

For the inaugural Review and Evaluation Period, it is estimated that Whatcom County UGAs have over 6,102 acres of net developable (vacant, partially-used, and underutilized) land to accommodate remaining projected population and employment growth from 2021-2036. The Jurisdiction Profiles section of this report contains UGA-level details on developable land and deductions. Appendices A through C document annexations, UGA changes, and zoning map changes for the period 2016-2021.

- Whatcom County UGAs, which include cities, have estimated net land capacity for remaining population growth of 73,075 for the remainder of the 20-year planning period from 2021 to 2036, indicating an estimated population capacity surplus of 34,385.
- Whatcom County UGAs, which include cities, have estimated net land capacity for remaining employment growth of 41,057 for the remainder of the 20-year planning period from 2021 to 2036, indicating an estimated employment capacity surplus of 16,841.

Inconsistencies and Reasonable Measures

On a county-wide basis, surplus capacity exists to accommodate both remaining projected population and employment growth for the rest of the 20-year planning period through 2036. In addition, planned residential densities in the cities are being achieved.

When planned densities are not being achieved, there is not sufficient capacity to accommodate remaining projected population or employment growth, or development patterns are not occurring as planned, Whatcom County and the cities will work together to determine if reasonable measures are necessary to address the issue, with the jurisdiction making the final decision on reasonable measures.

A list of potential reasonable measures that jurisdictions may consider, if needed, are documented in the *Whatcom County Review and Evaluation Program Methodology (February 10, 2022), Appendix A*. The Jurisdiction Profiles address whether reasonable measures may be needed for individual UGAs.

INTRODUCTION

Background and Purpose

The Review and Evaluation Program, which is also known as the Buildable Lands program, is part of Washington State’s Growth Management Act (GMA). The program requires that certain counties and cities review the growth and development that has occurred within their jurisdictions since the last updates to their State mandated comprehensive plans. Past growth is compared with the growth and development assumptions, targets, and objectives that are contained in the current plans. Where actual growth diverges from growth and development assumptions, the State calls on the jurisdictions to implement “reasonable measures” in the next comprehensive plan updates to maintain consistency with GMA requirements (*RCW 36.70A.215(1)*). Under the GMA, the deadline for the next comprehensive plan updates is June 30, 2025.

The GMA’s Review and Evaluation Program was established in 1997 and originally applied to all jurisdictions within six counties. The first major revision to the program was completed in 2017, when the State Legislature passed Engrossed Second Substitute Bill (E2SSB) 5254. As part of this revision, Whatcom County was added as the seventh Buildable Lands county.

The *Buildable Lands Report 2022* is the County and cities first report responding to the review and evaluation requirements of GMA. The report reviews development data from 2016-2021, and evaluates capacity to serve remaining growth through 2036, the planning horizon from the most recently adopted comprehensive plan.

The report summarizes development data at the city, UGA and County level to answer the following questions:

- What is the actual density and type of housing (single family and multifamily) that has been built in Whatcom County’s UGAs? Approximately how much population does it support? Are urban densities being achieved?
- How much land has been developed for commercial and industrial uses? Approximately how much employment does it support?
- How does this development activity compare with growth and development assumptions, targets, and objectives in the comprehensive plans?
- How much population and employment growth remains to be accommodated by 2036? Is there sufficient land and densities in UGAs to accommodate planned growth?

Whatcom County and the cities have updated the inventory of vacant, partially-used, and underutilized land in accordance with the *Whatcom County Review and Evaluation Program Methodology*. This is the supply of land available to serve future growth. Using recent achieved densities and other data as a guide, the report estimates how much population and employment this land can support. This analysis is used to answer the following question: is there enough suitable land to accommodate population and employment growth through 2036?

Where inconsistencies are identified, the report will discuss whether “reasonable measures” may be needed to address inconsistencies in the upcoming comprehensive plan update cycle. Ultimately, the County and each city will individually determine whether reasonable measures are required for their jurisdiction.

Methods

The methods for this analysis were developed based on the Department of Commerce’s 2018 *Buildable Lands Guidelines* and the *Whatcom County Review and Evaluation Program Methodology*. A technical committee with representatives of the County and each city (City/County Planner Group) met regularly to discuss and establish key elements of the program. Program methods are summarized in the “Methods” section, with full detail provided in the *Whatcom County Review and Evaluation Program Methodology*.

Organization of Report

This report is organized into the following sections:

- **Policy Framework.** Explains key Whatcom County policies relevant to the program, including Countywide Planning Policies and growth allocations.
- **Methods.** Explains how data was gathered and analyzed for this report, key assumptions, and how these methods were developed.
- **Countywide Findings.** Summarizes the ability of UGAs and other areas to accommodate adopted population and employment allocations through 2036. Seven of the ten UGAs correspond to cities.
- **Jurisdiction Profiles.** Provides detailed findings for recent development activity and land suitable for development at the UGA and zoning designation level.

POLICY FRAMEWORK

Countywide Planning Policies

The County and cities worked together to develop Countywide Planning Policies to establish and guide the Review and Evaluation Program, as required by RCW 36.70A.215. In summary, Countywide Planning Policies Q.1 - Q.8:

- Indicate that the County and cities will cooperate to implement and maintain the Review and Evaluation Program;
- Set forth the purposes of the program;
- Address the Review and Evaluation Program Methodology; and
- Indicate that the County and cities will prepare a Buildable Lands Report, collect and analyze development data, and discuss potential reasonable measures if there are inconsistencies between actual development patterns and assumptions contained in the County or city comprehensive plans.

The County and cities also developed Countywide Planning Policies R.1 – R.4 relating to Dispute Resolution Procedures.

Population and Employment Growth Allocations

A key outcome of the Review and Evaluation Program is estimating population and employment growth and determining if population and employment capacity are consistent with adopted growth targets. Whatcom County has adopted population projections by UGA and for areas outside of UGAs (Non-UGAs) through 2036 in the *Whatcom County Comprehensive Plan, Chapter 1 (page 1-7)*. Total Whatcom County population is projected at 275,450 by 2036. The Comprehensive Plan also adopts employment projections for 2036 (page 1-8), totaling 120,284 by 2036.

For the purposes of the Review and Evaluation Program analysis, population and employment growth projections have been pro-rated to the 2016-2036 timeframe to fit the Review and Evaluation period (**Exhibit 1** and **Exhibit 2**).

Population and employment growth estimates for 2016-2021 are subtracted from total projected growth by UGA for 2016-2036 to estimate the remaining population and employment growth to be accommodated during the review period (2021-2036). This remaining growth to be accommodated is then compared to estimated population and employment capacity to understand if there are sufficient land and densities to accommodate planned growth.

**Exhibit 1. Whatcom County Comprehensive Plan Population (2013-2036)
and Pro-Rated Population Growth (2016-2036)**

UGA	2013 Population	2036 Population Allocation	2016-2036 Population Growth
Bellingham	92,660	123,710	27,000
Birch Bay	7,540	12,822	4,593
Blaine	5,171	9,585	3,838
Columbia Valley	3,103	4,448	1,170
Everson	2,665	3,907	1,080
Ferndale	12,758	19,591	5,942
Lynden	12,872	19,275	5,568
Nooksack	1,435	2,425	861
Sumas	1,449	2,323	760
UGA Total	139,696	198,129	50,811
Non-UGA	66,104	77,321	9,754
County Total	205,800	275,450	60,565

*Sources: Whatcom County Comprehensive Plan (Chapter 1, page 1-7); Whatcom County, 2021.
Notes: The Cherry Point UGA is excluded from this table as no population growth is projected for the UGA.*

**Exhibit 2. Whatcom County Comprehensive Plan Employment (2013-2036)
and Pro-Rated Employment Growth (2016-2036)**

UGA	2013 Employment	2036 Employment Allocation	2016-2036 Employment Growth
Bellingham	52,359	75,000	19,688
Birch Bay	595	1,140	474
Blaine	3,062	5,159	1,823
Cherry Point	1,993	2,883	774
Columbia Valley	85	444	312
Everson	710	1,312	523
Ferndale	5,372	9,372	3,478
Lynden	4,946	7,103	1,876
Nooksack	254	369	100
Sumas	700	1,145	387
UGA Total	70,076	103,927	29,436
Non-UGA	13,156	16,357	2,783
County Total	83,232	120,284	32,219

Sources: Whatcom County Comprehensive Plan (Chapter 1, page 1-8); Whatcom County, 2021.

METHODS

This section summarizes the principal methods, data sources, and key assumptions developed for Whatcom County's *Buildable Lands Report 2022*. The complete methodology is documented in the *Whatcom County Review and Evaluation Program Methodology*.

Data Sources

Whatcom County and the cities collected key data on development in their jurisdiction between 2016 and 2021. Each jurisdiction submitted data and analysis to Whatcom County, who facilitated the overall Buildable Lands process. Whatcom County gathered data for unincorporated UGAs and Non-UGAs (rural areas and resource lands). Jurisdictions collected the following data for this Review and Evaluation Program:

1. **Development activity**, sourced primarily from city and County building permitting and platting data.
2. **Land use and zoning changes**, from local ordinances relating to annexations, changes to UGAs and zoning map changes.
3. **Changes to development and environmental regulations**, from city and County ordinances relating to zoning, development codes and critical areas regulation.
4. **Parcel data**, from County Assessor's real property and parcel files and related extracts, to tabulate and classify types of land available for future development.
5. **Other documentation**, such as changes to planned capital facilities and any adopted reasonable measures that could impact land capacity.

Data Collection and Evaluation (2016-2021)

Data collection is only required to the extent necessary to determine compliance with RCW 36.70A.215 (including achieved densities and the remaining quantity and types of land available for development during the current planning period). The County and cities entered data into spreadsheet-based Data Reporting Tools for each jurisdiction to capture all required data between April 1, 2016 and March 31, 2021. City data is maintained separately from unincorporated UGA data as building permit records for unincorporated UGAs are maintained and administered by the County and urban development is not generally anticipated to occur in unincorporated city UGAs until they are annexed.

The Data Reporting Tools facilitate the collection, organization, and analysis of permitting, platting, and other data from each city and the County. The data are used to calculate and compare actual achieved densities for the reporting period (2016-2021) with planned densities. The Data Reporting

Tools estimate population and employment growth between 2016- 2021 and estimate population and employment growth for the remainder of the 20-year planning period of the current County Comprehensive Plan (2021-2036).

In looking forward to subsequent updates, additional information on planned future capital facilities, regulatory updates, and any previously adopted reasonable measures will be collected to facilitate tracking by the County and cities. Countywide annexations, UGA changes, and zoning map changes are also inventoried for the reporting period (**Appendix A through C**). Data should be collected annually for subsequent Review and Evaluation Periods.

Review and Evaluation of Land Suitable for Development (2021-2036)

The GMA requires Whatcom County and cities to identify land suitable for development or redevelopment and determine whether there is sufficient suitable land to accommodate future growth. This section outlines the steps and methods used to complete this Buildable Lands analysis. The basic steps for cities and UGAs are as follows:

1. **Review Assumptions and Achieved Densities**
2. **Assemble Net Developable Land Inventory**
3. **Estimate Population and Employment Capacity**
4. **Evaluate Land Capacity Sufficiency**

The County and cities entered data and assumptions into spreadsheet-based Suitable Land Tools for each UGA to estimate population and employment capacity, compare that capacity to growth allocations, and evaluate whether land capacity is sufficient to accommodate growth over the remaining portion of the planning period (2021-2036).

If the analysis identifies shortfalls in land capacity, or if recent development has diverged from planning assumptions, targets, and objectives there is an additional requirement to determine if **reasonable measures** are required to improve consistency.

Review Assumptions and Achieved Densities

Several key components of the Buildable Lands analysis rely on developing assumptions and calculating the achieved net density of new residential, commercial, and industrial development in cities and UGAs during the reporting period (2016-2021). Two primary steps in the process are:

- Developing assumptions for occupancy rates and average household sizes (for residential development) and occupancy and square feet per employee rates (for commercial / industrial development).

- Determining achieved densities for residential, commercial, and industrial development completed during the reporting period.

Three technical memos developed for Whatcom County's Review and Evaluation Program document methods used to determine the assumptions used in the analysis. *Technical Memo Comparing Whatcom County Occupancy and Persons Per Household Rates by Housing Type and Owner/Renter Tenure* (City of Bellingham, February 2022) examines the differences between occupancy and persons per household rates for single family and multifamily housing types and for renter-occupied and owner-occupied households. *Whatcom County Review and Evaluation Program Birch Bay Occupancy & Persons per Household Rates* (CAI, June 29, 2021) provides alternative assumptions for the Birch Bay UGA. The City of Bellingham developed a *Technical Memo Estimating Square Feet Per Job for Commercial and Industrial Lands in Whatcom County* (October 20, 2020) that evaluates local space utilization patterns for all UGAs throughout the County. Resulting figures are used to translate built commercial and industrial building area into an estimate of the number of employees that can be accommodated in that area. Based on this analysis, each city and Whatcom County selected the appropriate assumed square feet per employee for commercial and industrial development types. **Exhibit 3** summarizes the assumptions by development type and jurisdiction.

Exhibit 3. Commercial and Industrial Employment Density Estimates in Square Feet per Employee

UGA	Commercial	Industrial
Bellingham	440	660
Birch Bay	532	812
Blaine	531	739
Cherry Point	205	1,779
Columbia Valley	532	812
Everson	800	1,501
Ferndale	580	1,129
Lynden	721	1,037
Nooksack	605	795
Sumas	669	890

Source: Technical Memo Estimating Square Feet Per Job for Commercial and Industrial Lands in Whatcom County, City of Bellingham, October 20, 2020. Whatcom County and cities' Suitable Land Tools.

Once population and employment assumptions have been selected, the next step is to determine the actual density of residential and employment development that occurred during the reporting period (2016-2021) in terms of dwelling units per net acre for residential development and floor area ratios (FAR) for commercial and industrial development. Later, achieved net density data and other planning assumptions are used to convert developable land into future population and employment capacity for UGAs in the Suitable Land Tools.

Assemble Net Developable Land Inventory

The Net Developable Land Inventory for UGAs consists of all land which, as of April 1, 2021, was considered **vacant, partially-used, or underutilized** and which is expected to be available for development and served by infrastructure during the current planning period. **Exhibit 4** details the criteria underlying each of these categories.

Exhibit 4. Criteria for Classifying Developable Land

Category	Parcel Zoning	Criteria for Classification
Vacant	All Residential, Commercial, Industrial	Improvement value less than \$10,000
Partially Used	Single Family	Parcel size greater than three (3) times minimum allowed under zoning. ¹ This may be lowered to between two (2) and three (3) times the minimum allowed under zoning at the discretion of the jurisdiction. Jurisdictions may propose to exclude parcels with current assessed improvement value > 93 rd percentile ² of jurisdiction improvement values if the parcel size is less than five acres.
	Multifamily, Commercial, Industrial	Ratio between improvement value and land value less than 1.0. ³

¹ This threshold accounts for parcels less than three times the minimum size that due to parcel configuration, location of existing development on the site, or other factors are not likely to be divided to their maximum potential.

² The option to exclude parcels with high improvement values is meant to account for large single family parcels with high-end homes that are unlikely to be subdivided. The 93rd percentile threshold was determined by analyzing the distribution of housing values in the County and selecting a reasonable value that could be applied across all jurisdictions.

³ The Department of Commerce's *Buildable Lands Guidelines* (2018) state “. . . When the value of the land is near or higher than the value of the improvement on the land, the property is generally going to be more favorable for redevelopment. . .” (page 34).

Category	Parcel Zoning	Criteria for Classification
		Jurisdictions can identify existing development, such as gas stations or uses that preclude significant development on the site, as fully developed when the ratio of improvement value to land value is less than 1.0. If identified as fully developed, the parcel will be subtracted from the inventory.
Under-Utilized	Single Family	N/A
	Multifamily	Parcels occupied by nonconforming single family residential uses.
	Commercial and Industrial	Parcels occupied by nonconforming residential uses or other nonconforming uses.

The net developable land inventory process for the Review and Evaluation Period included the following steps, described in greater detail in the *Whatcom County Review and Evaluation Program Methodology*:

- **Compile Gross Developable Land Inventory:** Identify parcels zoned for residential and employment development which are considered vacant, partially-used, or underutilized.
- **Deduct Critical Areas and Other Areas with Reduced Development Potential:** Remove the parcels and portions of parcels which are impacted by critical areas or other issues that, it is assumed, will not be developable during the planning period.
- **Deduct Land for Future Public Uses:** Remove any land already planned for future capital facilities and quasi-public uses.
- **Infrastructure Gaps:** Determine if there are infrastructure gaps that would reduce or prevent urban density development on vacant, partially-used, and underutilized lands over the remainder of the planning period. Remove land not likely to be served with the capital facilities needed to support urban density development.
- **Deduct Land for Future Infrastructure and Quasi-Public Uses:** Apply percentage reductions to deduct assumed portions of developable land that will be dedicated to future infrastructure and quasi-public

uses. Future infrastructure deductions are informed by the analysis of 2016-2021 permit data for each jurisdiction.

- **Deduct Market Factor:** Apply a reasonable market factor to account for lands that are not likely to be available for development because of landowner preferences or other reasons not accounted in the previous deduction steps. For the Review and Evaluation Period, Whatcom County and the cities have developed a framework, documented in the *Whatcom County Review and Evaluation Program Methodology* to guide development of suitable market factors specific to the UGAs and land uses by development status. Market factors applied by development type and parcel status, as well as the overall average market factor for each UGA are presented in **Exhibit 5**.

Exhibit 5. Market Factors by UGA, Land Use Category, and Development Status

UGA	Single Family			Multifamily			Commercial			Industrial			Combined
	Vacant	PU	UU	Vacant	PU	UU	Vacant	PU	UU	Vacant	PU	UU	
Bellingham	22%	26%	30%	20%	25%	30%	20%	25%	30%	20%	25%	30%	24%
Birch Bay	17%	27%	27%	15%	27%	27%	17%	27%	27%	N/A	N/A	N/A	20%
Blaine	15%	25%	25%	15%	25%	25%	15%	25%	25%	15%	25%	25%	19%
Cherry Point	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	23%	33%	33%	23%
Columbia Valley	24%	30%	N/A	24%	N/A	30%	24%	N/A	30%	24%	N/A	N/A	24%
Everson	15%	25%	N/A	15%	25%	N/A	15%	25%	25%	15%	25%	25%	19%
Ferndale	15%	25%	25%	15%	25%	25%	15%	25%	25%	15%	25%	25%	20%
Lynden	15%	25%	N/A	15%	25%	25%	15%	25%	25%	15%	25%	25%	20%
Nooksack	15%	25%	N/A	N/A	N/A	N/A	15%	25%	25%	15%	N/A	25%	21%
Sumas	15%	25%	N/A	15%	25%	N/A	15%	N/A	25%	15%	25%	25%	19%

Sources: Whatcom County and Cities' Suitable Land Tools, 2022.

Note: PU refers to partially-used land. UU refers to underutilized land. N/A's indicate a category that has no assumed future development or no developable land capacity within the jurisdiction.

After applying the market factor, the final acreage totals by zoning designation and UGA represent the updated net developable land inventory – the land expected to be available to accommodate future population and employment over the remaining planning period.

Estimate Population and Employment Capacity

In this step, net developable land inventory is converted into population and employment capacity. The final product is an estimate of the number of people and employees that can be accommodated in each UGA on developable land. This process includes the following steps, described in detail in the *Whatcom County Review and Evaluation Program Methodology*:

- **Determine Assumed Future Densities:** Use achieved densities, when available, as the baseline assumed densities for future

development in the UGA over the remaining portion of the current 20- year planning period.

- **Determine Population Capacity:** Apply residential development assumptions, including assumed density, occupancy rate and persons per household to the residential Net Developable Land Inventory to estimate current capacity for new residential development in UGAs.
- **Determine Employment Capacity:** Apply employment development assumptions, including assumed density (FAR), occupancy rate, and employees per square foot to the commercial and industrial net developable land inventory to estimate current capacity for new commercial and industrial development.

Evaluate Land Capacity Sufficiency

The final step is to evaluate whether there is currently enough land capacity in UGAs to accommodate projected growth through the remainder of the current 20-year planning period (2021-2036). This includes the following steps:

- **Compare Population Capacity to Remaining Projected Growth:** Compare the estimated population growth capacity to the remaining projected population growth. Identify any inconsistencies.
- **Compare Employment Capacity to Remaining Projected Growth:** Compare the estimated employment growth capacity to remaining projected employment growth. Identify any inconsistencies.

COUNTYWIDE FINDINGS

Whatcom County contains ten urban growth areas (UGAs). Seven UGAs represent future annexation areas for corresponding cities and three are standalone, non-city UGAs (Cherry Point, Columbia Valley, and Birch Bay). Whatcom County as a whole is projected to have 275,450 residents and 120,284 employees by 2036. Whatcom County UGAs have projected growth allocations of 50,811 for population and 29,436 for employment between 2016 and 2036 (**Exhibit 1** and **Exhibit 2**).

Based on data collected by the cities and the County in the Data Reporting Tools for building permits that received final approval between April 1, 2016 and April 1, 2021 and occupancy, persons per household and square feet per employee assumptions, new construction in Whatcom County and the cities accommodated an estimated 14,496 people (84% within UGAs) and 5,539 employees (94% within UGAs) in this five year period (**Exhibit 6** and **Exhibit 7**).

The Washington State Office of Financial Management (OFM) estimates that Whatcom County population grew by 13,631 between April 1, 2016 and April 1, 2021. This total would have been higher if not for the COVID 19 pandemic, which resulted in out-of-county higher education students returning home to engage in on-line classes. OFM estimates that changes in housing occupancy rates and household size in existing 2016 housing stock account for 14% of total growth in countywide household population between 2016 and 2021.

The *Buildable Lands Report 2022* uses the 2036 population projections that were adopted in the 2016 city and County comprehensive plans. The estimated growth from building permits, as compiled in the Data Reporting Tools by the cities and the County, is similar to the growth estimated by OFM (2016-2021) as shown below.

	County-wide Population Growth (2016-2021)	County-wide Pro-rated Population Growth (2016- 2036)	Growth to Accommodate (2021-2036)
Based on information from the Data Reporting Tools	14,496	60,565	46,069

Based upon OFM estimates	13,631	60,565	46,934
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This Buildable Lands Report uses the population growth estimate (2016-2021) from the Data Reporting Tools, which means that Whatcom County and the cities have an estimated 46,069 more people and 26,640 more employees to accommodate between 2021 and 2036 (**Exhibit 6** and **Exhibit 7**).

For the Review and Evaluation Period of 2016-2021, Whatcom County and the cities permitted a total of 6,729 net new housing units (**Exhibit 8**). Of these, 84% were permitted within the UGAs, and 16% were outside the UGAs. On average, the number of net new housing units permitted and built was 1,346 per year for the County as a whole. With 22,1161 additional housing units needed to accommodate projected population growth from 2021 through 2036, and based on UGA-specific occupancy and density assumptions, the cities and County will need to increase the average annual housing production to 1,474 units per year from 2021-2036 (**Exhibit 9**). This represents an increase of around 9.5% over the 2016-2021 production rate.

From 2016-2021 Whatcom County and the cities also developed a total of 4.0 million square feet of built area on 1,303 commercial and industrial acres supporting an estimated 5,539 jobs (**Exhibit 7** and **Exhibit 10**). UGAs accommodated 95% of the built square footage and 94% of the estimated jobs on 39% of the developed acres. Non-UGA areas accommodated 5% of the built square footage and 6% of the estimated jobs on 61% of the developed acres. Commercial development comprised 84% of this developed acreage for the period 2016-2021, with industrial development comprising 16%. When considering these numbers, it should be noted that some commercial building in the Non-UGAs occurs on rather large parcels where large areas of the lot remain undeveloped. On a countywide basis, commercial development averaged 0.05 floor-area ratio (FAR - a ratio of built square footage to net parcel land area), while industrial development averaged 0.07 FAR.

Between 2016 and 2021, the cities and the Columbia Valley UGA have achieved densities greater than planned for residential uses, while the Birch Bay UGA has not (**Exhibit 11**). These achieved densities ranged from 4.4 to 11.5 dwelling units per net acre for residential uses in incorporated areas and averaged one dwelling unit per 3.7 acres for Non-UGA areas. The unincorporated portions of city UGAs generally lag planned urban densities for their corresponding cities or did not experience residential development during the five-year review period. This is likely due to these as-yet unannexed areas lacking urban zoning and/or infrastructure. These

unincorporated areas serve as urban growth potential for future growth after annexation, when city zoning is adopted and public water and sewer provided.

Four cities have planned densities for commercial development within their incorporated UGAs – Blaine, Everson, Nooksack, and Sumas (**Exhibit 11**). Blaine and Nooksack have achieved densities that are lagging the planned densities for the 2016-2021 period. Everson exceeded its planned commercial density, while Sumas did not have any commercial development in the five-year review period. Whatcom County has not adopted planned densities for commercial uses in its city UGAs, non-city UGAs, nor its Non-UGA areas.

The same four cities also have planned densities for industrial development within their incorporated UGAs (**Exhibit 11**). Blaine is lagging the planned densities for the 2016-2021 period. Sumas has exceeded its planned industrial density, while Everson and Nooksack did not have any industrial development in the five-year review period. Whatcom County has not adopted planned densities for industrial uses in its city-UGAs, non-city UGAs, nor its Non-UGA areas.

The UGAs in Whatcom County have estimated net land capacity for population growth of 73,075 for the remainder of the 20-year planning period from 2021 to 2036, indicating an estimated population capacity surplus of 34,385 (**Exhibit 12**).

The UGAs in Whatcom County have estimated net land capacity for employment growth of 41,057 for the remainder of the 20-year planning period from 2021 to 2036, indicating an estimated employment capacity surplus of 16,841 (**Exhibit 13**).

On a countywide basis, surplus capacity exists to accommodate both remaining projected population and employment growth for the rest of the 20-year planning period through 2036. In addition, planned residential densities in the cities are being achieved.

Population & Employment Growth

Data collected for the Review and Evaluation Period from 2016-2021 indicate that new construction in Whatcom County and the cities accommodated 14,496 people, or about 24% of its 2016-2036 growth projection of 60,565 for the 20-year planning period (**Exhibit 6**). About 43% of this growth occurred in the City of Bellingham and almost 84% occurred within the urban growth areas (UGAs) of the County.

The remaining projected population growth for the County from 2021-2036 is 46,069. Of this, the Bellingham UGA is allocated 45%, the Ferndale UGA,

8%, the Lynden UGA, 8%; and the Blaine UGA, 7%. Approximately 16% of remaining projected population growth is to be accommodated in non UGA-areas of the County for the remainder of the 20-year planning period.

Exhibit 6. Population Growth Estimates and Projected Growth, 2016-2036

UGA	2016-2021 Population Growth Estimate			2016-2036 Population Growth Projection	2021-2036 Remaining Population Growth to Accommodate
	City	County	Total		
Bellingham	6,202	78	6,280	27,000	20,720
Birch Bay	N/A	389	389	4,593	4,204
Blaine	501	50	551	3,838	3,287
Cherry Point	N/A	0	0	0	0
Columbia Valley	N/A	271	271	1,170	899
Everson	317	0	317	1,080	763
Ferndale	2,273	8	2,281	5,942	3,661
Lynden	1,665	3	1,668	5,568	3,900
Nooksack	174	0	174	861	687
Sumas	190	0	190	760	570
UGA Total	11,322	799	12,121	50,812	38,690
Non-UGA	N/A	2,375	2,375	9,754	7,379
Total	11,322	3,174	14,496	60,566	46,069

Sources: Whatcom County and Cities' Data Reporting Tools, 2022; Community Attributes, Inc., 2021.

Data collected for the 2016-2021 Review and Evaluation Period indicate that new construction in Whatcom County and the cities accommodated 5,539 jobs, or about 17% of its 2016-2036 growth projection of 32,179 for the 20-year planning period (**Exhibit 7**). Approximately 56% of this growth occurred within the Bellingham UGA, while most of the remaining employment growth occurred in the Ferndale, Lynden, and Blaine UGAs. Almost 94% occurred within the UGAs.

The remaining projected employment growth for the County from 2021-2036 is 26,640. Of this, the Bellingham UGA is allocated 62%; the Ferndale UGA, 9%, the Blaine UGA, 6%, and the Lynden UGA, 5%. Approximately 9% of remaining projected employment growth is to be accommodated in Non-UGA areas of the County for the remainder of the 20-year planning period.

Exhibit 7. Employment Growth Estimates and Projected Growth, 2016-2036

UGA	2016-2021 Employment Growth Estimate			2016-2036 Employment Growth Projection	2021-2036 Remaining Employment Growth to Accommodate
	City	County	Total		
Bellingham	2,613	495	3,108	19,688	16,580
Birch Bay	N/A	55	55	474	419
Blaine	245	0	245	1,823	1,578
Cherry Point*	N/A	(141)	(141)	735	876
Columbia Valley	N/A	11	11	312	301
Everson	13	3	16	523	507
Ferndale	1,132	59	1,191	3,478	2,287
Lynden	622	0	622	1,876	1,254
Nooksack	8	0	8	100	92
Sumas	65	0	65	387	322
UGA Total	4,698	482	5,180	29,396	24,216
Non-UGA	N/A	359	359	2,783	2,424
Total	4,698	841	5,539	32,179	26,640

Sources: Whatcom County and Cities' Data Reporting Tools, 2022; Community Attributes, Inc., 2021.

* Employment for Cherry Point is estimated through supplemental analysis provided to Whatcom County by Western Washington University (Employment at Cherry Point, June 2021), as permit data for this UGA do not accurately reflect employment growth trends. Cherry Point UGA employment declined between 2016 and 2021 because of job losses associated with the Alcoa (Intalco) shutdown.

Development Activity

The Review and Evaluation Program tracks both residential and nonresidential development, as well as the distribution of development between urban and rural areas. This analysis tracks housing production to compare against planned growth and the necessary growth rates in terms of housing units to achieve those targets. It also tracks commercial and industrial land developed, building square footage, and development expressed as a floor-to-area ratio (FAR - a ratio of built square footage to net parcel land area).

Residential Development

For the Review and Evaluation Period of April 1, 2016 through March 31, 2021, the cities and the County permitted a total of 6,729 housing units inside and outside its UGAs (**Exhibit 8**). Of these units, 84% were permitted within the UGAs, and 16% were permitted outside the UGAs.

Exhibit 8. Net Housing Units Permitted, Rural and Urban Areas Countywide, 2016-2021

	2016*	2017	2018	2019	2020	2021**	Total
UGAs	851	1,074	946	1,041	1,140	531	5,686
Area Outside UGAs	135	198	215	238	215	42	1,043
Total	986	1,272	1,161	1,279	1,355	573	6,729
UGA Share	86%	84%	81%	81%	84%	93%	84%
Outside UGAs Share	14%	16%	19%	19%	16%	7%	16%

Sources: Whatcom County and Cities, 2022; Community Attributes, Inc., 2021.

** 2016 captures net housing units permitted between April 1, 2016 and December 31, 2016.*

*** 2021 captures net housing units permitted between January 1, 2021 and March 31, 2021.*

Of these new units, almost 48% were permitted and built in the Bellingham UGA (3,219 from 2016-2021), while almost 37% were permitted and built in all other UGAs combined (2,467 units from 2016-2021). The remaining 1,043 units were constructed outside UGAs (**Exhibit 9**).

On average, the number of net new housing units permitted and built was 1,346 per year for the County as a whole (UGA plus Non-UGA areas) for the 2016-2021 Review and Evaluation Period. With 22,116 additional housing units needed to accommodate projected population growth through 2036, and based on the current distribution of single family and multifamily development and UGA specific occupancy and density assumptions, the cities and the County will need to increase average annual housing production to 1,474 units per year from 2021-2036. This represents an increase of around 9.5% over the 2016-2021 production rate.

Relatively small increases in production rates will be needed for the Bellingham, Nooksack, and Columbia Valley UGAs. The Birch Bay and Blaine UGAs will have to substantially increase their housing production rates to meet their population allocation targets. Specifically, housing production in the Birch Bay UGA will need to increase from an average of 46 new units per year in 2016-2021 to 164 units per year for the remainder of the planning period 2021-2036. Housing production in the Blaine UGA will need to increase from 53 to 105 for the remainder of the planning period 2021-2036.

**Exhibit 9. Annual Housing Production Necessary to Accommodate Growth
Allocations by UGA and Non-UGA Areas, 2021-2036**

UGA	Net New Units (2016-2021)	Average Net New Units Per Year (2016-2021)	Additional Housing Units Needed by 2036	Average Net New Units per Year Needed (2021-2036)
Bellingham	3,219	644	10,620	708
Birch Bay	228	46	2,462	164
Blaine	263	53	1,569	105
Cherry Point	0	0	0	0
Columbia Valley	106	21	352	23
Everson	108	22	260	17
Ferndale	893	179	1,433	96
Lynden	730	146	1,707	114
Nooksack	58	12	230	15
Sumas	81	16	242	16
UGA Total	5,686	1,137	18,875	1,258
Non-UGA	1,043	209	3,241	216
County Total	6,729	1,346	22,116	1,474

Sources: Whatcom County and Cities, 2022; Community Attributes, Inc., 2022.

Commercial & Industrial Development

For the Review and Evaluation Period (April 1, 2016 through March 31, 2021), a total of 4.0 million square feet was constructed on 1,303 commercial and industrial acres supporting an estimated 5,539 jobs inside and outside its urban growth areas (**Exhibit 7** and **Exhibit 10**). UGAs accommodated almost 95%% of the built square footage and 94% of the estimated jobs on approximately 39% of the developed acres. Non-UGA areas accommodated approximately 5% of the built square footage and 6% of the jobs on 61% of the acres. When considering these numbers, it should be noted that some commercial building in the Non-UGAs occurred on rather large parcels where large areas of the lot remain undeveloped.

On a countywide basis, commercial development comprised 84% of this developed acreage for the period 2016-2021, with industrial development comprising 16%. Overall, commercial development averaged 0.05 FAR, while industrial development averaged 0.07 FAR. Within UGAs, commercial development averaged 0.16 FAR, while industrial development averaged 0.17 FAR.

Exhibit 10. Countywide Nonresidential Development by UGA, 2016-2021

UGA	Commercial			Industrial			Total		
	Net Acres	Building Sq Ft	FAR	Net Acres	Building Sq Ft	FAR	Net Acres	Building Sq Ft	FAR
Bellingham									
City	110.8	1,174,506	0.24	43.8	466,871	0.24	154.6	1,641,377	0.24
County	16.6	184,246	0.26	5.3	67,200	0.29	21.8	251,446	0.26
UGA Total	127.4	1,358,752	0.24	49.0	534,071	0.25	176.4	1,892,823	0.25
Birch Bay	11.9	30,628	0.06	0.0	0	0.00	11.9	30,628	0.06
Blaine									
City	6.6	116,580	0.41	0.0	0	0.00	6.6	116,580	0.41
County	0.0	0	0.00	0.0	0	0.00	0.0	0	0.00
UGA Total	6.6	116,580	0.41	0.0	0	0.00	6.6	116,580	0.41
Cherry Point	0.0	0	0.00	16.8	80,551	0.11	16.8	80,551	0.11
Columbia Valley	2.7	6,364	0.05	0.0	0	0.00	2.7	6,364	0.05
Everson									
City	0.9	10,825	0.26	0.0	0	0.00	0.9	10,825	0.26
County	0.0	0	0.00	16.1	5,400	0.01	16.1	5,400	0.01
UGA Total	0.9	10,825	0.26	16.1	5,400	0.01	17.0	16,225	0.02
Ferndale									
City	130.5	531,565	0.09	47.9	413,301	0.20	178.4	944,866	0.12
County	0.0	0	0.00	7.6	70,214	0.21	7.6	70,214	0.21
UGA Total	130.5	531,565	0.09	55.5	483,515	0.20	186.0	1,015,081	0.13
Lynden									
City	37.3	190,276	0.12	35.4	405,818	0.26	72.8	596,094	0.19
County	0.0	0	0.00	0.0	0	0.00	0.0	0	0.00
UGA Total	37.3	190,276	0.12	35.4	405,818	0.26	72.8	596,094	0.19
Nooksack									
City	0.8	4,925	0.14	0.0	0	0.00	0.8	4,925	0.14
County	0.0	0	0.00	0.0	0	0.00	0.0	0	0.00
UGA Total	0.8	4,925	0.14	0.0	0	0.00	0.8	4,925	0.14
Sumas									
City	0.0	0	0.00	11.2	60,549	0.12	11.2	60,549	0.12
County	0.0	0	0.00	0.0	0	0.00	0.0	0	0.00
UGA Total	0.0	0	0.00	11.2	60,549	0.12	11.2	60,549	0.12
UGA Total	318.2	2,249,915	0.16	183.9	1,569,904	0.20	502.1	3,819,820	0.17
Non-UGA*	777.9	201,601	0.01	23.1	16,920	0.02	801.0	218,521	0.01
County Total	1,096.1	2,451,517	0.05	207.0	1,586,824	0.18	1,303.1	4,038,341	0.07

Sources: Whatcom County and Cities' Data Reporting Tools, 2022; Community Attributes, Inc., 2021.

* Non-UGA acreage is gross acres, rather than net acres.

Planned and Achieved Densities

The jurisdictions entered permit information into their respective Data Reporting Tools, which calculated the achieved densities (2016-2021). The cities all achieved greater-than-planned residential densities as articulated in their planning and zoning policies and regulations. The cities of Bellingham, Ferndale, Lynden, and Sumas significantly outperformed their planned residential densities for the period.

In the corresponding unincorporated portions of UGAs of Bellingham, Ferndale and Lynden achieved residential densities generally lag planned densities. The unincorporated portions of the Everson, Nooksack, and Sumas UGAs did not experience any residential development between 2016 and 2021. This is largely because these as-yet unannexed areas lack urban zoning and/or infrastructure. The unincorporated areas serve as urban growth potential for future growth after annexation, when city zoning is adopted and public water and sewer provided. For non-city UGAs, residential development in the Columbia Valley UGA exceeded the planned density while residential development in the Birch Bay UGA did not.

Many cities in Whatcom County do not yet have planned commercial or industrial densities. However, several cities have such planned densities. Blaine and Nooksack achieved densities lagged planned densities. Development in Everson and Sumas exceeded planned densities between 2016 and 2021.

Exhibit 11. Planned and Achieved Densities by Jurisdiction

UGA	Residential			Commercial			Industrial		
	Planned Density (units/ac)	Achieved Density 2016-2021 (units/ac)	Difference	Planned Density (FAR)	Achieved Density 2016-2021 (FAR)	Difference	Planned Density (FAR)	Achieved Density 2016-2021 (FAR)	Difference
Bellingham									
City	7.2	11.5	4.3	N/A	0.22	N/A	N/A	0.24	N/A
County	6.0	1.3	(4.7)	N/A	0.26	N/A	N/A	0.29	N/A
Birch Bay	5.0	4.5	(0.5)	N/A	0.06	N/A	N/A	0.00	N/A
Blaine									
City	4.3	4.4	0.2	0.80	0.31	(0.49)	0.89	0.30	(0.59)
County	4.0	4.7	0.7	N/A	0.00	N/A	N/A	0.00	N/A
Cherry Point	N/A	0.0	N/A	N/A	0.00	N/A	N/A	0.11	N/A
Columbia Valley	4.0	4.9	0.9	N/A	0.05	N/A	N/A	0.00	N/A
Everson									
City	4.0	4.8	0.8	0.20	0.26	0.06	0.30	0.00	N/A
County	4.0	0.0	N/A	N/A	0.00	N/A	N/A	0.01	N/A
Ferndale									
City	4.0	6.4	2.4	N/A	0.09	N/A	N/A	0.20	N/A
County	6.0	0.3	(5.7)	N/A	0.00	N/A	N/A	0.21	N/A
Lynden									
City	5.0	7.1	2.1	NA	0.12	N/A	NA	0.26	N/A
County	6.0	1.7	(4.3)	N/A	0.00	N/A	N/A	0.00	N/A
Nooksack									
City	4.4	5.1	0.7	0.25	0.14	(0.11)	0.10	0.00	N/A
County	4.0	0.0	N/A	N/A	0.00	N/A	N/A	0.00	N/A
Sumas									
City	4.9	7.5	2.7	0.22	0.00	N/A	0.11	0.12	0.01
County	4.0	0.0	N/A	N/A	0.00	N/A	N/A	0.00	N/A
Non-UGA Areas	N/A	3.7	N/A	N/A	0.01	N/A	N/A	0.02	N/A

Sources: Whatcom County and Cities' Data Reporting Tools, 2022; Community Attributes, Inc., 2022.

Note: An N/A in the Planned Density columns indicates that the jurisdiction does not have an adopted planned density for the specific development type. An N/A in the Difference columns indicates that the difference between planned and achieved densities cannot be calculated because no planned density is available. The achieved density for the Non-UGA Areas is acres per dwelling unit.

Land Suitable for Development

An analysis of the developable lands inventory by UGA, deducting critical areas, future public uses, quasi-public uses, infrastructure gaps, and an assumed market factor, provides an estimate of land capacity for population and employment growth. Applying densities, occupancy rates, and other population and employment assumptions, the developable lands inventory results in an estimate of population and employment capacity to compare to the remaining population to accommodate.

Development data show that UGAs accommodated population growth of approximately 12,121 persons for the Review and Evaluation Period of 2016-

2021. The remaining forecast population growth to be accommodated for the rest of the 20-year planning period ending in 2036 is 38,690 for all UGAs (**Exhibit 6**). Based on an analysis of developable residential land capacity for the UGAs, additional population (housing) growth capacity exists to accommodate 73,075 for the period – a surplus of 34,385, or 17% beyond what is necessary (**Exhibit 12**).

While individual UGA population growth capacity surpluses range from 9% in Bellingham to 84% in Blaine, Birch Bay has a 10% deficit in capacity.

Exhibit 12. Whatcom County Population Growth Capacity and Allocations by UGA, 2021-2036

UGA	2016-2036 Population Growth Allocation	2036 Total Population Allocation	2036 Population Allocation Share	2016-2021 Population Growth Estimate	2021-2036 Remaining Population Growth	2021-2036 Population Capacity	Surplus (Deficit)	Surplus Percent
Bellingham	27,000	123,710	45%	6,280	20,720	31,392	10,672	9%
Birch Bay	4,593	12,822	5%	389	4,204	2,950	(1,254)	(10%)
Blaine	3,838	9,585	3%	551	3,287	11,324	8,037	84%
Cherry Point	0	43	0%	0	0	0	0	0%
Columbia Valley	1,170	4,448	2%	271	899	2,167	1,268	29%
Everson	1,080	3,907	1%	317	763	3,634	2,871	73%
Ferndale	5,942	19,591	7%	2,281	3,661	10,786	7,125	36%
Lynden	5,568	19,275	7%	1,668	3,900	8,467	4,567	24%
Nooksack	861	2,425	1%	174	687	1,283	596	25%
Sumas	760	2,323	1%	190	570	1,073	503	22%
UGA Total	50,812	198,129	72%	12,121	38,690	73,075	34,385	17%

Sources: Whatcom County and Cities, 2022; Community Attributes, Inc., 2021.

For Non-UGAs (areas outside UGAs), the *Whatcom County Comprehensive Plan's* pro-rated population growth allocation for 2016-2036 equates to 9,754 more people (**Exhibit 1**). Based upon building permits and assumptions in the Data Reporting Tool, it is estimated that new development in the Non-UGAs accommodated about 2,375 people between 2016 and 2021. Therefore, these areas would need to accommodate about 7,379 more people over the remainder of the planning period from 2021-2036 (**Exhibit 6**). The County estimates that land outside UGAs can accommodate in excess of 14,000 additional dwelling units. This is more than enough capacity to accommodate population growth in these areas.

Both UGAs, which include cities, and Non-UGAs have sufficient capacity to accommodate projected population growth over the remaining portion of the planning period through the year 2036. Therefore, there is sufficient suitable land capacity to accommodate the countywide population projection set forth in the *Whatcom County Comprehensive Plan*.

UGAs accommodated estimated employment growth of approximately 5,180 jobs from 2016-2021. The remaining forecast employment growth to be accommodated for the rest of the 20-year planning period ending in 2036 is 24,216 for all UGAs (**Exhibit 7**). Based on an analysis of developable commercial and industrial land capacity for UGAs, additional employment growth capacity exists to accommodate 41,057 more jobs for the period – a surplus of 16,841, or 16% beyond what is necessary (**Exhibit 13**).

Individual UGA employment growth surpluses ranged from 3% in Bellingham to 136% in Blaine. No UGA has a deficit in capacity to accommodate employment growth for the remainder of the planning period (2021-2036).

Exhibit 13. Whatcom County Employment Growth Capacity and Allocations by UGA, 2021-2036

UGA	2016-2036 Employment Growth Allocation	2036 Total Employment Allocation	2036 Employment Allocation Share	2016-2021 Employment Growth Estimate	2021-2036 Remaining Employment Growth	2021-2036 Employment Capacity	Surplus (Deficit)	Surplus Percent
Bellingham	19,688	75,000	62%	3,108	16,580	18,671	2,090	3%
Birch Bay	474	1,140	1%	55	419	573	154	13%
Blaine	1,823	5,159	4%	245	1,578	8,570	6,992	136%
Cherry Point*	735	2,883	2%	(141)	876	2,613	1,737	60%
Columbia Valley	312	444	0%	11	301	420	119	27%
Everson	523	1,312	1%	16	507	1,575	1,068	81%
Ferndale	3,478	9,372	8%	1,191	2,287	3,484	1,197	13%
Lynden	1,876	7,103	6%	622	1,254	4,038	2,785	39%
Nooksack	100	369	0%	8	92	355	263	71%
Sumas	387	1,145	1%	65	322	758	436	38%
UGA Total	29,396	103,927	86%	5,180	24,216	41,057	16,841	16%

Sources: Whatcom County and Cities, 2022; Community Attributes, Inc., 2021.

*Cherry Point UGA employment estimates were developed by Western Washington University (Employment at Cherry Point, June 2021). The timeframe for the estimated employment growth, and employment growth allocation for Cherry Point is 2017-2021 and 2017-2036 to coordinate with the timeframe for the employment growth estimate. Complete data was not available for 2016 for the Cherry Point UGA.

Inconsistencies and Reasonable Measures

On a countywide basis, **surplus capacity exists to accommodate both remaining projected population and employment growth for the rest of the 20-year planning period through 2036**. In addition, planned residential densities in the cities are being achieved.

When planned densities are not being achieved, there is not sufficient capacity to accommodate remaining projected population or employment growth, or development patterns are not occurring as planned, Whatcom County and the cities will need to determine if reasonable measures are necessary to address the issue.

Reasonable measures should, if necessary, be selected by the jurisdiction based on the nature of the inconsistency that has occurred. The measures should be reasonably likely to increase consistency during the succeeding review and evaluation period. Once selected, reasonable measures must be adopted, as applicable, into individual County and city comprehensive plans and/or implementing regulations.

A list of potential reasonable measures that jurisdictions may consider, if needed, are documented in the *Whatcom County Review and Evaluation Program Methodology, Appendix A*. The Jurisdiction Profiles address whether reasonable measures may be needed for individual UGAs.

JURISDICTION PROFILES

This section provides detailed data and analysis on achieved and assumed future densities, as well as summaries of developable land capacity and growth capacity, by jurisdiction. Whatcom County contains ten UGAs – seven city UGAs, and three non-City UGAs (Birch Bay, Cherry Point, and Columbia Valley) – that are described in this section.

In accordance with RCW 36.70A.215(3)(e) and the *Whatcom County Review and Evaluation Program Methodology*, the Buildable Lands Report will typically use achieved densities (as measured for the Review and Evaluation period, 2016-2021) as a basis for the assumed densities for future development in the UGA over the remaining portion of the current 20-year planning period (2021-2036). If there is little or no data on achieved densities, or the achieved densities are clearly not reflective of future development that is anticipated in the UGA then, based on a review of achieved densities in comparable areas and other analysis, the local jurisdiction has developed assumptions for future development densities in the UGA.

1. Bellingham UGA

The Bellingham Urban Growth Area is the largest in Whatcom County, projected to encompass 123,710 residents and 75,000 employees by 2036. The UGA has growth allocations of 27,000 new residents and 19,688 new jobs between 2016 and 2036 (**Exhibit 1** and **Exhibit 2**).

Achieved Growth 2016-2021

Based on permit data collected between 2016 and 2021 and occupancy, persons per household, and square feet per employee assumptions, new construction in the Bellingham UGA accommodated an estimated 6,278 new residents (99% within the City of Bellingham) and 3,108 new jobs (84% within the City of Bellingham) (**Exhibit 6** and **Exhibit 7**).

Bellingham's residential growth over the past five years has occurred at higher-than-expected densities achieving an overall density of 11.5 units per acre. The *Whatcom County Land Capacity Analysis Report* referenced in the *2016 City of Bellingham Comprehensive plan* (Land Use Chapter page 31) assumed future residential growth would average 7.2 units per acre. The achieved density within the incorporated portions of the UGA falls within the planned densities of 6.0 to 24.0

units per acre adopted in the *Whatcom County Comprehensive Plan* for the City of Bellingham (**Exhibit 11**).

Development in the unincorporated portions of the Bellingham UGA achieved a residential density of 1.3 units per acre (**Exhibit 11**). This density lags planned urban densities for the City of Bellingham and is likely due to these as-yet unannexed areas lacking city zoning and complete infrastructure; instead, the unincorporated areas serve as urban growth potential for future growth after annexation, when city zoning is adopted and public water and sewer provided.

Neither the City of Bellingham or Whatcom County have adopted planned densities for commercial or industrial uses. Between 2016 and 2021, incorporated areas of the UGA achieved a commercial Floor-Area-Ratio (FAR) of 0.22, and an industrial FAR of 0.24. The unincorporated areas within the Bellingham UGA achieved slightly higher FARs of 0.26 and 0.29 for commercial and industrial uses respectively (**Exhibit 11**).

Population Capacity 2021-2036

Based on achieved densities and regulatory changes adopted since 2016, the forward-looking evaluation of land suitable for development that estimates the growth capacity on remaining buildable lands is assuming an overall residential density of 11.2 units per acre on vacant, partially used, and underutilized lands. This aligns well with the 11.5 units per acre overall achieved density for residential development from 2016 to 2021.

City of Bellingham planners are assuming future densities ranging between 0.2 units per acre and 14.5 units per acre for single-family zones, depending on the specific zone (Zones in Bellingham's unincorporated UGA with a density of 0.2 units per acre or one dwelling per five acres are located within the Lake Whatcom Watershed and were adopted by Whatcom County for the purpose of water quality protection). Future density assumptions range between 4.0 and 69.7 units per acre for zones allowing multifamily uses (**Exhibit 14**).

The results of the analysis show the Bellingham UGA has estimated net land capacity for residential development (population growth) of 752.98 acres (**Exhibit 15**). When combined with pending projects in the development pipeline and in approved

master plans these buildable lands have a total estimated occupied unit capacity of 15,531 dwelling units. Based on persons per household assumptions, these dwelling units can accommodate an estimated 31,392 new residents indicating an estimated population capacity surplus of 10,672 people (**Exhibit 16**).

Housing Needs by Type

The Whatcom County Comprehensive Plan (Chapter 3- Housing, Chart 3 – Estimated Dwelling Units Needed, page 3-8) indicates Bellingham has a need for 5,171 single-family, 9,507 multi-family, and 1,410 other (group housing) new dwelling units during the 2013-2036 planning period.

- During the period April 1, 2013 to March 31, 2016 Bellingham completed final inspections on permits for 372 single-family and 797 multi-family housing units.
- During the period April 1, 2016 to March 31, 2021 Bellingham completed final inspections on permits for 794 new single-family and 2,393 new multi-family housing units (including 537 student housing and memory-care group housing units that would fall under the “other” category in the County housing needs chart).

- The forward-looking evaluation of land suitable for development component of Bellingham’s Buildable Lands Analysis shows that the City and unincorporated UGA have an estimated 2021-2036 capacity for an additional 4,200 single-family and 11,863 multi-family housing units (**Exhibit 16**).

Combining the 2013-2016 and 2016-2021 built totals with the estimated 2021-2036 capacity results in an overall capacity of 5,366 single-family and 15,053 multi-family housing units plus 537 completed units in the “other” category. The combined single-family totals exceed the estimated need by 4% or 195 housing units (5,366 – 5,171). The combined multi-family totals exceed the estimated need by 58% or 5,546 housing units (15,053 – 9,507). And the combined overall total (single-family, multi-family, and other) exceeds the estimated need by 30% or 4,868 housing units (20,956 – 16,088). These capacities are sufficient to accommodate the dwelling units needed in the planning period as established in the *Whatcom County Comprehensive Plan* (Chapter 3- Housing, Chart 3).

Employment Capacity 2021-2036

Based on achieved densities and regulatory changes adopted since 2016, City of Bellingham planners are assuming future commercial FARs ranging between 0.25 and 3.50, depending on the specific zone. Assumed future industrial FARs range between 0.25 and 0.40 (**Exhibit 17**).

The results of the evaluation of land suitable for development show the Bellingham UGA has estimated net land capacity for employment growth of 377.6 acres (**Exhibit 18**). When combined with pending projects in the development pipeline and in approved master plans these buildable lands have a total estimated occupied commercial and industrial capacity of 9.8 million square feet. Based on square feet per employee assumptions, this employment space can accommodate an estimated 18,671 jobs indicating an estimated employment capacity surplus of 2,091 jobs (**Exhibit 19**).

Analysis of Comprehensive Plan Objectives and Reasonable Measures

Over the past five years Bellingham has worked hard to implement the goals adopted in the 2016 Comprehensive Plan. As described below in the Regulatory Changes section, new development rules for land division, multi-family housing, and infill toolkit (middle) housing have expanded capacity significantly. And as documented in this report Bellingham is meeting or exceeding the development assumptions in the county-wide planning policies and the comprehensive plan. To that end, and as stated in section 5.2 of the *Whatcom County Review and Evaluation Program Methodology*, no reasonable measures are required. There is still much work to do though around housing. Like other communities in Washington and across the nation the supply of housing that is affordable to most households is small and getting smaller. Through the Home Fund Bellingham is investing over \$60 million to build new and preserve existing affordable housing (over 700 units 2012-2022). The City also spends over \$2 million annually in federal grant dollars to provide housing, services, and rental assistance to our community's most vulnerable members. Current work program initiatives like the manufactured home park overlay zone and funding to study inclusionary zoning also

aim to preserve and expand the supply of affordable housing. Work on the 2025 Comprehensive Plan will begin in 2023 and will include a community-wide conversation around housing affordability. These efforts will be guided by the Department of Commerce recommendations for compliance with House Bill 1220 instructing local governments to “plan and accommodate” housing affordable to all income levels. Through this plan update the City will work to further develop goals and policies for preserving existing affordable housing and to carefully manage the remaining buildable land supply to prioritize housing that is affordable to the full range of Bellingham's residents.

Analysis by Zoning Category

The following section provides details for each of Bellingham's general zoning categories of the residential densities assumed in 2016, those achieved 2016 to 2021, and those used in the forward-looking evaluation of land suitable for development that estimates the growth capacity on remaining buildable lands from 2021 to 2036.

Single family residential zones in Bellingham accommodated 566 single family and 321 multi family units for a total of 886 units and an overall achieved density of 5.3 units per acre compared to an assumed density of 4.7 units

per acre. There are 19 unique single family zones, of which 15 had growth over the past five years. Nine experienced higher than expected levels of development accommodating 160% of the growth assumed for them. Six zones fell short accommodating about 90% of assumed growth. Overall single family zones accommodated 114% of assumed growth.

Multi family residential zones accommodated 748 multi family and 149 single family units for a total of 897 units and an overall achieved density of 22.9 units per acre compared to an assumed density of 17.7 units per acre. There are 34 unique multi family zones, of which 17 had growth over the past five years. Nine experienced higher than expected levels of development accommodating 263% of the growth assumed for them. Eight zones fell short accommodating about 91% of assumed growth. Overall multi family zones accommodated 130% of assumed growth.

Commercial zones allowing and encouraging residential uses accommodated 671 multi family units for an achieved density of 20.7 units per acre compared to an assumed density of 17.8 units per acre. There are seven unique commercial zones, of which two had residential growth over the past five years. Both zones experienced higher than expected levels of development accommodating 116% of the growth assumed for them. For commercial

zones allowing and encouraging residential uses the analysis continues the use of 2,500 square feet per multi family unit (Municipal Code does not specify a density) as a realistic value given the densities achieved in recent projects in these zones.

Commercial/Industrial/Residential Multi zones accommodated 154 single family and 93 multi family units for an overall achieved density of 13.1 units per acre compared to an assumed density of 7.5 units per acre. There are two unique Com/Ind/RM zones, one of which experienced residential growth over the past five years. This zone experienced higher than expected levels of development accommodating 176% of the growth assumed for it.

Urban Village zones accommodated 5 single family and 524 multi family units for an overall achieved density of 58.9 units per acre compared to an assumed density of 41.4 units per acre. There are 13 unique urban village zones, 11 of which experienced residential growth over the past five years. Ten experienced higher than expected levels of development accommodating 175% of the growth assumed for them. One zone fell short accommodating 89% of assumed growth. Overall urban village zones accommodated 142% of assumed growth. For urban village zones the analysis uses density values keyed to the floor area ratios (FARs) specified in the

Municipal Code for each urban village land use area. A table included in the evaluation of land suitable for development worksheet documents the assumptions that model allocation of building square footage to non-residential uses, parking, hallway/mechanical spaces, and residential units to translate each FAR value into a specific units per acre density. These model assumptions are based on densities achieved by recent projects in each of the urban villages.

Background Details

The following section highlights details specific to Bellingham's application of the *Whatcom County Review and Evaluation Program Methodology* in the analysis of buildable lands. It includes the rates used to estimate population and employment, discussions of regulatory changes since 2016 that affect development capacity, infrastructure and future public uses, environmental constraints, market factors, and lands in Washington State ownership excluded from the capacity analysis.

Population and Employment Assumptions

The housing occupancy rate and persons per household assumptions for the Bellingham UGA are based on current values from the Washington State Office of Financial

Management (OFM) and are specific to Bellingham. The employment occupancy rate and jobs per square foot assumptions are based on Washington State Employment Security and Whatcom County Assessor's data as explained in Section 4.1 of the *Whatcom County Review and Evaluation Program Methodology*. The values are as follows:

- 97.5% Single Family occupancy rate
- 96.4% Multifamily occupancy rate
- 95.0% Commercial and Industrial occupancy rate
- 2.499 persons per Single Family household
- 1.850 persons per Multifamily household
- 440 and 660 respectively Commercial and Industrial square feet per employee

The Bellingham UGA has an estimated 20,720 population and 16,580 employment growth remaining to accommodate between 2021 and 2036 (**Exhibit 6** and **Exhibit 7**).

Regulatory Changes

Since adoption of the 2016 Comprehensive Plan Bellingham has approved many

regulatory changes that impact either the amount of land available for development, or the densities and mix of uses allowed on buildable lands. These changes are documented in detail in the Data Reporting Tool worksheet. The most significant changes include a rezone for Cordata Park removing 20 acres of mixed-use land from the buildable land supply (estimated capacity of 150 jobs and 100 housing units); approval of two annexations activating development of infrastructure and allowing development on 249 acres; approval of Title 23 (subdivision ordinance) streamlining the plat process and allowing a 50% density bonus for single-family cluster zones when at least 50% of units are Infill Toolkit forms; approval of an Accessory Dwelling Unit (ADU) ordinance allowing and encouraging ADUs in Bellingham's neighborhoods; approval of an updated residential multi-family (RM) development code establishing a simplified tiered density system and minimum densities (increasing Bellingham's overall development capacity by an estimated 20%); and Phase I of an update to the Infill Toolkit regulations streamlining and clarifying the development of missing-middle housing forms.

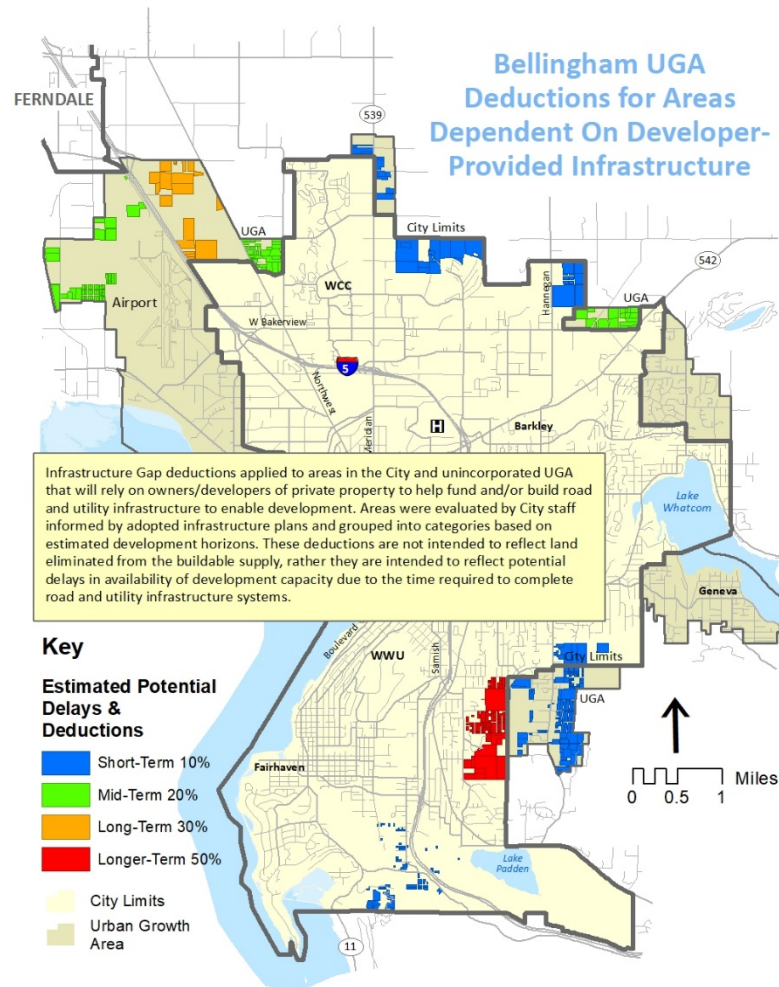
Infrastructure and Future Public Uses

Bellingham has identified areas within the City and unincorporated UGA that are within

the service area for urban sewer utilities but may not achieve full buildout until after 2036 due to reliance upon developer-provided portions of these future utility systems. The areas identified based on mapping from the 2016 Bellingham Wastewater Conveyance Plan were also determined to be areas where development of other related infrastructure like roads and municipal water would likely depend on some level of developer participation. These areas were assigned estimated near-term, mid-term, long-term, or longer-term time frames and received associated percentage deductions of their developable area. The deductions total approximately 112 acres and do not preclude all development but acknowledge that full buildout may not occur until after 2036. This jurisdiction profile includes a map of the Bellingham UGA illustrating the land areas associated with these deductions.

Deductions of buildable land related to roads, and water, sewer, and storm utilities are accounted for in the methodology through an infrastructure deduction on vacant, partially-used, and underutilized land of between 5% and 24%. The recent 17-acre land acquisition by the Bellingham School District for a future elementary school is also removed from the buildable land supply. Future development on the three college campuses in Bellingham is

accounted for in the “master planned” category of buildable land based on the adopted Institutional Master Plan (IMP) for each institution. Deductions for future public uses were made from the developable land supply based primarily on land acquisition needs identified in the Bellingham 2020 Park, Recreation, and Open Space (PRO) Plan. A total of 104 acres was deducted from developable vacant land for these purposes (see 2020 PRO Plan, Table 4.6.1 “Proposed Park System Additions – City & UGA”).



Environmental Constraints

Deductions for environmental constraints (critical areas) were made to all developable land including ALL residential, commercial, and industrial zones. Deductions were based on the best-available data in the City's GIS system following criteria set out in Bellingham Municipal Code (BMC) Chapter 16.55.

Wetlands were buffered with 150-foot buffers based on a composite of all mapped wetland delineations, and wetland reconnaissance inventories from 2015, 2003, and 1992 (NWI data from the 1980's was not used due to the relatively complete coverage by more recent/accurate studies). In addition, a staff-generated potential wetlands layer was created from color-infrared imagery and LiDAR data to fill gaps across properties where access limitations prevent on-the-ground mapping of wetland systems. Other critical areas layers used include steep slopes, FEMA floodways and floodplains (2019 data), and regulated shorelines and stream/riparian corridors. Shorelines were buffered using adopted Shoreline Master Program (SMP) development setbacks designated for each reach. Stream/riparian buffers were based on distances specified for each reach in BMC Table 16.55.500(A).

Market Factors

The Review and Evaluation Program Methodology includes a market factor deduction to account for land not likely to develop during the remainder of the 2021 to 2036 planning period. The criteria considered while developing the market factor(s) for Bellingham's buildable lands analysis include examination of improvement to total value ratios, transaction and conversion history, a property owner survey, targeted outreach to specific owners and developers, and comparative studies of market factors from other buildable lands jurisdictions. The market factors developed for Bellingham's analysis are arranged in a tiered system corresponding to the complexities involved in development and the relative return or benefit to property owners and developers. Vacant land usually presents the fewest challenges to development, partially-utilized land is typically more complex to develop due to existing ongoing uses on the property during development, and underutilized land is often the most-complex due to the requisite relocation or change of non-conforming uses accompanying redevelopment. The relative return or benefit to property owners and developers is closely related to the zoned density or intensity of developable land. Land zoned for higher density or intensity uses will

usually provide a bigger return or benefit to owners and developers making it more likely they will develop sooner. And land zoned for lower density or intensity uses will usually provide a lower return or benefit to owners making it less likely to develop sooner. The market factors assigned to each tier are as follows: vacant higher density/intensity = 20%, vacant lower density/intensity = 25%, partially-utilized higher density/intensity = 25%, partially-utilized lower density/intensity = 30%, underutilized higher density/intensity = 30%, underutilized lower density/intensity = 35%. A technical memo explaining the details of Bellingham's market factor analysis can be found here

https://maps.cob.org/resources/images/pcd/BellinghamMarketFactor_TechnicalMemo_Sept10th2021.pdf

State-Owned Lands

The 2016 Bellingham Comprehensive Plan Land Capacity Analysis included some development capacity on approximately 266 acres of land owned by Washington State. This land located in one block west of Bellingham International Airport, and in three blocks lying north of and parallel to the Mt Baker Highway has been excluded from the developable land supply in this analysis.

Residential Development

Exhibit 14. Residential Development, Achieved and Assumed Densities, City of Bellingham, 2016-2021

Zoning Category	Development Type	Acres Developed	Dwelling Units	Achieved Density (Units/Acre)	Density Assumed (Units/Acre)	
					Min	Max
Single Family	Single Family	138.2	586	4.24	0.20	14.52
	Multifamily	29.9	321	10.74	7.26	7.26
Multifamily	Single Family	20.1	149	7.40	N/A	N/A
	Multifamily	32.2	748	23.25	4.04	43.56
Mixed-Use	Single Family	28.5	169	5.93	6.00	6.00
	Multifamily	3.3	93	28.24	6.00	17.42
Urban Village	Single Family	0.5	5	9.96	8.71	8.71
	Multifamily	8.7	524	59.93	8.71	69.70
Commercial	Multifamily	20.6	671	32.55	12.10	48.40
Institutional	Multifamily	1.5	76	50.97	N/A	N/A
Industrial	Multifamily	0.2	1	6.19	N/A	N/A

Sources: City of Bellingham, 2022; Community Attributes Inc., 2021.

Note: "Density Assumed" is the assumed density for evaluation of land suitable for development by zone. City of Bellingham zoning districts are grouped into seven collapsed, generalized categories.

Exhibit 15. Residential Land Supply, Bellingham UGA, 2021-2036

	UGA Total	Single Family	Multifamily	Mixed- Use	Urban Village	Commercial	Institutional	Industrial	Public	Airport Operations
Vacant Land										
Gross Acres	1,291.19	802.97	322.52	119.16	2.94	41.41	2.19	0.00	0.00	0.00
Critical Areas	688.47	426.50	183.11	48.51	0.52	27.81	2.02	0.00	0.00	0.00
Future Public Uses	63.66	39.59	15.90	5.87	0.14	2.04	0.11	0.00	0.00	0.00
Infrastructure Gaps	55.48	41.84	8.74	4.89	0.00	0.00	0.00	0.00	0.00	0.00
Quasi-Public Use Deduction	24.18	14.75	5.74	2.99	0.11	0.58	0.00	0.00	0.00	0.00
Infrastructure Deduction	97.79	70.81	11.48	14.22	0.11	1.16	0.01	0.00	0.00	0.00
Market Factor	75.72	45.29	19.51	8.53	0.41	1.96	0.01	0.00	0.00	0.00
Net Acres	285.91	164.20	78.04	34.14	1.64	7.86	0.05	0.00	0.00	0.00
Partially-Used Land										
Gross Acres	1,378.76	845.05	141.46	321.62	53.25	17.39	0.00	0.00	0.00	0.00
Critical Areas	567.27	421.40	49.59	84.38	4.89	7.00	0.00	0.00	0.00	0.00
Future Public Uses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Infrastructure Gaps	23.84	8.42	0.40	15.01	0.00	0.00	0.00	0.00	0.00	0.00
Quasi-Public Use Deduction	39.38	20.76	4.57	11.11	2.42	0.52	0.00	0.00	0.00	0.00
Infrastructure Deduction	165.59	99.65	9.15	53.34	2.42	1.04	0.00	0.00	0.00	0.00
Market Factor	149.18	77.22	19.44	39.45	10.88	2.21	0.00	0.00	0.00	0.00
Net Acres	433.50	217.59	58.31	118.34	32.64	6.62	0.00	0.00	0.00	0.00
Underutilized Land										
Gross Acres	69.84	0.00	25.64	1.15	29.40	9.92	3.72	0.00	0.00	0.00
Critical Areas	14.96	0.00	8.29	0.02	0.81	2.65	3.18	0.00	0.00	0.00
Future Public Uses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Infrastructure Gaps	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Quasi-Public Use Deduction	2.72	0.00	0.87	0.06	1.43	0.36	0.00	0.00	0.00	0.00
Infrastructure Deduction	4.22	0.00	1.73	0.27	1.43	0.73	0.05	0.00	0.00	0.00
Market Factor	14.38	0.00	4.42	0.24	7.72	1.85	0.15	0.00	0.00	0.00
Net Acres	33.56	0.00	10.32	0.56	18.01	4.32	0.34	0.00	0.00	0.00

Sources: City of Bellingham, 2022; Whatcom County, 2021; Community Attributes Inc., 2021.

Note: City of Bellingham zoning districts are grouped into nine collapsed, generalized categories.

Exhibit 16. Developable Residential Land Capacity, Bellingham UGA, 2021-2036

	UGA	Single-family	Multi-family	Mixed-Use	Urban Village	Commercial	Institutional	Industrial	Public	Airport Operations
Net Developable Residential Acres (Vacant, PU, UU)	752.98	381.79	146.67	153.03	52.29	18.80	0.39	0.00	0.00	0.00
Single Family Developable Acres	485.56	374.47	-	110.00	1.09	-	-	-	-	-
Assumed Single Family Density (units/acre)										
Subtotal Single Family Unit Capacity	2,994	2,325	-	660	9	-	-	-	-	-
Existing Single Family Units	1,646	419	370	314	366	28	1	146	-	2
Pending Single Family Units	1,872	1,164	505	123	14	65	-	-	1	-
Master Planned Single Family Units	75	-	-	58	-	-	-	17	-	-
Subtotal: Net Single Family Unit Capacity	4,200	3,070	505	527	15	65	-	17	1	-
Potential Occupied Single Family Units	4,095	2,993	492	514	15	63	-	16	1	-
Single Family Population Capacity	10,233	7,480	1,230	1,285	37	158	-	41	2	-
Multifamily Developable Acres	267.42	7.32	146.67	43.03	51.20	18.80	0.39	-	-	-
Assumed Multifamily Density (units/acre)										
Subtotal Multifamily Unit Capacity	5,544	65	2,791	420	1,842	411	15	-	-	-
Existing Multifamily Units	122	27	25	20	20	10	-	20	-	-
Pending Multifamily Units	4,903	124	927	758	1,477	1,617	-	-	-	-
Master Planned Multifamily Units	1,492	-	-	413	760	-	200	119	-	-
Subtotal: Net Multifamily Unit Capacity	11,863	189	3,693	1,571	4,059	2,018	215	119	-	-
Potential Occupied Multifamily Units	11,436	182	3,560	1,514	3,913	1,945	207	115	-	-
Multifamily Population Capacity	21,159	338	6,586	2,801	7,239	3,599	384	212	-	-
Net Dwelling Unit Capacity	16,063	3,259	4,198	2,098	4,074	2,083	215	135	1	-
Potential Occupied Dwelling Units	15,531	3,175	4,052	2,028	3,928	2,009	207	131	1	-
Population Capacity	31,392	7,818	7,816	4,086	7,276	3,757	384	253	2	-
Remaining Population Growth to Accommodate (2021-2036)	20,720									
Population Capacity Surplus (Deficit)	10,672									

Sources: City of Bellingham, 2022; Whatcom County, 2021; Community Attributes Inc., 2021.
 Note: Bellingham UGA zoning districts are grouped into nine collapsed, generalized categories.

Commercial and Industrial Development

Exhibit 17. Nonresidential Development, Achieved and Assumed Densities, City of Bellingham, 2016-2021

Zoning Designation	Development Type	Acres Developed	Built Square Feet	Achieved Density (FAR)	Assumed Density (FAR)	
					Min	Max
Single Family	Commercial	7.6	22,776	0.07	N/A	N/A
Multifamily	Commercial	1.4	17,966	0.28	N/A	N/A
Mixed-Use	Commercial	21.7	230,519	0.24	0.40	0.40
	Industrial	0.0	0	0.00	0.40	0.40
Urban Village	Commercial	3.1	81,619	0.61	0.40	3.50
	Industrial	2.4	58,710	0.57	0.40	0.40
Commercial	Commercial	10.8	189,313	0.40	0.40	2.50
Institutional	Commercial	12.3	188,774	0.35	0.40	0.40
Industrial	Commercial	12.0	155,697	0.30	N/A	N/A
	Industrial	45.2	466,052	0.24	0.25	0.25
Public	Commercial	50.2	323,042	0.15	0.40	0.40
	Industrial	1.4	9,309	0.15	N/A	N/A
Airport Operations	Commercial	8.2	149,046	0.42	0.25	0.25
	Industrial	0.0	0	0.00	0.25	0.25

Sources: City of Bellingham, 2022; Community Attributes Inc., 2021.

Note: Assumed Density is the assumed density for evaluation of land suitable for development by zone. Bellingham UGA zoning districts are grouped into nine collapsed, generalized categories.

Exhibit 18. Developable Nonresidential Land Supply, Bellingham UGA, 2021-2036

	UGA Total	Single Family	Multifamil y	Mixed- Use	Urban Village	Commercial	Institutional	Industrial	Public	Airport Operations
Vacant Land										
Gross Acres	819.40	0.00	0.07	24.40	3.38	41.61	6.58	743.27	0.08	0.00
Critical Areas	562.80	0.00	0.05	10.32	0.23	27.81	6.07	518.24	0.08	0.00
Future Public Uses	40.40	0.00	0.00	1.20	0.17	2.05	0.32	36.64	0.00	0.00
Infrastructure Gaps	22.55	0.00	0.00	0.54	0.00	0.00	0.00	22.01	0.00	0.00
Quasi-Public Use Deduction	1.35	0.00	0.00	0.62	0.15	0.59	0.00	0.00	0.00	0.00
Infrastructure Deduction	20.13	0.00	0.00	2.15	0.15	1.18	0.02	16.64	0.00	0.00
Market Factor	34.43	0.00	0.00	1.91	0.54	2.00	0.03	29.95	0.00	0.00
Net Acres	137.73	0.00	0.01	7.66	2.15	7.99	0.14	119.79	0.00	0.00
Partially-Used Land										
Gross Acres	359.15	0.00	0.24	35.74	25.13	17.52	0.00	279.05	0.00	1.48
Critical Areas	146.67	0.00	0.09	9.38	2.92	7.00	0.00	126.77	0.00	0.52
Future Public Uses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Infrastructure Gaps	10.20	0.00	0.00	1.67	0.00	0.00	0.00	8.53	0.00	0.00
Quasi-Public Use Deduction	2.88	0.00	0.01	1.23	1.11	0.53	0.00	0.00	0.00	0.00
Infrastructure Deduction	22.57	0.00	0.02	5.93	1.11	1.05	0.00	14.38	0.00	0.10
Market Factor	44.21	0.00	0.03	4.38	5.00	2.23	0.00	32.34	0.00	0.22
Net Acres	132.62	0.00	0.10	13.15	14.99	6.70	0.00	97.03	0.00	0.65
Underutilized Land										
Gross Acres	444.57	0.00	0.03	0.13	3.74	10.70	3.72	426.24	0.00	0.00
Critical Areas	273.85	0.00	0.00	0.00	0.13	2.65	3.18	267.88	0.00	0.00
Future Public Uses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Infrastructure Gaps	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Quasi-Public Use Deduction	0.59	0.00	0.00	0.01	0.18	0.40	0.00	0.00	0.00	0.00
Infrastructure Deduction	16.91	0.00	0.00	0.03	0.18	0.81	0.05	15.84	0.00	0.00
Market Factor	45.97	0.00	0.01	0.03	0.97	2.05	0.15	42.76	0.00	0.00
Net Acres	107.25	0.00	0.02	0.06	2.27	4.79	0.34	99.77	0.00	0.00

Sources: City of Bellingham, 2022; Whatcom County, 2021; Community Attributes Inc., 2021.

Note: Bellingham UGA zoning districts are grouped into nine collapsed, generalized categories.

Exhibit 19. Developable Nonresidential Land Capacity, Bellingham UGA, 2021-2036

	UGA	Multi-family	Single-family	Mixed-Use	Urban Village	Commercial	Institutional	Industrial	Public	Airport Operations
Net Developable Employment Acres (Vacant, PU, UU)	377.60	0.00	0.13	20.87	19.41	19.48	0.48	316.59	0.00	0.65
Commercial Developable Acres	54.06	-	0.13	18.89	14.75	19.48	0.48	-	-	0.32
Subtotal: Commercial Capacity (SF)	2,330,253	-	2,203	329,224	1,400,226	586,709	8,373	-	-	3,518
Existing Commercial Space (SF)	716,719	4,287	5,423	-	422,903	224,113	-	59,993	-	-
Pending Commercial Space (SF)	1,095,040	78,100	6,933	26,239	140,669	268,607	11,813	463,912	98,767	-
Master Planned Commercial Space (SF)	2,528,209	-	-	210,603	617,200	-	1,294,730	39,397	266,279	100,000
Subtotal: Net Commercial Capacity (SF)	5,346,344	78,100	9,136	566,066	1,775,050	631,203	1,314,916	503,309	365,046	103,518
Potential Occupied Commercial Space (SF)	5,079,027	74,195	8,679	537,763	1,686,297	599,643	1,249,170	478,144	346,793	98,342
Commercial Employment Capacity	11,542	168	20	1,222	3,832	1,362	2,839	1,087	788	224
Industrial Developable Acres	323.54	-	-	1.97	4.66	-	-	316.59	-	0.32
Subtotal: Industrial Capacity (SF)	3,566,662	-	-	34,347	81,132	-	-	3,447,665	-	3,518
Existing Industrial Space (SF)	871,274	79,196	26,762	5,496	135,082	81,437	-	543,301	-	-
Pending Industrial Space (SF)	1,016,738	-	-	-	28,382	45,000	-	912,841	30,515	-
Master Planned Industrial Space (SF)	981,055	-	-	77,213	376,000	-	-	172,841	-	355,000
Subtotal: Net Industrial Capacity (SF)	4,952,113	-	-	111,560	416,473	45,000	-	3,990,046	30,515	358,518
Potential Occupied Industrial Space (SF)	4,704,507	-	-	105,982	395,649	42,750	-	3,790,544	28,989	340,592
Industrial Employment Capacity	7,129	-	-	161	599	65	-	5,743	44	516
Net Commercial & Industrial Capacity (SF)	10,298,457	78,100	9,136	677,626	2,191,523	676,203	1,314,916	4,493,355	395,561	462,036
Potential Occupied Commercial & Industrial Capacity (SF)	9,783,534	74,195	8,679	643,745	2,081,947	642,393	1,249,170	4,268,688	375,783	438,934
Employment Capacity	18,671	168	20	1,383	4,431	1,427	2,839	6,830	832	740
Remaining Employment Growth to Accommodate (2021-2036)	16,580									
Employment Capacity Surplus (Deficit)	2,091									

Sources: City of Bellingham, 2022; Whatcom County, 2021; Community Attributes Inc., 2021.

Note: Bellingham UGA zoning districts are grouped into nine collapsed, generalized categories.

2. Birch Bay UGA

The Birch Bay Urban Growth Area is one of three Non-City UGAs in Whatcom County. The UGA has a projected total allocation of 12,822 residents and 1,140 jobs by 2036. The UGA has a projected growth allocation of 4,593 new residents and 474 new jobs between 2016 and 2036 (**Exhibit 1** and **Exhibit 2**).

Achieved Growth 2016-2021

Based on permit data collected between 2016 and 2021, occupancy, persons per household and square feet per employee assumptions, new construction in the Birch Bay UGA accommodated an estimated 389 new residents and 55 new jobs over this five-year period (**Exhibit 6** and **Exhibit 7**).

The Birch Bay UGA achieved an overall residential density of 4.5 units per net acre between 2016 and 2021. This is below the 5.0 to 10.0 units per net acre planned in the *Whatcom County Comprehensive Plan* (**Exhibit 11**).

The *Whatcom County Comprehensive Plan* does not have adopted planned densities for commercial or industrial uses. Between 2016 and 2021, the UGA has achieved a commercial FAR of 0.06. The Commercial FAR is based upon a limited number of commercial building

permits (eight) issued between April 1, 2016 and March 31, 2021. Six of the eight building permits were in commercial zones (the other two were in residential zones). Five of the six permits in commercial zones were for commercial storage buildings (the other was for a covered patio). The UGA did not have industrial development between 2016 and 2021 (**Exhibit 11**).

Population and Employment Assumptions

Occupancy rate and population and employment assumptions for estimating future growth capacity in the Birch Bay UGA are:

- 75.0% Single Family occupancy rate
- 51.0% Multifamily occupancy rate
- 95.0% Commercial and Industrial occupancy rate
- 2.38 Single Family persons per household
- 2.22 Multifamily persons per household
- 532 Commercial square feet per employee

The Birch Bay UGA is characterized by a mix of single family and multifamily residences, as well as historically high seasonal housing. There are also a number of businesses in the UGA.

Population Capacity 2021-2036

The Birch Bay UGA will need to accommodate 4,204 more residents and 419 more jobs between 2021 and 2036 under current planning assumptions (**Exhibit 6** and **Exhibit 7**).

Based on achieved densities between 2016 and 2021 and other planning assumptions, Whatcom County is assuming future densities ranging between 4.4 units per acre and 10.0 units per acre for single family development, depending on the specific zone. Future density assumptions range between 5.9 and 17.0 units per acre for multifamily development (**Exhibit 20**). Density assumptions for the Sutable Land Tool, which estimates future development capacity, are further described below (achieved density is based on building permits issued between 2016 and 2021):

Urban Residential (UR4) – The achieved net density from the Data Reporting Tool for the UR4 zone is 4.4 units/acre for single family development. This net density is used in the Sutable Land Tool to estimate capacity to accommodate development in the future.

Urban Residential Medium Density (URM6) – For single family, the achieved net density from the Data Reporting Tool for the URM6 zone is 3.3 units/acre. However, this is likely

not reflective of future development. While there is currently not a minimum density in the URM6, the County Comp Plan encourages development at 5-10 units per acre in the Birch Bay UGA. For multi-family, the achieved net density from the Data Reporting Tool for the URM6 zone is 5.9 units/acre. This density is used in the Sutable Land Tool for both single family and multi-family land.

Urban Residential Medium Density (URM24) – The URM24 zone did not experience any residential development from 2016-2021 (see Data Reporting Tool). The URM24 zone has a minimum net density of 10 dwelling units/acre and a maximum gross density of 24 dwellings/acre (WCC 20.22.252). A density of 10 units per net acre is used for single family land and 17 units per net acre for multi-family land in the Sutable Land Tool.

Resort Commercial (RC) –For single family, the achieved net density from the Data Reporting Tool for the RC zone is 8.3 units/acre. This density is used in the Sutable Land Tool for future single family development. The RC zone did not experience any multi-family residential development from 2016-2021 (see Data Reporting Tool). The RC zone allows multi-family zoning at a maximum gross density of 22 units per acre (WCC 20.64.262). A density of 17 units per net acre

for multi-family development is used in the Suitable Land Tool (same as the URM24 zone).

General Commercial (GC) - The GC zone did not experience any residential development from 2016-2021 (see Data Reporting Tool). Therefore, the achieved density for the RC zone (8.3 units/net acre) is used in the Suitable Land Tool for single family land in the GC zone. The GC zone allows multi-family zoning at a maximum density of 18 units per acre (WCC 20.62.066). A density of 17 units per net acre is used for multi-family development in the Suitable Land Tool (same as URM24 and RC zones).

The Birch Bay UGA has estimated net land capacity for population growth of about 297 acres (**Exhibit 21**), with a total estimated potential occupied unit capacity of 1,257 dwelling units. Based on persons per household assumptions, the Birch Bay UGA has an estimated population capacity of 2,950, indicating an estimated population capacity deficit of 1,254 for the 2021-2036 time period (**Exhibit 22**).

Housing Needs by Type

The *Whatcom County Comprehensive Plan* (Chapter 3- Housing, Chart 3 – Estimated Dwelling Units Needed, page 3-8) indicates that the Birch Bay UGA has a need for 3,106

new single-family dwelling units during the 2013-2036 planning period (the Comprehensive Plan does not estimate multifamily housing needs for Birch Bay). The calculation for Chart 3 in the *Whatcom County Comprehensive Plan* included building activity from 2013. Therefore, the analysis below includes permit data from April 1, 2013, even though the planning period for this Buildable Lands Report is from 2016.

- Between April 1, 2013 and March 31, 2021, Whatcom County performed final inspections on 304 single-family and 39 multi-family units in the Birch Bay UGA. Comparing units built and the needs indicated on Chart 3, the Birch Bay UGA needs an additional 2,802 single-family units between 2021 and 2036.
- The Birch Bay UGA has an estimated 2021-2036 capacity for 1,333 single-family and 504 multi-family housing units (**Exhibit 22**).

The capacity to accommodate single family residential housing in the Birch Bay UGA is not sufficient to accommodate the single family dwelling units needed in the planning period as established in the *Whatcom County Comprehensive Plan* (Chapter 3- Housing, Chart 3).

Employment Capacity 2021-2036

Whatcom County is using an average of the small city FARs for future commercial development, since there are limited data on achieved densities in the Birch Bay UGA (**Exhibit 23**).

The Birch Bay UGA has estimated net land capacity for employment growth of 44.3 acres (**Exhibit 24**), with a total estimated potential occupied commercial capacity of 305,008 square feet. Based on square feet per employee assumptions, the Birch Bay UGA has an estimated employment capacity of 573, indicating an estimated employment capacity surplus of 154 for the 2021-2036 time period (**Exhibit 25**).

Regulatory Changes

The County has evaluated development regulations adopted in the review period (April 1, 2016 – March 31, 2021). Only Ordinance 2019-005 could prevent assigned densities from being achieved or impact the quantity of land suitable for development in the remainder of the 20-year planning period (2021-2036). In an e-mail of October 6, 2021, a representative of the Whatcom County Public Works River & Flood Division stated:

. . . the 2019 revisions were done mainly to reflect updated flood study and the most recent just adopted in 2021 was for compliance with building freeboard required for CRS [Community Rating System] credit, nothing to do with 'supply of land'. That being said, the flood study did change the Base Flood Elevations and floodplain boundaries in those areas and the FEMA Biological Opinion does restrict density in the floodplain. . ."

A September 30, 2021 River & Flood Division memo attached to the e-mail states that the Special Flood Hazard Area is:

. . . designated Critical Area and/or Habitat Conservation Area (HCA) per WCC Title-16. As such, creating additional 'buildable' lots within a Critical Area or HCA may be prohibited. For further information reference WCC 16.16.420 – Frequently Flooded Areas. . .

Pursuant to the *Whatcom County Review and Evaluation Program Methodology*, Whatcom County deducted floodplains from the buildable land supply.

Infrastructure Gaps

Whatcom County has reviewed capital facility plans and/or consulted with service providers. Based upon these actions, the County has not identified any infrastructure gaps that would prevent service providers from supplying planned capital facilities to developable land in the Birch Bay UGA within the planning period (2021-2036).

Analysis of Comprehensive Plan Objectives and Reasonable Measures

Residential development in the Birch Bay UGA between 2016 and 2021 has occurred at an overall net density less than anticipated in the *Whatcom County Comprehensive Plan*. Additionally, there is not enough capacity in the Birch Bay UGA, with current density assumptions, to accommodate the projected residential growth in the remaining portion of the planning period (between 2021 and 2036). The single family unit capacity in the Birch Bay UGA is insufficient to accommodate the estimated dwelling units needed between 2021 and 2036. Therefore, reasonable measures are appropriate.

Whatcom County Comprehensive Plan Goal 2P states:

. . . The County should approve new residential developments at overall average net densities as shown below, while respecting unique characteristics of each community:

- Birch Bay – five to ten units per net acre. . .

The overall achieved residential density in the Birch Bay UGA was 4.5 units per net acre during the review period (2016-2021). Lots in the Birch Bay UGA have historically been created at densities that the land owner or developer chose. The UR4 zone has a minimum net density of 4 dwelling units/acre, but this is below the Comprehensive Plan goal of five to ten units per net acre. Several other zones in the UGA do not have minimum density requirements. Increasing residential density, including density in zones that allow single family dwellings, would provide additional capacity for growth within the UGA. Therefore, adjustments to the zoning code are appropriate to better implement the Comprehensive Plan.

The Growth Management Act indicates that one of the purposes of the review and evaluation program is to:

Identify reasonable measures, other than adjusting urban growth areas, that will be taken to comply with the requirements of this chapter. Reasonable measures are those actions necessary to reduce the differences between growth and development assumptions and targets contained in the countywide planning policies and the county and city comprehensive plans with actual development patterns. . . (RCW 36.70A.215(1)(b)).

The Whatcom County Review and Evaluation Program Methodology (February 10, 2022) identifies minimum density requirements and maximum lot sizes as potential reasonable measures (Appendix A). Specifically, the Methodology states:

Zoning ordinances can establish minimum and maximum densities in each zone to ensure that development occurs as envisioned for the community (page 46).

The State Department of Commerce Housing Memorandum: Issues Affecting Housing Availability and Affordability (June 2019) identifies “Reasonable Measures as Tools for Increasing Housing Availability and Affordability” including:

Allow or require small lots (5,000 square feet or less) for single-family neighborhoods within UGAs. Small lots limit sprawl, contribute to the more efficient use of land, and promote densities that can support transit. Small lots also provide expanded housing ownership opportunities to broader income ranges and provide additional variety to available housing types (page 116).

In October 2021, Whatcom County adopted a reasonable measure increasing the allowed density in the UR4 zone in the Birch Bay UGA, if public water and sewer are available and density credits are purchased, from 4 dwellings/acre to 5 dwellings per acre (Ordinance 2021-059). This ordinance also reduced the conventional minimum lot size for residential development in the UR4 zone in the Birch Bay UGA from 8,000 square feet to 4,500 square feet when public water and sewer are available. In November 2017, Whatcom County adopted an ordinance allowing increased density for single family development in the RC zone through the planned unit development process, if density credits are purchased (Ordinance 2017-062). Other potential reasonable measures the County may consider for the Birch Bay UGA include:

- Increasing the minimum net residential density and/or adopting maximum lot size in the UR4 zone (WCC 20.20);
- Adopting minimum net residential density requirements and/or maximum lot size in the URM6 zone (WCC 20.22);
- Adopting minimum net residential density requirements and/or maximum lot size in the GC zone (WCC 20.62); and/or
- Adopting minimum net residential density requirements and/or maximum lot size in the RC zone (WCC 20.64).

The UR4, URM6, GC, and RC zones all allow single family dwelling units.

Residential Development

Exhibit 20. Residential Development, Achieved and Assumed Densities, Birch Bay UGA, 2016-2021

Zoning Designation	Development Type	Acres Developed	Dwelling Units	Achieved Density (Units/Acre)	Density Assumed (Units/Acre)
UR4	Single Family	38.3	168	4.39	4.39
URM6	Single Family	7.6	25	3.31	5.89
	Multifamily	4.6	27	5.89	5.89
URM24	Single Family	N/A	N/A	N/A	10.00
	Multifamily	N/A	N/A	N/A	17.00
RC	Single Family	1.4	12	8.32	8.32
	Multifamily	N/A	N/A	N/A	17.00
GC	Single Family	N/A	N/A	N/A	8.32
	Multifamily	N/A	N/A	N/A	17.00

Sources: Whatcom County, 2022; Community Attributes Inc., 2021.

Note: "Density Assumed" is the assumed density for evaluation of land suitable for development by zone.

Exhibit 21. Residential Land Supply, Birch Bay UGA, 2021-2036

	UGA Total	UR4	URM6	URM24	RC	GC	NC
Vacant Land							
Gross Acres	816.99	471.94	146.62	98.96	62.65	36.82	0.00
Critical Areas	450.86	277.61	43.69	69.51	37.86	22.19	0.00
Future Public Uses	15.80	14.00	0.00	0.00	0.00	1.80	0.00
Infrastructure Gaps	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Quasi-Public Use Deduction	17.52	9.02	5.15	1.47	1.24	0.64	0.00
Infrastructure Deduction	74.76	41.48	22.13	5.30	4.26	1.59	0.00
Market Factor	43.87	22.07	12.86	3.85	3.28	1.80	0.00
Net Acres	214.18	107.77	62.79	18.82	16.01	8.80	0.00
Partially-Used Land							
Gross Acres	232.69	109.12	64.66	0.00	52.63	6.28	0.00
Critical Areas	84.62	48.97	14.24	0.00	20.73	0.69	0.00
Future Public Uses	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Infrastructure Gaps	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Quasi-Public Use Deduction	7.40	3.01	2.52	0.00	1.59	0.28	0.00
Infrastructure Deduction	30.86	13.84	10.84	0.00	5.49	0.69	0.00
Market Factor	29.65	11.69	10.01	0.00	6.70	1.25	0.00
Net Acres	80.16	31.62	27.06	0.00	18.11	3.37	0.00
Underutilized Land							
Gross Acres	4.16	0.00	0.00	0.00	0.00	4.16	0.00
Critical Areas	0.28	0.00	0.00	0.00	0.00	0.28	0.00
Future Public Uses	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Infrastructure Gaps	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Quasi-Public Use Deduction	0.19	0.00	0.00	0.00	0.00	0.19	0.00
Infrastructure Deduction	0.48	0.00	0.00	0.00	0.00	0.48	0.00
Market Factor	0.87	0.00	0.00	0.00	0.00	0.87	0.00
Net Acres	2.34	0.00	0.00	0.00	0.00	2.34	0.00

Sources: Whatcom County, 2022; Community Attributes Inc., 2021.

Exhibit 22. Developable Residential Land Capacity, Birch Bay UGA, 2021-2036

	UGA	UR4	URM6	URM24	RC	GC	NC
Net Developable Residential Acres (Vacant, PU, UU)	296.68	139.39	89.85	18.82	34.12	14.51	0.00
Single Family Developable Acres	249.48	139.39	76.37	9.41	17.06	7.25	-
Assumed Single Family Density (units/acre)		4	6	10	8	8	
Subtotal Single Family Unit Capacity	1,358	612	450	94	142	60	-
Existing Single Family Units	188	67	95	-	4	4	18
Pending Single Family Units	145	-	145	-	-	-	-
Master Planned Single Family Units	-	-	-	-	-	-	-
Subtotal: Net Single Family Unit Capacity	1,333	545	500	94	138	56	-
Potential Occupied Single Family Units	1,000	409	375	71	104	42	-
Single Family Population Capacity	2,380	973	893	168	246	100	-
Multifamily Developable Acres	47.20	-	13.48	9.41	17.06	7.25	-
Assumed Multifamily Density (units/acre)			6	17	17	17	
Subtotal Multifamily Unit Capacity	652	-	79	160	290	123	-
Existing Multifamily Units	148	-	35	-	113	-	-
Pending Multifamily Units	-	-	-	-	-	-	-
Master Planned Multifamily Units	-	-	-	-	-	-	-
Subtotal: Net Multifamily Unit Capacity	504	-	44	160	177	123	-
Potential Occupied Multifamily Units	257	-	22	82	90	63	-
Multifamily Population Capacity	570	-	50	181	200	139	-
Net Dwelling Unit Capacity	1,837	545	544	254	315	179	-
Potential Occupied Dwelling Units	1,257	409	397	152	194	105	-
Population Capacity	2,950	973	943	349	446	239	-
Remaining Population Growth to Accommodate (2021-2036)	4,204						
Population Capacity Surplus (Deficit)	(1,254)						

Sources: Whatcom County, 2022; Community Attributes Inc., 2021.

Commercial and Industrial Development

Exhibit 23. Nonresidential Development, Achieved and Assumed Densities, Birch Bay UGA, 2016-2021

Zoning Designation	Development Type	Acres Developed	Built Square Feet	Achieved Density (FAR)	Assumed Density (FAR)
UR4	Commercial	7.1	3,780	0.01	N/A
RC	Commercial	0.6	368	0.01	0.18
GC	Commercial	4.1	26,480	0.15	0.18
NC	Commercial	N/A	N/A	N/A	0.18

Sources: Whatcom County, 2022; Community Attributes Inc., 2021.

Note: Assumed Density is the assumed density for evaluation of land suitable for development by zone.

Exhibit 24. Developable Nonresidential Land Supply, Birch Bay UGA, 2021-2036

	UGA Total	UR4	URM6	URM24	RC	GC	NC
Vacant Land							
Gross Acres	103.67	0.00	0.00	0.00	6.96	85.91	10.80
Critical Areas	64.19	0.00	0.00	0.00	4.21	51.77	8.21
Future Public Uses	4.20	0.00	0.00	0.00	0.00	4.20	0.00
Infrastructure Gaps	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Quasi-Public Use Deduction	1.76	0.00	0.00	0.00	0.14	1.50	0.13
Infrastructure Deduction	4.44	0.00	0.00	0.00	0.47	3.71	0.26
Market Factor	4.94	0.00	0.00	0.00	0.36	4.20	0.37
Net Acres	24.13	0.00	0.00	0.00	1.78	20.52	1.82
Partially-Used Land							
Gross Acres	20.50	0.00	0.00	0.00	5.85	14.65	0.00
Critical Areas	3.91	0.00	0.00	0.00	2.30	1.60	0.00
Future Public Uses	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Infrastructure Gaps	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Quasi-Public Use Deduction	0.83	0.00	0.00	0.00	0.18	0.65	0.00
Infrastructure Deduction	2.23	0.00	0.00	0.00	0.61	1.62	0.00
Market Factor	3.65	0.00	0.00	0.00	0.74	2.91	0.00
Net Acres	9.88	0.00	0.00	0.00	2.01	7.87	0.00
Underutilized Land							
Gross Acres	17.52	0.00	0.00	0.00	0.00	9.70	7.82
Critical Areas	0.64	0.00	0.00	0.00	0.00	0.64	0.00
Future Public Uses	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Infrastructure Gaps	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Quasi-Public Use Deduction	0.84	0.00	0.00	0.00	0.00	0.45	0.39
Infrastructure Deduction	1.91	0.00	0.00	0.00	0.00	1.12	0.78
Market Factor	3.81	0.00	0.00	0.00	0.00	2.02	1.79
Net Acres	10.31	0.00	0.00	0.00	0.00	5.46	4.85

Sources: Whatcom County, 2022; Community Attributes Inc., 2021.

Exhibit 25. Developable Nonresidential Land Capacity, Birch Bay UGA, 2021-2036

	UGA	UR4	URM6	URM24	RC	GC	NC
Net Developable Employment Acres (Vacant, PU, UU)	44.32	0.00	0.00	0.00	3.79	33.85	6.68
Commercial Developable Acres	44.32	-	-	-	3.79	33.85	6.68
Assumed Commercial Density (FAR)					0.2	0.2	0.2
Subtotal: Commercial Capacity (SF)	355,214	-	-	-	30,387	271,322	53,505
Existing Commercial Space (SF)	70,779	3,848	7,663	-	35,726	21,742	1,800
Pending Commercial Space (SF)	19,776	-	-	-	-	19,776	-
Master Planned Commercial Space (SF)	-	-	-	-	-	-	-
Subtotal: Net Commercial Capacity (SF)	321,061	-	-	-	-	269,356	51,705
Potential Occupied Commercial Space (SF)	305,008	-	-	-	-	255,888	49,120
Commercial Employment Capacity	573	-	-	-	-	481	92
Industrial Developable Acres	-	-	-	-	-	-	-
Assumed Industrial Density (FAR)							
Subtotal: Industrial Capacity (SF)	-	-	-	-	-	-	-
Existing Industrial Space (SF)	43,012	2,402	6,768	-	756	33,086	-
Pending Industrial Space (SF)	-	-	-	-	-	-	-
Master Planned Industrial Space (SF)	-	-	-	-	-	-	-
Subtotal: Net Industrial Capacity (SF)	-	-	-	-	-	-	-
Potential Occupied Industrial Space (SF)	-	-	-	-	-	-	-
Industrial Employment Capacity	-	-	-	-	-	-	-
Net Commercial & Industrial Capacity (SF)	321,061	-	-	-	-	269,356	51,705
Potential Occupied Commercial & Industrial	305,008	-	-	-	-	255,888	49,120
Employment Capacity	573	-	-	-	-	481	92
Remaining Employment Growth to Accommodate (2021-2036)	419						
Employment Capacity Surplus (Deficit)	154						

Sources: Whatcom County, 2022; Community Attributes Inc., 2021.

3. Blaine UGA

The Blaine Urban Growth Area is projected to encompass 9,585 residents and 5,159 employees by 2036. The UGA has a projected growth allocation of 3,838 population and 1,823 employment between 2016 and 2036 (**Exhibit 1** and **Exhibit 2**).

Achieved Growth 2016-2021

Based on permit data collected between 2016 and 2021 and occupancy and persons per household and square feet per employee assumptions, the Blaine UGA grew by an estimated 551 population (91% within the City of Blaine) and 245 employment (100% within the City of Blaine) (**Exhibit 6** and **Exhibit 7**).

Between 2016 and 2021, the City of Blaine achieved densities greater than planned for residential uses, 4.4 units per acre achieved compared to 4.25 average across single family residential zones adopted by the City of Blaine. The achieved density within the incorporated portions of the UGA also fall within the planned densities of 4.0 to 6.0 units per acre adopted in the *Whatcom County Comprehensive Plan* for the City of Blaine (**Exhibit 11**).

The unincorporated portions of the Blaine UGA have an achieved residential density of 4.7 units per acre, matching the densities achieved within incorporated portions of the UGA (**Exhibit 11**).

The City of Blaine has not adopted FARs. However, for purposes of the Data Reporting Tool, Blaine developed FARs based on the bulk, dimensional, and performance standards defined in municipal code for non-residential zones. The City of Blaine developed planned FARs for commercial zones averaging 0.80. Across all commercial development between 2016-2021, the achieved FAR is 0.31. No commercial development occurred during the period in unincorporated areas of the UGA. The average planned FAR for industrial zones is 0.89 for the City of Blaine. Between 2016 and 2021, the achieved FAR is 0.30. No industrial development occurred in the unincorporated portions of the UGA. Whatcom County has not adopted planned densities for commercial or industrial development (**Exhibit 11**).

Population and Employment Assumptions

Specific occupancy rate and population and employment density assumptions for the Blaine UGA are:

- 87.8% Single Family occupancy rate
- 86.9% Multifamily occupancy rate
- 95.0% Commercial and Industrial occupancy rate
- 2.479 Single Family persons per household
- 2.009 Multifamily persons per household
- 531 and 739 respectively Commercial and Industrial square feet per employee

The Blaine UGA has an estimated 3,287 population and 1,578 employment growth remaining to accommodate between 2021 and 2036 (**Exhibit 6** and **Exhibit 7**).

Population Capacity 2021-2036

Based on achieved densities between 2016 and 2021 and planning assumptions, City of Blaine planners are assuming future densities ranging between 3.0 units per acre and 20.0 units per acre for single family residential,

depending on the specific zone. Future density assumptions range between 4.0 and 24.0 units per acre for multifamily zones (**Exhibit 26**).

The Blaine UGA has estimated net land capacity for population growth of 684.97 acres (**Exhibit 27**), with a total estimated potential occupied unit capacity of 4,857 dwelling units. Based on persons per household assumptions, the Blaine UGA has an estimated population capacity of 11,324, indicating an estimated population capacity surplus of 8,037 (**Exhibit 28**).

Housing Needs by Type

The *Whatcom County Comprehensive Plan* (Chapter 3- Housing, Chart 3 – Estimated Dwelling Units Needed, page 3-8) indicates that Blaine has a need for 1,548 single-family and 678 multi-family new dwelling units during the 2013-2036 planning period. The calculation for Chart 3 in the *Whatcom County Comprehensive Plan* included building activity from 2013. Therefore, the analysis below includes permit data from April 1, 2013, even though the planning period for this Buildable Lands Report is from 2016.

- Between April 1, 2013 and March 31, 2021, Blaine issued building permits for 343 single-family/mobile home units, 5 accessory dwelling units, and multi-family

units 179 (this includes duplexes). Comparing units built and the needs indicated on Chart 3, Blaine needs an additional 1,205 single-family/mobile home units and 499 multi-family units between 2021 and 2036.

- The City and unincorporated UGA have an estimated 2021-2036 net capacity for 3,794 single-family and 1,756 multi-family housing units.

These capacities are sufficient to accommodate the dwelling unit types needed in the planning period as established in the Whatcom County Comprehensive Plan (Chapter 3- Housing, Chart 3).

Employment Capacity 2021-2036

Based on achieved densities between 2016 and 2021 and planning assumptions, City of Blaine planners are assuming future commercial FARs ranging between 0.60 and 1.00, depending on the specific zone. Assumed future industrial FARs range between 0.75 and 1.00 (**Exhibit 29**).

The Blaine UGA has estimated net land capacity for employment growth of 165.76 acres (**Exhibit 30**), with a total estimated potential occupied commercial and industrial capacity of 5.38 million square feet. Based on

square feet per employee assumptions, the Blaine UGA has an estimated employment capacity of 8,570, indicating an estimated employment capacity surplus of 6,992 (**Exhibit 31**).

Regulatory Changes

Subsequent to the adoption of the 2016 Comprehensive Plan and through April of 2021, the City of Blaine adopted regulatory changes that either impacted the amount of land available for development or modified the densities and mix of uses allowed on buildable lands. These changes are listed in the Data Reporting Tool worksheet. In summary, those updates include the following:

- Updates to the City's Central Business District zoning designation that allow it to function as an urban village. Examples include zero-lot line setbacks, multi-use and multi-family development, and higher allowable impervious surfaces.
- Adoption of a multi-family tax exemption (MFTE) to encourage the construction of affordable, multi-family housing.
- Updates to the Wharf District Master Plan to permit additional space for

marine commercial and industrial development.

As of the issuance of this report, the City has additionally adopted updates to allow work/live units in the Manufacturing zone, and modified the Highway Commercial “C” zone to permit a greater range of land uses.

The City in early 2022 also adopted legislation to identify the Hearing Examiner as the hearing body for quasi-judicial decisions, ensuring a more predictable and legally sound process for land use decisions. The City will be updating the Critical Areas Ordinance in 2023.

Infrastructure Gaps

Blaine has identified a lack of capacity for sewer service in East Blaine, however the City of Blaine Capital Improvement Plan for Wastewater Utility: 2022-2027 anticipates needed capacity being restored pursuant to the funded “G Street Sewer Improvement – East Blaine Pipe Capacity” project. Subsequent to the improvements being completed in 2022, the City will be able to supply this planned wastewater capital facilities to developable land in the eastern Blaine UGA within the planning period (2021-2036). Additional sewer upgrades under I-5 are identified in the 2022-2027 CIP. The City of Blaine has identified

potential constraints to water availability and capacity. The City has contracted with a consultant to both identify existing capacity and propose recommendations to increase that capacity. As of the writing of this report, the City has determined that if needed, it will consider updates to the 2021 Comprehensive Water System Plan and Capital Facilities Plan to plan and budget for the increased capacity, and therefore the planned densities in the City’s Comprehensive Plan will be realized.

Analysis of Comprehensive Plan Objectives and Reasonable Measures

The City of Blaine has determined that growth targets and assumptions for residential development are being met. Therefore, an analysis of comprehensive plan residential development targets, assumptions, and objectives is not deemed necessary during the reporting cycle.

No inconsistencies between planned and actual residential growth have been identified in the Blaine UGA. Therefore, reasonable measures are not required under RCW 36.70A.215.

The City of Blaine has identified that there are inconsistencies between planned and actual commercial, industrial, and manufacturing growth in the Blaine UGA.

Potential reasonable measures may include the following:

- Updates to the Binding Site Plans requirements. Blaine should consider adopting updates that require the installation of public and private infrastructure as a condition of final binding site plan approval. Binding site plan expiration dates should be modified to align with the timelines for plats.
- Updates the allowed uses in the Manufacturing zoning districts. Blaine should consider adopting updates that would expand allowed uses in the manufacturing zone, subject to appropriate performance standards.

Residential Development

Exhibit 26. Residential Development, Achieved and Assumed Densities, City of Blaine, 2016-2021

Zoning Designation	Development Type	Acres Developed	Dwelling Units	Achieved Density (Units/Acre)	Density Assumed (Units/Acre)
PR	Single Family	3.3	17	5.09	4.00
	Multifamily	N/A	N/A	N/A	4.00
RL	Single Family	9.6	54	5.62	6.00
SF-1	Single Family	1.0	4	4.09	6.00
SF-2	Single Family	2.3	14	6.19	6.00
PC	Single Family	0.2	1	5.42	N/A
RH	Single Family	N/A	N/A	N/A	20.00
	Multifamily	0.5	2	3.72	24.00
RM	Single Family	2.4	14	5.82	6.00
	Multifamily	2.6	28	10.61	12.00
R/O	Single Family	N/A	N/A	N/A	6.00
	Multifamily	N/A	N/A	N/A	24.00
RPR	Single Family	21.0	72	3.42	3.00
CB G-36	Multifamily	N/A	N/A	N/A	20.00
CB G-48	Multifamily	N/A	N/A	N/A	20.00
CB-M	Multifamily	N/A	N/A	N/A	20.00
CB M-48	Multifamily	N/A	N/A	N/A	20.00
CB M-60	Multifamily	N/A	N/A	N/A	20.00
CB-T	Multifamily	N/A	N/A	N/A	20.00
CB TP-60	Multifamily	N/A	N/A	N/A	20.00
CB WV-36	Multifamily	N/A	N/A	N/A	20.00
HCA	Multifamily	N/A	N/A	N/A	20.00
HCb	Multifamily	N/A	N/A	N/A	N/A
HCc	Multifamily	N/A	N/A	N/A	20.00
HCd	Multifamily	N/A	N/A	N/A	20.00
Mpr	Single Family	6.4	36	5.60	5.00
	Multifamily	3.3	18	5.40	12.00

Sources: City of Blaine, 2022; Community Attributes Inc., 2021.

Note: "Density Assumed" is the assumed density for evaluation of land suitable for development by zone. NOTE Assumed densities differ from achieved density

Exhibit 27. Residential Land Supply, Blaine UGA, 2021-2036

	UGA Total	CB-M	CB-T	HCA	Ma	Mb	Mpr	PC	PR	RL	RM	R/O	RPR	SF-1	SF-2	CB TP-60	CB M-60	CB M-48	CB G-36	CB WV-36	HCc	HCd	RH	CB G-48
Vacant Land																								
Gross Acres	818.01	0.00	0.00	0.00	0.00	0.00	0.00	7.74	368.53	109.17	38.43	54.74	216.18	5.18	3.77	2.21	0.31	0.97	2.13	6.00	1.43	0.63	0.52	0.07
Critical Areas	229.19	0.00	0.00	0.00	0.00	0.00	0.00	5.65	48.30	47.05	20.83	49.74	49.74	0.52	0.30	0.68	0.27	0.23	0.10	5.26	0.00	0.00	0.52	0.00
Future Public Uses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Infrastructure Gaps	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Quasi-Public Use Deduction	29.44	0.00	0.00	0.00	0.00	0.00	0.00	0.10	16.01	3.11	0.88	0.25	8.32	0.23	0.17	0.08	0.00	0.04	0.10	0.04	0.07	0.03	0.00	0.00
Infrastructure Deduction	29.44	0.00	0.00	0.00	0.00	0.00	0.00	0.10	16.01	3.11	0.88	0.25	8.32	0.23	0.17	0.08	0.00	0.04	0.10	0.04	0.07	0.03	0.00	0.00
Market Factor	79.49	0.00	0.00	0.00	0.00	0.00	0.00	0.28	43.23	8.39	2.38	0.68	22.47	0.63	0.47	0.21	0.01	0.10	0.27	0.10	0.19	0.08	0.00	0.01
Net Acres	450.45	0.00	0.00	0.00	0.00	0.00	0.00	1.60	244.98	47.52	13.47	3.83	127.33	3.56	2.65	1.17	0.03	0.57	1.55	0.56	1.09	0.48	0.00	0.05
Partially-Used Land																								
Gross Acres	428.70	0.00	0.00	0.00	0.00	0.00	0.00	3.80	181.35	213.60	9.27	1.40	9.68	0.48	5.18	0.45	0.00	0.71	0.48	0.36	1.01	0.09	0.34	0.49
Critical Areas	86.61	0.00	0.00	0.00	0.00	0.00	0.00	0.58	14.41	68.67	2.33	0.00	0.03	0.00	0.00	0.31	0.00	0.03	0.00	0.01	0.00	0.00	0.24	0.00
Future Public Uses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Infrastructure Gaps	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Quasi-Public Use Deduction	17.10	0.00	0.00	0.00	0.00	0.00	0.00	0.16	8.35	7.25	0.35	0.07	0.48	0.02	0.26	0.01	0.00	0.03	0.02	0.02	0.05	0.00	0.01	0.02
Infrastructure Deduction	17.10	0.00	0.00	0.00	0.00	0.00	0.00	0.16	8.35	7.25	0.35	0.07	0.48	0.02	0.26	0.01	0.00	0.03	0.02	0.02	0.05	0.00	0.01	0.02
Market Factor	76.97	0.00	0.00	0.00	0.00	0.00	0.00	0.72	37.56	32.61	1.56	0.32	2.17	0.11	1.16	0.03	0.00	0.15	0.11	0.08	0.23	0.02	0.02	0.11
Net Acres	230.91	0.00	0.00	0.00	0.00	0.00	0.00	2.17	112.68	97.83	4.69	0.95	6.51	0.33	3.49	0.09	0.00	0.46	0.32	0.23	0.68	0.06	0.07	0.33
Underutilized Land																								
Gross Acres	5.57	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.40	2.55	0.00	0.00	0.00	0.21	0.16	0.42	0.00	0.00	0.68	0.56	0.00	0.59
Critical Areas	0.21	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.16	0.00	0.00	0.00	0.06	0.00	0.00	0.00
Future Public Uses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Infrastructure Gaps	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Quasi-Public Use Deduction	0.27	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.02	0.13	0.00	0.00	0.00	0.01	0.00	0.02	0.00	0.00	0.03	0.03	0.00	0.03
Infrastructure Deduction	0.27	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.02	0.13	0.00	0.00	0.00	0.01	0.00	0.02	0.00	0.00	0.03	0.03	0.00	0.03
Market Factor	1.20	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.09	0.57	0.00	0.00	0.00	0.05	0.00	0.09	0.00	0.00	0.14	0.13	0.00	0.13
Net Acres	3.61	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.27	1.72	0.00	0.00	0.00	0.14	0.00	0.28	0.00	0.00	0.42	0.38	0.00	0.40

Sources: City of Blaine, 2022; Whatcom County, 2021; Community Attributes Inc., 2021.

Exhibit 28. Developable Residential Land Capacity, Blaine UGA, 2021-2036

	UGA	CB-M	CB-T	HCA	Ma	Mb	Mpr	PC	PR	RL	RM	R/O	RPR	SF-1	SF-2	CB TP- 60	CB M- 60	CB M- 48	CB G- 36	CB WV- 36	HCc	HCd	RH	CB G- 48
Net Developable Residential Acres (Vacant, PU, UU)	684.97	0.00	0.00	0.00	0.00	0.00	0.00	3.77	357.66	145.36	18.42	6.49	133.84	3.89	6.15	1.41	0.04	1.31	1.87	0.80	2.19	0.92	0.07	0.79
Single Family Developable Acres	546.67	-	-	-	-	-	-	-	282.37	145.36	-	3.25	105.66	3.89	6.15	-	-	-	-	-	-	-	0.00	-
Assumed Single Family Density (units/acre)								5	4	6	6	6	3	6	6								20	
Subtotal Single Family Unit Capacity	2,397	-	-	-	-	-	-	-	1,129	872	-	19	317	23	37	-	-	-	-	-	-	-	-	-
Existing Single Family Units	232	-	-	28	2	11	-	-	58	74	11	5	-	5	13	1	-	-	3	-	8	3	2	4
Pending Single Family Units	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Master Planned Single Family Units	1,552	-	-	-	-	-	-	-	1,177	-	-	-	375	-	-	-	-	-	-	-	-	-	-	-
Subtotal: Net Single Family Unit Capacity	3,794	-	-	-	-	-	-	-	2,248	798	-	14	692	18	24	-	-	-	-	-	-	-	-	-
Potential Occupied Single Family Units	3,331	-	-	-	-	-	-	-	1,974	701	-	12	608	16	21	-	-	-	-	-	-	-	-	-
Single Family Population Capacity	8,258	-	-	-	-	-	-	-	4,893	1,737	-	30	1,506	39	52	-	-	-	-	-	-	-	-	-
Multifamily Developable Acres	138.30	-	-	-	-	-	-	3.77	75.30	-	18.42	3.25	28.18	-	-	1.41	0.04	1.31	1.87	0.80	2.19	0.92	0.07	0.79
Assumed Multifamily Density (units/acre)		20	20	20			12	18	4		12	24	12			20	20	20	20	20	20	20	24	20
Subtotal Multifamily Unit Capacity	1,194	-	-	-	-	-	-	68	301	-	221	78	338	-	-	28	1	26	37	16	44	18	2	16
Existing Multifamily Units	27	-	-	-	-	-	-	-	3	2	-	8	-	-	4	-	-	2	8	-	-	-	-	-
Pending Multifamily Units	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Master Planned Multifamily Units	583	-	-	-	-	-	220	-	212	-	-	-	151	-	-	-	-	-	-	-	-	-	-	-
Subtotal: Net Multifamily Unit Capacity	1,756	-	-	-	-	-	220	68	510	-	221	70	489	-	-	28	1	24	29	16	44	18	2	16
Potential Occupied Multifamily Units	1,526	-	-	-	-	-	191	59	443	-	192	61	425	-	-	24	1	21	25	14	38	16	2	14
Multifamily Population Capacity	3,066	-	-	-	-	-	384	119	890	-	386	122	854	-	-	49	2	42	51	28	77	31	3	28
Net Dwelling Unit Capacity	5,550	-	-	-	-	-	220	68	2,758	798	221	84	1,181	18	24	28	1	24	29	16	44	18	2	16
Potential Occupied Dwelling Units	4,857	-	-	-	-	-	191	59	2,417	701	192	73	1,033	16	21	24	1	21	25	14	38	16	2	14
Population Capacity	11,324	-	-	-	-	-	384	119	5,783	1,737	386	152	2,360	39	52	49	2	42	51	28	77	31	3	28
Remaining Population Growth to Accommodate (2021-2036)	<u>3,287</u>																							
Population Capacity Surplus (Deficit)	8,037																							

Sources: City of Blaine, 2022; Whatcom County, 2021; Community Attributes Inc., 2021.

Commercial and Industrial Development

Exhibit 29. Nonresidential Development, Achieved and Assumed Densities, City of Blaine, 2016-2021

Zoning Designation	Development Type	Acres Developed	Built Square Feet	Achieved Density (FAR)	Assumed Density (FAR)
PR	Commercial	N/A	N/A	N/A	0.60
PC	Commercial	N/A	N/A	N/A	0.80
R/O	Commercial	N/A	N/A	N/A	0.70
RPR	Commercial	0.5	6,955	0.31	0.70
CB G-36	Commercial	N/A	N/A	N/A	0.85
CB G-48	Commercial	N/A	N/A	N/A	0.85
CB-M	Commercial	0.9	19,644	0.51	1.00
CB M-48	Commercial	N/A	N/A	N/A	1.00
CB M-60	Commercial	N/A	N/A	N/A	1.00
CB-T	Commercial	N/A	N/A	N/A	1.00
CB TP-60	Commercial	N/A	N/A	N/A	1.00
CB WV-36	Commercial	N/A	N/A	N/A	1.00
CB-W	Commercial	3.7	62,296	0.39	1.00
	Industrial	N/A	N/A	N/A	1.00
GW	Commercial	N/A	N/A	N/A	0.90
	Industrial	2.3	22,873	0.23	0.90
HCA	Commercial	1.5	27,685	0.41	0.85
HCb	Commercial	N/A	N/A	N/A	0.85
HCc	Commercial	N/A	N/A	N/A	0.85
HCd	Commercial	N/A	N/A	N/A	0.85
M	Industrial	N/A	N/A	N/A	0.75
Ma	Commercial	N/A	N/A	N/A	0.75
	Industrial	N/A	N/A	N/A	0.75
Mb	Commercial	N/A	N/A	N/A	0.75
	Industrial	N/A	N/A	N/A	0.75
Mc	Commercial	N/A	N/A	N/A	0.75
	Industrial	2.9	43,600	0.35	0.75
Mpr	Commercial	N/A	N/A	N/A	0.70

Sources: City of Blaine, 2022; Community Attributes Inc., 2021.

Note: Assumed Density is the assumed density for evaluation of land suitable for development by zone.

Exhibit 30. Developable Nonresidential Land Supply, Blaine UGA, 2021-2036

	UGA Total	GW	HCA	Ma	Mb	Mc	Mpr	PC	PR	RL	R/O	RPR	CB TP- 60	CB M- 60	CB M- 48	CB G- 36	CB WV- 36	HCb	HCc	HCd	CB G- 48
Vacant Land																					
Gross Acres	262.01	9.05	41.03	15.07	122.02	9.23	0.00	2.58	19.40	0.00	13.69	11.38	0.25	0.08	0.32	0.53	3.01	2.59	1.43	0.63	0.02
Critical Areas	105.40	0.00	24.34	1.83	55.65	0.73	0.00	1.88	2.54	0.00	12.44	2.62	0.08	0.07	0.08	0.03	2.64	0.00	0.00	0.00	0.00
Future Public Uses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Infrastructure Gaps	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Quasi-Public Use Deduction	7.83	0.45	0.83	0.66	3.32	0.43	0.00	0.03	0.84	0.00	0.06	0.44	0.01	0.00	0.01	0.03	0.02	0.13	0.07	0.03	0.00
Infrastructure Deduction	7.83	0.45	0.83	0.66	3.32	0.43	0.00	0.03	0.84	0.00	0.06	0.44	0.01	0.00	0.01	0.03	0.02	0.13	0.07	0.03	0.00
Market Factor	21.14	1.22	2.25	1.79	8.96	1.15	0.00	0.09	2.28	0.00	0.17	1.18	0.02	0.00	0.03	0.07	0.05	0.35	0.19	0.08	0.00
Net Acres	119.80	6.93	12.76	10.13	50.77	6.50	0.00	0.53	12.89	0.00	0.96	6.70	0.13	0.01	0.19	0.39	0.28	1.98	1.09	0.48	0.01
Partially-Used Land																					
Gross Acres	43.68	15.80	2.93	0.00	4.87	2.76	0.00	1.27	9.54	0.00	0.35	0.51	0.05	0.00	0.24	0.12	0.18	1.63	1.01	0.09	0.12
Critical Areas	10.97	4.58	1.59	0.00	0.71	0.15	0.00	0.19	0.76	0.00	0.00	0.00	0.03	0.00	0.01	0.00	0.01	0.71	0.00	0.00	0.00
Future Public Uses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Infrastructure Gaps	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Quasi-Public Use Deduction	1.64	0.56	0.07	0.00	0.21	0.13	0.00	0.05	0.44	0.00	0.02	0.03	0.00	0.00	0.01	0.01	0.01	0.05	0.05	0.00	0.01
Infrastructure Deduction	1.64	0.56	0.07	0.00	0.21	0.13	0.00	0.05	0.44	0.00	0.02	0.03	0.00	0.00	0.01	0.01	0.01	0.05	0.05	0.00	0.01
Market Factor	7.36	2.52	0.30	0.00	0.94	0.59	0.00	0.24	1.98	0.00	0.08	0.11	0.00	0.00	0.05	0.03	0.04	0.21	0.23	0.02	0.03
Net Acres	22.08	7.57	0.90	0.00	2.81	1.76	0.00	0.72	5.93	0.00	0.24	0.34	0.01	0.00	0.15	0.08	0.12	0.62	0.68	0.06	0.08
Underutilized Land																					
Gross Acres	64.54	0.30	6.19	13.03	42.07	0.00	0.00	0.00	0.00	0.00	0.64	0.00	0.02	0.04	0.14	0.00	0.00	0.72	0.68	0.56	0.15
Critical Areas	29.17	0.00	2.10	4.45	22.52	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.04	0.00	0.00	0.00	0.00	0.06	0.00	0.00
Future Public Uses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Infrastructure Gaps	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Quasi-Public Use Deduction	1.77	0.01	0.20	0.43	0.98	0.00	0.00	0.00	0.00	0.00	0.03	0.00	0.00	0.00	0.01	0.00	0.00	0.04	0.03	0.03	0.01
Infrastructure Deduction	1.77	0.01	0.20	0.43	0.98	0.00	0.00	0.00	0.00	0.00	0.03	0.00	0.00	0.00	0.01	0.00	0.00	0.04	0.03	0.03	0.01
Market Factor	7.96	0.07	0.92	1.93	4.40	0.00	0.00	0.00	0.00	0.00	0.14	0.00	0.01	0.00	0.03	0.00	0.00	0.16	0.14	0.13	0.03
Net Acres	23.87	0.20	2.76	5.79	13.20	0.00	0.00	0.00	0.00	0.00	0.43	0.00	0.02	0.00	0.09	0.00	0.00	0.49	0.42	0.38	0.10

Sources: City of Blaine, 2022; Whatcom County, 2021; Community Attributes Inc., 2021.

Exhibit 31. Developable Nonresidential Land Capacity, Blaine UGA, 2021-2036

	UGA	GW	HCA	Ma	Mb	Mc	Mpr	PC	PR	RL	R/O	RPR	CB TP- 60	CB M- 60	CB M- 48	CB G- 36	CB WV- 36	HCb	HCc	HCd	CB G- 48
Net Developable Employment Acres (Vacant, PU, UU)	165.76	14.70	16.42	15.92	66.78	8.27	0.00	1.26	18.82	0.00	1.62	7.04	0.16	0.01	0.44	0.47	0.40	3.08	2.19	0.92	0.20
Commercial Developable Acres	71.97	14.70	16.42	-	-	-	-	1.26	18.82	-	1.62	7.04	0.16	0.01	0.44	0.47	0.40	3.08	2.19	0.92	0.20
Assumed Commercial Density (FAR)		0.9	0.9	0.8	0.8	0.8	0.7	0.8	0.6		0.7	0.7	1.0	1.0	1.0	0.9	1.0	0.9	0.9	0.9	0.9
Subtotal: Commercial Capacity (SF)	2,466,577	576,235	608,115	-	-	-	-	43,790	491,993	-	49,505	214,792	6,825	413	19,010	17,314	17,396	114,111	81,215	33,946	7,290
Existing Commercial Space (SF)	143,180	45,286	13,682	-	-	-	-	17,773	-	160	11,177	-	1,223	2,472	18,393	1,494	2,182	5,640	3,848	2,352	5,945
Pending Commercial Space (SF)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Master Planned Commercial Space (SF)	225,000	37,000	-	-	-	-	71,000	-	72,000	-	-	45,000	-	-	-	-	-	-	-	-	-
Subtotal: Net Commercial Capacity (SF)	2,558,953	567,949	594,433	-	-	-	71,000	26,017	563,993	-	38,328	259,792	5,602	-	617	15,820	15,214	108,471	77,367	31,594	1,345
Potential Occupied Commercial Space (SF)	2,431,006	539,552	564,711	-	-	-	67,450	24,716	535,793	-	36,412	246,802	5,322	-	586	15,029	14,453	103,047	73,499	30,014	1,278
Commercial Employment Capacity	4,578	1,016	1,063	-	-	-	127	47	1,009	-	69	465	10	-	1	28	27	194	138	57	2
Industrial Developable Acres	93.79	-	-	15.92	66.78	8.27	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Assumed Industrial Density (FAR)		0.9		0.8	0.8	0.8															
Subtotal: Industrial Capacity (SF)	3,094,830	-	-	520,064	2,181,559	270,122	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Existing Industrial Space (SF)	19,761	-	1,044	-	-	200	-	-	-	4,864	-	-	-	-	-	-	2,000	-	6,253	-	-
Pending Industrial Space (SF)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Master Planned Industrial Space (SF)	10,208	10,208	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Subtotal: Net Industrial Capacity (SF)	3,104,838	10,208	-	520,064	2,181,559	269,922	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Potential Occupied Industrial Space (SF)	2,949,596	9,698	-	494,061	2,072,481	256,426	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Industrial Employment Capacity	3,992	13	-	669	2,804	347	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Net Commercial & Industrial Capacity (SF)	5,663,791	578,157	594,433	520,064	2,181,559	269,922	71,000	26,017	563,993	-	38,328	259,792	5,602	-	617	15,820	15,214	108,471	77,367	31,594	1,345
Potential Occupied Commercial & Industrial Employment Capacity	5,380,602	549,249	564,711	494,061	2,072,481	256,426	67,450	24,716	535,793	-	36,412	246,802	5,322	-	586	15,029	14,453	103,047	73,499	30,014	1,278
	8,570	1,029	1,063	669	2,804	347	127	47	1,009	-	69	465	10	-	1	28	27	194	138	57	2
Remaining Employment Growth to Accommodate (2021-2036)	1,578																				
Employment Capacity Surplus (Deficit)	6,992																				

Sources: City of Blaine, 2022; Whatcom County, 2021; Community Attributes Inc., 2021.

4. Cherry Point UGA

The Cherry Point Urban Growth Area is characterized by and planned for industrial uses. This UGA does not have residential zoning or allocated population growth. The UGA has an employment growth allocation of 774 between 2016 and 2036 (**Exhibit 2**).

Achieved Growth 2016-2021

Permit data for the Cherry Point UGA is not a sufficient data source to estimate past employment growth. This is because a major employer in the UGA shutdown in 2020. Additionally, the Cherry Point Urban Growth Area is unique in that many of the building permits are not for the more traditional enclosed industrial buildings that have been permitted in other cities and UGAs (building permits at Cherry Point include equipment, pipe supports, platforms, etc.). Therefore, Whatcom County contracted with Western Washington University to provide an employment growth estimate for the review period (*Employment at Cherry Point, June 2021*). Employment data for 2016 was limited. Therefore, the employment estimate represents growth between 2017 and 2021. Based on these estimates, the Cherry Point UGA declined in employment by 141 (**Exhibit 7**). Cherry Point UGA employment declined between 2016 and 2021 because of job losses

associated with the Alcoa Intalco shutdown in 2020.

Employment Assumptions

Occupancy rate and employment density assumptions for estimating future growth capacity in the Cherry Point UGA are:

- 95.0% Industrial occupancy rate
- 1,779 Industrial square feet per employee

The Cherry Point UGA will need to accommodate 876 more jobs between 2021 and 2036 under current planning assumptions (**Exhibit 7**).

Employment Capacity 2021-2036

The *Whatcom County Comprehensive Plan* does not have adopted industrial planned densities. Between 2016 and 2021 the Cherry Point UGA has seen an overall achieved industrial FAR of 0.11 (**Exhibit 11**).

Based on achieved densities between 2016 and 2021, Whatcom County is assuming future FARs of 0.10 for the HII zone and 0.12 for the LII zone (**Exhibit 32**).

The Cherry Point UGA has estimated net land capacity for employment growth of 1,152 acres (**Exhibit 33**), with a total estimated potential occupied industrial capacity of over 4.6 million square feet. Based on square feet per employee assumptions, the Cherry Point UGA has an estimated future employment capacity of 2,613, indicating an estimated employment capacity surplus of 1,737 (**Exhibit 34**).

Regulatory Changes

The County has evaluated development regulations adopted in the review period (April 1, 2016 - March 31, 2021). Only Ordinance 2019-005 could prevent assigned densities from being achieved or impact the quantity of land suitable for development in the remainder of the 20-year planning period (2021-2036). In an e-mail of October 6, 2021, a representative of the Whatcom County Public Works River & Flood Division stated:

. . . the 2019 revisions were done mainly to reflect updated flood study and the most recent just adopted in 2021 was for compliance with building freeboard required for CRS [Community Rating System] credit, nothing to do with 'supply of land'. That being said, the flood study did change the Base Flood Elevations and floodplain boundaries in those areas and

the FEMA Biological Opinion does restrict density in the floodplain. . .

A September 30, 2021 River & Flood Division memo attached to the e-mail states that the Special Flood Hazard Area is:

. . . designated Critical Area and/or Habitat Conservation Area (HCA) per WCC Title-16. As such, creating additional 'buildable' lots within a Critical Area or HCA may be prohibited. For further information reference WCC 16.16.420 – Frequently Flooded Areas. . .

Pursuant to the *Whatcom County Review and Evaluation Program Methodology*, Whatcom County deducted floodplains from the buildable land supply.

After the end of the review period, the County Council adopted Ordinance 2021-046 prohibiting certain uses and requiring a conditional use permit for certain uses in the Cherry Point UGA. This ordinance also included greenhouse gas provisions in SEPA.

Infrastructure Gaps

Whatcom County has reviewed capital facility plans and/or consulted with service providers. Based upon these actions, the County has not identified any infrastructure gaps that would

prevent service providers from supplying planned capital facilities to developable land in the Cherry Point UGA within the remaining portion of the planning period (2021-2036).

Analysis of Comprehensive Plan Objectives and Reasonable Measures

The Cherry Point UGA experienced negative job growth in the review period because of the Alcoa Intalco shutdown, which resulted in the loss of approximately 662 jobs at this plant (*Employment at Cherry Point, June 2021, page 8*). The shutdown was a business decision by a large corporation based upon a number of factors, including the global business environment. If not for this shutdown, employment growth in the UGA would have outpaced the growth allocated in the Whatcom County Comprehensive Plan.

Whatcom County Comprehensive Plan Policy 7B-1 states:

The Port of Bellingham, serving as the ADO [Associate Development Organization], will work with the cities, the County, Chambers of Commerce, educational institutions, and other groups to assist retention and expansion of existing local businesses and to attract appropriate businesses to Whatcom County. . .

The Port of Bellingham is actively working to recruit a business for the Alcoa Intalco property. A reasonable measure is for the Port of Bellingham to continue the recruitment process until a new tenant is found, in order to facilitate job growth as envisioned in the *Whatcom County Comprehensive Plan* and implement Comprehensive Plan Policy 7B-1.

Commercial and Industrial Development

Exhibit 32. Nonresidential Development, Achieved and Assumed Densities, Cherry Point UGA, 2016-2021

Zoning Designation	Development Type	Acres Developed	Built Square Feet	Achieved Density (FAR)	Assumed Density (FAR)
HII	Industrial	8.8	39,560	0.10	0.10
LII	Industrial	8.0	40,991	0.12	0.12

Sources: Whatcom County, 2022; Community Attributes Inc., 2021.

Note: Assumed Density is the assumed density for evaluation of land suitable for development by zone.

Exhibit 33. Developable Nonresidential Land Supply, Cherry Point UGA, 2021-2036

	UGA Total	HII	LII
Vacant Land			
Gross Acres	3,834.69	3,765.09	69.60
Critical Areas	2,188.05	2,132.12	55.93
Future Public Uses	10.00	10.00	0.00
Infrastructure Gaps	0.00	0.00	0.00
Quasi-Public Use Deduction	81.83	81.15	0.68
Infrastructure Deduction	163.66	162.30	1.37
Market Factor	313.01	310.39	2.62
Net Acres	1,078.14	1,069.13	9.01
Partially-Used Land			
Gross Acres	148.42	148.42	0.00
Critical Areas	109.30	109.30	0.00
Future Public Uses	0.00	0.00	0.00
Infrastructure Gaps	0.00	0.00	0.00
Quasi-Public Use Deduction	1.96	1.96	0.00
Infrastructure Deduction	3.91	3.91	0.00
Market Factor	10.81	10.81	0.00
Net Acres	22.45	22.45	0.00
Underutilized Land			
Gross Acres	223.24	218.47	4.77
Critical Areas	133.21	130.42	2.79
Future Public Uses	0.00	0.00	0.00
Infrastructure Gaps	0.00	0.00	0.00
Quasi-Public Use Deduction	4.50	4.40	0.10
Infrastructure Deduction	9.00	8.80	0.20
Market Factor	24.87	24.32	0.55
Net Acres	51.65	50.52	1.14

Sources: Whatcom County, 2022; Community Attributes Inc., 2021.

Exhibit 34. Developable Nonresidential Land Capacity, Cherry Point UGA, 2021-2036

	UGA	HII	LII
Net Developable Employment Acres (Vacant, PU, UU)	1,152.24	1,142.09	10.15
Commercial Developable Acres	-	-	-
Assumed Commercial Density (FAR)			
Subtotal: Commercial Capacity (SF)	-	-	-
Existing Commercial Space (SF)	11,328	11,328	-
Pending Commercial Space (SF)	-	-	-
Master Planned Commercial Space (SF)	-	-	-
Subtotal: Net Commercial Capacity (SF)	-	-	-
Potential Occupied Commercial Space (SF)	-	-	-
Commercial Employment Capacity	-	-	-
Industrial Developable Acres	1152.24	1142.09	10.15
Assumed Industrial Density (FAR)		0.1	0.1
Subtotal: Industrial Capacity (SF)	5,027,995	4,974,958	53,037
Existing Industrial Space (SF)	134,000	134,000	-
Pending Industrial Space (SF)	-	-	-
Master Planned Industrial Space (SF)	-	-	-
Subtotal: Net Industrial Capacity (SF)	4,893,995	4,840,958	53,037
Potential Occupied Industrial Space (SF)	4,649,295	4,598,910	50,385
Industrial Employment Capacity	2,613	2,585	28
Net Commercial & Industrial Capacity (SF)	4,893,995	4,840,958	53,037
Potential Occupied Commercial & Industrial Employment Capacity	2,613	2,585	28
Remaining Employment Growth to Accommodate (2021-2036)	876		
Employment Capacity Surplus (Deficit)	1,737		

Sources: Whatcom County, 2022; Community Attributes Inc., 2021.

5. Columbia Valley UGA

The Columbia Valley Urban Growth Area, one of three Non-City UGAs, is projected to reach 4,448 total population and 444 employees by 2036. The UGA has projected growth allocations of 1,170 new residents and 312 new jobs between 2016 and 2036 (**Exhibit 1** and **Exhibit 2**).

Achieved Growth 2016-2021

Based on permit data collected between 2016 and 2021, occupancy, persons per household and square feet per employee assumptions, new construction in the Columbia Valley UGA accommodated an estimated 271 new residents and 11 new jobs over this five-year period (**Exhibit 6** and **Exhibit 7**).

The Columbia Valley UGA achieved an overall residential density of 4.9 units per net acre between 2016 and 2021. This is within the range of 4.0 to 6.0 units per net acre planned in the *Whatcom County Comprehensive Plan* (**Exhibit 11**).

Whatcom County has not adopted planned densities for commercial or industrial uses. Between 2016 and 2021, the UGA achieved a commercial FAR of 0.05, and did not have industrial development during the period (**Exhibit 11**). The commercial FAR is based

upon a limited number of commercial building permits (2) issued between April 1, 2016 and March 31, 2021. One of the 2 building permits was in a commercial zone (the other was in a residential zone). The permit in commercial zone was for a new food bank.

Population and Employment Assumptions

Occupancy rate and population and employment assumptions for estimating future growth capacity in the Columbia Valley UGA are:

- 88.0% residential occupancy rate
- 95.0% Commercial and Industrial occupancy rate
- 2.90 persons per household
- 532 and 812 respectively Commercial and Industrial square feet per employee

Population Capacity 2021-2036

The Columbia Valley UGA will need to accommodate 899 more residents and 301 more jobs between 2021 and 2036 under current planning assumptions (**Exhibit 6** and **Exhibit 7**).

Based on achieved densities between 2016 and 2021, Whatcom County is assuming future residential densities of 4.9 units per acre for

both single family and multifamily development (**Exhibit 35**).

The Columbia Valley UGA has estimated net land capacity for population growth of 178.4 acres (**Exhibit 36**), with a total estimated potential occupied unit capacity of 747 dwelling units. Based on persons per household assumptions, the Columbia Valley UGA has an estimated population capacity of 2,167, indicating an estimated population capacity surplus of 1,268 (**Exhibit 37**).

Housing Needs by Type

The *Whatcom County Comprehensive Plan* (Chapter 3- Housing, Chart 3 – Estimated Dwelling Units Needed, page 3-8) indicates that the Columbia Valley UGA has a need for 613 new single-family dwelling units during the 2013-2036 planning period (the Comprehensive Plan does not estimate multifamily housing needs for Columbia Valley). The calculation for Chart 3 in the *Whatcom County Comprehensive Plan* included building activity from 2013. Therefore, the analysis below includes permit data from April 1, 2013, even though the planning period for this Buildable Lands Report is from 2016.

- Between April 1, 2013 and March 31, 2021, Whatcom County performed final inspections on 120 single-family and 0

multi-family units in the Columbia UGA. Comparing units built and the needs indicated on Chart 3, the Columbia Valley UGA needs an additional 493 single-family units between 2021 and 2036.

- The Columbia Valley UGA has an estimated 2021-2036 capacity for 840 single-family and 9 multi-family housing units (**Exhibit 37**).

The capacity to accommodate single family residential housing in the Columbia Valley UGA is sufficient to accommodate the single family dwelling units needed in the planning period as established in the *Whatcom County Comprehensive Plan* (Chapter 3- Housing, Chart 3).

Employment Capacity 2021-2036

Whatcom County is using an average of the small city FARs for future commercial and industrial development, since there is little or no data on achieved densities in the Columbia Valley UGA (**Exhibit 38**).

The Columbia Valley UGA has estimated net land capacity for employment growth of 33.1 acres (**Exhibit 39**), with a total estimated potential occupied commercial and industrial capacity of 278,205 square feet. Based on square feet per employee assumptions, the

UGA has an estimated employment capacity of 420, indicating an estimated employment capacity surplus of 119 (**Exhibit 40**).

Regulatory Changes

The County has evaluated development regulations adopted in the review period (April 1, 2016 – March 31, 2021). No ordinances adopted during the review period have been identified that would prevent assigned densities from being achieved or impact the quantity of land suitable for development in the remainder of the 20-year planning period (2021-2036).

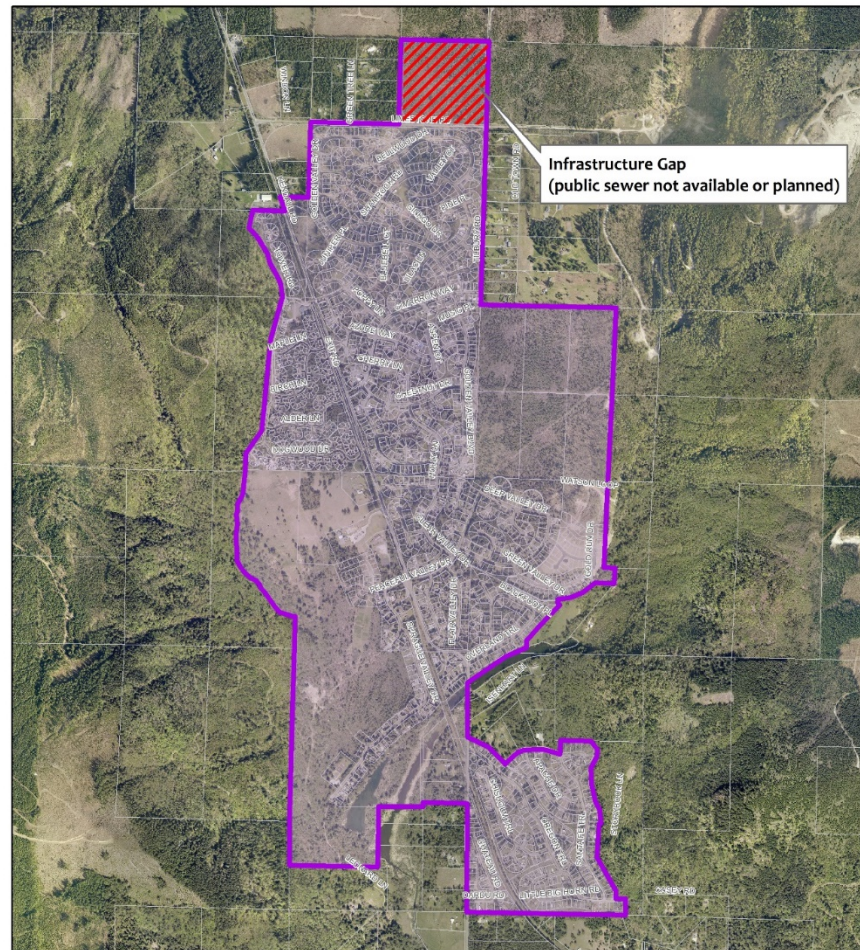
Infrastructure Gaps

Whatcom County has reviewed capital facility plans and/or consulted with service providers. Based upon these actions, the County has the following comments on infrastructure gaps that would prevent service providers from supplying planned capital facilities to developable land in the Columbia Valley UGA within the planning period (2021-2036).

Water District 13 is the only sewer purveyor in the UGA. There is no public sewer in parts of the UGA outside of District 13, including the Planned Industrial area north of Limestone Rd. On-site sewage systems may be used in areas with no sewer, which will


especially affect the Planned Light Impact Industrial Area. A 30% deduction will be taken from the land in the Planned Light Impact Industrial Area to account for the lack of public sewer. A map of the Columbia Valley UGA showing the land area associated with this deduction is provide below. Residential areas located outside District 13 are platted already and have developed with on-site sewage systems.

Additionally, the Water District 13 Sewer Plan will need to be updated to serve planned growth within its boundaries, as the existing Sewer System Plan only plans for projected population and sewer connections through the year 2029.



Columbia Valley UGA - Infrastructure Gaps

Legend

 Columbia Valley UGA

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Analysis of Comprehensive Plan
Objectives and Reasonable Measures

The Columbia Valley UGA has experienced slow employment growth between 2016 and 2021. The *Whatcom County Comprehensive Plan* employment projection would suggest that about 78 jobs should be created in the Columbia Valley UGA over a given five-year period (Chapter 1, page 1-8). However, the Data Reporting Tool estimates that only 11 jobs were created in the UGA between 2016 and 2021.

The County rezoned land in the UGA from Urban Residential to General Commercial in 2009 to provide land for business within the UGA. There is also a Planned Light Impact Industrial designation in the northern portion of the UGA, but this site has not yet been rezoned to accommodate industry. Therefore, it is not able to accommodate intensive employment growth at this time. A potential reasonable measure the County could consider is rezoning the Planned Light Impact Industrial area for industrial uses as set forth in the *Foothills Subarea Plan* (pages 2-12, 12-4, 12-5, and 12-10).

Residential Development

Exhibit 35. Residential Development, Achieved and Assumed Densities, Columbia Valley UGA, 2016-2021

Zoning Designation	Development Type	Acres Developed	Dwelling Units	Achieved Density (Units/Acre)	Density Assumed (Units/Acre)
UR4	Single Family	22.2	109	4.91	4.91
GC	Multifamily	N/A	N/A	N/A	4.91

Sources: Whatcom County, 2022; Community Attributes Inc., 2021.

Note: "Density Assumed" is the assumed density for evaluation of land suitable for development by zone.

Exhibit 36. Residential Land Supply, Columbia Valley UGA, 2021-2036

	UGA Total	UR4	GC	RF
Vacant Land				
Gross Acres	408.37	406.02	2.35	0.00
Critical Areas	101.05	100.94	0.11	0.00
Future Public Uses	3.00	3.00	0.00	0.00
Infrastructure Gaps	0.00	0.00	0.00	0.00
Quasi-Public Use Deduction	15.22	15.10	0.11	0.00
Infrastructure Deduction	69.70	69.48	0.22	0.00
Market Factor	52.66	52.20	0.46	0.00
Net Acres	166.74	165.29	1.45	0.00
Partially-Used Land				
Gross Acres	29.17	29.17	0.00	0.00
Critical Areas	6.53	6.53	0.00	0.00
Future Public Uses	0.00	0.00	0.00	0.00
Infrastructure Gaps	0.00	0.00	0.00	0.00
Quasi-Public Use Deduction	1.13	1.13	0.00	0.00
Infrastructure Deduction	5.21	5.21	0.00	0.00
Market Factor	4.89	4.89	0.00	0.00
Net Acres	11.41	11.41	0.00	0.00
Underutilized Land				
Gross Acres	0.49	0.00	0.49	0.00
Critical Areas	0.00	0.00	0.00	0.00
Future Public Uses	0.00	0.00	0.00	0.00
Infrastructure Gaps	0.00	0.00	0.00	0.00
Quasi-Public Use Deduction	0.02	0.00	0.02	0.00
Infrastructure Deduction	0.05	0.00	0.05	0.00
Market Factor	0.13	0.00	0.13	0.00
Net Acres	0.29	0.00	0.29	0.00

Sources: Whatcom County, 2022; Community Attributes Inc., 2021.

Exhibit 37. Developable Residential Land Capacity, Columbia Valley UGA, 2021-2036

	UGA	UR4	GC	RF
Net Developable Residential Acres (Vacant, PU, UU)	178.45	176.71	1.74	0.00
Single Family Developable Acres	176.71	176.71	-	-
Assumed Single Family Density (units/acre)		5		
Subtotal Single Family Unit Capacity	868	868	-	-
Existing Single Family Units	87	86	1	-
Pending Single Family Units	58	58	-	-
Master Planned Single Family Units	-	-	-	-
Subtotal: Net Single Family Unit Capacity	840	840	-	-
Potential Occupied Single Family Units	739	739	-	-
Single Family Population Capacity	2,144	2,144	-	-
Multifamily Developable Acres	1.74	-	1.74	-
Assumed Multifamily Density (units/acre)			5	
Subtotal Multifamily Unit Capacity	9	-	9	-
Existing Multifamily Units	-	-	-	-
Pending Multifamily Units	-	-	-	-
Master Planned Multifamily Units	-	-	-	-
Subtotal: Net Multifamily Unit Capacity	9	-	9	-
Potential Occupied Multifamily Units	8	-	8	-
Multifamily Population Capacity	23	-	23	-
Net Dwelling Unit Capacity	849	840	9	-
Potential Occupied Dwelling Units	747	739	8	-
Population Capacity	2,167	2,144	23	-
Remaining Population Growth to Accommodate (2021-2036)	899			
Population Capacity Surplus (Deficit)	1,268			

Sources: Whatcom County, 2022; Community Attributes Inc., 2021.

Commercial and Industrial Development

Exhibit 38. Nonresidential Development, Achieved and Assumed Densities, Columbia Valley UGA, 2016-2021

Zoning Designation	Development Type	Acres Developed	Built Square Feet	Achieved Density (FAR)	Assumed Density (FAR)
UR4	Commercial	0.1	864	0.27	N/A
GC	Commercial	2.6	5,500	0.05	0.18
RF	Industrial	N/A	N/A	N/A	0.22

Sources: Whatcom County, 2022; Community Attributes Inc., 2021.

Note: Assumed Density is the assumed density for evaluation of land suitable for development by zone.

Exhibit 39. Developable Nonresidential Land Supply, Columbia Valley UGA, 2021-2036

	UGA Total	UR4	GC	RF
Vacant Land				
Gross Acres	59.74	0.00	21.16	38.58
Critical Areas	0.97	0.00	0.97	0.00
Future Public Uses	0.00	0.00	0.00	0.00
Infrastructure Gaps	11.57	0.00	0.00	11.57
Quasi-Public Use Deduction	2.36	0.00	1.01	1.35
Infrastructure Deduction	4.72	0.00	2.02	2.70
Market Factor	9.63	0.00	4.12	5.51
Net Acres	30.49	0.00	13.04	17.45
Partially-Used Land				
Gross Acres	0.00	0.00	0.00	0.00
Critical Areas	0.00	0.00	0.00	0.00
Future Public Uses	0.00	0.00	0.00	0.00
Infrastructure Gaps	0.00	0.00	0.00	0.00
Quasi-Public Use Deduction	0.00	0.00	0.00	0.00
Infrastructure Deduction	0.00	0.00	0.00	0.00
Market Factor	0.00	0.00	0.00	0.00
Net Acres	0.00	0.00	0.00	0.00
Underutilized Land				
Gross Acres	4.43	0.00	4.43	0.00
Critical Areas	0.00	0.00	0.00	0.00
Future Public Uses	0.00	0.00	0.00	0.00
Infrastructure Gaps	0.00	0.00	0.00	0.00
Quasi-Public Use Deduction	0.22	0.00	0.22	0.00
Infrastructure Deduction	0.44	0.00	0.44	0.00
Market Factor	1.13	0.00	1.13	0.00
Net Acres	2.64	0.00	2.64	0.00

Sources: Whatcom County, 2022; Community Attributes Inc., 2021.

Exhibit 40. Developable Nonresidential Land Capacity, Columbia Valley UGA, 2021-2036

	UGA	UR4	GC	RF
Net Developable Employment Acres (Vacant, PU, UU)	33.12	0.00	15.68	17.45
Commercial Developable Acres	15.68	-	15.68	-
Assumed Commercial Density (FAR)			0.2	
Subtotal: Commercial Capacity (SF)	125,658	-	125,658	-
Existing Commercial Space (SF)	-	-	-	-
Pending Commercial Space (SF)	-	-	-	-
Master Planned Commercial Space (SF)	-	-	-	-
Subtotal: Net Commercial Capacity (SF)	125,658	-	125,658	-
Potential Occupied Commercial Space (SF)	119,375	-	119,375	-
Commercial Employment Capacity	224	-	224	-
Industrial Developable Acres	17.45	-	-	17.45
Assumed Industrial Density (FAR)				0.2
Subtotal: Industrial Capacity (SF)	167,189	-	-	167,189
Existing Industrial Space (SF)	-	-	-	-
Pending Industrial Space (SF)	-	-	-	-
Master Planned Industrial Space (SF)	-	-	-	-
Subtotal: Net Industrial Capacity (SF)	167,189	-	-	167,189
Potential Occupied Industrial Space (SF)	158,830	-	-	158,830
Industrial Employment Capacity	196	-	-	196
Net Commercial & Industrial Capacity (SF)	292,847	-	125,658	167,189
Potential Occupied Commercial & Industrial	278,205	-	119,375	158,830
Employment Capacity	420	-	224	196
Remaining Employment Growth to Accommodate (2021-2036)	301			
Employment Capacity Surplus (Deficit)	119			

Sources: Whatcom County, 2022; Community Attributes Inc., 2021.

6. Everson UGA

The Everson Urban Growth Area is projected to reach a total population and employment of 3,907 and 1,312 respectively by 2036. The UGA has projected growth allocation of 1,080 for population and 523 for employment between 2016 and 2036 (**Exhibit 1** and **Exhibit 2**).

Achieved Growth 2016-2021

Based on permit data collected between 2016 and 2021 and occupancy and persons per household and square feet per employee assumptions, the Everson UGA grew by an estimated 317 population (100% within the City of Everson) and 16 employment (79% within the City of Everson) (**Exhibit 6** and **Exhibit 7**).

Between 2016 and 2021, the City of Everson achieved densities greater than planned for residential uses, 4.8 units per acre achieved compared to 4.0 planned based in the *Whatcom County Land Capacity Analysis Report* referenced in the *2016 City of Everson Comprehensive Plan*. This achieved residential density also falls within the planned density range of 4.0 to 6.0 units per acre adopted in the *Whatcom County Comprehensive Plan* for the City of Everson. The unincorporated portions of the Everson UGA have seen no

residential or commercial development between 2016 and 2021 (**Exhibit 11**).

The City of Everson, in the Comprehensive Plan, references commercial and industrial planned densities based on the *Whatcom County Land Capacity Analysis*. Whatcom County has not adopted planned densities for commercial or industrial uses. Planned commercial and industrial FAR for the Everson UGA are 0.20 and 0.30, respectively. Between 2016 and 2021, incorporated areas of the UGA have achieved a commercial FAR of 0.26, exceeding the adopted FAR. No industrial developed has occurred in the City of Everson between 2016 and 2021. Limited industrial development in the unincorporated portion of the UGA achieved a 0.01 FAR (**Exhibit 11**).

Population and Employment Assumptions

Specific occupancy rate and population and employment density assumptions for estimating future growth capacity in the Everson UGA are:

- 97.0% Single Family occupancy rate
- 92.8% Multifamily occupancy rate
- 95.0% Commercial and Industrial occupancy rate

- 3.066 Single Family persons per household
- 2.901 Multifamily persons per household
- 800 and 1,501 respectively Commercial and Industrial square feet per employee

The Everson UGA has an estimated 763 population and 507 employment growth remaining to accommodate between 2021 and 2036 (**Exhibit 6** and **Exhibit 7**).

Population Capacity 2021-2036

The City of Everson is utilizing achieved densities when estimating future residential land capacity. Based on achieved densities between 2016 and 2021 and planning assumptions, City of Everson planners are assuming future single family density of 4.4 units per acre, and 8.5 units per acre for multifamily zones (**Exhibit 41**).

The Everson UGA has estimated net land capacity for population growth of 248.4 acres (**Exhibit 42**), with a total estimated potential occupied unit capacity of 1,203 dwelling units. Based on persons per household assumptions, the UGA has an estimated population capacity of 3,634, indicating an estimated population capacity surplus of 2,871 (**Exhibit 43**).

Housing Needs by Type

The *Whatcom County Comprehensive Plan* (Chapter 3- Housing, Chart 3 – Estimated Dwelling Units Needed, page 3-8) indicates that Everson has a need for 277 single-family, 129 multi-family, and 28 other (“group housing”) new dwelling units during the 2013-2036 planning period. The calculation for Chart 3 in the *Whatcom County Comprehensive Plan* included building activity from 2013. Therefore, the analysis below includes permit data from April 1, 2013, even though the planning period for this Buildable Lands Report is from 2016.

- Between April 1, 2013 and March 31, 2021, Everson issued building permits for 117 single-family and 20 multi-family units. No group housing has been built during this time. Comparing units built and the needs indicated on Chart 3, Everson needs an additional 160 single-family units, 109 multi-family units, and 28 group housing units between 2021 and 2036.
- The City and unincorporated UGA have an estimated 2021-2036 capacity for 904 single-family and 351 multi-family housing units (**Exhibit 43**). The multi-family capacity includes group housing.

These capacities are sufficient to accommodate the dwelling unit types needed in the planning period as established in the Whatcom County Comprehensive Plan (Chapter 3- Housing, Chart 3).

Employment Capacity 2021-2036

The City of Everson is utilizing achieved densities (when available) when estimating future land capacity for employment. Based on achieved densities between 2016 and 2021 and planning assumptions, City of Everson planners are assuming a future commercial FAR of 0.26 and an industrial FAR of 0.30 (**Exhibit 44**).

The Everson UGA has estimated net land capacity for employment growth of 179.4 acres (**Exhibit 45**), with a total estimated potential occupied commercial and industrial capacity of 2.1 million square feet. Based on square feet per employee assumptions, the Everson UGA has an estimated employment capacity of 1,575, indicating an estimated employment capacity surplus of 1,065 (**Exhibit 46**).

Regulatory Changes

The City of Everson has not identified any regulatory changes that would prevent assigned densities from being achieved or impact the quantity of land suitable for

development during the remainder of the planning period.

Infrastructure Gaps

The City of Everson has not identified any infrastructure gaps that would prevent assigned densities from being achieved or impact the quantity of land suitable for development during the remainder of the planning period (2021 to 2036).

Analysis of Comprehensive Plan Objectives and Reasonable Measures

The City of Everson has determined that growth targets and assumptions are being met to a reasonable degree; therefore, an analysis of comprehensive plan development targets, assumptions and objectives is not deemed necessary.

Based on the results presented in the Buildable Land Report, implementation of reasonable measures is not deemed necessary. If in the future it is determined that Reasonable Measures are appropriate, then the following measures could be considered for implementation:

- Increase residential densities by reducing minimum lot sizes in the Residential District above the increases likely to result from

establishment of the Residential-7500
Subzone.

- Increase opportunities for construction of
accessory dwelling units (ADUs).

Residential Development

Exhibit 41. Residential Development, Achieved and Assumed Densities, City of Everson, 2016-2021

Zoning Designation	Development Type	Acres Developed	Dwelling Units	Achieved Density (Units/Acre)	Density Assumed (Units/Acre)
RES	Single Family	20.3	89	4.38	4.38
	Multifamily	0.3	2	7.14	N/A
RES-7500	Single Family	N/A	N/A	N/A	4.38
RMU	Single Family	0.4	3	7.33	N/A
	Multifamily	1.6	14	8.50	8.50

Sources: City of Everson, 2022; Community Attributes Inc., 2021.

Note: "Density Assumed" is the assumed density for evaluation of land suitable for development by zone.

Exhibit 42. Residential Land Supply, Everson UGA, 2021-2036

	UGA Total	RES	RES-7500	RMU	COM	LI
Vacant Land						
Gross Acres	201.31	161.60	0.64	39.07	0.00	0.00
Critical Areas	20.18	20.18	0.00	0.00	0.00	0.00
Future Public Uses	0.00	0.00	0.00	0.00	0.00	0.00
Infrastructure Gaps	0.00	0.00	0.00	0.00	0.00	0.00
Quasi-Public Use Deduction	9.06	7.07	0.03	1.95	0.00	0.00
Infrastructure Deduction	9.06	7.07	0.03	1.95	0.00	0.00
Market Factor	24.45	19.09	0.09	5.27	0.00	0.00
Net Acres	138.57	108.19	0.49	29.89	0.00	0.00
Partially-Used Land						
Gross Acres	214.57	201.09	0.00	13.48	0.00	0.00
Critical Areas	51.84	50.37	0.00	1.48	0.00	0.00
Future Public Uses	0.00	0.00	0.00	0.00	0.00	0.00
Infrastructure Gaps	0.00	0.00	0.00	0.00	0.00	0.00
Quasi-Public Use Deduction	8.14	7.54	0.00	0.60	0.00	0.00
Infrastructure Deduction	8.14	7.54	0.00	0.60	0.00	0.00
Market Factor	36.61	33.91	0.00	2.70	0.00	0.00
Net Acres	109.84	101.74	0.00	8.10	0.00	0.00
Underutilized Land						
Gross Acres	0.00	0.00	0.00	0.00	0.00	0.00
Critical Areas	0.00	0.00	0.00	0.00	0.00	0.00
Future Public Uses	0.00	0.00	0.00	0.00	0.00	0.00
Infrastructure Gaps	0.00	0.00	0.00	0.00	0.00	0.00
Quasi-Public Use Deduction	0.00	0.00	0.00	0.00	0.00	0.00
Infrastructure Deduction	0.00	0.00	0.00	0.00	0.00	0.00
Market Factor	0.00	0.00	0.00	0.00	0.00	0.00
Net Acres	0.00	0.00	0.00	0.00	0.00	0.00

Sources: City of Everson, 2022; Whatcom County, 2021; Community Attributes Inc., 2021.

Exhibit 43. Developable Residential Land Capacity, Everson UGA, 2021-2036

	UGA	RES	RES-7500	RMU	COM	LI
Net Developable Residential Acres (Vacant, PU, UU)	248.41	209.93	0.49	37.99	0.00	0.00
Single Family Developable Acres	210.42	209.93	0.49	-	-	-
Assumed Single Family Density (units/acre)		4	4			
Subtotal Single Family Unit Capacity	921	919	2	-	-	-
Existing Single Family Units	63	37	-	5	16	5
Pending Single Family Units	20	20	-	-	-	-
Master Planned Single Family Units	-	-	-	-	-	-
Subtotal: Net Single Family Unit Capacity	904	902	2	-	-	-
Potential Occupied Single Family Units	877	875	2	-	-	-
Single Family Population Capacity	2,689	2,683	6	-	-	-
Multifamily Developable Acres	37.99	-	-	37.99	-	-
Assumed Multifamily Density (units/acre)				9		
Subtotal Multifamily Unit Capacity	323	-	-	323	-	-
Existing Multifamily Units	-	-	-	-	-	-
Pending Multifamily Units	28	-	-	28	-	-
Master Planned Multifamily Units	-	-	-	-	-	-
Subtotal: Net Multifamily Unit Capacity	351	-	-	351	-	-
Potential Occupied Multifamily Units	326	-	-	326	-	-
Multifamily Population Capacity	945	-	-	945	-	-
Net Dwelling Unit Capacity	1,255	902	2	351	-	-
Potential Occupied Dwelling Units	1,203	875	2	326	-	-
Population Capacity	3,634	2,683	6	945	-	-
Remaining Population Growth to Accommodate (2021-2036)	763					
Population Capacity Surplus (Deficit)	2,871					

Sources: City of Everson, 2022; Whatcom County, 2021; Community Attributes Inc., 2021.

Commercial and Industrial Development

Exhibit 44. Nonresidential Development, Achieved and Assumed Densities, City of Everson, 2016-2021

Zoning Designation	Development Type	Acres Developed	Built Square Feet	Achieved Density (FAR)	Assumed Density (FAR)
COM	Commercial	0.9	10,825	0.26	0.26
LI	Industrial	N/A	N/A	N/A	0.30

Sources: City of Everson, 2022; Community Attributes Inc., 2021.

Note: Assumed Density is the assumed density for evaluation of land suitable for development by zone.

Exhibit 45. Developable Nonresidential Land Supply, Everson UGA, 2021-2036

	UGA Total	RES	RES-7500	RMU	COM	LI
Vacant Land						
Gross Acres	175.15	0.00	0.00	0.00	9.89	165.25
Critical Areas	2.52	0.00	0.00	0.00	0.19	2.33
Future Public Uses	0.00	0.00	0.00	0.00	0.00	0.00
Infrastructure Gaps	0.00	0.00	0.00	0.00	0.00	0.00
Quasi-Public Use Deduction	8.63	0.00	0.00	0.00	0.48	8.15
Infrastructure Deduction	8.63	0.00	0.00	0.00	0.48	8.15
Market Factor	23.30	0.00	0.00	0.00	1.31	22.00
Net Acres	132.06	0.00	0.00	0.00	7.42	124.64
Partially-Used Land						
Gross Acres	6.20	0.00	0.00	0.00	3.52	2.68
Critical Areas	0.00	0.00	0.00	0.00	0.00	0.00
Future Public Uses	0.00	0.00	0.00	0.00	0.00	0.00
Infrastructure Gaps	0.00	0.00	0.00	0.00	0.00	0.00
Quasi-Public Use Deduction	0.31	0.00	0.00	0.00	0.18	0.13
Infrastructure Deduction	0.31	0.00	0.00	0.00	0.18	0.13
Market Factor	1.40	0.00	0.00	0.00	0.79	0.60
Net Acres	4.19	0.00	0.00	0.00	2.38	1.81
Underutilized Land						
Gross Acres	79.02	0.00	0.00	0.00	26.46	52.55
Critical Areas	15.01	0.00	0.00	0.00	0.00	15.01
Future Public Uses	0.00	0.00	0.00	0.00	0.00	0.00
Infrastructure Gaps	0.00	0.00	0.00	0.00	0.00	0.00
Quasi-Public Use Deduction	3.20	0.00	0.00	0.00	1.32	1.88
Infrastructure Deduction	3.20	0.00	0.00	0.00	1.32	1.88
Market Factor	14.40	0.00	0.00	0.00	5.95	8.45
Net Acres	43.20	0.00	0.00	0.00	17.86	25.34

Sources: City of Everson, 2022; Whatcom County, 2021; Community Attributes Inc., 2021.

Exhibit 46. Developable Nonresidential Land Capacity, Everson UGA, 2021-2036

	UGA	RES	RES-7500	RMU	COM	LI
Net Developable Employment Acres (Vacant, PU, UU)	179.45	0.00	0.00	0.00	27.66	151.79
Commercial Developable Acres	27.66	-	-	-	27.66	-
Assumed Commercial Density (FAR)					0.3	
Subtotal: Commercial Capacity (SF)	313,283	-	-	-	313,283	-
Existing Commercial Space (SF)	4,592	-	-	-	4,592	-
Pending Commercial Space (SF)	-	-	-	-	-	-
Master Planned Commercial Space (SF)	-	-	-	-	-	-
Subtotal: Net Commercial Capacity (SF)	308,691	-	-	-	308,691	-
Potential Occupied Commercial Space (SF)	293,256	-	-	-	293,256	-
Commercial Employment Capacity	367	-	-	-	367	-
Industrial Developable Acres	151.79	-	-	-	-	151.79
Assumed Industrial Density (FAR)						0.3
Subtotal: Industrial Capacity (SF)	1,983,592	-	-	-	-	1,983,592
Existing Industrial Space (SF)	84,096	-	-	-	9,626	74,470
Pending Industrial Space (SF)	-	-	-	-	-	-
Master Planned Industrial Space (SF)	-	-	-	-	-	-
Subtotal: Net Industrial Capacity (SF)	1,909,122	-	-	-	-	1,909,122
Potential Occupied Industrial Space (SF)	1,813,666	-	-	-	-	1,813,666
Industrial Employment Capacity	1,208	-	-	-	-	1,208
Net Commercial & Industrial Capacity (SF)	2,217,813	-	-	-	308,691	1,909,122
Potential Occupied Commercial & Industrial	2,106,922	-	-	-	293,256	1,813,666
Employment Capacity	1,575	-	-	-	367	1,208
Remaining Employment Growth to Accommodate (2021-2036)	510					
Employment Capacity Surplus (Deficit)	1,065					

Sources: City of Everson, 2022; Whatcom County, 2021; Community Attributes Inc., 2021.

7. Ferndale UGA

The Ferndale Urban Growth Area is the second largest in the County and is projected to reach a total population and employment of 19,591 and 9,372 respectively by 2036. The UGA has projected growth allocation of 5,942 for population and 3,478 for employment between 2016 and 2036 (**Exhibit 1** and **Exhibit 2**).

Achieved Growth 2016-2021

Based on permit data collected between 2016 and 2021 and occupancy and persons per household and square feet per employee assumptions, the Ferndale UGA grew by an estimated 2,287 population (99% within the City) and 1,191 employment (95% within the City) (**Exhibit 6** and **Exhibit 7**).

The City of Ferndale has achieved residential densities of 6.4 units per net acre, a commercial FAR of 0.09, and an industrial FAR of 0.20 between 2016 and 2021. Achieved residential densities are greater than the planned densities for residential within the *Whatcom County Comprehensive Plan* of between 6.0 and 10.0 units per net acre. The City of Ferndale has not adopted commercial or industrial planned densities (**Exhibit 11**).

The unincorporated portions of the Ferndale UGA have an achieved residential density of 0.3 units per acre, based on construction of three dwelling units in the 2016-2021 time period (**Exhibit 11**). Densities within the City limits are consistent with county planned urban densities for the City. The unincorporated areas serve as urban growth potential for future growth after annexation, when city zoning is adopted and public water and sewer provided.

Population and Employment Assumptions

Occupancy rate and population and employment density assumptions for the Ferndale UGA are:

- 96.4% Single Family occupancy rate
- 95.1% Multifamily occupancy rate
- 95.0% Commercial and Industrial occupancy rate
- 2.850 Single Family persons per household
- 2.310 Multifamily persons per household
- 580 and 1,129 respectively Commercial and Industrial square feet per employee

The Ferndale UGA has an estimated 3,661 population and 2,287 employment growth remaining to accommodate between 2021 and 2036 (**Exhibit 6** and **Exhibit 7**).

Population Capacity 2021-2036

Based on achieved densities between 2016 and 2021 and planning assumptions, City of Ferndale planners are assuming future single family density between 5.0 and 7.0 units per acre depending on the zone, and between 7.0 and 15.0 units per acre for multifamily zones (**Exhibit 47**).

The Ferndale UGA has estimated net land capacity for population growth of 561.94 acres (**Exhibit 48**), with a total estimated potential occupied unit capacity of 4,310 dwelling units. Based on persons per household assumptions, the UGA has an estimated population capacity of 10,786, indicating an estimated population capacity surplus of 7,125 (**Exhibit 49**).

Housing Needs by Type

The *Whatcom County Comprehensive Plan* (Chapter 3- Housing, Chart 3 – Estimated Dwelling Units Needed, page 3-8) indicates that Ferndale has a need for 2,024 single-family, 456 multi-family, and 125 other (“group housing”) new dwelling units during the 2013-2036 planning period. The

calculation for Chart 3 in the *Whatcom County Comprehensive Plan* included building activity from 2013. Therefore, the analysis below includes permit data from April 1, 2013, even though the planning period for this Buildable Lands Report is from 2016.

- Between April 1, 2013 and March 31, 2021, Ferndale issued building permits for 938 single-family and 585 multi-family units. No group housing, which in Ferndale are assisted living facilities, has been built during this time. Comparing units built and the needs indicated on Chart 3, Ferndale needs to accommodate an additional 1,086 single-family units and 125 group housing units between 2021 and 2036.
- The City and unincorporated UGA have an estimated 2021-2036 capacity for 2,392 single-family and 1,918 multi-family housing units (**Exhibit 49**). The multi-family capacity includes group housing.

These capacities are sufficient to accommodate the dwelling unit types anticipated in the planning period as established in the *Whatcom County Comprehensive Plan* (Chapter 3- Housing, Chart 3).

Employment Capacity 2021-2036

Based on achieved densities between 2016 and 2021 and planning assumptions, City of Ferndale planners are assuming a future commercial FAR of 0.09 to 0.20 and an industrial FAR of 0.20 (**Exhibit 50**).

The Ferndale UGA has estimated net land capacity for employment growth of 273.49 acres (**Exhibit 51**), with a total estimated potential occupied commercial and industrial capacity of approximately 2.5 million square feet. Based on square feet per employee assumptions, the Ferndale UGA has an estimated employment capacity of 3,484, indicating an estimated employment capacity surplus of 1,197 (**Exhibit 52**).

Regulatory Changes

The City has evaluated development regulations adopted in the review period (April 1, 2016 – March 31, 2021). Only Ordinances 1969 and 1976 could prevent assigned densities from being achieved or impact the quantity of land suitable for development in the remainder of the 20-year planning period (2021-2036). Both ordinances adopted new regulations for stormwater treatment within the City, these regulations may impact the ability to meet densities in the City's

multifamily zones that have minimum gross densities.

During this period of time the City of Ferndale adopted several ordinances that would assist with realizing increased density within the UGA. Ordinance 1995 allowed for the establishment of Accessory Dwelling Units (ADUs) in all of the City's single family zones. Ordinance 2174 further reduced barriers to the establishment of ADUs by eliminating off-street parking and owner occupancy requirements.

The City of Ferndale created new multifamily zones through the adoption of ordinances 2026 and 2098. Ordinance 2026 established the Residential Multifamily Medium Density zone with a minimum density of 10 dwelling units and a maximum density of 30 dwelling units per gross acre. Ordinance 2098 established the Residential Multifamily High Density Zone with a minimum density of 15 dwelling units per gross acre and no maximum density.

The City of Ferndale also adopted ordinance 2173 which allows duplex and single-family attached duplexes in single family residential zones which the City believes will assist infill development with attaining densities at or near the maximum permitted.

Infrastructure Gaps

The City of Ferndale has reviewed capital facility plans and/or consulted with service providers. Based upon these actions, the City has not identified any infrastructure gaps that would prevent service providers from supplying planned capital facilities to developable land in the Ferndale UGA.

Analysis of Comprehensive Plan Objectives and Reasonable Measures

The City of Ferndale has determined that growth targets and assumptions are being met. Therefore, an analysis of comprehensive plan development assumptions, targets, and objectives is not necessary. The City is realizing efficient development of the land within the UGA. The achieved density in the UGA is in part a result of the City establishing minimum densities in all of its residential zones. No inconsistencies between planned and actual growth have been identified in the Ferndale UGA. Therefore, reasonable measures are not required under RCW 36.70A.215.

Residential Development

Exhibit 47. Residential Development, Achieved and Assumed Densities, City of Ferndale, 2016-2021

Zoning Designation	Development Type	Acres Developed	Dwelling Units	Achieved Density (Units/Acre)	Density Assumed (Units/Acre)
RS High	Single Family	N/A	N/A	N/A	7.00
RS Medium	Single Family	N/A	N/A	N/A	6.00
RS Low	Single Family	N/A	N/A	N/A	5.00
MXD	Single Family	N/A	N/A	N/A	7.00
	Multifamily	N/A	N/A	N/A	7.00
RMH	Multifamily	0.4	8	22.22	15.00
RMM	Single Family	3.9	2	0.51	N/A
	Multifamily	6.0	55	9.15	10.00
RO	Multifamily	5.5	38	6.85	7.00
GB	Single Family	2.6	N/A	0.00	N/A
UR	Single Family	0.5	N/A	0.00	N/A
	Multifamily	0.7	12	17.91	15.00
CC	Multifamily	0.3	5	15.36	12.00
RR	Multifamily	N/A	N/A	N/A	15.00

Sources: City of Ferndale, 2022; Community Attributes Inc., 2021.

Note: "Density Assumed" is the assumed density for evaluation of land suitable for development by zone.

Exhibit 48. Residential Land Supply, Ferndale UGA, 2021-2036

	UGA Total	CC	GB	LI	M	MXD	RMH	RMM	RO	RR	RS High	RS Low	RS Medium	UR
Vacant Land														
Gross Acres	626.73	0.00	0.00	0.00	0.00	159.88	12.31	59.41	12.95	0.00	50.45	219.47	99.91	12.33
Critical Areas	262.06	0.00	0.00	0.00	0.00	69.41	9.78	28.40	9.04	0.00	30.52	67.45	37.60	9.85
Future Public Uses	13.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10.00	3.00	0.00
Infrastructure Gaps	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Quasi-Public Use Deduction	17.08	0.00	0.00	0.00	0.00	4.52	0.13	1.55	0.20	0.00	1.00	6.60	2.97	0.12
Infrastructure Deduction	17.08	0.00	0.00	0.00	0.00	4.52	0.13	1.55	0.20	0.00	1.00	6.60	2.97	0.12
Market Factor	46.13	0.00	0.00	0.00	0.00	12.21	0.34	4.19	0.53	0.00	2.69	17.82	8.01	0.34
Net Acres	261.39	0.00	0.00	0.00	0.00	69.21	1.94	23.72	2.99	0.00	15.25	101.01	45.38	1.90
Partially-Used Land														
Gross Acres	664.19	0.00	0.00	0.00	0.00	6.06	0.00	6.73	0.44	0.00	40.29	462.56	148.12	0.00
Critical Areas	219.43	0.00	0.00	0.00	0.00	0.97	0.00	0.49	0.00	0.00	24.27	133.83	59.87	0.00
Future Public Uses	5.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5.00	0.00	0.00
Infrastructure Gaps	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Quasi-Public Use Deduction	19.40	0.00	0.00	0.00	0.00	0.25	0.00	0.31	0.02	0.00	0.80	13.60	4.41	0.00
Infrastructure Deduction	19.40	0.00	0.00	0.00	0.00	0.25	0.00	0.31	0.02	0.00	0.80	13.60	4.41	0.00
Market Factor	87.30	0.00	0.00	0.00	0.00	1.14	0.00	1.40	0.10	0.00	3.60	61.19	19.86	0.00
Net Acres	261.89	0.00	0.00	0.00	0.00	3.43	0.00	4.21	0.30	0.00	10.81	183.58	59.57	0.00
Underutilized Land														
Gross Acres	76.26	0.00	0.00	0.00	0.00	32.61	5.77	27.11	0.00	0.00	0.00	0.00	0.00	10.77
Critical Areas	18.99	0.00	0.00	0.00	0.00	9.25	0.07	5.83	0.00	0.00	0.00	0.00	0.00	3.84
Future Public Uses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Infrastructure Gaps	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Quasi-Public Use Deduction	2.86	0.00	0.00	0.00	0.00	1.17	0.28	1.06	0.00	0.00	0.00	0.00	0.00	0.35
Infrastructure Deduction	2.86	0.00	0.00	0.00	0.00	1.17	0.28	1.06	0.00	0.00	0.00	0.00	0.00	0.35
Market Factor	12.89	0.00	0.00	0.00	0.00	5.26	1.28	4.79	0.00	0.00	0.00	0.00	0.00	1.56
Net Acres	38.66	0.00	0.00	0.00	0.00	15.77	3.85	14.36	0.00	0.00	0.00	0.00	0.00	4.68

Sources: City of Ferndale, 2022; Whatcom County, 2021; Community Attributes Inc., 2021.

Exhibit 49. Developable Residential Land Capacity, Ferndale UGA, 2021-2036

	UGA	CC	GB	LI	M	MXD	RMH	RMM	RO	RR	RS High	RS Low	RS Medium	UR
Net Developable Residential Acres (Vacant, PU, UU)	561.94	0.00	0.00	0.00	0.00	88.41	5.78	42.29	3.29	0.00	26.06	284.58	104.95	6.58
Single Family Developable Acres	428.22	-	-	-	-	12.63	-	-	-	-	26.06	284.58	104.95	-
Assumed Single Family Density (units/acre)						7					7	5	6	
Subtotal Single Family Unit Capacity	2,323	-	-	-	-	88	-	-	-	-	182	1,423	630	-
Existing Single Family Units	363	13	51	4	4	19	24	30	1	2	12	80	82	41
Pending Single Family Units	262	3	3	-	-	150	-	-	-	-	6	82	18	-
Master Planned Single Family Units	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Subtotal: Net Single Family Unit Capacity	2,392	3	3	-	-	219	-	-	-	-	176	1,425	566	-
Potential Occupied Single Family Units	2,306	3	3	-	-	211	-	-	-	-	170	1,374	546	-
Single Family Population Capacity	6,572	8	8	-	-	602	-	-	-	-	484	3,915	1,555	-
Multifamily Developable Acres	133.72	-	-	-	-	75.78	5.78	42.29	3.29	-	-	-	-	6.58
Assumed Multifamily Density (units/acre)		12				7	15	10	7	15				15
Subtotal Multifamily Unit Capacity	1,162	-	-	-	-	530	87	423	23	-	-	-	-	99
Existing Multifamily Units	180	4	16	-	-	5	7	131	-	-	-	-	-	17
Pending Multifamily Units	916	149	-	-	-	416	116	190	-	-	-	-	-	45
Master Planned Multifamily Units	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Subtotal: Net Multifamily Unit Capacity	1,918	149	-	-	-	941	196	482	23	-	-	-	-	127
Potential Occupied Multifamily Units	1,824	142	-	-	-	895	186	458	22	-	-	-	-	121
Multifamily Population Capacity	4,214	327	-	-	-	2,067	431	1,059	51	-	-	-	-	279
Net Dwelling Unit Capacity	4,310	152	3	-	-	1,160	196	482	23	-	176	1,425	566	127
Potential Occupied Dwelling Units	4,130	145	3	-	-	1,106	186	458	22	-	170	1,374	546	121
Population Capacity	10,786	335	8	-	-	2,669	431	1,059	51	-	484	3,915	1,555	279
Remaining Population Growth to Accommodate (2021-2036)	3,661													
Population Capacity Surplus (Deficit)	7,125													

Sources: City of Ferndale, 2022; Whatcom County, 2021; Community Attributes Inc., 2021.

Commercial and Industrial Development

Exhibit 50. Nonresidential Development, Achieved and Assumed Densities, City of Ferndale, 2016-2021

Zoning Designation	Development Type	Acres Developed	Built Square Feet	Achieved Density (FAR)	Assumed Density (FAR)
MXD	Commercial	N/A	N/A	N/A	0.09
RO	Commercial	N/A	N/A	N/A	0.09
GB	Commercial	90.7	307,415	0.08	0.09
	Industrial	39.4	269,619	0.16	0.15
M	Commercial	N/A	N/A	N/A	N/A
	Industrial	N/A	N/A	N/A	0.20
LI	Industrial	5.5	103,994	0.44	0.20
UR	Commercial	0.3	7,061	0.49	0.09
CC	Commercial	0.1	156	0.03	0.50
RR	Commercial	N/A	N/A	N/A	0.15
	Industrial	N/A	N/A	N/A	0.15

Sources: City of Ferndale, 2022; Community Attributes Inc., 2021.

Note: Assumed Density is the assumed density for evaluation of land suitable for development by zone.

Exhibit 51. Developable Nonresidential Land Supply, Ferndale UGA, 2021-2036

	UGA Total	CC	GB	LI	M	MXD	Pub	RMH	RMM	RO	RR	RS Low	RS Medium	UR
Vacant Land														
Gross Acres	609.33	2.61	265.11	47.23	130.31	68.52	8.20	0.00	0.00	3.24	82.73	0.00	0.00	1.37
Critical Areas	279.58	1.72	100.25	31.28	91.63	29.75	1.58	0.00	0.00	2.26	20.01	0.00	0.00	1.09
Future Public Uses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Infrastructure Gaps	77.98	0.00	77.98	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Quasi-Public Use Deduction	12.59	0.04	4.34	0.80	1.93	1.94	0.33	0.00	0.00	0.05	3.14	0.00	0.00	0.01
Infrastructure Deduction	12.59	0.04	4.34	0.80	1.93	1.94	0.33	0.00	0.00	0.05	3.14	0.00	0.00	0.01
Market Factor	33.99	0.12	11.73	2.15	5.22	5.23	0.89	0.00	0.00	0.13	8.47	0.00	0.00	0.04
Net Acres	192.61	0.68	66.46	12.20	29.59	29.66	5.06	0.00	0.00	0.75	47.98	0.00	0.00	0.21
Partially-Used Land														
Gross Acres	141.41	0.00	105.28	9.19	24.24	2.60	0.00	0.00	0.00	0.11	0.00	0.00	0.00	0.00
Critical Areas	53.74	0.00	38.18	7.02	8.13	0.42	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Future Public Uses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Infrastructure Gaps	36.18	0.00	36.18	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Quasi-Public Use Deduction	2.57	0.00	1.55	0.11	0.81	0.11	0.00	0.00	0.00	0.01	0.00	0.00	0.00	0.00
Infrastructure Deduction	2.57	0.00	1.55	0.11	0.81	0.11	0.00	0.00	0.00	0.01	0.00	0.00	0.00	0.00
Market Factor	11.58	0.00	6.96	0.49	3.62	0.49	0.00	0.00	0.00	0.02	0.00	0.00	0.00	0.00
Net Acres	34.75	0.00	20.87	1.46	10.87	1.47	0.00	0.00	0.00	0.07	0.00	0.00	0.00	0.00
Underutilized Land														
Gross Acres	213.28	2.29	124.32	39.76	9.30	13.98	0.00	0.00	0.00	0.00	22.45	0.00	0.00	1.20
Critical Areas	68.38	0.23	44.30	16.15	2.77	3.96	0.00	0.00	0.00	0.00	0.55	0.00	0.00	0.43
Future Public Uses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Infrastructure Gaps	76.56	0.00	76.56	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Quasi-Public Use Deduction	3.42	0.10	0.17	1.18	0.33	0.50	0.00	0.00	0.00	0.00	1.10	0.00	0.00	0.04
Infrastructure Deduction	3.42	0.10	0.17	1.18	0.33	0.50	0.00	0.00	0.00	0.00	1.10	0.00	0.00	0.04
Market Factor	15.38	0.46	0.78	5.31	1.47	2.25	0.00	0.00	0.00	0.00	4.93	0.00	0.00	0.17
Net Acres	46.13	1.39	2.34	15.94	4.41	6.76	0.00	0.00	0.00	0.00	14.78	0.00	0.00	0.52

Sources: City of Ferndale, 2022; Whatcom County, 2021; Community Attributes Inc., 2021.

Exhibit 52. Developable Nonresidential Land Capacity, Ferndale UGA, 2021-2036

	UGA	CC	GB	LI	M	MXD	Pub	RMH	RMM	RO	RR	RS Low	RS Medium	UR
Net Developable Employment Acres (Vacant, PU, UU)	273.49	2.07	89.67	29.60	44.87	37.89	5.06	0.00	0.00	0.82	62.77	0.00	0.00	0.73
Commercial Developable Acres	199.01	2.07	89.67	-	-	37.89	5.06	-	-	0.82	62.77	-	-	0.73
Assumed Commercial Density (FAR)		0.5	0.1			0.1	0.1			0.1	0.2			0.1
Subtotal: Commercial Capacity (SF)	981,204	45,050	351,548	-	-	148,545	19,847	-	-	3,220	410,128	-	-	2,866
Existing Commercial Space (SF)	48,652	9,518	9,839	-	1,700	17,523	-	-	4,610	-	-	-	1,200	4,262
Pending Commercial Space (SF)	742,332	5,000	674,886	-	-	54,446	-	-	-	-	-	-	-	8,000
Master Planned Commercial Space (SF)	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Subtotal: Net Commercial Capacity (SF)	1,683,790	40,532	1,016,595	-	-	185,468	19,847	-	-	3,220	410,128	-	-	8,000
Potential Occupied Commercial Space (SF)	1,599,601	38,505	965,766	-	-	176,195	18,855	-	-	3,059	389,622	-	-	7,600
Commercial Employment Capacity	2,758	66	1,665	-	-	304	33	-	-	5	672	-	-	13
Industrial Developable Acres	74.48	-	-	29.60	44.87	-	-	-	-	-	-	-	-	-
Assumed Industrial Density (FAR)			0.2	0.2	0.2						0.2			
Subtotal: Industrial Capacity (SF)	648,830	-	-	257,902	390,928	-	-	-	-	-	-	-	-	-
Existing Industrial Space (SF)	123,676	-	24,919	4,000	29,076	60,939	-	1,984	-	-	-	1,200	-	1,558
Pending Industrial Space (SF)	246,662	-	215,806	-	30,856	-	-	-	-	-	-	-	-	-
Master Planned Industrial Space (SF)	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Subtotal: Net Industrial Capacity (SF)	862,416	-	215,806	253,902	392,708	-	-	-	-	-	-	-	-	-
Potential Occupied Industrial Space (SF)	819,295	-	205,016	241,207	373,073	-	-	-	-	-	-	-	-	-
Industrial Employment Capacity	726	-	182	214	330	-	-	-	-	-	-	-	-	-
Net Commercial & Industrial Capacity (SF)	2,546,206	40,532	1,232,401	253,902	392,708	185,468	19,847	-	-	3,220	410,128	-	-	8,000
Potential Occupied Commercial & Industrial Employment Capacity	2,418,896	38,505	1,170,781	241,207	373,073	176,195	18,855	-	-	3,059	389,622	-	-	7,600
	3,484	66	1,847	214	330	304	33	-	-	5	672	-	-	13
Remaining Employment Growth to Accommodate (2021-2036)	2,287													
Employment Capacity Surplus (Deficit)	1,197													

Sources: City of Ferndale, 2022; Whatcom County, 2021; Community Attributes Inc., 2021.

8. Lynden UGA

The Lynden Urban Growth Area is projected to reach a total population and employment of 19,275 and 7,103 respectively by 2036. The UGA has projected allocation of 5,568 for population growth and 1,876 for employment growth between 2016 and 2036 (**Exhibit 1** and **Exhibit 2**).

Achieved Growth 2016-2021

Based on permit data collected between 2016 and 2021 and occupancy and persons per household and square feet per employee assumptions, the Lynden UGA grew by an estimated 1,668 people (nearly 100% within the City of Lynden) and 622 jobs (100% within the City) (**Exhibit 6** and **Exhibit 7**).

The City of Lynden has an overall achieved residential density of 7.1 units per acre between 2016 and 2021. Lynden's single-family zones have built out at 4.3 units per acre, its multi-family zones achieved 13.3 units per acre. The overall achieved residential density of 7.1 units per net acre is greater than the adopted planned density of 5.0 units per acre in the *2016 City of Lynden Comprehensive Plan*. The overall achieved residential density also falls within the adopted planned residential density for the City of Lynden of 6.0 to 10.0 units per net acre

in the *Whatcom County Comprehensive Plan* (**Exhibit 11**).

The unincorporated portions of the Lynden UGA have an achieved residential density of 1.7 units per acre (**Exhibit 11**). This density, which is based on construction of one dwelling unit in the 2016-2021 time period, lags county planned urban densities for the City. Land in the UGA, outside of City limits, is currently zoned for Agriculture or urban residential uses. The Agriculture zone does not allow urban densities. This land would need to be rezoned for urban land uses and served with public water and sewer, which typically occurs upon annexation. The urban residential zones in the unincorporated portion of the UGA do not allow urban densities until public water and sewer are available, which typically occurs upon annexation. These unincorporated areas serve as future urban growth potential. Until annexation, they do not have access to City infrastructure or urban densities.

Neither the City of Lynden nor Whatcom County have adopted planned densities for commercial or industrial development. Between 2016 and 2021, commercial development in the City of Lynden achieved an overall FAR of 0.12. Totals for commercial development are skewed by one project – the

construction of the new Lynden Middle School on a 30-acre vacant parcel. That one project accounted for 60% of the built commercial square footage during this time. Industrial development saw an overall FAR of 0.26. This was largely driven by construction associated with Lynden Door, Inc expansion and the new cold storage plants built to store agricultural products. More than 400,000 square feet of new industrial space was built in the city limits during this time. The unincorporated areas of the Lynden UGA did not see any commercial or industrial development (**Exhibit 11**).

Population and Employment Assumptions

Specific occupancy rate and population and employment density assumptions for estimating future growth capacity in the Lynden UGA are:

- 98.0% Single Family occupancy rate
- 95.0% Multifamily occupancy rate
- 95.0% Commercial and Industrial occupancy rate
- 2.88 Single Family persons per household
- 1.70 Multifamily persons per household

- 721 and 1,037 respectively Commercial and Industrial square feet per employee

Based on estimated growth since 2016 and population and employment projections adopted in the *Whatcom County Comprehensive Plan*, the Lynden UGA is expected to accommodate another 3,900 people and 1,254 jobs between 2021 and 2036 (**Exhibit 6** and **Exhibit 7**).

Population Capacity 2021-2036

Based on achieved densities between 2016 and 2021 and planning assumptions, City of Lynden planners are assuming future single family density of 4.0 and 8.0 units per acre depending on the zone. Assumed multifamily densities range between 8.0 and 24.0 units per acre (**Exhibit 53**).

The Lynden UGA has an estimated net land capacity for population growth of 459.5 acres (**Exhibit 54**), with a total estimated potential occupied unit capacity of 3,481 dwelling units. Based on persons per household assumptions, the UGA has an estimated population capacity of 8,467, indicating an estimated population capacity surplus of 4,567 (**Exhibit 55**).

Housing Needs by Type

The *Whatcom County Comprehensive Plan* (Chapter 3- Housing, Chart 3 – Estimated Dwelling Units Needed, page 3-8) indicates that Lynden has a need for 1,887 single-family, 627 multi-family, and 97 other (“group housing”) new dwelling units during the 2013-2036 planning period. The calculation for Chart 3 in the *Whatcom County Comprehensive Plan* included building activity from 2013. Therefore, the analysis below includes permit data from April 1, 2013, even though the planning period for this Buildable Lands Report is from 2016.

- Between April 1, 2013 and March 31, 2021, Lynden issued building permits for 652 single-family and 539 multi-family units. No group housing, which in Lynden are assisted living facilities, has been built during this time. Comparing units built and the needs indicated on Chart 3, Lynden needs an additional 1,235 single-family units, 88 multi-family units, and 97 group housing units between 2021 and 2036.
- The City and unincorporated UGA have an estimated 2021-2036 capacity for 2,204 single-family and 1,391 multi-family housing units (**Exhibit 55**). The multi-family capacity includes group housing.

These capacities are sufficient to accommodate the dwelling unit types needed in the planning period as established in the Whatcom County Comprehensive Plan (Chapter 3- Housing, Chart 3).

Employment Capacity 2021-2036

Looking forward, Lynden is assuming a FAR of 0.184 for future commercial development. This number (0.184) is the average achieved commercial FAR for all the small cities in the County between 2016-2021. Lynden is using this assumption, which is different than its achieved commercial FAR of 0.12 because Lynden’s achieved commercial development data during this time was skewed by the Lynden Middle School project. Additionally, Lynden is assuming a FAR of 0.26 for future industrial development. This is what was achieved for industrial development between 2016-2021 (**Exhibit 56**).

The Lynden UGA has an estimated net land capacity for employment growth of 388.4 acres (**Exhibit 57**), with a total estimated potential occupied commercial and industrial capacity of 4.0 million square feet. Based on square feet per employee assumptions, the Lynden UGA has an estimated employment capacity of 4,038, indicating an estimated employment capacity surplus of 2,784 (**Exhibit 58**).

Regulatory Changes

Since 2016, the City of Lynden has approved several regulatory changes that impact either the amount of land available for development, or the densities and types of development allowed on buildable lands. These regulatory changes are documented in the Data Reporting Tool worksheet.

Three annexations brought more than 90 acres of unincorporated UGA into the City, the largest (80 acres) of which is in the Pepin Creek Subarea, the area expected to house the majority of incoming residents during the remainder of the planning period.

Subsequently, the City adopted the Pepin Creek Subarea Plan which established zoning designations (including the RM-PC zone which is a new multifamily zone), development densities (including minimum density requirements), transportation routes, and recreational and open space opportunities within this 460-acre subarea.

Multiple rezones and Comprehensive Plan Amendments have been approved that are adapting to employment growth needs (i.e. increasing Industrial lands) and, in general, trend toward rezoning land to increase residential densities.

The City updated its Critical Areas Ordinance and Shoreline Master Program, which regulate potential impacts to environmental resources. These regulations restrict development in protected locations, as they establish buffers, setbacks, and the regulatory process for protecting these resources. The City has considered known critical areas and their buffers in its evaluation of population and employment growth and determined that the land supply can still accommodate projected growth during the remainder of the planning period.

Finally, other regulatory updates expanded the allowed types of commercial uses in commercial zones and business parks, incentivized low impact development techniques, and eased restrictions for making an accessory dwelling unit legal on residential properties.

Infrastructure Gaps

The City of Lynden has reviewed capital facility plans and/or consulted with service providers that will provide service for future growth. Based on this review, Lynden has not identified infrastructure gaps that would prevent service providers from supplying planned capital facilities to developable land in the Lynden UGA within the planning period (2021-2036).

**Analysis of Comprehensive Plan
Objectives and Reasonable Measures**

The City of Lynden has determined that growth targets and assumptions are being met. Therefore, an analysis of comprehensive plan development assumptions, targets, and objectives is not necessary. No inconsistencies between planned and actual growth have been identified in the Lynden UGA. Therefore, reasonable measures are not required under RCW 36.70A.215.

Residential Development

Exhibit 53. Residential Development, Achieved and Assumed Densities, City of Lynden, 2016-2021

Zoning Designation	Development Type	Acres Developed	Dwelling Units	Achieved Density (Units/Acre)	Density Assumed (Units/Acre)
RS-100	Single Family	25.9	93	3.59	4.00
	Multifamily	0.4	4	8.97	N/A
RS-84	Single Family	0.4	2	4.82	4.50
RS-72	Single Family	41.8	236	5.65	5.00
RMD	Single Family	8.7	16	1.84	8.00
	Multifamily	0.7	9	12.42	N/A
MH	Single Family	N/A	1	N/A	N/A
RM-1	Single Family	0.5	5	10.90	N/A
	Multifamily	1.7	14	8.36	8.00
RM-2	Single Family	2.1	11	5.29	N/A
	Multifamily	1.5	17	11.01	12.00
RM-3	Single Family	6.4	49	7.60	N/A
	Multifamily	10.0	144	14.34	16.00
RM-4	Multifamily	0.7	12	16.76	24.00
RM-PC	Multifamily	N/A	N/A	N/A	12.00
CSL	Multifamily	3.3	116	35.23	N/A
HBD	Multifamily	0.2	9	50.01	N/A

Sources: City of Lynden, 2022; Community Attributes Inc., 2021.

Note: "Density Assumed" is the assumed density for evaluation of land suitable for development by zone.

Exhibit 54. Residential Land Supply, Lynden UGA, 2021-2036

	UGA Total	RS-100	RS-84	RS-72	RMD	MH	RM-1	RM-2	RM-3	RM-4	RM-PC	CSR	CSL	ID	IBZ
Vacant Land															
Gross Acres	345.52	49.26	0.00	52.72	140.61	0.00	0.42	22.74	0.27	3.82	75.69	0.00	0.00	0.00	0.00
Critical Areas	69.30	19.58	0.00	3.65	19.06	0.00	0.00	8.65	0.00	0.00	18.37	0.00	0.00	0.00	0.00
Future Public Uses	1.28	0.00	0.00	0.00	0.00	0.00	0.00	1.28	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Infrastructure Gaps	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Quasi-Public Use Deduction	13.75	1.48	0.00	2.45	6.08	0.00	0.02	0.64	0.01	0.19	2.87	0.00	0.00	0.00	0.00
Infrastructure Deduction	13.75	1.48	0.00	2.45	6.08	0.00	0.02	0.64	0.01	0.19	2.87	0.00	0.00	0.00	0.00
Market Factor	37.12	4.01	0.00	6.62	16.41	0.00	0.06	1.73	0.04	0.52	7.74	0.00	0.00	0.00	0.00
Net Acres	210.33	22.71	0.00	37.54	92.98	0.00	0.32	9.80	0.20	2.92	43.86	0.00	0.00	0.00	0.00
Partially-Used Land															
Gross Acres	426.03	81.78	0.00	70.51	161.34	19.21	0.00	58.46	29.62	5.11	0.00	0.00	0.00	0.00	0.00
Critical Areas	68.26	13.28	0.00	7.60	4.58	8.69	0.00	18.96	14.71	0.44	0.00	0.00	0.00	0.00	0.00
Future Public Uses	0.28	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.28	0.00	0.00	0.00	0.00	0.00	0.00
Infrastructure Gaps	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Quasi-Public Use Deduction	17.88	3.43	0.00	3.15	7.84	0.53	0.00	1.97	0.73	0.23	0.00	0.00	0.00	0.00	0.00
Infrastructure Deduction	17.88	3.43	0.00	3.15	7.84	0.53	0.00	1.97	0.73	0.23	0.00	0.00	0.00	0.00	0.00
Market Factor	80.44	15.41	0.00	14.15	35.27	2.37	0.00	8.89	3.29	1.05	0.00	0.00	0.00	0.00	0.00
Net Acres	241.31	46.24	0.00	42.46	105.81	7.10	0.00	26.66	9.88	3.15	0.00	0.00	0.00	0.00	0.00
Underutilized Land															
Gross Acres	11.59	0.00	0.00	0.00	0.00	0.00	0.00	1.20	10.38	0.00	0.00	0.00	0.00	0.00	0.00
Critical Areas	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Future Public Uses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Infrastructure Gaps	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Quasi-Public Use Deduction	0.58	0.00	0.00	0.00	0.00	0.00	0.00	0.06	0.52	0.00	0.00	0.00	0.00	0.00	0.00
Infrastructure Deduction	0.58	0.00	0.00	0.00	0.00	0.00	0.00	0.06	0.52	0.00	0.00	0.00	0.00	0.00	0.00
Market Factor	2.61	0.00	0.00	0.00	0.00	0.00	0.00	0.27	2.34	0.00	0.00	0.00	0.00	0.00	0.00
Net Acres	7.82	0.00	0.00	0.00	0.00	0.00	0.00	0.81	7.01	0.00	0.00	0.00	0.00	0.00	0.00

Sources: City of Lynden, 2022; Community Attributes Inc., 2021.

Exhibit 55. Developable Residential Land Capacity, Lynden UGA, 2021-2036

	UGA	RS-100	RS-84	RS-72	RMD	MH	RM-1	RM-2	RM-3	RM-4	RM-PC	CSR	CSL	ID	IBZ
Net Developable Residential Acres (Vacant, PU, UU)	459.46	68.95	0.00	80.00	198.80	7.10	0.32	37.28	17.09	6.07	43.86	0.00	0.00	0.00	0.00
Single Family Developable Acres	354.85	68.95	-	80.00	198.80	7.10	-	-	-	-	-	-	-	-	-
Assumed Single Family Density (units/acre)		4	5	5	8										
Subtotal Single Family Unit Capacity	2,266	276	-	400	1,590	-	-	-	-	-	-	-	-	-	-
Existing Single Family Units	167	33	-	24	5	29	-	19	12	-	-	23	20	1	1
Pending Single Family Units	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Master Planned Single Family Units	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Subtotal: Net Single Family Unit Capacity	2,204	243	-	376	1,585	-	-	-	-	-	-	-	-	-	-
Potential Occupied Single Family Units	2,160	238	-	368	1,553	-	-	-	-	-	-	-	-	-	-
Single Family Population Capacity	6,221	686	-	1,061	4,474	-	-	-	-	-	-	-	-	-	-
Multifamily Developable Acres	104.62	-	-	-	-	-	0.32	37.28	17.09	6.07	43.86	-	-	-	-
Assumed Multifamily Density (units/acre)							8	12	16	24	12				
Subtotal Multifamily Unit Capacity	1,395	-	-	-	-	-	3	447	273	146	526	-	-	-	-
Existing Multifamily Units	8	-	-	-	-	-	-	4	-	-	-	-	4	-	-
Pending Multifamily Units	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Master Planned Multifamily Units	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Subtotal: Net Multifamily Unit Capacity	1,391	-	-	-	-	-	3	443	273	146	526	-	-	-	-
Potential Occupied Multifamily Units	1,321	-	-	-	-	-	3	421	259	139	500	-	-	-	-
Multifamily Population Capacity	2,246	-	-	-	-	-	5	715	441	236	849	-	-	-	-
Net Dwelling Unit Capacity	3,595	243	-	376	1,585	-	3	443	273	146	526	-	-	-	-
Potential Occupied Dwelling Units	3,481	238	-	368	1,553	-	3	421	259	139	500	-	-	-	-
Population Capacity	8,467	686	-	1,061	4,474	-	5	715	441	236	849	-	-	-	-
Remaining Population Growth to Accommodate (2021-2036)	3,900														
Population Capacity Surplus (Deficit)	4,567														

Sources: City of Lynden, 2022; Community Attributes Inc., 2021.

Commercial and Industrial Development

Exhibit 56. Nonresidential Development, Achieved and Assumed Densities, City of Lynden, 2016-2021

Zoning Designation	Development Type	Acres Developed	Built Square Feet	Achieved Density (FAR)	Assumed Density (FAR)
RS-72	Commercial	30.6	113,444	0.09	N/A
CSR	Commercial	3.0	31,976	0.25	0.18
CSL	Commercial	2.3	36,744	0.36	0.18
HBD	Commercial	N/A	N/A	N/A	0.18
ID	Industrial	16.1	198,000	0.28	0.26
IBZ	Commercial	1.5	8,112	0.13	N/A
	Industrial	15.5	185,818	0.28	0.26
PU	Industrial	3.9	22,000	0.13	N/A

Sources: City of Lynden, 2022; Community Attributes Inc., 2021.

Note: Assumed Density is the assumed density for evaluation of land suitable for development by zone. RS-72 development was a School.

Exhibit 57. Developable Nonresidential Land Supply, Lynden UGA, 2021-2036

	UGA Total	RS-100	RM-2	RM-3	RM-4	CSR	CSL	HBD	ID	IBZ	PU
Vacant Land											
Gross Acres	299.58	0.00	0.00	0.00	0.00	69.80	17.52	0.00	78.25	134.01	0.00
Critical Areas	16.67	0.00	0.00	0.00	0.00	7.93	5.32	0.00	3.10	0.32	0.00
Future Public Uses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Infrastructure Gaps	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Quasi-Public Use Deduction	14.15	0.00	0.00	0.00	0.00	3.09	0.61	0.00	3.76	6.68	0.00
Infrastructure Deduction	14.15	0.00	0.00	0.00	0.00	3.09	0.61	0.00	3.76	6.68	0.00
Market Factor	38.19	0.00	0.00	0.00	0.00	8.35	1.65	0.00	10.15	18.05	0.00
Net Acres	216.43	0.00	0.00	0.00	0.00	47.34	9.33	0.00	57.49	102.27	0.00
Partially-Used Land											
Gross Acres	82.26	0.00	0.00	0.00	0.00	39.30	3.66	0.00	31.50	7.80	0.00
Critical Areas	5.75	0.00	0.00	0.00	0.00	4.94	0.00	0.00	0.00	0.81	0.00
Future Public Uses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Infrastructure Gaps	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Quasi-Public Use Deduction	3.83	0.00	0.00	0.00	0.00	1.72	0.18	0.00	1.57	0.35	0.00
Infrastructure Deduction	3.83	0.00	0.00	0.00	0.00	1.72	0.18	0.00	1.57	0.35	0.00
Market Factor	17.21	0.00	0.00	0.00	0.00	7.73	0.82	0.00	7.09	1.57	0.00
Net Acres	51.64	0.00	0.00	0.00	0.00	23.19	2.47	0.00	21.26	4.72	0.00
Underutilized Land											
Gross Acres	186.70	0.00	0.00	0.00	0.00	82.57	26.22	0.00	62.72	15.19	0.00
Critical Areas	8.51	0.00	0.00	0.00	0.00	7.72	0.79	0.00	0.00	0.00	0.00
Future Public Uses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Infrastructure Gaps	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Quasi-Public Use Deduction	8.91	0.00	0.00	0.00	0.00	3.74	1.27	0.00	3.14	0.76	0.00
Infrastructure Deduction	8.91	0.00	0.00	0.00	0.00	3.74	1.27	0.00	3.14	0.76	0.00
Market Factor	40.09	0.00	0.00	0.00	0.00	16.84	5.72	0.00	14.11	3.42	0.00
Net Acres	120.28	0.00	0.00	0.00	0.00	50.52	17.17	0.00	42.33	10.25	0.00

Sources: City of Lynden, 2022; Community Attributes Inc., 2021.

Exhibit 58. Developable Nonresidential Land Capacity, Lynden UGA, 2021-2036

	UGA	RS-100	RM-2	RM-3	RM-4	CSR	CSL	HBD	ID	IBZ	PU
Net Developable Employment Acres (Vacant, PU, UU)	388.35	0.00	0.00	0.00	0.00	121.05	28.97	0.00	121.09	117.24	0.00
Commercial Developable Acres	150.02	-	-	-	-	121.05	28.97	-	-	-	-
Assumed Commercial Density (FAR)						0.2	0.2	0.2			
Subtotal: Commercial Capacity (SF)	1,202,435	-	-	-	-	970,220	232,215	-	-	-	-
Existing Commercial Space (SF)	16,054	-	-	-	-	5,281	1,266	-	-	9,507	-
Pending Commercial Space (SF)	-	-	-	-	-	-	-	-	-	-	-
Master Planned Commercial Space (SF)	-	-	-	-	-	-	-	-	-	-	-
Subtotal: Net Commercial Capacity (SF)	1,195,888	-	-	-	-	964,939	230,949	-	-	-	-
Potential Occupied Commercial Space (SF)	1,136,094	-	-	-	-	916,692	219,402	-	-	-	-
Commercial Employment Capacity	1,575	-	-	-	-	1,271	304	-	-	-	-
Industrial Developable Acres	238.33	-	-	-	-	-	-	-	121.09	117.24	-
Assumed Industrial Density (FAR)									0.3	0.3	
Subtotal: Industrial Capacity (SF)	2,699,209	-	-	-	-	-	-	-	1,371,372	1,327,837	-
Existing Industrial Space (SF)	62,752	14,128	5,568	6,888	6,080	1,200	18,540	-	10,348	-	-
Pending Industrial Space (SF)	-	-	-	-	-	-	-	-	-	-	-
Master Planned Industrial Space (SF)	-	-	-	-	-	-	-	-	-	-	-
Subtotal: Net Industrial Capacity (SF)	2,688,861	-	-	-	-	-	-	-	1,361,024	1,327,837	-
Potential Occupied Industrial Space (SF)	2,554,418	-	-	-	-	-	-	-	1,292,973	1,261,445	-
Industrial Employment Capacity	2,463	-	-	-	-	-	-	-	1,247	1,216	-
Net Commercial & Industrial Capacity (SF)	3,884,749	-	-	-	-	964,939	230,949	-	1,361,024	1,327,837	-
Potential Occupied Commercial & Industrial	3,690,512	-	-	-	-	916,692	219,402	-	1,292,973	1,261,445	-
Employment Capacity	4,038	-	-	-	-	1,271	304	-	1,247	1,216	-
Remaining Employment Growth to Accommodate (2021-2036)	1,254										
Employment Capacity Surplus (Deficit)	2,784										

Sources: City of Lynden, 2022; Community Attributes Inc., 2021.

9. Nooksack UGA

The Nooksack Urban Growth Area is projected to reach a total population and employment of 2,425 and 369 respectively by 2036. The UGA has projected growth allocation of 861 for population and 100 for employment between 2016 and 2036 (**Exhibit 1** and **Exhibit 2**).

Achieved Growth 2016-2021

Based on permit data collected between 2016 and 2021 and occupancy and persons per household and square feet per employee assumptions, the Nooksack UGA grew by an estimated 174 population and 8 employment (100% within the City) (**Exhibit 6** and **Exhibit 7**).

Between 2016 and 2021, the City of Nooksack achieved an overall residential density of 5.1 units per acre. No development occurred within the unincorporated area of the UGA within the period. The *City of Nooksack Comprehensive Plan* has an adopted planned residential density of 4.4 units per acre. The *Whatcom County Comprehensive Plan* has adopted planned residential density of 4.0 to 6.0 units per acre. Achieved residential density within the City of Nooksack exceeded the minimum planned density (**Exhibit 11**).

The City Comprehensive Plan references planned densities for commercial and industrial developed based on the *Whatcom County Land Capacity Analysis*. Whatcom County has not adopted planned densities for commercial or industrial uses. The City achieved a commercial FAR of 0.14, below the planned density of 0.25. The adopted planned industrial FAR is 0.10. No industrial development occurred within the City during the review period (**Exhibit 11**).

Population and Employment Assumptions

Specific occupancy rate and population and employment density assumptions for estimating future growth capacity in the Nooksack UGA are:

- 96.9% Single Family occupancy rate
- 94.5% Multifamily occupancy rate
- 95.0% Commercial and Industrial occupancy rate
- 3.088 Single Family persons per household
- 3.173 Multifamily persons per household
- 605 and 795 respectively Commercial and Industrial square feet per employee

The Nooksack UGA has an estimated 687 population and 92 employment growth

remaining to accommodate between 2021 and 2036 (**Exhibit 6** and **Exhibit 7**).

Population Capacity 2021-2036

The City of Nooksack is utilizing achieved densities (when available) when estimating future residential land capacity. Based on achieved densities between 2016 and 2021 and planning assumptions, City of Nooksack planners are assuming future single family density between 3.9 and 5.9 units per acre for single family residential development. The Nooksack UGA does not include any multifamily zones (**Exhibit 59**).

The Nooksack UGA has estimated net land capacity for population growth of 89.8 acres (**Exhibit 60**), with a total estimated potential occupied unit capacity of 416 dwelling units. Based on persons per household assumptions, the UGA has an estimated population capacity of 1,283, indicating an estimated population capacity surplus of 596 (**Exhibit 61**).

Housing Needs by Type

The *Whatcom County Comprehensive Plan* (Chapter 3- Housing, Chart 3 – Estimated Dwelling Units Needed, page 3-8) indicates that Nooksack has a need for 243 single-family, 48 multi-family, and 49 other (“group housing”) new dwelling units during the 2013-

2036 planning period. The calculation for Chart 3 in the *Whatcom County Comprehensive Plan* included building activity from 2013. Therefore, the analysis below includes permit data from April 1, 2013, even though the planning period for this Buildable Lands Report is from 2016.

- Between April 1, 2013 and March 31, 2021, Nooksack issued building permits for 48 single-family and 10 multi-family units. No group housing has been built during this time. Comparing units built and the needs indicated on Chart 3, Nooksack needs an additional 195 single-family units, 38 multi-family units, and 49 group housing units between 2021 and 2036.
- The City and unincorporated UGA have an estimated 2021-2036 capacity for 425 single-family and 4 multi-family housing units (**Exhibit 61**). The multi-family capacity includes group housing. Given that Nooksack does not have a designated multi-family zoning district and that multi-family development is allowed in the City’s single-family zones, it is anticipated that some of the above single-family capacity will be utilized to accommodate multi-family and group housing needs.

These capacities are sufficient to accommodate the dwelling unit types needed in the planning

period as established in the Whatcom County Comprehensive Plan (Chapter 3- Housing, Chart 3).

Employment Capacity 2021-2036

Based on achieved densities between 2016 and 2021 and planning assumptions, City of Nooksack planners are assuming a future commercial FAR of 0.26 and an industrial FAR of 0.10 (**Exhibit 62**).

The Nooksack UGA has estimated net land capacity for employment growth of 38.5 acres (**Exhibit 63**), with a total estimated potential occupied commercial and industrial capacity of 238,772 square feet. Based on square feet per employee assumptions, the Nooksack UGA has an estimated employment capacity of 355, indicating an estimated employment capacity surplus of 263 (**Exhibit 64**).

Regulatory Changes

The City of Nooksack has not identified any regulatory changes that would prevent assigned densities from being achieved or impact the quantity of land suitable for development during the remainder of the planning period.

Infrastructure Gaps

The City of Nooksack has not identified any infrastructure gaps that would prevent assigned densities from being achieved or impact the quantity of land suitable for development during the remainder of the planning period (2021 to 2036).

Analysis of Comprehensive Plan Objectives and Reasonable Measures

The City of Nooksack has determined that growth targets and assumptions are being met to a reasonable degree; therefore, an analysis of comprehensive plan development targets, assumptions and objectives is not deemed necessary.

Based on the results presented in the Buildable Land Report, implementation of reasonable measures is not deemed necessary. If in the future it is determined that Reasonable Measures are appropriate, then the following measures could be considered for implementation:

- Increase residential densities by reducing minimum lot sizes in the Residential District above the increases likely to result from establishment of the Residential-8600 Subzone.

- Reduce limitations on the placement of multifamily structures in the Residential District.
- Establish a multifamily residential zoning district.
- Increase opportunities for construction of accessory dwelling units (ADUs).

Residential Development

Exhibit 59. Residential Development, Achieved and Assumed Densities, City of Nooksack, 2016-2021

Zoning Designation	Development Type	Acres Developed	Dwelling Units	Achieved Density (Units/Acre)	Density Assumed (Units/Acre)
RES	Single Family	5.6	22	3.93	3.93
	Multifamily	1.3	10	7.97	N/A
RES-8600	Single Family	4.4	26	5.88	5.88
AG UR	Single Family	N/A	N/A	N/A	4.80

Sources: City of Nooksack, 2022; Community Attributes Inc., 2021.

Note: "Density Assumed" is the assumed density for evaluation of land suitable for development by zone.

Exhibit 60. Residential Land Supply, Nooksack UGA, 2021-2036

	UGA Total	RES	RES-8600	COM	CMD	LI	AG UR
Vacant Land							
Gross Acres	83.36	43.41	9.66	0.00	0.00	0.00	30.29
Critical Areas	28.68	16.68	3.30	0.00	0.00	0.00	8.69
Future Public Uses	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Infrastructure Gaps	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Quasi-Public Use Deduction	2.73	1.34	0.32	0.00	0.00	0.00	1.08
Infrastructure Deduction	2.73	1.34	0.32	0.00	0.00	0.00	1.08
Market Factor	7.38	3.61	0.86	0.00	0.00	0.00	2.92
Net Acres	41.83	20.44	4.87	0.00	0.00	0.00	16.52
Partially-Used Land							
Gross Acres	87.19	86.08	1.10	0.00	0.00	0.00	0.00
Critical Areas	16.08	16.08	0.00	0.00	0.00	0.00	0.00
Future Public Uses	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Infrastructure Gaps	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Quasi-Public Use Deduction	3.56	3.50	0.06	0.00	0.00	0.00	0.00
Infrastructure Deduction	3.56	3.50	0.06	0.00	0.00	0.00	0.00
Market Factor	16.00	15.75	0.25	0.00	0.00	0.00	0.00
Net Acres	48.00	47.25	0.74	0.00	0.00	0.00	0.00
Underutilized Land							
Gross Acres	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Critical Areas	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Future Public Uses	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Infrastructure Gaps	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Quasi-Public Use Deduction	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Infrastructure Deduction	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Market Factor	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Net Acres	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Sources: City of Nooksack, 2022; Whatcom County, 2021; Community Attributes Inc., 2021.

Exhibit 61. Developable Residential Land Capacity, Nooksack UGA, 2021-2036

	UGA	RES	RES- 8600	COM	CMD	LI	AG UR
Net Developable Residential Acres (Vacant, PU, UU)	89.83	67.70	5.61	0.00	0.00	0.00	16.52
Single Family Developable Acres	89.83	67.70	5.61	-	-	-	16.52
Assumed Single Family Density (units/acre)		4	6				5
Subtotal Single Family Unit Capacity	378	266	33	-	-	-	79
Existing Single Family Units	33	21	1	8	2	1	-
Pending Single Family Units	69	8	61	-	-	-	-
Master Planned Single Family Units	-	-	-	-	-	-	-
Subtotal: Net Single Family Unit Capacity	425	253	93	-	-	-	79
Potential Occupied Single Family Units	412	245	90	-	-	-	77
Single Family Population Capacity	1,271	757	278	-	-	-	236
Multifamily Developable Acres	-	-	-	-	-	-	-
Assumed Multifamily Density (units/acre)							
Subtotal Multifamily Unit Capacity	-	-	-	-	-	-	-
Existing Multifamily Units	-	-	-	-	-	-	-
Pending Multifamily Units	4	-	4	-	-	-	-
Master Planned Multifamily Units	-	-	-	-	-	-	-
Subtotal: Net Multifamily Unit Capacity	4	-	4	-	-	-	-
Potential Occupied Multifamily Units	4	-	4	-	-	-	-
Multifamily Population Capacity	12	-	12	-	-	-	-
Net Dwelling Unit Capacity	429	253	97	-	-	-	79
Potential Occupied Dwelling Units	416	245	94	-	-	-	77
Population Capacity	1,283	757	290	-	-	-	236
Remaining Population Growth to Accommodate (2021-2036)	687						
Population Capacity Surplus (Deficit)	596						

Sources: City of Nooksack, 2022; Whatcom County, 2021; Community Attributes Inc., 2021.

Commercial and Industrial Development

Exhibit 62. Nonresidential Development, Achieved and Assumed Densities, City of Nooksack, 2016-2021

Zoning Designation	Development Type	Acres Developed	Built Square Feet	Achieved Density (FAR)	Assumed Density (FAR)
COM	Commercial	0.6	3,765	0.14	0.25
CMD	Commercial	0.2	1,160	0.15	0.25
LI	Industrial	N/A	N/A	N/A	0.10

Sources: City of Nooksack, 2022; Community Attributes Inc., 2021.

Note: Assumed Density is the assumed density for evaluation of land suitable for development by zone.

Exhibit 63. Developable Nonresidential Land Supply, Nooksack UGA, 2021-2036

	UGA Total	RES	RES-8600	COM	CMD	LI	AG UR
Vacant Land							
Gross Acres	19.96	0.00	0.00	2.10	0.17	17.70	0.00
Critical Areas	0.74	0.00	0.00	0.74	0.00	0.00	0.00
Future Public Uses	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Infrastructure Gaps	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Quasi-Public Use Deduction	0.96	0.00	0.00	0.07	0.01	0.89	0.00
Infrastructure Deduction	0.96	0.00	0.00	0.07	0.01	0.89	0.00
Market Factor	2.60	0.00	0.00	0.18	0.02	2.39	0.00
Net Acres	14.71	0.00	0.00	1.04	0.13	13.54	0.00
Partially-Used Land							
Gross Acres	0.45	0.00	0.00	0.45	0.00	0.00	0.00
Critical Areas	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Future Public Uses	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Infrastructure Gaps	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Quasi-Public Use Deduction	0.02	0.00	0.00	0.02	0.00	0.00	0.00
Infrastructure Deduction	0.02	0.00	0.00	0.02	0.00	0.00	0.00
Market Factor	0.10	0.00	0.00	0.10	0.00	0.00	0.00
Net Acres	0.30	0.00	0.00	0.30	0.00	0.00	0.00
Underutilized Land							
Gross Acres	38.53	0.00	0.00	21.10	0.59	16.83	0.00
Critical Areas	3.73	0.00	0.00	3.73	0.00	0.00	0.00
Future Public Uses	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Infrastructure Gaps	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Quasi-Public Use Deduction	1.74	0.00	0.00	0.87	0.03	0.84	0.00
Infrastructure Deduction	1.74	0.00	0.00	0.87	0.03	0.84	0.00
Market Factor	7.83	0.00	0.00	3.91	0.13	3.79	0.00
Net Acres	23.49	0.00	0.00	11.72	0.40	11.36	0.00

Sources: City of Nooksack, 2022; Whatcom County, 2021; Community Attributes Inc., 2021.

Exhibit 64. Developable Nonresidential Land Capacity, Nooksack UGA, 2021-2036

	UGA	RES	RES-8600	COM	CMD	LI	AG UR
Net Developable Employment Acres (Vacant, PU, UU)	38.50	0.00	0.00	13.07	0.53	24.90	0.00
Commercial Developable Acres	13.59	-	-	13.07	0.53	-	-
Assumed Commercial Density (FAR)				0.3	0.3		
Subtotal: Commercial Capacity (SF)	148,035	-	-	142,288	5,747	-	-
Existing Commercial Space (SF)	-	-	-	-	-	-	-
Pending Commercial Space (SF)	-	-	-	-	-	-	-
Master Planned Commercial Space (SF)	-	-	-	-	-	-	-
Subtotal: Net Commercial Capacity (SF)	148,035	-	-	142,288	5,747	-	-
Potential Occupied Commercial Space (SF)	140,633	-	-	135,174	5,460	-	-
Commercial Employment Capacity	232	-	-	223	9	-	-
Industrial Developable Acres	24.90	-	-	-	-	24.90	-
Assumed Industrial Density (FAR)						0.1	
Subtotal: Industrial Capacity (SF)	108,486	-	-	-	-	108,486	-
Existing Industrial Space (SF)	8,622	-	-	3,440	-	5,182	-
Pending Industrial Space (SF)	-	-	-	-	-	-	-
Master Planned Industrial Space (SF)	-	-	-	-	-	-	-
Subtotal: Net Industrial Capacity (SF)	103,304	-	-	-	-	103,304	-
Potential Occupied Industrial Space (SF)	98,139	-	-	-	-	98,139	-
Industrial Employment Capacity	123	-	-	-	-	123	-
Net Commercial & Industrial Capacity (SF)	251,339	-	-	142,288	5,747	103,304	-
Potential Occupied Commercial & Industrial Employment Capacity	238,772	-	-	135,174	5,460	98,139	-
	355	-	-	223	9	123	-
Remaining Employment Growth to Accommodate (2021-2036)	92						
Employment Capacity Surplus (Deficit)	263						

Sources: City of Nooksack, 2022; Whatcom County, 2021; Community Attributes Inc., 2021.

10. Sumas UGA

The Sumas Urban Growth Area is projected to reach a total population and employment of 2,323 and 1,145 respectively by 2036. The UGA has projected growth allocation of 760 for population and 387 for employment between 2016 and 2036 (**Exhibit 1** and **Exhibit 2**).

Achieved Growth 2016-2021

Based on permit data collected between 2016 and 2021 and occupancy and persons per household and square feet per employee assumptions, the Sumas UGA grew by an estimated 190 population and 65 employment (100% within the City) (**Exhibit 6** and **Exhibit 7**).

Between 2016 and 2021, the City of Sumas achieved an overall residential density of 7.5 units per acre. No development occurred within the unincorporated area of the UGA within the period. The *City of Sumas Comprehensive Plan* has an adopted planned residential density of 4.9 units per acre. The *Whatcom County Comprehensive Plan* has adopted planned residential density of 4.0 to 6.0 units per acre. Achieved residential density within the City of Sumas exceeded both the City and County planned densities (**Exhibit 11**).

The City Comprehensive Plan references planned densities for commercial and industrial developed based on the *Whatcom County Land Capacity Analysis*. Whatcom County has not adopted planned densities for commercial or industrial uses. No commercial development occurred within the City during the review period. The City achieved an industrial FAR of 0.12, exceeding slightly the planned density of 0.11. The adopted planned commercial FAR is 0.22 (**Exhibit 11**).

Population and Employment Assumptions

Specific occupancy rate and population and employment density assumptions for estimating future growth capacity in the Sumas UGA are:

- 95.8% Single Family occupancy rate
- 82.2% Multifamily occupancy rate
- 95.0% Commercial and Industrial occupancy rate
- 3.008 Single Family persons per household
- 2.199 Multifamily persons per household
- 669 and 890 respectively Commercial and Industrial square feet per employee

The Sumas UGA has an estimated 570 population and 322 employment growth

remaining to accommodate between 2021 and 2036 (**Exhibit 6** and **Exhibit 7**).

Population Capacity 2021-2036

Based on achieved densities between 2016 and 2021 and planning assumptions, City of Sumas planners are assuming future single family density between 2.5 and 4.5 units per acre for single family residential development. Assumed density for future multifamily development is 13.5 units per acre (**Exhibit 65**).

The Sumas UGA has estimated net land capacity for population growth of 65.8 acres (**Exhibit 66**), with a total estimated potential occupied unit capacity of 435 dwelling units. Based on persons per household assumptions, the UGA has an estimated population capacity of 1,073, indicating an estimated population capacity surplus of 503 (**Exhibit 67**).

Housing Needs by Type

The *Whatcom County Comprehensive Plan* (Chapter 3- Housing, Chart 3 – Estimated Dwelling Units Needed, page 3-8) indicates that Sumas has a need for 168 single-family, 146 multi-family, and 47 other (“group housing”) new dwelling units during the 2013-2036 planning period. The calculation for Chart 3 in the *Whatcom County*

Comprehensive Plan included building activity from 2013. Therefore, the analysis below includes permit data from April 1, 2013, even though the planning period for this Buildable Lands Report is from 2016.

- Between April 1, 2013 and March 31, 2021, Sumas issued building permits for 57 single-family and 45 multi-family units. No group housing has been built during this time. Comparing units built and the needs indicated on Chart 3, Sumas needs an additional 111 single-family units, 101 multi-family units, and 47 group housing units between 2021 and 2036.
- The City and unincorporated UGA have an estimated 2021-2036 capacity for 151 single-family and 353 multi-family housing units (**Exhibit 67**). The multi-family capacity includes group housing.

These capacities are sufficient to accommodate the dwelling unit types needed in the planning period as established in the Whatcom County Comprehensive Plan (Chapter 3- Housing, Chart 3).

Employment Capacity 2021-2036

The City of Sumas is utilizing achieved densities (when available) when estimating future land capacity. Based on achieved

densities between 2016 and 2021 and planning assumptions, City of Sumas planners are assuming a future commercial FAR between 0.22 and 0.50 depending on the specific zone and an industrial FAR of 0.12 (**Exhibit 68**).

The Sumas UGA has estimated net land capacity for employment growth of 110.6 acres (**Exhibit 69**), with a total estimated potential occupied commercial and industrial capacity of 601,950 square feet. Based on square feet per employee assumptions, the Sumas UGA has an estimated employment capacity of 758, indicating an estimated employment capacity surplus of 436 (**Exhibit 70**).

Regulatory Changes

The City of Sumas has not identified any regulatory changes that would prevent assigned densities from being achieved or impact the quantity of land suitable for development during the remainder of the planning period.

Infrastructure Gaps

The City of Sumas has not identified any infrastructure gaps that would prevent assigned densities from being achieved or impact the quantity of land suitable for development during the remainder of the planning period (2021 to 2036).

Analysis of Comprehensive Plan Objectives and Reasonable Measures

The City of Sumas has determined that growth targets and assumptions are being met to a reasonable degree; therefore, an analysis of comprehensive plan development targets, assumptions and objectives is not deemed necessary.

Based on the results presented in the Buildable Land Report, implementation of reasonable measures is not deemed necessary. If in the future it is determined that Reasonable Measures are appropriate, then the following measures could be considered for implementation:

- Increase residential densities by reducing minimum lot sizes in the Residential, Low-Density zoning district.
- Reduce conditional use permitting requirements for construction of multifamily structures in the Residential, High-Density zoning district.
- Increase opportunities for construction of accessory dwelling units (ADUs).

Residential Development

Exhibit 65. Residential Development, Achieved and Assumed Densities, City of Sumas, 2016-2021

Zoning Designation	Development Type	Acres Developed	Dwelling Units	Achieved Density (Units/Acre)	Density Assumed (Units/Acre)
RES LOW	Single Family	0.8	2	2.44	2.50
RES MED	Single Family	5.5	27	4.91	4.50
RES HIGH	Single Family	2.5	12	4.77	N/A
	Multifamily	1.8	36	19.54	13.50
BUS GEN	Multifamily	0.1	4	44.44	N/A

Sources: City of Sumas, 2022; Community Attributes Inc., 2021.

Note: "Density Assumed" is the assumed density for evaluation of land suitable for development by zone.

Exhibit 66. Residential Land Supply, Sumas UGA, 2021-2036

	UGA Total	RES LOW	RES MED	RES HIGH	BUS GEN	LI	BUS TO	BUS LOW
Vacant Land								
Gross Acres	69.68	4.36	24.36	40.95	0.00	0.00	0.00	0.00
Critical Areas	27.26	2.80	3.96	20.50	0.00	0.00	0.00	0.00
Future Public Uses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Infrastructure Gaps	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Quasi-Public Use Deduction	2.12	0.08	1.02	1.02	0.00	0.00	0.00	0.00
Infrastructure Deduction	2.12	0.08	1.02	1.02	0.00	0.00	0.00	0.00
Market Factor	5.73	0.21	2.75	2.76	0.00	0.00	0.00	0.00
Net Acres	32.45	1.19	15.61	15.65	0.00	0.00	0.00	0.00
Partially-Used Land								
Gross Acres	84.72	38.38	25.39	20.94	0.00	0.00	0.00	0.00
Critical Areas	35.27	16.40	13.52	5.35	0.00	0.00	0.00	0.00
Future Public Uses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Infrastructure Gaps	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Quasi-Public Use Deduction	2.47	1.10	0.59	0.78	0.00	0.00	0.00	0.00
Infrastructure Deduction	2.47	1.10	0.59	0.78	0.00	0.00	0.00	0.00
Market Factor	11.13	4.95	2.67	3.51	0.00	0.00	0.00	0.00
Net Acres	33.38	14.84	8.01	10.52	0.00	0.00	0.00	0.00
Underutilized Land								
Gross Acres	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Critical Areas	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Future Public Uses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Infrastructure Gaps	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Quasi-Public Use Deduction	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Infrastructure Deduction	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Market Factor	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Net Acres	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Sources: City of Sumas, 2022; Whatcom County, 2021; Community Attributes Inc., 2021.

Exhibit 67. Developable Residential Land Capacity, Sumas UGA, 2021-2036

	UGA	RES LOW	RES MED	RES HIGH	BUS GEN	LI	BUS TO	BUS LOW
Net Developable Residential Acres (Vacant, PU, UU)	65.83	16.03	23.63	26.17	0.00	0.00	0.00	0.00
Single Family Developable Acres	39.66	16.03	23.63	-	-	-	-	-
Assumed Single Family Density (units/acre)		3	5					
Subtotal Single Family Unit Capacity	146	40	106	-	-	-	-	-
Existing Single Family Units	38	6	7	9	13	2	-	1
Pending Single Family Units	18	-	18	-	-	-	-	-
Master Planned Single Family Units	-	-	-	-	-	-	-	-
Subtotal: Net Single Family Unit Capacity	151	34	117	-	-	-	-	-
Potential Occupied Single Family Units	145	33	112	-	-	-	-	-
Single Family Population Capacity	435	98	337	-	-	-	-	-
Multifamily Developable Acres	26.17	-	-	26.17	-	-	-	-
Assumed Multifamily Density (units/acre)				14				
Subtotal Multifamily Unit Capacity	353	-	-	353	-	-	-	-
Existing Multifamily Units	4	-	-	-	4	-	-	-
Pending Multifamily Units	-	-	-	-	-	-	-	-
Master Planned Multifamily Units	-	-	-	-	-	-	-	-
Subtotal: Net Multifamily Unit Capacity	353	-	-	353	-	-	-	-
Potential Occupied Multifamily Units	290	-	-	290	-	-	-	-
Multifamily Population Capacity	638	-	-	638	-	-	-	-
Net Dwelling Unit Capacity	504	34	117	353	-	-	-	-
Potential Occupied Dwelling Units	435	33	112	290	-	-	-	-
Population Capacity	1,073	98	337	638	-	-	-	-
Remaining Population Growth to Accommodate (2021-2036)	570							
Population Capacity Surplus (Deficit)	503							

Sources: City of Sumas, 2022; Whatcom County, 2021; Community Attributes Inc., 2021.

Commercial and Industrial Development

Exhibit 68. Nonresidential Development, Achieved and Assumed Densities, City of Sumas, 2016-2021

Zoning Designation	Development Type	Acres Developed	Built Square Feet	Achieved Density (FAR)	Assumed Density (FAR)
RES LOW	Commercial	N/A	N/A	N/A	0.50
RES MED	Commercial	N/A	N/A	N/A	0.44
RES HIGH	Commercial	N/A	N/A	N/A	0.25
BUS GEN	Commercial	N/A	N/A	N/A	0.22
BUS TO	Commercial	N/A	N/A	N/A	0.22
BUS LOW	Commercial	N/A	N/A	N/A	0.22
LI	Industrial	11.2	60,549	0.12	0.12

Sources: City of Sumas, 2022; Community Attributes Inc., 2021.

Note: Assumed Density is the assumed density for evaluation of land suitable for development by zone.

Exhibit 69. Developable Nonresidential Land Supply, Sumas UGA, 2021-2036

	UGA Total	RES LOW	RES MED	RES HIGH	BUS GEN	LI	BUS TO	BUS LOW
Vacant Land								
Gross Acres	206.54	0.00	0.00	0.00	5.15	168.29	32.89	0.21
Critical Areas	97.92	0.00	0.00	0.00	2.19	88.44	7.08	0.21
Future Public Uses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Infrastructure Gaps	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Quasi-Public Use Deduction	5.43	0.00	0.00	0.00	0.15	3.99	1.29	0.00
Infrastructure Deduction	5.43	0.00	0.00	0.00	0.15	3.99	1.29	0.00
Market Factor	14.66	0.00	0.00	0.00	0.40	10.78	3.48	0.00
Net Acres	83.09	0.00	0.00	0.00	2.26	61.08	19.75	0.00
Partially-Used Land								
Gross Acres	13.87	0.00	0.00	0.00	0.00	13.87	0.00	0.00
Critical Areas	6.35	0.00	0.00	0.00	0.00	6.35	0.00	0.00
Future Public Uses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Infrastructure Gaps	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Quasi-Public Use Deduction	0.38	0.00	0.00	0.00	0.00	0.38	0.00	0.00
Infrastructure Deduction	0.38	0.00	0.00	0.00	0.00	0.38	0.00	0.00
Market Factor	1.69	0.00	0.00	0.00	0.00	1.69	0.00	0.00
Net Acres	5.08	0.00	0.00	0.00	0.00	5.08	0.00	0.00
Underutilized Land								
Gross Acres	50.02	0.00	0.00	0.00	4.11	45.62	0.00	0.29
Critical Areas	16.81	0.00	0.00	0.00	0.98	15.54	0.00	0.29
Future Public Uses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Infrastructure Gaps	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Quasi-Public Use Deduction	1.66	0.00	0.00	0.00	0.16	1.50	0.00	0.00
Infrastructure Deduction	1.66	0.00	0.00	0.00	0.16	1.50	0.00	0.00
Market Factor	7.47	0.00	0.00	0.00	0.70	6.77	0.00	0.00
Net Acres	22.42	0.00	0.00	0.00	2.11	20.31	0.00	0.00

Sources: City of Sumas, 2022; Whatcom County, 2021; Community Attributes Inc., 2021.

Exhibit 70. Developable Nonresidential Land Capacity, Sumas UGA, 2021-2036

	UGA	RES LOW	RES MED	RES HIGH	BUS GEN	LI	BUS TO	BUS LOW
Net Developable Employment Acres (Vacant, PU, UU)	110.59	0.00	0.00	0.00	4.37	86.47	19.75	0.00
Commercial Developable Acres	24.12	-	-	-	4.37	-	19.75	0.00
Assumed Commercial Density (FAR)		0.5	0.4	0.3	0.2		0.2	0.2
Subtotal: Commercial Capacity (SF)	231,113	-	-	-	41,882	-	189,231	-
Existing Commercial Space (SF)	-	-	-	-	-	-	-	-
Pending Commercial Space (SF)	-	-	-	-	-	-	-	-
Master Planned Commercial Space (SF)	-	-	-	-	-	-	-	-
Subtotal: Net Commercial Capacity (SF)	231,113	-	-	-	41,882	-	189,231	-
Potential Occupied Commercial Space (SF)	219,557	-	-	-	39,788	-	179,769	-
Commercial Employment Capacity	328	-	-	-	59	-	269	-
Industrial Developable Acres	86.47	-	-	-	-	86.47	-	-
Assumed Industrial Density (FAR)						0.1		
Subtotal: Industrial Capacity (SF)	451,991	-	-	-	-	451,991	-	-
Existing Industrial Space (SF)	49,472	-	-	-	-	49,472	-	-
Pending Industrial Space (SF)	-	-	-	-	-	-	-	-
Master Planned Industrial Space (SF)	-	-	-	-	-	-	-	-
Subtotal: Net Industrial Capacity (SF)	402,519	-	-	-	-	402,519	-	-
Potential Occupied Industrial Space (SF)	382,393	-	-	-	-	382,393	-	-
Industrial Employment Capacity	430	-	-	-	-	430	-	-
Net Commercial & Industrial Capacity (SF)	633,632	-	-	-	41,882	402,519	189,231	-
Potential Occupied Commercial & Industrial	601,950	-	-	-	39,788	382,393	179,769	-
Employment Capacity	758	-	-	-	59	430	269	-
Remaining Employment Growth to Accommodate (2021-2036)	322							
Employment Capacity Surplus (Deficit)	436							

Sources: City of Sumas, 2022; Whatcom County, 2021; Community Attributes Inc., 2021.

APPENDIX A: ANNEXATIONS

Between 2016 and 2021, 445 total acres were annexed to cities in Whatcom County. These annexations increased the total incorporated area in Whatcom County to 35,385 acres (**Exhibit 71**). These annexations were adopted by the following city legislative actions:

- City of Bellingham Ordinances 2018-11-027 and 2018-12-033
- City of Lynden Ordinances 1506, 1509, and 1561
- City of Nooksack Ordinance 712

Exhibit 71. Whatcom County Acres Annexed by City, 2016-2021

	Acres 2016	2016	2017	2018	2019	2020	2021	Total Acres Annexed	Acres 2021
Bellingham	19,275	0	0	0	249	0	0	249	19,524
Blaine	5,464	0	0	0	0	0	0	0	5,464
Everson	877	0	0	0	0	0	0	0	877
Ferndale	4,561	0	0	0	0	0	0	0	4,561
Lynden	3,382	82	0	10	0	0	0	92	3,474
Nooksack	446	0	0	0	104	0	0	104	550
Sumas	935	0	0	0	0	0	0	0	935
Total	34,940	82	0	10	353	0	0	445	35,385

Sources: Whatcom County and Cities, 2022 (Countywide Data Reporting Tool).

Notes: Acres 2016 represents acres within city limits as of March 31, 2016. Acres 2021 represents acres within city limits as of March 31, 2021. Numbers have been rounded. For Bellingham, land area excluding Bellingham Bay, Lake Whatcom, and Lake Padden is equal to 18,046 acres.

APPENDIX B: URBAN GROWTH AREA CHANGES

Between 2016 and 2021, 345 acres were added to Whatcom County's urban growth areas. UGAs include areas within the city limits and unincorporated areas that have been designated for urban growth. UGA changes authorized by Whatcom County Ordinance 2016-034 include a reduction of 20 acres in the Everson UGA, as well as increases in the Ferndale, Lynden, and Nooksack UGAs. Overall, as of March 31, 2021, Whatcom County's UGAs total 52,029 acres (**Exhibit 72**).

Exhibit 72. Whatcom County Acres Added to Urban Growth Areas, 2016-2021

	Acres 2016	2016	2017	2018	2019	2020	2021	Total Acres Added to UGAs	Acres 2021
Bellingham	23,172	0	0	0	0	0	0	0	23,172
Birch Bay	3,607	0	0	0	0	0	0	0	3,607
Blaine	4,071	0	0	0	0	0	0	0	4,071
Cherry Point	7,035	0	0	0	0	0	0	0	7,035
Columbia Valley	1,157	0	0	0	0	0	0	0	1,157
Everson	1,287	(20)	0	0	0	0	0	(20)	1,267
Ferndale	5,869	117	0	0	0	0	0	117	5,986
Lynden	3,979	193	0	0	0	0	0	193	4,172
Nooksack	548	55	0	0	0	0	0	55	603
Sumas	959	0	0	0	0	0	0	0	959
Total	51,684	345	0	0	0	0	0	345	52,029

Sources: Whatcom County and Cities, 2022 (Countywide Data Reporting Tool).

Notes: Acres 2016 represents acres within each UGA as of March 31, 2016. Acres 2021 represents acres within each UGA as of March 31, 2021.

APPENDIX C: ZONING MAP CHANGES

Zoning map changes documented in **Exhibit 73** and **Exhibit 74** provide a detailed accounting of changes to zoning within each UGA for residential, commercial, industrial, and other types of zones between 2016 and 2021. Many of the general land use categories encompass a number of zoning districts. In 2016, land was added to some UGAs or moved between UGAs. This land has not been rezoned and therefore these changes are reflected in **Exhibit 72**, but not in the zoning map changes.

Ordinances authorizing zoning changes from one land use category to another between April 1, 2016 and March 31, 2021:

- Bellingham UGA
 - City of Bellingham Ordinance 2017-07-018 rezoned 0.51 acres from Residential - Single Family to Commercial.
 - City of Bellingham Ordinance 2017-07-019 rezoned 10 acres from Residential – Single Family to Industrial.
 - City of Bellingham Ordinance 2017-07-020 rezoned 3.6 acres from Industrial to public and 17.7 acres of Commercial / Industrial / Residential Multifamily to Public.
 - City of Bellingham Ordinance 2017-11-025 rezoned 12.7 acres from Commercial to Institutional.
- Everson UGA
 - City of Everson zoning changes in 2016 were part of the 2016 Comprehensive Plan update, adopted through Ordinance 767-16.
 - City of Everson zoning changes in 2019 were adopted through Ordinance 806-19.
- Ferndale UGA
 - Ferndale Ordinance 1957 (2016) – Rezoned 0.75 acres from Residential – Single Family to Residential - Multifamily.
 - Ferndale Ordinance 1977 (2016) – Rezoned 6.78 acres from Residential – Single Family to Commercial.
 - Ferndale Ordinance 2080 (2019) – Rezoned 112 acres from Floodplain to Public (3.9 acres), Residential – Single Family (8.51 acres), Residential – Multifamily (48.62 acres), and Commercial (52.14 acres). Rezoned 18.92 acres from Commercial to Residential – Multifamily and 4.45 acres from Commercial to Residential – Single Family.
 - Ferndale Ordinance 2160 (2020) – Rezoned 2.71 acres from Residential – Single Family to Residential – Multifamily, and 3.8 acres from Residential – Multifamily to Commercial.

- Lynden UGA
 - Lynden Ordinances 1506 and 1509 (2016) - Annexed 82 acres and rezoned to Residential.
 - Lynden Ordinance 1519 (2016) - Rezoned 7 acres from Commercial to Industrial, 1 acre from Residential to Commercial, and 5 acres from Residential to Public Use.
 - Lynden Ordinance 1548 (2017) - Rezoned 27 acres from Commercial to Residential.
 - Lynden Ordinance 1569 (2018) - Rezoned 16 acres from Residential to Commercial (6 acres), Industrial (8 acres), and Public Use (2 acres). This Ordinance also rezoned 9 acres from Commercial to Industrial.
 - Lynden Ordinance 1561 (2018) - Annexed 10 acres and rezoned to Residential.
 - Lynden Ordinance 1597 (2019) - Rezoned 1 acre from Single Family Residential to Multifamily Residential.
 - Lynden Ordinance 1619 (2020)- Rezoned 83 acres from Single Family Residential to Multifamily Residential (80 acres) and Public Use (3 acres) in the Pepin Creek Subarea.

- Nooksack UGA
 - City of Nooksack Ordinance 712 rezoned 31 acres of a 104 acre annexation area from Residential to Public zoning.

- Sumas UGA
 - City of Sumas Ordinance No. 1685 adopted zoning changes from the 2016 Comprehensive Plan update.

- Areas Outside UGAs
 - Whatcom County Ordinance 2016-036 rezoned 2 acres of Rural one dwelling per five acres to Rural-Industrial.

**Exhibit 73. Whatcom County Zoning Changes by Urban Growth Area and
Land Use, Acres, 2016-2021**

UGA	City Zoning 2016	County Zoning 2016	Zoning 2016	2016	2017	2018	2019	2020	2021	Total Zoning Changes	Zoning 2021
Bellingham											
Residential - Single Family	7,868	2,205	10,073	0	(11)	0	0	0	0	(11)	10,062
Residential - Multifamily	3,209	46	3,255	0	0	0	0	0	0	0	3,255
Commercial	1,847	314	2,161	0	(12)	0	0	0	0	(12)	2,149
Industrial	2,434	2,486	4,919	0	6	0	0	0	0	6	4,926
Other	2,444	139	2,583	0	16	0	0	0	0	16	2,600
<i>Subtotal</i>	<i>17,802</i>	<i>5,190</i>	<i>22,992</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>22,992</i>
Birch Bay											
Residential - Single Family	0	1,728	1,728	0	0	0	0	0	0	0	1,728
Residential - Multifamily	0	1,281	1,281	0	0	0	0	0	0	0	1,281
Commercial	0	551	551	0	0	0	0	0	0	0	551
Industrial	0	0	0	0	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0	0	0	0	0
<i>Subtotal</i>	<i>0</i>	<i>3,560</i>	<i>3,560</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>3,560</i>
Blaine											
Residential - Single Family	2,505	494	2,999	0	0	0	0	0	0	0	2,999
Residential - Multifamily	262	0	262	0	0	0	0	0	0	0	262
Commercial	347	0	347	0	0	0	0	0	0	0	347
Industrial	287	0	287	0	0	0	0	0	0	0	287
Other	144	0	144	0	0	0	0	0	0	0	144
<i>Subtotal</i>	<i>3,545</i>	<i>494</i>	<i>4,039</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>4,039</i>
Cherry Point											
Industrial	0	7,029	7,029	0	0	0	0	0	0	0	7,029
<i>Subtotal</i>	<i>0</i>	<i>7,029</i>	<i>7,029</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>7,029</i>
Columbia Valley											
Residential - Single Family	0	1,065	1,065	0	0	0	0	0	0	0	1,065
Residential - Multifamily	0	0	0	0	0	0	0	0	0	0	0
Commercial	0	40	40	0	0	0	0	0	0	0	40
Industrial	0	0	0	0	0	0	0	0	0	0	0
Other	0	40	40	0	0	0	0	0	0	0	40
<i>Subtotal</i>	<i>0</i>	<i>1,145</i>	<i>1,145</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>1,145</i>
Everson											
Residential - Single Family	421	108	529	(60)	0	0	(1)	0	0	(61)	468
Residential - Multifamily	124	0	124	0	0	0	4	0	0	4	128
Commercial	47	7	54	10	0	0	(1)	0	0	9	63
Industrial	173	42	215	(26)	0	0	0	0	0	(26)	189
Other	116	251	367	76	0	0	(2)	0	0	74	441
<i>Subtotal</i>	<i>881</i>	<i>408</i>	<i>1,289</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>1,289</i>

Sources: Whatcom County and Cities, 2022 (Countywide Data Reporting Tool).

Notes: Acres 2016 represents acres as of March 31, 2016. Acres 2021 represents acres as of March 31, 2021. Numbers may not add up because of rounding.

**Exhibit 74. Whatcom County Zoning Changes by Urban Growth Area and
Land Use, Acres, 2016-2021**

UGA	City Zoning 2016	County Zoning 2016	Zoning 2016	2016	2017	2018	2019	2020	2021	Total Zoning Changes	Zoning 2021
Ferndale											
Residential - Single Family	1,580	1,599	3,179	(8)	0	0	13	(3)	0	3	3,182
Residential - Multifamily	485	0	485	1	0	0	63	(1)	0	63	548
Commercial	1,628	31	1,659	7	0	0	33	4	0	44	1,703
Industrial	516	415	931	0	0	0	0	0	0	0	931
Other	112	89	201	0	0	0	(109)	0	0	(109)	92
<i>Subtotal</i>	<i>4,321</i>	<i>2,134</i>	<i>6,455</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>6,455</i>
Lynden											
Residential - Single Family	1,854	135	1,989	76	7	(6)	(1)	(83)	0	(7)	1,982
Residential - Multifamily	442	23	465	0	20	0	1	80	0	101	566
Commercial	479	0	479	(6)	(27)	(3)	0	0	0	(36)	443
Industrial	337	0	337	7	0	17	0	0	0	24	361
Other	189	446	635	(77)	0	(8)	0	3	0	(82)	553
<i>Subtotal</i>	<i>3,300</i>	<i>604</i>	<i>3,904</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>3,904</i>
Nooksack											
Residential - Single Family	350	95	445	0	0	0	(31)	0	0	(31)	414
Residential - Multifamily	0	0	0	0	0	0	0	0	0	0	0
Commercial	35	0	35	0	0	0	0	0	0	0	35
Industrial	13	0	13	0	0	0	0	0	0	0	13
Other	45	11	56	0	0	0	31	0	0	31	87
<i>Subtotal</i>	<i>443</i>	<i>106</i>	<i>549</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>549</i>
Sumas											
Residential - Single Family	160	0	160	(4)	0	0	0	0	0	(4)	156
Residential - Multifamily	193	0	193	(16)	0	0	0	0	0	(16)	177
Commercial	71	0	71	(1)	0	0	0	0	0	(1)	70
Industrial	376	0	376	8	0	0	0	0	0	8	384
Other	135	26	161	13	0	0	0	0	0	13	174
<i>Subtotal</i>	<i>935</i>	<i>26</i>	<i>961</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>961</i>
Areas Outside UGAs											
Rural one dwelling/two acres	N/A	1,157	1,157	0	0	0	0	0	0	0	1,157
Rural one dwelling/five acres	N/A	90,331	90,331	(2)	0	0	0	0	0	(2)	90,329
Rural one dwelling/ten acres	N/A	30,211	30,211	0	0	0	0	0	0	0	30,211
Rural - Residential (LAMIRD)	N/A	10,634	10,634	0	0	0	0	0	0	0	10,634
Rural - Commercial (LAMIRD)	N/A	1,286	1,286	0	0	0	0	0	0	0	1,286
Rural - Industrial (LAMIRD)	N/A	494	494	2	0	0	0	0	0	2	496
Agriculture	N/A	86,276	86,276	0	0	0	0	0	0	0	86,276
Rural Forestry	N/A	36,208	36,208	0	0	0	0	0	0	0	36,208
Commercial Forestry	N/A	187,311	187,311	0	0	0	0	0	0	0	187,311
Mineral Resource Lands	N/A	0	0	0	0	0	0	0	0	0	0
<i>Subtotal</i>	<i>N/A</i>	<i>443,908</i>	<i>443,908</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>443,908</i>
Total	31,227	464,604	495,831	0	0	0	0	0	0	0	495,831

Sources: Whatcom County and Cities, 2022 (Countywide Data Reporting Tool).

Notes: Acres 2016 represents acres as of March 31, 2016. Acres 2021 represents acres as of March 31, 2021. LAMIRD stands for "limited area of more intensive rural development" (see RCW 36.70A.070(5)(d)).

Errata Sheet

Bellingham UGA Profile, Page 42, Exhibit 16

Correction Made: Switched the “Single-family” and “Multi-family” header labels.

Reason for Correction: The Single-family header was erroneously placed over the column with Multi-family data. The Multi-family header was erroneously placed over the column with Single-family data.

Date Correction Made: December 6, 2022

WHATCOM COUNTY PLANNING COMMISSION

BUILDABLE LANDS REPORT 2022

FINDINGS OF FACT AND REASONS FOR ACTION

1. Staff and the Planning Commission recognize that the Buildable Lands Report does not address the issue of housing affordability. Additional work that revisits the estimates of supply and demand that are feasible, realistic, and consistent with current regulatory requirements and infrastructure are needed and will be reviewed in the 2025 comprehensive plan updates.
2. The proposal is to adopt the *Buildable Lands Report 2022 – Whatcom County Review and Evaluation Program* (July 7, 2022).
3. The SEPA Official determined on July 19, 2022 that adoption of the *Buildable Lands Report 2022 – Whatcom County Review and Evaluation Program* is categorically exempt from SEPA review under WAC 197-11-800(17) as information collection and research.
4. Notice of the Planning Commission hearing was posted on the County website on September 30, 2022.
5. Notice of the Planning Commission hearing was published in the Bellingham Herald on September 30, 2022.
6. Notice of the Planning Commission hearing was sent to the County's email list on September 30, 2022.
7. The Planning Commission held a public hearing on the subject amendments on October 13, 2022.
8. The Growth Management Act (GMA) "Review and Evaluation Program" (buildable land) requirements became applicable to Whatcom County and the cities when the State Legislature adopted Engrossed Second Substitute Bill 5254 in 2017.

9. The GMA's Review and Evaluation Program requirements (RCW 36.70A.215) include updating county-wide planning policies, developing a buildable lands program methodology, data collection, reviewing achieved densities, evaluating land suitable for development, and issuing a Buildable Lands Report. The information contained in the Buildable Lands Report will inform the next update of the Whatcom County Comprehensive Plan, which is due by June 30, 2025.
10. The County's consultant held interviews with representatives of each jurisdiction and several key community stakeholders. This information was compiled in a *Stakeholder Interview Summary Whatcom County Review and Evaluation (Buildable Lands) Program* (CAI, May 2019).
11. The County's consultant conducted research on topics with important implications for the buildable lands report, including local regulations, infrastructure, housing affordability, and growth trends. This included reviewing relevant portions of the Revised Code of Washington and Washington Administrative Code. This information was compiled in a *Background Information and Key Issues Report* (CAI, June 2019).
12. Whatcom County and the cities, with the assistance of a consultant, developed the *Whatcom County Review and Evaluation Program Public Participation Plan* (April 2020) and have followed that Plan.
13. Whatcom County and the cities developed draft Countywide Planning Policies establishing the Review and Evaluation Program. The Whatcom County Planning Commission held a public hearing on these Countywide Planning Policies on September 10, 2020. The Whatcom County Council held a public hearing and adopted the Countywide Planning Policies on February 9, 2021 (Ordinance 2021-003).
14. Whatcom County and the cities, with the assistance of a consultant, drafted the *Whatcom County Review and Evaluation Program Methodology* to implement the 2017 state amendments to the GMA. Stakeholders reviewed and provided comments on preliminary draft versions of this Methodology in 2021. Modifications to the draft Methodology were made based upon stakeholder comments in 2021. The Whatcom County Planning Commission held a public hearing on the draft Methodology on October 28, 2021. The County Council and city councils were briefed on the draft Methodology in 2021-2022. The Whatcom County Planning Director approved the Methodology on February 10, 2022.
15. Whatcom County and the cities, with the assistance of a consultant, developed Data Reporting Tool templates for collection of data on development and local government ordinances over the review period. The templates are intended to facilitate uniform collection of data by the County and cities.

16. The County and cities entered information in the Data Reporting Tools, including information on building permits and plats issued between April 1, 2016 and March 31, 2021. The Data Reporting Tools calculate achieved densities over the five year review period.
17. Whatcom County and the cities, with the assistance of a consultant, developed Suitable Land Tool templates for estimating the amount of land available for development over the remaining portion of the planning period. The templates are intended to facilitate uniform evaluation of land supply by the County and cities.
18. The County and cities entered information in the Suitable Land Tools to estimate the capacity of land suitable for development to accommodate population and employment growth over the remaining portion of the existing planning period (2021-2036). The Suitable Land Tools compare the land capacity to the projected population and employment growth to estimate whether there will be a surplus or deficit of land to accommodate projected growth (2021-2036).
19. The City of Bellingham and the County shared draft Data Reporting Tool and Suitable Land Tool spreadsheets at a Buildable Lands - Virtual Stakeholder Workshop on February 9, 2022.
20. Whatcom County and the cities issued the *Buildable Lands Report 2022 – Whatcom County Review and Evaluation Program* on July 7, 2022. This Report summarizes and analyzes information from the Data Reporting Tools, Suitable Land Tools, and other sources to meet the requirements of the Growth Management Act.
21. The *Buildable Lands Report 2022 – Whatcom County Review and Evaluation Program* shows that there is sufficient suitable land to accommodate the countywide population projection contained in the *Whatcom County Comprehensive Plan* (Chapter 1).
22. The *Buildable Lands Report 2022 – Whatcom County Review and Evaluation Program* shows that each Urban Growth Area (UGA), with the exception of the Birch Bay UGA, has sufficient suitable land to accommodate the UGA population projections contained in the *Whatcom County Comprehensive Plan* (Chapter 1).
23. The *Buildable Lands Report 2022 – Whatcom County Review and Evaluation Program* shows that there is sufficient suitable land to accommodate the countywide employment projection contained in the *Whatcom County Comprehensive Plan* (Chapter 1).

24. The *Buildable Lands Report 2022 – Whatcom County Review and Evaluation Program* shows that each UGA has sufficient suitable land to accommodate the UGA employment projections contained in the *Whatcom County Comprehensive Plan* (Chapter 1).
25. The *Buildable Lands Report 2022 – Whatcom County Review and Evaluation Program* shows that reasonable measures are needed for the Birch Bay, Cherry Point, and Columbia Valley UGAs pursuant to RCW 36.70A.215.
26. For the Birch Bay UGA, reasonable measures are needed to address:
 - a. Achieved residential densities between 2016 and 2021 were below the planned densities in *Whatcom County Comprehensive Plan* Chapter 2 (Goal 2P);
 - b. Land capacity to accommodate the population projection adopted in *Whatcom County Comprehensive Plan* Chapter 1; and
 - c. Land capacity to accommodate single family housing needs as set forth in *Whatcom County Comprehensive Plan* Chapter 3.
27. For the Cherry Point UGA, reasonable measures are needed to address employment growth because growth that occurred between 2016 and 2021 was significantly below the planned growth projected in the *Whatcom County Comprehensive Plan* (Chapter 1). Employment growth would have exceeded the planned growth, except that a major employer shut down in 2020.
28. For the Columbia Valley UGA, reasonable measures are needed to address employment growth because growth that occurred between 2016 and 2021 was significantly below the planned growth projected in the *Whatcom County Comprehensive Plan* (Chapter 1).
29. Reasonable measures are not needed for any other lands in unincorporated Whatcom County.

CONCLUSION

The review and evaluation required by the Growth Management Act has occurred and *Buildable Lands Report 2022 – Whatcom County Review and Evaluation Program* has been issued in accordance with RCW 36.70A.215.

RECOMMENDATION

Based upon the above findings and conclusions, the Planning Commission recommends that the County Council adopt the *Buildable Lands Report 2022 – Whatcom County Review and Evaluation Program*.

WHATCOM COUNTY PLANNING COMMISSION



Kelvin Barton, Chair



Tammy Axlund, Secretary

10 - 13 - 22
Date

10/13/22
Date

Commissioners voted to recommend approval on October 13, 2022 (vote was 6-0, with 3 members absent). Members present at the meeting when the vote was taken: Robert Bartel, Kelvin Barton, Atul Deshmane, Julie Jefferson, Dominic Mocerì, and Scott Van Dalen.



Whatcom County

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

Agenda Bill Master Report

File Number: AB2023-021

File ID:	AB2023-021	Version:	1	Status:	Agenda Ready
File Created:	12/27/2022	Entered by:	SDraper@co.whatcom.wa.us		
Department:	Public Works Department	File Type:	Discussion		
Assigned to:	Council Finance and Administrative Services Committee				Final Action:
Agenda Date:	01/24/2023	Enactment #:			

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

TITLE FOR AGENDA ITEM:

Discussion of ordinance amending the Whatcom County Unified Fee Schedule - Ferry Rates

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

See the attached memo and ordinance

HISTORY OF LEGISLATIVE FILE

Date:	Acting Body:	Action:	Sent To:
01/10/2023	Council Finance and Administrative Services Committee	DISCUSSED AND MOTION(S) APPROVED	

Attachments: Memo, Substitute Ordinance Introduced 1.10.2023, Presentation

ELIZABETH KOSA
INTERIM DIRECTOR



CIVIC CENTER
322 N. Commercial Street, 4th Floor
Bellingham, WA 98225-4042
Telephone: 360) 778-6200

MEMORANDUM

TO: The Honorable Satpal Sidhu, Whatcom County Executive
and Honorable Members of the Whatcom County Council

THROUGH: Elizabeth Kosa, Interim Public Works Director

FROM: Randy Rydel, Financial Services Manager

RE: Ordinance Amending WCC 10.34 Ferry Rates, and the WC Unified Fee
Schedule

DATE: December 14, 2022

Background:

Chapter 10.34 of the Whatcom County code addresses administration of the ferry rates and an interpretation of the rate schedule, included in the Whatcom County Unified Fee Schedule.

Whatcom County Code 10.34.030 states, "Beginning January 1, 2006, a 55 percent fare box recovery rate shall be applied and evaluated continuously from that time forward. An annual review of ferry system services, actual and projected operating costs, and actual and projected revenue from ferry user fees shall occur in order to verify the 55 percent fare box recovery rate is being achieved. It also states, "In any given year the actual fare box recovery rate is below 55 percent, the difference shall be recovered in a future ferry user fee increase unless there is adequate excess ferry user fee revenue remaining in the ferry system fund collected during prior years".

Additionally, Chapter 10.34 needs to be updated to address some housekeeping issues such as:

- removing the location of where Needs Based punch cards may be purchased in section L;

- removing the child traveling under the age of 12 without an escort waiver provision in section N;

Recommendation:

An evaluation of the farebox recovery rate has been performed and a Fare Box Fund Calculator (Exhibit “C”) has captured a large fare box recovery deficient. In order to remain in compliance with Whatcom County Code 10.34.030, it is necessary to increase the ferry user fees.

Additionally, the house keeping issues need to be approved to update the Whatcom County Code to reflect these changes.

Enclosures:

- Exhibit “A” Whatcom County Code
- Exhibit “B” Unified Fee Schedule
- Exhibit “C” Fare Box Fund Calculator

Contact:

If you need any additional information please contact Randy Rydel at extension 6217.

ORDINANCE NO. _____

AMENDING WHATCOM COUNTY UNIFIED UNIFIED FEE SCHEDULE

WHEREAS, the current Whatcom County Unified Fee Schedule was adopted by the
Whatcom County Council as Ordinance 2022-090; and

WHEREAS, Whatcom County Code 10.34.030 states, "Beginning January 1, 2006,
a 55 percent fare box recovery rate shall be applied and evaluated continuously from that
time forward. An annual review of ferry system services, actual and projected operating
costs, and actual and projected revenue from ferry user fees shall occur in order to verify
the 55 percent fare box recovery rate is being achieved; and

WHEREAS, Whatcom County Code 10.34.030 also states, "In any given year the
actual fare box recovery rate is below 55 percent, the difference shall be recovered in a
future ferry user fee increase unless there is adequate excess ferry user fee revenue
remaining in the ferry system fund collected during prior years"; and

WHEREAS; An evaluation of the farebox recovery rate has been performed and a
fare box fund calculator (Exhibit "B") has identified a path towards reducing the deficit; and

WHEREAS, It is necessary to amend the rates charged to the users of the ferry; and

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WHEREAS, In order for the user fees to be amended as requested on Exhibit "A", it is necessary to amend the Whatcom County Unified Fee Schedule; and

NOW, THEREFORE, BE IT ORDAINED by the Whatcom County Council that the Whatcom County Unified Fee Schedule is hereby amended as set forth in the attached Exhibit "A".

BE IT FURTHER ORDAINED

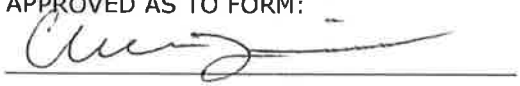
ADOPTED this ____ day of _____, 20____.

ATTEST:

WHATCOM COUNTY COUNCIL
WHATCOM COUNTY, WASHINGTON

Dana Brown-Davis, Clerk of the Council

Barry Buchanan, Council Chair

WHATCOM COUNTY EXECUTIVE
APPROVED AS TO FORM:


WHATCOM COUNTY, WASHINGTON

Christopher Quinn, Civil Deputy Prosecutor

Satpal Sidhu, County Executive

() Approved () Denied

Date Signed: _____

Exhibit A

2023 Unified Fee Schedule

Public Works

Ferry & Docks

UFS	Description	2022 Rate	Rate Basis	Change	2023 Rate	Rate Basis	Authorization
2793	Passenger/Pedestrian	\$8.00	1 Round Trip	Change	\$8.00	1 Round Trip WCC 10.34	Ordinance 2021-012
2794	Passenger/Pedestrian - Multiride	\$113.00	25 Round Trips	Change	\$165.00	25 Round Trips WCC 10.34	Ordinance 2021-012
2795	Children under 12 W/Parent	FREE	1 Round Trip	No Change	FREE	1 Round Trip WCC 10.34	Ordinance 2021-012
2796	Resident School Children 12-18 years Sept 1 through June 30	FREE	1 Round Trip	Change	FREE	1 Round Trip WCC 10.34	Ordinance 2021-012
	Passenger/Pedestrian Children under 19						
2797	Needs Based Passenger/Pedestrian - Multiride (Senior/Disabled/Income)	\$28.00	10 Round Trips	Change	\$35.00	10 Round Trips WCC 10.34	Ordinance 2021-012
2798	Passenger/Pedestrian	\$70.00	25 Round Trips	Change	\$87.50	25 Round Trips WCC 10.34	Ordinance 2021-012
	Post-High School Full-time Students- Multiride						
2799	Passenger/Pedestrian	FREE	Foot Passenger Only 1 Round Trip	Change	FREE	1 Round Trip WCC 10.34	Ordinance 2021-012
	Lummi Tribe W/ID						
2800	Bicycle W/Rider	\$8.00	1 Round Trip	Change	\$8.00	1 Round Trip WCC 10.34	Ordinance 2021-012
2802	Motorcycle W/Rider	\$9.00	1 Round Trip	Change	\$11.00	1 Round Trip WCC 10.34	Ordinance 2021-012
2803	Motorcycle W/Rider - Multiride	\$165.00	25 Round Trips	Change	\$225.00	25 Round Trip WCC 10.34	Ordinance 2021-012
2805	Non-Commercial Passenger Vehicle W/Driver Lummi Tribe W/ID	N/A	1 Round Trip	Change	FREE	1 Round Trip WCC 10.34	Ordinance 2021-012
2806	Vehicle W/Driver < 11,001 lbs	\$14.00	1 Round Trip	Change	\$17.00	1 Round Trip WCC 10.34	Ordinance 2021-012
2807	Vehicle W/Driver < 11,001 lbs - Multiride	\$112.00	10 Round Trips	Change	\$138.00	10 Round Trips WCC 10.34	Ordinance 2021-012
2808	Vehicle W/Driver < 11,001 lbs - Multiride	\$235.00	25 Round Trips	Change	\$345.00	25 Round Trips WCC 10.34	Ordinance 2021-012
2809	Needs Based Vehicle W/Driver (Senior/Disabled/Income) < 11,000 lbs Multiride	\$52.00	10 Round Trips	Change	\$80.00	10 Round Trips WCC 10.34	Ordinance 2021-012
2810	Vehicle W/Driver 11,001 - 20,000 lbs	\$33.00	1 Round Trip	Change	\$39.00	1 Round Trip WCC 10.34	Ordinance 2021-012
2812	Vehicle W/Driver 11,001 - 20,000 lbs - MultiRide	\$282.00	10 Round Trips	Change	\$314.00	10 Round Trips WCC 10.34	Ordinance 2021-012
2813	Vehicle W/Driver 20,001 - 36,000 lbs	\$76.00	1 Round Trip	Change	\$91.00	1 Round Trip WCC 10.34	Ordinance 2021-012
2814	Vehicle W/Driver 20,001 - 36,000 lbs Multiride	\$648.00	10 Round Trips	Change	\$910.00	10 Round Trips WCC 10.34	Ordinance 2021-012
2815	Vehicle W/Driver 36,001 - 50,000 lbs	\$146.00	1 Round Trip	Change	\$175.00	1 Round Trip WCC 10.34	Ordinance 2021-012
2816	Vehicle W/Driver 36,001 - 50,000 lbs Multiride	\$1,243.00	10 Round Trips	Change	\$1,750.00	10 Round Trips WCC 10.34	Ordinance 2021-012
2817	Trailer under 16 feet	\$21.00	1 Round Trip	Change	\$25.00	1 Round Trip WCC 10.34	Ordinance 2021-012
2823	Trailer under 16 feet - Multiride	N/A	5 Round Trips	Change	\$125.00	5 Round Trips WCC 10.34	Ordinance 2021-012
2818	Trailer 16 - 30 feet	\$39.00	1 Round Trip	Change	\$47.00	1 Round Trip WCC 10.34	Ordinance 2021-012
2819	Trailer 16 - 30 Feet - Multiride	N/A	5 Round Trips	Change	\$235.00	5 Round Trips WCC 10.34	Ordinance 2021-012
2820	Trailer over 30 Feet	\$71.00	1 Round Trip	Change	\$85.00	1 Round Trip WCC 10.34	Ordinance 2021-012
2822	Special Trips after regulary scheduled runs	\$601.00	Per Trip Surcharge	Change	\$721.00	Per Trip Surcharge WCC 10.34	Ordinance 2021-012

Exhibit B

Fare Revenue Model for 2023 to achieve 55% Farebox Recovery (Using 2022 Ridership to model 2023 and 37% overall increase)														
Adjusted Total Operating Expense as defined in WCC			Green cells have data from PWA budget.			Target Fare Revenue:			Result from Your Chosen Fares:			No Change Revenue		
\$4,020,803			55.0%			portion \$2,211,442			Total Surplus (+) or Shortfall (-)			1,517,000		
2023 budget used						Ticket Revenue: \$2,082,000			TARGET 55%					
Est Ferry Deficit Reimbursement: \$320,000									ACTUAL 52%					
Interest: \$16,000						Total Fare Revenue: \$2,082,000								
Enter data yellow cells in this color. For ticket cost for other classes, either trip price OR discount can be entered)														
Fare Class (does not include "free" ticket classes)	round trips/ ticket	2022 tickets sold	projected change in sales	Estimated 2023 ticket sales	Inferred Estimate for 2023 Trips	Single Ride Fare (SRF)	Multiride as % of SRF	Fare per Round Trip	Total ticket or multiride price	2023 Projected Revenue	% of Rider-ship	% of Rev	Ticket Price with Capital Surcharge	Ticket
Passenger / Pedestrian														
Passenger/Pedestrian Cash*	1	21,549	1.00%	21,764	21,764	\$ 7.00		\$ 7.00	\$ 7.00	\$ 152,351	13%	7%	\$ 8.00	Pedestrian
Passenger/Pedestrian Multiride	25	1,106	2.00%	1,128	28,203		80.00%	\$ 5.60	\$ 140.00	\$ 157,937	17%	8%	\$ 165.00	White
Needs Based Multiride (25->10)	10	168	2.00%	171	1,714		50.00%	\$ 3.50	\$ 35.00	\$ 5,998	1%	0%	\$ 35.00	Red
Post- HS full time student multiride	25	0		0	0		50.00%	\$ 3.50	\$ 87.50	\$ -	0%	0%	\$ 87.50	Green
Vehicle / Driver														
Bicycle w/Rider	1	900	1.00%	909	909	\$ 7.00		\$ 7.00	\$ 7.00	\$ 6,363	1%	0%	\$ 8.00	Bike
Motorcycle w/Driver	1	220	1.00%	222	222	\$ 10.00		\$ 10.00	\$ 10.00	\$ 2,222	0%	0%	\$ 11.00	Motorcycle
Motorcycle w/Driver Multiride	25	9	2.00%	9	230		80.00%	\$ 8.00	\$ 200.00	\$ 1,836	0%	0%	\$ 225.00	Yellow
Vehicle < 11k W/Driver Cash	1	30,665	1.00%	30,972	30,972	\$ 16.00		\$ 16.00	\$ 16.00	\$ 495,546	19%	24%	\$ 17.00	Vehicle
Vehicle < 11k W/Driver Multiride	10	199	2.00%	203	2,030		80.00%	\$ 12.80	\$ 128.00	\$ 25,981	1%	1%	\$ 138.00	Drk Blue
Vehicle < 11k W/Driver Multiride	25	2,704	2.00%	2,758	68,952		80.00%	\$ 12.80	\$ 320.00	\$ 882,586	42%	42%	\$ 345.00	Blue
Needs Based Vehicle W/Driver	10	486	2.00%	496	4,957		50.00%	\$ 8.00	\$ 80.00	\$ 39,658	3%	2%	\$ 80.00	Gold
Vehicle/Driver - small truck < 20,000	1	796	1.00%	804	804	\$ 38.00		\$ 38.00	\$ 38.00	\$ 30,550	0%	1%	\$ 39.00	Small Truck
Vehicle - small truck Multiride	10	76	2.00%	78	775		80.00%	\$ 30.40	\$ 304.00	\$ 23,566	0%	1%	\$ 314.00	Grey
Vehicle/Driver - med truck < 36,000	1	325	1.00%	328	328	\$ 90.00		\$ 90.00	\$ 90.00	\$ 29,543	0%	1%	\$ 91.00	Med Truck
Vehicle - med truck Multiride	10	44	2.00%	45	449		100.00%	\$ 90.00	\$ 900.00	\$ 40,392	0%	2%	\$ 910.00	Salmon
Vehicle/Driver - large truck < 50,000	1	292	1.00%	295	295	\$ 174.00		\$ 174.00	\$ 174.00	\$ 51,316	0%	2%	\$ 175.00	Large Truck
Vehicle - large truck Multiride	10	47	2.00%	48	479		100.00%	\$ 174.00	\$ 1,740.00	\$ 83,416	0%	4%	\$ 1,750.00	Purple
Trailer														
Trailer < 16 feet	1	1,010		1,010	1,010	\$ 24.00		\$ 24.00	\$ 24.00	\$ 24,240	1%	1%	\$ 25.00	
Trailer < 16 feet Multiride	5	0		0	0		100.00%	\$ 24.00	\$ 120.00	\$ -	0%	0%	\$ 125.00	
Trailer 16-30 feet	1	484		484	484	\$ 46.00		\$ 46.00	\$ 46.00	\$ 22,264	0%	1%	\$ 47.00	
Trailer 16-30 feet Multiride	5	0		0	0		100.00%	\$ 46.00	\$ 230.00	\$ -	0%	0%	\$ 235.00	
Trailer > 30 feet	1	17		17	17	\$ 84.00		\$ 84.00	\$ 84.00	\$ 1,428	0%	0%	\$ 85.00	
Special Trips after boat shut-down														
	1	7		7	7	\$ 720.00		\$ 720.00	\$ 720.00	\$ 5,040	0%	0%	\$ 721.00	
										\$2,082,000				
										\$ (542,000.00)				
Assumptions: Designed to maintain passenger fare at \$7 in an effort to get closer to the passenger-to-vehicle ratio used by WSF of 1:3.														
Increased Single Ride fares 20% to provide revenue for larger multiride discount.														
Not enough to arrest 2023, but may work alright in long run.														
Dropped discount for multiride trucks.														
Rides														
164,601														
Overall Revenue Increase: 37%														
Variable Controls														
Blended Cost of Trips														
2022														
2023														
Passengers \$ 4.92 \$ 6.12														
Vehicles (no Trucks) \$ 9.42 \$ 13.43														
Difference														
Annual %														
Fare increase: 20.0% (\$129,442) 51.8%														
80%														

Whatcom County Public Works Ferry Operations Report

**2021 Fiscal Year
with 2022 projections
Updated 1/9/2023**

This Report Prepared and Published by
Whatcom County Public Works
October 2022



Report Information

- This report was compiled using current and historical ridership and financial data current through August 31, 2022. All numbers from 2022 forward are projections based on the best available information including trends and approved/proposed budgets.
- Revenue and expense projections utilize current trends which may not match the budget for 2022-2024.
- This report was updated in early January 2023 to incorporate the most current ridership and expense information for the included 2022 projections. 2022 numbers are still projections. Additionally, 2023-2024 numbers come from the council approved 2023-2024 budget.

Report Content

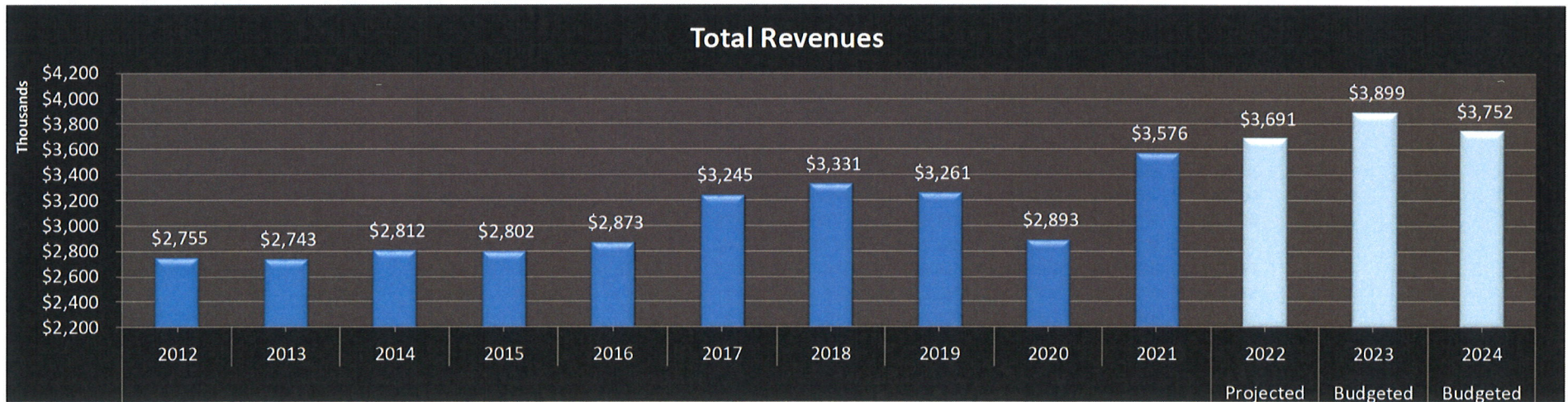
- Financial Summary([page 4](#))
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- Overview of Ferry Fund Balance ([page 7](#))
- Adjusted Total Operating Expense calculation ([page 8](#))
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- Ridership by Fare Type ([page 15](#))
- Appendix A – Multi year Income Statement ([page 16](#))

Financial Summary

Income Statement	2021	Projected 2022	Budgeted 2023	Budgeted 2024
Fares	\$1,526,180	\$1,538,465	\$1,600,000	\$1,640,000
Ferry Deficit Reimbursement	\$479,940	\$395,194	\$320,000	\$320,000
Interest and Other Income	\$ (4,438)	\$22,000	\$16,000	\$16,000
Road Fund Subsidy (45%)	<u>\$1,574,114</u>	<u>\$1,734,719</u>	<u>\$1,962,800</u>	<u>\$1,776,000</u>
Total Revenue	\$3,575,796	\$3,690,514	\$3,899,150	\$3,752,350
Less Operating Expenditures	<u>(\$3,499,396)</u>	<u>(\$3,854,932)</u>	<u>(\$4,361,803)</u>	<u>(\$3,946,609)</u>
Net Income (Loss)	<u>\$76,400</u>	<u>(\$164,418)</u>	<u>(\$462,653)</u>	<u>(\$194,259)</u>
Ending Fund Balance	\$2,491,695	\$2,327,277	\$1,864,624	\$1,670,365

Summary of Revenues

	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	Projected <u>2022</u>	Budgeted <u>2023</u>	Budgeted <u>2024</u>
Revenues:													
State Grants Revenues													
& Entitlements	\$ 181,433	\$ 134,374	\$ 211,515	\$ 161,839	\$ 132,026	\$ 316,769	\$ 337,738	\$ 288,631	\$ 237,055	\$ 479,940	\$ 395,194	\$ 320,000	\$ 320,000
Other Misc. Revenue	526	277	2,403	200	871	389	137	32	(15)	28	136	350	350
Fares	1,447,131	1,475,990	1,481,783	1,459,800	1,479,971	1,521,088	1,551,294	1,524,448	1,167,302	1,526,180	1,538,465	1,600,000	1,640,000
Interest Earnings*	6,142	(2,364)	11,693	9,694	3,282	24,200	26,961	69,097	51,631	(4,466)	22,000	16,000	16,000
Total Revenues	1,635,232	1,608,277	1,707,394	1,631,533	1,616,150	1,862,446	1,916,130	1,882,209	1,455,973	2,001,682	1,955,795	1,936,350	1,976,350
Road Fund Subsidy	1,119,611	1,134,729	1,104,502	1,170,156	1,256,594	1,382,155	1,414,729	1,379,043	1,437,495	1,574,114	1,734,719	1,962,800	1,776,000
Total Inflow	\$ 2,754,843	\$ 2,743,006	\$ 2,811,896	\$ 2,801,689	\$ 2,872,744	\$ 3,244,602	\$ 3,330,859	\$ 3,261,252	\$ 2,893,468	\$ 3,575,796	\$ 3,690,514	\$ 3,899,150	\$ 3,752,350



* - Includes unrealized investment revenue/loss

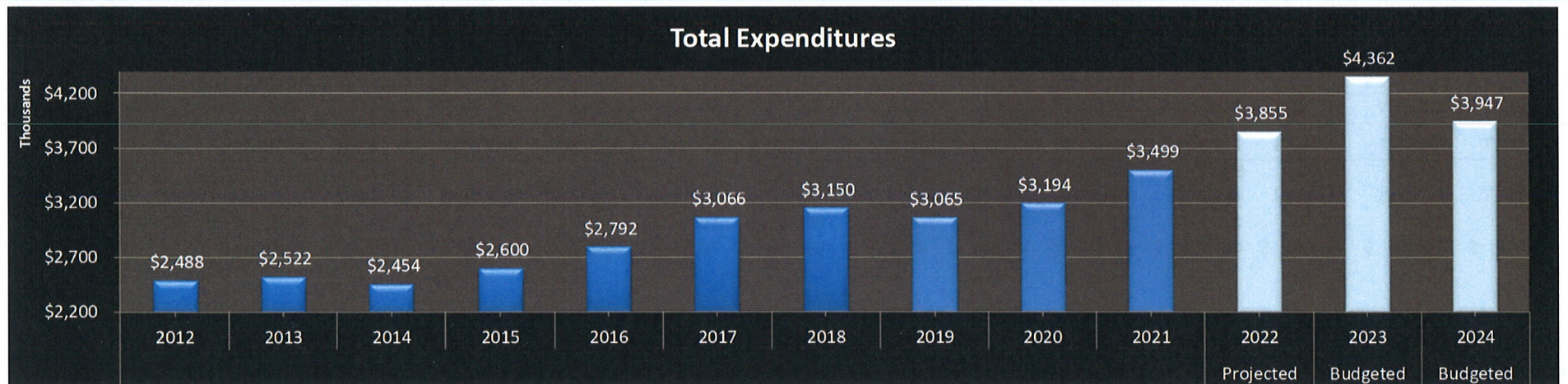
1/23/11: \$3 surcharge implemented

4/26/12: Free passenger and pedestrian travel for all children under age 19.

10/4/15: \$3 surcharge dropped as surcharge and incorporated into fare structure

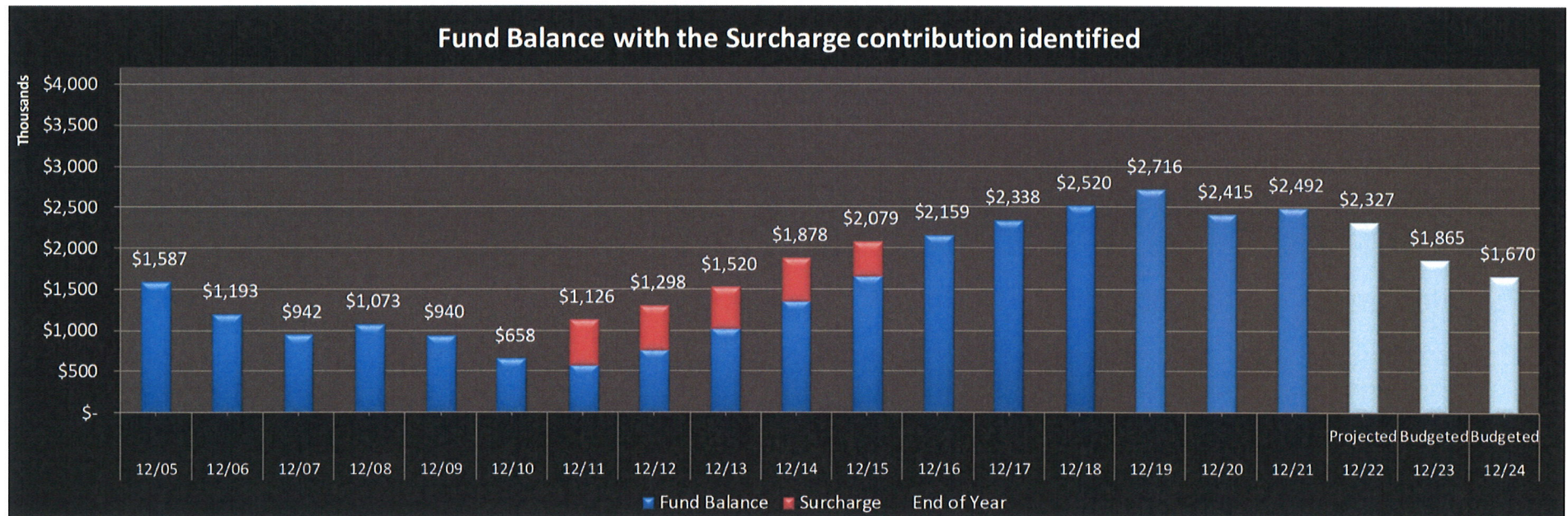
Summary of Expenditures

	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	Projected 2022	Budgeted 2023	Budgeted 2024
Expenditures:													
Salaries and Benefits	\$ 1,053,338	\$ 1,083,176	\$ 1,130,790	\$ 1,170,767	\$ 1,259,192	\$ 1,289,492	\$ 1,348,469	\$ 1,437,736	\$ 1,455,624	\$ 1,491,734	\$ 1,485,303	\$ 1,600,541	\$ 1,658,840
Office and Operating Supplies	8,740	3,793	2,061	3,058	3,553	3,703	5,199	5,895	8,199	7,706	6,312	10,975	11,475
Dry Dock Fuel	10,851	3,796	9,218	7,562	7,335	3,478	7,797	5,411	5,176	6,615	8,692	15,000	12,500
Professional/Contractual Services	124,052	61,737	49,413	82,442	75,849	125,928	279,679	105,095	109,770	149,148	119,644	104,300	80,300
Postage, travel, advertising	15,152	14,419	15,033	10,286	20,425	22,709	23,555	28,088	23,104	29,321	18,994	38,650	28,400
Space Rental	225,460	249,425	212,036	233,854	232,052	234,144	235,150	242,516	256,815	256,802	259,519	280,449	299,149
Equipment Rental	600,000	600,000	600,000	600,000	600,000	576,000	576,000	600,000	600,000	840,000	840,000	960,000	960,000
Ferry Insurance	36,686	45,063	28,829	61,762	60,136	61,836	48,220	51,656	54,587	69,498	90,182	85,134	89,134
Utilities	9,467	10,477	10,856	9,769	10,694	9,695	9,282	10,968	10,045	10,450	11,652	11,310	11,310
Repairs & Maintenance	130,886	166,258	150,004	146,689	222,663	363,130	290,432	213,901	286,419	220,614	602,958	733,300	258,300
Miscellaneous - include cost alloc.	273,391	283,477	246,209	274,159	300,530	375,423	325,977	363,273	384,694	417,506	411,676	522,144	537,201
Total Expenditures	\$ 2,488,023	\$ 2,521,621	\$ 2,454,448	\$ 2,600,348	\$ 2,792,432	\$ 3,065,538	\$ 3,149,759	\$ 3,064,540	\$ 3,194,433	\$ 3,499,396	\$ 3,854,932	\$ 4,361,803	\$ 3,946,609



Overview of Ferry Fund Balance

End of Year	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	Projected 2022	Budgeted 2023	Budgeted 2024
Fund Balance	\$1,587	\$1,193	\$942	\$1,073	\$940	\$658	\$1,126	\$1,298	\$1,520	\$1,878	\$2,079	\$2,159	\$2,338	\$2,520	\$2,716	\$2,415	\$2,492	\$2,327	\$1,865	\$1,670



Note: Surcharge added in 2011. The cumulative surcharge collected 2011 to 2015 was \$2,495K. Surcharge language has since been removed and the surcharge was incorporated into fare structure.

Adjusted Operating Cost Calculation

Income Statement	2021	Projected 2022	Budgeted 2023	Budgeted 2024
Total Operating Cost	\$3,499,396	\$3,854,932	\$4,361,803	\$3,946,609
Less Ferry Deficit Reimbursement	(\$479,940)	(\$395,194)	(\$320,000)	(\$320,000)
Less Interest and Other Income	\$4,466	(\$22,000)	(\$16,000)	(\$16,000)
Less County Vehicle Trip Credit	<u>(\$6,460)</u>	<u>(\$5,000)</u>	<u>(\$5,000)</u>	<u>(\$5,000)</u>
Adjusted Total Operating Cost (ATOC)	\$3,017,434	\$3,432,738	\$4,020,803	\$3,605,609
55% of Adjusted Total Operating Cost yields a Council defined Fare Goal of:	<u>\$1,659,589</u>	<u>\$1,888,006</u>	<u>\$2,211,442</u>	<u>\$1,983,085</u>
Actual and Budgeted Fare Collection	\$1,526,180	\$1,538,465	\$1,600,000	\$1,640,000

45/55 Expenditure Split

Funding Sources and Goals	2021	Projected 2022	Budgeted 2023	Budgeted 2024
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Road Fund

Total Operating Cost	\$3,499,396	\$3,854,932	\$4,361,803	\$3,946,609
Road Fund Subsidy – 45% of Operating Costs	\$1,574,114	\$1,734,719	\$1,962,800	\$1,776,000

Passenger Fares

Adjusted Total Operating Costs (ATOC)	\$3,017,434	\$3,432,738	\$4,020,803	\$3,605,609
Fare box Goal – 55% of ATOC	\$1,659,589	\$1,888,006	\$2,211,442	\$1,983,085
Actual/Projected Fares Collected	\$1,526,180	\$1,538,465	\$1,600,000	\$1,640,000
Fare box deficit resulting from collected fares not meeting the targeted 55% of ATOC	<u>(\$133,408)</u>	<u>(\$349,541)</u>	<u>(\$611,442)</u>	<u>(\$343,085)</u>

Sources and Uses – Total Ferry System

Ferry Related Uses		2021		Projected 2022	
Ferry Fund	Operating Expenses	\$3,499,396		\$3,854,932	
Ferry Fund	Fund Balance Increase	76,400		-	
Road Fund	Ferry Capital Projects	460,345		1,540,000	
	Total Ferry System Expenditures	<u>\$4,036,141</u>		<u>\$5,394,932</u>	
Ferry Revenue Sources					
Passengers	Fare box Receipts	\$1,526,180	38%	\$1,538,465	29%
Ferry Fund	Fund Balance Decrease	-		164,418	3%
Other Sources	Interest and Fees Collected	(4,466)		22,136	
State MVFT	Deficit Reimbursement Agreement	479,940	12%	395,194	7%
Road Fund	Contribution to Ferry System	2,034,487	50%	3,274,719	61%
	Total Ferry System Revenues	<u>\$4,036,141</u>	100%	<u>\$5,394,932</u>	100%

Analysis of Vessel Rental Rate

As part of Whatcom Counties Equipment Rental and Revolving (ER&R) fleet, the Whatcom Chief is owned and maintained by the ER&R fund. For a monthly rental expense, the ER&R fund covers annual dry dock expenses, fuel, and other expenses related to operating and maintaining the vessel. The rental rate is intended to be a consistent expense for the ferry fund, providing a smoothing effect as a shock absorber to the fluctuations in fuel and dry dock expenses that are part of ferry operations. The ER&R fund maintains a cumulative equity calculation based on total rental revenue received from the ferry fund less the total annual operating expenses. Over the years the balance has seen positive \$337k and negative \$223K. As of 2021 the ferry equity is positive \$20,717 and anticipated to grow due to lighter than normal dry dock expenses and increased rental rates.

Vessel Equity Breakdown	2018	2019	2020	2021	Projected 2022	Projected 2023	Projected 2024
Annual Fuel	\$129,389	\$124,733	\$89,079	\$124,533	\$215,000	\$200,000	\$200,000
Dry Dock	620,559	567,196	305,785	587,778	330,000	550,000	375,000
Other Repairs	94,595	66,045	48,490	39,784	63,000	63,000	65,000
Expense Total (-)	<u>\$844,543</u>	<u>\$757,974</u>	<u>\$443,355</u>	<u>\$752,094</u>	<u>\$608,000</u>	<u>\$813,000</u>	<u>\$640,000</u>
Annual Rental Rate (+)	\$576,000	\$600,000	\$600,000	\$840,000	\$840,000	\$960,000	\$960,000
Cumulative Equity Balance	(\$65,860)	(\$223,834)	(\$67,189)	\$20,717	\$252,717	\$399,717	\$719,717

Analysis of Fare Box Recovery

WCC 10.34.030 has defined a fare box recovery goal of 55% with direction that it be continuously evaluated from 2006 onward stating that "An annual review of ferry system services, actual and projected operating costs, and actual and projected revenue from ferry user fees shall occur in order to verify the 55 percent fare box recovery rate is being achieved."

Excess Fare Box	2018	2019	2020	2021	Projected 2022	Budgeted 2023	Budgeted 2024
Annual fare box change	\$24,289	\$41,258	(\$424,889)	(\$133,408)	(\$349,241)	(\$611,249)	(\$342,892)
Cumulative fare box excess	\$374,612	\$415,870	(\$9,019)	(\$142,427)	(\$491,668)	(\$1,102,917)	(\$1,445,809)

With COVID-19 changing ridership patterns in 2020, fares have not supported the expenditures of the operations. This has resulted in a cumulative fare box deficit of \$142k in 2021 and a projection of \$492k to end 2022.

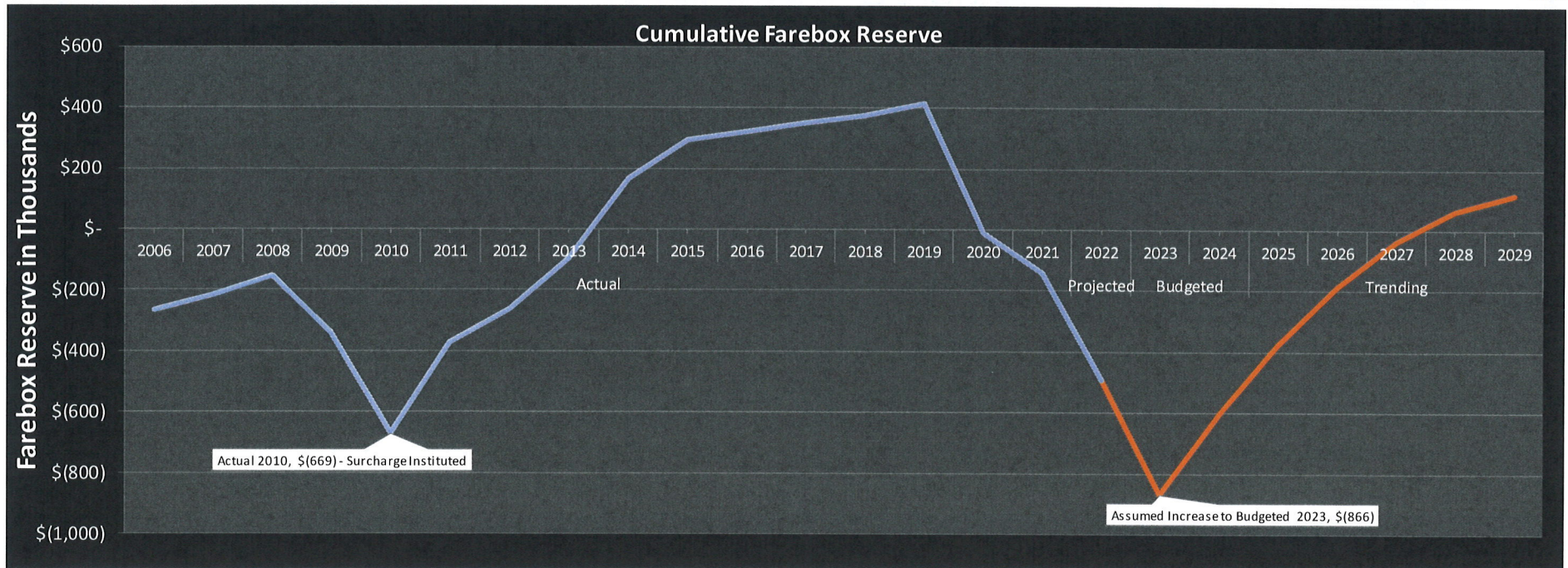
Ridership Supported Expenditure Limits	2018	2019	2020	2021	Projected 2022	Budgeted 2023	Projected 2024
Fare box revenue of:	\$1,551,294	\$1,524,448	\$1,167,302	\$1,526,180	\$1,538,465	\$1,600,000	\$1,640,000
At a 55% fare box recovery goal will support expenses of:	\$3,190,000	\$3,134,000	\$2,416,000	\$3,255,000	\$3,220,000	\$3,250,000	\$3,323,000
% Change in fare revenue needed to carry annual budgeted expenditures:	-1%	-3%	37%	9%	23%	38%	21%

Budgeted fare revenue for 2023 only supports \$3.25M of the expected \$4.4M of expenditures. Without a significant change in ridership patterns or other system intervention to reduce expenses, fares would need to be increased 38% to meet the WCC 10.34 Farebox goal of covering 55% of Adjusted Operating Expenses.

Cumulative Farebox Reserve

	Actual																Projected Budgeted	
	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
In Thousands																		
Starting Reserve	\$ -	\$ (265)	\$ (217)	\$ (152)	\$ (340)	\$ (669)	\$ (371)	\$ (261)	\$ (95)	\$ 167	\$ 295	\$ 322	\$ 350	\$ 375	\$ 416	\$ (9)	\$ (142)	\$ (492)
Annual Change	\$ (265)	\$ 49	\$ 64	\$ (188)	\$ (329)	\$ (241)	\$ (417)	\$ (333)	\$ (254)	\$ (285)	\$ 27	\$ 28	\$ 24	\$ 41	\$ (425)	\$ (133)	\$ (349)	\$ (611)
Surcharge/Increase Proposal						\$ 540	\$ 527	\$ 500	\$ 515	\$ 413								\$ 237
Ending Reserve	\$ (265)	\$ (217)	\$ (152)	\$ (340)	\$ (669)	\$ (371)	\$ (261)	\$ (95)	\$ 167	\$ 295	\$ 322	\$ 350	\$ 375	\$ 416	\$ (9)	\$ (142)	\$ (492)	\$ (866)

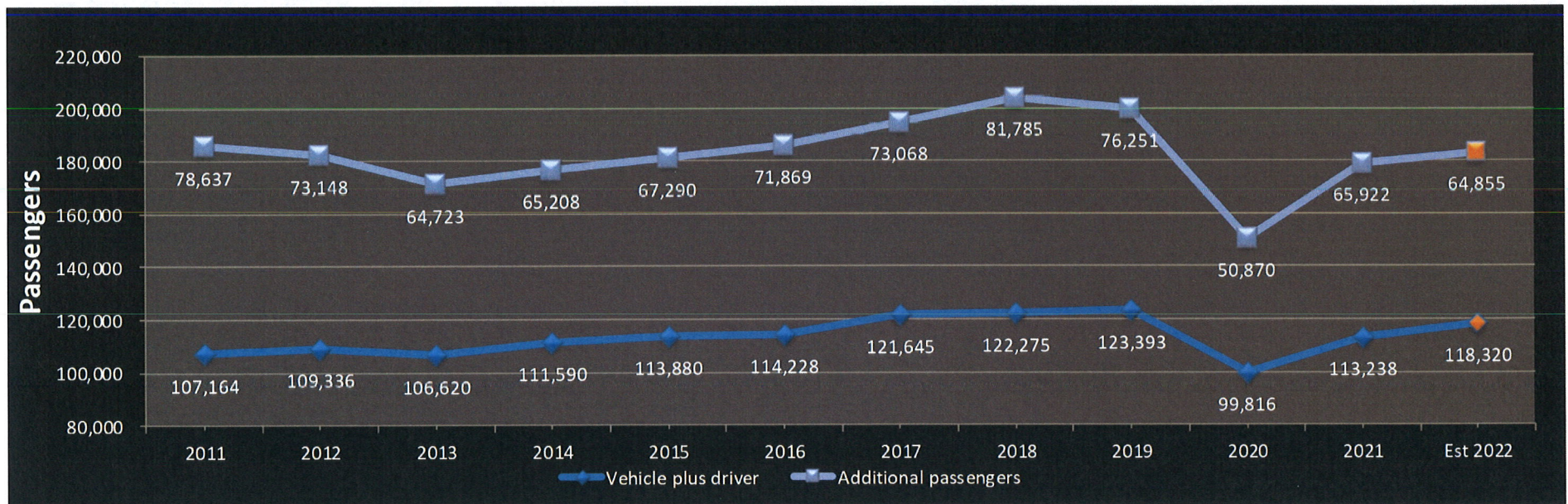
Increase In Fares 37%



This graph tracks the year over year excess and deficit calculated using the Adjusted Total Operating Costs X 55%. In 2010 Council instituted a Surcharge to correct the fund balance and bring the cumulative farebox back in line.

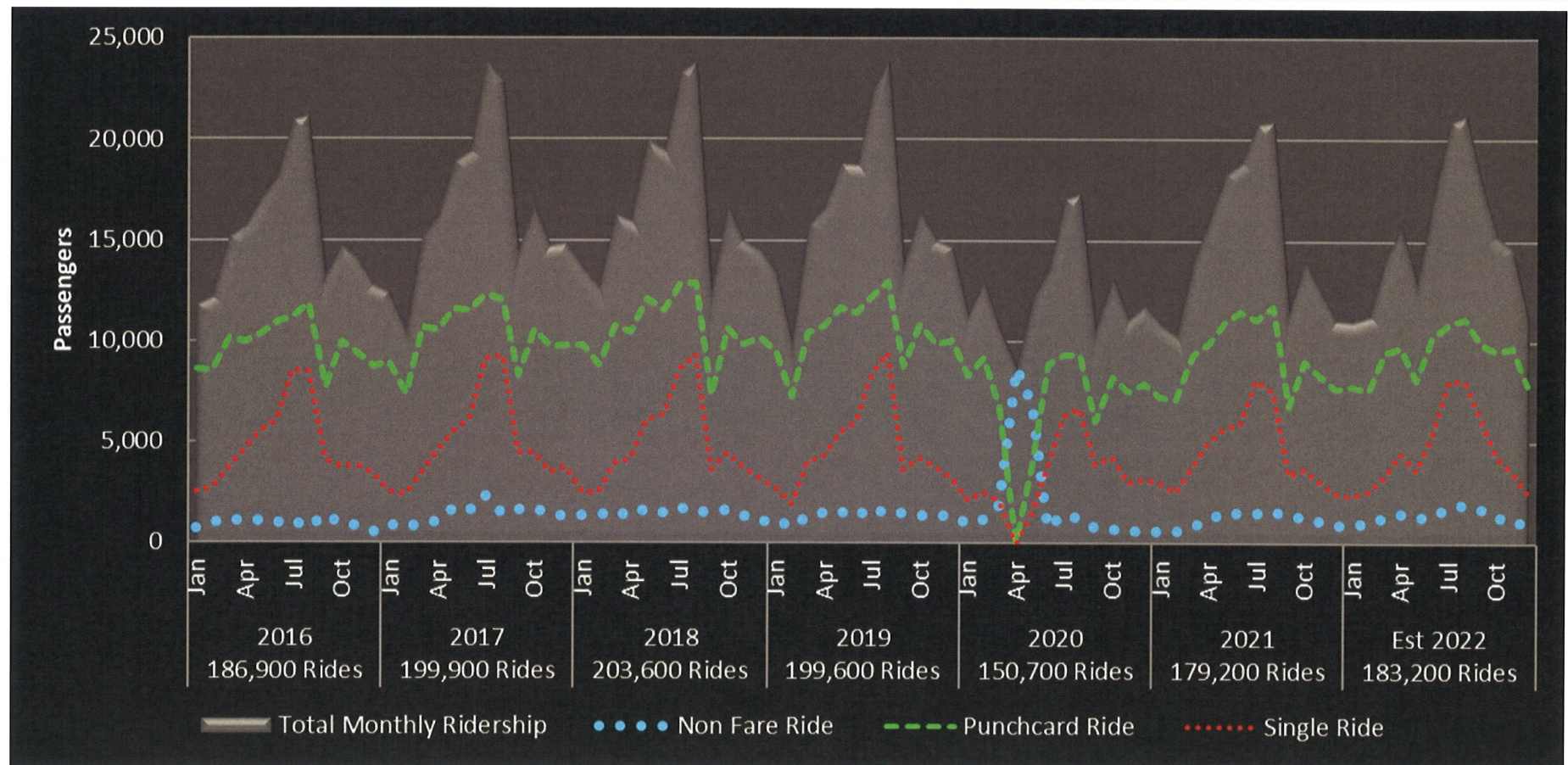
Summary of Ridership Statistics

	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	Est 2022	2022 change from 2021
Vehicle plus driver	107,164	109,336	106,620	111,590	113,880	114,228	121,645	122,275	123,393	99,816	113,238	118,320	4.5%
Additional passengers	78,637	73,148	64,723	65,208	67,290	71,869	73,068	81,785	76,251	50,870	65,922	64,855	-1.6%
Total ridership	185,801	182,484	171,343	176,798	181,170	186,097	194,713	204,060	199,644	150,686	179,160	183,175	2.2%



Note: Traffic is up significantly from 2020 mid-COVID ridership. Vehicle ridership is in line with 2016 numbers while passenger trips have not yet rebounded.

Ridership by Fare Type



Appendix A – Income Statement

Ferry Fund

	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	Projection <u>2022</u>	Budget <u>2023</u>	Budget <u>2024</u>
Revenues:												
State Grants Revenues & Entitlements	\$ 134,374	\$ 211,515	\$ 161,839	\$ 132,026	\$ 316,769	\$ 337,738	\$ 288,631	\$ 237,055	\$ 479,940	\$ 395,194	\$ 320,000	\$ 320,000
Other Misc. Revenue	277	2,403	200	871	389	137	32	(15)	28	136	350	350
Fares	1,475,990	1,481,783	1,459,800	1,479,971	1,521,088	1,551,294	1,524,448	1,167,302	1,526,180	1,538,465	1,600,000	1,640,000
Interest Earnings	(2,364)	11,693	9,694	3,282	24,200	26,961	69,097	51,631	(4,466)	22,000	16,000	16,000
Total Revenues	1,608,277	1,707,394	1,631,533	1,616,150	1,862,446	1,916,130	1,882,208	1,455,973	2,001,682	1,955,795	1,936,350	1,976,350
Road Fund Subsidy (45% of Expenses)	1,134,729	1,104,502	1,170,156	1,256,594	1,382,155	1,414,729	1,379,043	1,437,495	1,574,114	1,734,719	1,962,800	1,776,000
Total Inflow	\$2,743,006	\$2,811,896	\$2,801,689	\$2,872,744	\$3,244,602	\$3,330,859	\$ 3,261,251	\$2,893,468	\$ 3,575,796	\$ 3,690,514	\$ 3,899,150	\$3,752,350
Expenditures:												
Salaries and Benefits	\$1,083,176	\$1,130,790	\$1,170,767	\$1,259,192	\$1,289,492	\$1,348,469	\$ 1,437,736	\$1,455,624	\$ 1,491,734	\$ 1,485,303	\$ 1,600,541	\$1,658,840
Office and Operating Supplies	3,793	2,061	3,058	3,553	3,703	5,199	5,895	8,199	7,706	6,312	10,975	11,475
Dry Dock Fuel	3,796	9,218	7,562	7,335	3,478	7,797	5,411	5,176	6,615	8,692	15,000	12,500
Professional/Contractual Services	61,737	49,413	82,442	75,849	125,928	279,679	105,095	109,770	149,148	119,644	104,300	80,300
Postage, travel, advertising	14,419	15,033	10,286	20,425	22,709	23,555	28,088	23,104	29,321	18,994	38,650	28,400
Space Rental	249,425	212,036	233,854	232,052	234,144	235,150	242,516	256,815	256,802	259,519	280,449	299,149
Boat Rental	600,000	600,000	600,000	600,000	576,000	576,000	600,000	600,000	840,000	840,000	960,000	960,000
Ferry Insurance	45,063	28,829	61,762	60,136	61,836	48,220	51,656	54,587	69,498	90,182	85,134	89,134
Utilities	10,477	10,856	9,769	10,694	9,695	9,282	10,968	10,045	10,450	11,652	11,310	11,310
Repairs & Maintenance	166,258	150,004	146,689	222,663	363,130	290,432	213,901	286,419	220,614	602,958	733,300	258,300
Miscellaneous - include cost alloc.	283,477	246,209	274,159	300,530	375,423	325,977	363,273	384,694	417,506	411,676	522,144	537,201
Total Expenditures	\$2,521,621	\$2,454,448	\$2,600,348	\$2,792,432	\$3,065,538	\$3,149,759	\$ 3,064,540	\$3,194,433	\$ 3,499,396	\$ 3,854,932	\$ 4,361,803	\$3,946,609
Change in net position	\$ 221,385	\$ 357,449	\$ 201,341	\$ 80,312	\$ 179,064	\$ 181,100	\$ 196,711	\$ (300,965)	\$ 76,400	\$ (164,418)	\$ (462,653)	\$ (194,259)
Net position - beginning	1,298,898	1,520,283	1,877,731	2,079,072	2,159,385	2,338,449	2,519,549	2,716,260	2,415,295	2,491,695	2,327,278	1,864,625
Net position - ending	1,520,283	1,877,731	2,079,072	2,159,385	2,338,449	2,519,549	2,716,260	2,415,295	2,491,695	2,327,278	1,864,625	1,670,366
Annual Farebox Surplus (Deficit)	\$ 166,906	\$ 261,054	\$ 128,357	\$ 27,073	\$ 28,344	\$ 24,289	\$ 41,258	\$ (424,889)	\$ (133,408)	\$ (349,241)	\$ (611,249)	\$ (342,892)
Cumulative Farebox Surplus (Deficit)	(94,505)	166,549	294,907	321,979	350,324	374,613	415,870	(9,018)	(142,427)	(491,668)	(1,102,917)	(1,445,809)
Total Expenditures	\$2,521,621	\$2,454,448	\$2,600,348	\$2,792,432	\$3,065,538	\$3,149,759	\$ 3,064,540	\$3,194,433	\$ 3,499,396	\$ 3,854,932	\$ 4,361,803	\$3,946,609
Expense Supported by Annual Fare Collection at 55%	2,821,000	2,925,000	2,831,000	2,832,000	3,112,000	3,190,000	3,134,000	2,416,000	3,255,000	3,220,000	3,250,441	3,323,000
Excess Expenditures starting when Cumulative Farebox went negative:								\$ 778,433	\$ 244,396	\$ 634,932	\$ 1,111,362	\$ 623,609
Fare increase needed to support annual expenses:								37%	9%	23%	38%	21%



Whatcom County

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

Agenda Bill Master Report

File Number: AB2023-059

File ID:	AB2023-059	Version:	1	Status:	Agenda Ready
File Created:	01/10/2023	Entered by:	JThomson@co.whatcom.wa.us		
Department:	Health Department	File Type:	Interlocal		
Assigned to:	Council Finance and Administrative Services Committee	Final Action:			
Agenda Date:	01/24/2023	Enactment #:			

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

TITLE FOR AGENDA ITEM:

Request authorization for the County Executive to enter into an interlocal agreement amendment between Whatcom County and the Washington State Department of Health for the delivery and funding of various public health services in the amount of \$80,716, for a total amended agreement amount of \$8,567,890

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

See attachments

HISTORY OF LEGISLATIVE FILE

Date:	Acting Body:	Action:	Sent To:
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Attachments: Staff Memo, Proposed Amendment



MEMORANDUM

TO: Satpal Sidhu, County Executive

FROM: Erika Lautenbach, Director

RE: Washington State Department of Health – 2022 – 2024 Consolidated Contract Amendment #10

DATE: January 10, 2023

Attached is a grant amendment between the Washington State Department of Health and Whatcom County for your review and signature.

▪ **Background and Purpose**

The Consolidated Contract defines the joint and cooperative relationship between Whatcom County and the Washington State Department of Health for the delivery and funding of various public health services in Whatcom County.

▪ **Funding Amount and Source**

Total funding for this grant is \$8,567,890 and is provided by state and federal sources; these funds will be included in the 2023 budget. Council approval is required as new grant funds exceeding \$40,000 are provided by this amendment.

▪ **Differences from Previous Contract**

This amendment adds or revises funding and/or statements of work for the following programs:

Program	Allocation/Revision Purpose
Child Well-care Visit Value Video Project	\$52,000
Office of Drinking Water – Group B Programs	\$12,938
Office of Immunizations – COVID-19 Vaccine	Modifies SOW only
TB Program	\$15,778
Total	\$80,716



WHATCOM COUNTY CONTRACT INFORMATION SHEET

Whatcom County Contract No.

202201016 – 10

Originating Department:		85 Health	
Division/Program: (i.e. Dept. Division and Program)		8510 All Divisions	
Contract or Grant Administrator:		Kathleen Roy	
Contractor's / Agency Name:		Washington State Department of Health	
Is this a New Contract?	If not, is this an Amendment or Renewal to an Existing Contract?		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	If Amendment or Renewal, (per WCC 3.08.100 (a)) Original Contract #:		202201016
Does contract require Council Approval?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	If No, include WCC:	
(see Whatcom County Codes 3.06.010, 3.08.090 and 3.08.100)			
Is this a grant agreement?	If yes, grantor agency contract number(s):		
Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	CLH31033		
Is this contract grant funded?	CFDA#: Various		
Yes <input type="checkbox"/> No <input type="checkbox"/>	If yes, Whatcom County grant contract number(s):		
Is this contract the result of a RFP or Bid process?	Contract Cost		
Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Center: Various		
If yes, RFP and Bid number(s):			
Is this agreement excluded from E-Verify?	No <input type="checkbox"/> Yes <input checked="" type="checkbox"/>	If no, include Attachment D Contractor Declaration form.	
If YES, indicate exclusion(s) below:			
<input type="checkbox"/> Professional services agreement for certified/licensed professional.			
<input type="checkbox"/> Contract work is for less than \$100,000.		<input type="checkbox"/> Contract for Commercial off the shelf items (COTS).	
<input type="checkbox"/> Contract work is for less than 120 days.		<input type="checkbox"/> Work related subcontract less than \$25,000.	
<input checked="" type="checkbox"/> Interlocal Agreement (between Governments).		<input type="checkbox"/> Public Works - Local Agency/Federally Funded FHWA.	
Contract Amount:(sum of original contract amount and any prior amendments):		Council approval required for; all property leases, contracts or bid awards exceeding \$40,000 , and professional service contract amendments that have an increase greater than \$10,000 or 10% of contract amount, whichever is greater, except when:	
\$	8,487,174	1. Exercising an option contained in a contract previously approved by the council.	
This Amendment Amount:		2. Contract is for design, construction, r-o-w acquisition, professional services, or other capital costs approved by council in a capital budget appropriation ordinance.	
\$	80,716	3. Bid or award is for supplies or equipment included approved in the budget.	
Total Amended Amount:		4. Contract is for manufacturer's technical support and hardware maintenance of electronic systems and/or technical support and software maintenance from the developer of proprietary software currently used by Whatcom County.	
\$	8,567,890		
Summary of Scope: The Consolidated Contract defines the joint and cooperative relationship between Whatcom County and the Washington State Department of Health for the delivery and funding of various public health services in Whatcom County.			
Term of Contract:	3 years	Expiration Date:	12/31/2024
Contract Routing:	1. Prepared by:	JT	Date: 12/28/2022
	2. Attorney signoff:	RB	Date: 12/29/2022
	3. AS Finance reviewed:	bbennett	Date: 01/09/2023
	4. IT reviewed (if IT related):		Date:
	5. Contractor signed:		Date:
	6. Submitted to Exec.:		Date:
	7. Council approved (if necessary):	AB2023-059	Date:
	8. Executive signed:		Date:
	9. Original to Council:		Date:

**WHATCOM COUNTY HEALTH DEPARTMENT
2022-2024 CONSOLIDATED CONTRACT**

CONTRACT NUMBER: CLH31033

AMENDMENT NUMBER: 10

PURPOSE OF CHANGE: To amend this contract between the DEPARTMENT OF HEALTH hereinafter referred to as “DOH”, and WHATCOM COUNTY HEALTH DEPARTMENT, a Local Health Jurisdiction, hereinafter referred to as “LHJ”, pursuant to the Modifications/Waivers clause, and to make necessary changes within the scope of this contract and any subsequent amendments thereto.

IT IS MUTUALLY AGREED: That the contract is hereby amended as follows:

1. Exhibit A Statements of Work, includes the following statements of work, which are incorporated by this reference and located on the DOH Finance SharePoint site in the Upload Center at the following URL:
<https://stateofwa.sharepoint.com/sites/doh-ofsfundingresources/sitepages/home.aspx?e1:9a94688da2d94d3ea80ac7fbc32e4d7c>
 - ☒ Adds Statements of Work for the following programs:
Child Well-care Visit Value Video Project - Effective January 1, 2023
 - ☒ Amends Statements of Work for the following programs:
Office of Drinking Water Group B Programs - Effective January 1, 2022
Office of Immunization COVID-19 Vaccine - Effective January 1, 2022
TB Program - Effective January 1, 2022
 - ☐ Deletes Statements of Work for the following programs:
2. Exhibit B-10 Allocations, attached and incorporated by this reference, amends and replaces Exhibit B-9 Allocations as follows:
 - ☒ Increase of **\$80,716** for a revised maximum consideration of **\$8,567,890**.
 - ☐ Decrease of _____ for a revised maximum consideration of _____.
 - ☐ No change in the maximum consideration of _____.
Exhibit B Allocations are attached only for informational purposes.

Unless designated otherwise herein, the effective date of this amendment is the date of execution.

ALL OTHER TERMS AND CONDITIONS of the original contract and any subsequent amendments remain in full force and effect.

IN WITNESS WHEREOF, the undersigned has affixed his/her signature in execution thereof.

WHATCOM COUNTY HEALTH DEPARTMENT	STATE OF WASHINGTON DEPARTMENT OF HEALTH
Signature:	Signature:
Date:	Date:

APPROVED AS TO FORM ONLY
Assistant Attorney General

WHATCOM COUNTY

Satpal Singh Sidhu, County Executive

STATE OF WASHINGTON)
)
COUNTY OF WHATCOM)

On this _____ day of _____, 2023, before me personally appeared Satpal Sidhu, to me known to be the Executive of Whatcom County and who executed the above instrument and who acknowledged to me the act of signing and sealing thereof.

NOTARY PUBLIC in and for the State of Washington,
residing at Bellingham.

My Commission expires: _____

APPROVED AS TO FORM

Approved by email RB/JT
Royce Buckingham, Senior Civil Deputy Prosecutor

01/10/2023
Date

Indirect Rate January 1, 2022 through December 31, 2022: 25.22%

Chart of Accounts Program Title	Federal Award Identification #	Amend #	Assist List #**	BARS Revenue Code**	Statement of Work LHHJ Funding Period		DOH Use Only Chart of Accounts Funding Period		Amount	Funding Period SubTotal	Chart of Accounts Total
					Start Date	End Date	Start Date	End Date			
FFY22 Swimming Beach Act Grant IAR (ECY)	NGA Not Received	Amd 2	66.472	333.66.47	03/01/22	10/31/22	01/01/22	11/30/22	\$15,000	\$15,000	\$15,000
FFY22 PHEP BP4 LHHJ Funding	NU90TP922043	Amd 7	93.069	333.93.06	07/01/22	06/30/23	07/01/22	06/30/23	\$156,138	\$156,138	\$218,593
FFY21 PHEP BP3 LHHJ Funding	NU90TP922043	Amd 2	93.069	333.93.06	01/01/22	06/30/22	07/01/21	06/30/22	\$62,455	\$62,455	
FFY23 TB Elimination-FPH	NGA Not Received	Amd 10	93.116	333.93.11	01/01/23	12/31/23	01/01/23	12/31/23	\$15,778	\$15,778	\$36,605
FFY22 TB Elimination-FPH	NU52PS910221	Amd 1	93.116	333.93.11	01/01/22	12/31/22	01/01/22	12/31/22	\$20,827	\$20,827	
FFY22 TB Uniting for Ukraine Supp	NGA Not Received	Amd 9	93.116	333.93.11	05/21/22	12/31/22	05/21/22	12/31/22	\$30,000	\$30,000	\$30,000
COVID19 Vaccines	NH23IP922619	Amd 4	93.268	333.93.26	01/01/22	06/30/24	07/01/20	06/30/24	\$301,034	\$301,034	\$301,034
COVID19 Vaccines R4	NH23IP922619	Amd 1	93.268	333.93.26	01/01/22	06/30/24	07/01/20	06/30/24	\$853,429	\$853,429	\$853,429
FFY23 PPHF Ops	NH23IP922619	Amd 7	93.268	333.93.26	07/01/22	06/30/23	07/01/22	06/30/23	\$1,000	\$1,000	\$2,000
FFY22 PPHF Ops	NH23IP922619	Amd 3	93.268	333.93.26	01/01/22	06/30/22	07/01/21	06/30/22	\$1,000	\$1,000	
FFY23 VFC Ops	NH23IP922619	Amd 5	93.268	333.93.26	07/01/22	06/30/23	07/01/22	06/30/23	\$13,470	\$13,470	\$26,873
FFY22 VFC Ops	NH23IP922619	Amd 3	93.268	333.93.26	01/01/22	06/30/22	07/01/21	06/30/22	\$13,403	\$13,403	
FFY19 COVID CARES	NU50CK000515	Amd 2	93.323	333.93.32	01/01/22	04/22/22	04/23/20	07/31/24	\$45,830	\$45,830	\$45,830
FFY19 ELC COVID Ed LHHJ Allocation	NU50CK000515	Amd 4	93.323	333.93.32	01/01/22	10/18/22	05/19/20	10/18/22	(\$147,919)	\$1	\$1
FFY19 ELC COVID Ed LHHJ Allocation	NU50CK000515	Amd 2	93.323	333.93.32	01/01/22	10/18/22	05/19/20	10/18/22	\$147,920		
FFY20 ELC EDE LHHJ Allocation	NU50CK000515	Amd 4, 9	93.323	333.93.32	01/01/22	07/31/23	01/15/21	07/31/24	(\$410,548)	\$1,448,582	\$1,448,582
FFY20 ELC EDE LHHJ Allocation	NU50CK000515	Amd 2, 9	93.323	333.93.32	01/01/22	07/31/23	01/15/21	07/31/24	\$1,859,130		
FFY21 NH & LTC Strike Teams HAI ELC	NGA Not Received	Amd 9	93.323	333.93.32	09/01/22	07/31/24	08/01/21	07/31/24	\$14,750	\$14,750	\$14,750
FFY21 SHARP HAI ELC	NGA Not Received	Amd 9	93.323	333.93.32	09/01/22	07/31/24	08/01/21	07/31/24	\$12,500	\$12,500	\$12,500
FFY21 SNF Strike Teams HAI ELC	NGA Not Received	Amd 9	93.323	333.93.32	09/01/22	07/31/24	08/01/21	07/31/24	\$50,500	\$50,500	\$50,500
FFY22 Vector-borne T2&3 Epi ELC FPH	NGA Not Received	Amd 9	93.323	333.93.32	08/01/22	09/30/22	08/01/22	07/31/23	\$1,456	\$2,856	\$4,256
FFY22 Vector-borne T2&3 Epi ELC FPH	NGA Not Received	Amd 5	93.323	333.93.32	08/01/22	09/30/22	08/01/22	07/31/23	\$1,400		
FFY21 Vector-borne T2&3 Epi ELC FPH	NU50CK000515	Amd 5	93.323	333.93.32	06/01/22	07/31/22	08/01/21	07/31/22	\$1,400	\$1,400	
FFY22 Tobacco-Vape Prev Comp 1	NU58DP006808	Amd 5, 9	93.387	333.93.38	04/29/22	04/28/23	04/29/22	04/28/23	\$37,772	\$37,772	\$37,772
FFY23 MCHBG LHHJ Contracts	NGA Not Received	Amd 7	93.994	333.93.99	10/01/22	09/30/23	10/01/22	09/30/23	\$142,176	\$142,176	\$142,176
FFY22 MCHBG LHHJ Contracts	B04MC45251	Amd 4	93.994	333.93.99	01/01/22	09/30/22	10/01/21	09/30/22	(\$106,632)	\$0	
FFY22 MCHBG LHHJ Contracts	B04MC45251	Amd 1	93.994	333.93.99	01/01/22	09/30/22	10/01/21	09/30/22	\$106,632		

Indirect Rate January 1, 2022 through December 31, 2022: 25.22%

Chart of Accounts Program Title	Federal Award Identification #	Amend #	Assist List #**	BARS Revenue Code**	Statement of Work LHM Funding Period		DOH Use Only Chart of Accounts Funding Period		Amount	Funding Period SubTotal	Chart of Accounts Total
					Start Date	End Date	Start Date	End Date			
FFY21 MCHBG Special Project	B04MC40169	Amd 4	93.994	333.93.99	01/01/22	09/30/22	10/01/21	09/30/22	\$106,632	\$106,632	\$106,632
GFS-Group B (FO-NW)		Amd 10	N/A	334.04.90	01/01/23	06/30/23	07/01/22	06/30/23	\$12,938	\$12,938	\$25,877
GFS-Group B (FO-NW)		Amd 1	N/A	334.04.90	01/01/22	06/30/22	07/01/21	06/30/22	\$12,939	\$12,939	
State Drug User Health Program		Amd 5	N/A	334.04.91	07/01/22	06/30/23	07/01/21	06/30/23	\$69,070	\$69,070	\$103,605
State Drug User Health Program		Amd 1	N/A	334.04.91	01/01/22	06/30/22	07/01/21	06/30/23	\$34,535	\$34,535	
SFY23 Dedicated Cannabis Account		Amd 5, 9	N/A	334.04.93	07/01/22	06/30/23	07/01/22	06/30/23	\$409,588	\$409,588	\$409,588
SFY22 Marijuana Education		Amd 4	N/A	334.04.93	01/01/22	06/30/22	07/01/21	06/30/22	\$294,228	\$294,228	\$294,228
Rec Shellfish/Biotoxin		Amd 1	N/A	334.04.93	01/01/22	06/30/23	07/01/21	06/30/23	\$18,000	\$18,000	\$18,000
SFY23 Tobacco Prevention Proviso		Amd 7, 9	N/A	334.04.93	07/01/22	06/30/23	07/01/22	06/30/23	\$10,000	\$240,000	\$240,000
SFY23 Tobacco Prevention Proviso		Amd 5, 9	N/A	334.04.93	07/01/22	06/30/23	07/01/22	06/30/23	\$230,000		
SFY23 Youth Tobacco Vapor Products		Amd 5, 9	N/A	334.04.93	07/01/22	06/30/23	07/01/21	06/30/23	\$56,259	\$56,259	\$56,259
Managed Care Org		Amd 10	N/A	334.04.98	01/01/23	06/30/23	07/01/21	06/30/23	\$52,000	\$52,000	\$52,000
SFY23 FPHS-LHJ-GFS		Amd 6, 9	N/A	336.04.25	07/01/22	06/30/23	07/01/21	06/30/23	\$2,651,000	\$2,651,000	\$2,651,000
FPHS-LHJ-Proviso (YR2)		Amd 7	N/A	336.04.25	07/01/22	06/30/23	07/01/21	06/30/23	(\$1,362,000)	\$0	\$1,362,000
FPHS-LHJ-Proviso (YR2)		Amd 1	N/A	336.04.25	07/01/22	06/30/23	07/01/21	06/30/23	\$1,362,000		
FPHS-LHJ-Proviso (YR1)		Amd 1	N/A	336.04.25	01/01/22	06/30/22	07/01/21	06/30/23	\$1,362,000	\$1,362,000	
YR24 SRF - Local Asst (15%) (FO-NW) SS		Amd 5	N/A	346.26.64	01/01/22	12/31/22	07/01/21	06/30/23	\$400	\$3,400	\$3,400
YR24 SRF - Local Asst (15%) (FO-NW) SS		Amd 1	N/A	346.26.64	01/01/22	12/31/22	07/01/21	06/30/23	\$3,000		
Sanitary Survey Fees (FO-NW) SS-State		Amd 5	N/A	346.26.65	01/01/22	12/31/22	07/01/21	06/30/23	\$400	\$400	\$3,400
Sanitary Survey Fees (FO-NW) SS-State		Amd 1	N/A	346.26.65	01/01/22	12/31/22	07/01/21	06/30/23	\$3,000	\$3,000	
YR24 SRF - Local Asst (15%) (FO-NW) TA		Amd 1	N/A	346.26.66	01/01/22	12/31/22	07/01/21	06/30/23	\$2,000	\$2,000	\$2,000
TOTAL									\$8,567,890	\$8,567,890	
Total consideration:	\$8,487,174									GRAND TOTAL	\$8,567,890
	\$80,716										
GRAND TOTAL	\$8,567,890									Total Fed	\$3,239,901
										Total State	\$5,327,989

*Catalog of Federal Domestic Assistance

**Federal revenue codes begin with "333". State revenue codes begin with "334".

Exhibit A
Statement of Work
Contract Term: 2022-2024

DOH Program Name or Title: Child Well-care Visit Value Video Project - Effective January 1, 2023

Local Health Jurisdiction Name: Whatcom County Health Department

Contract Number: CLH31033

SOW Type: Original **Revision # (for this SOW)**

Funding Source <input type="checkbox"/> Federal <Select One> <input type="checkbox"/> State <input checked="" type="checkbox"/> Other	Federal Compliance (check if applicable) <input type="checkbox"/> FFATA (Transparency Act) <input type="checkbox"/> Research & Development	Type of Payment <input checked="" type="checkbox"/> Reimbursement <input type="checkbox"/> Fixed Price
---	---	---

Period of Performance: January 1, 2023 through December 31, 2024

Statement of Work Purpose: The purpose of this statement of work is to promote well-care visits for children ages 0-21. Parents report not understanding the value of child well-care visits. Whatcom County Health Department (WCHD) has created videos with people from their community that share personal stories about the value of a child well-care visit. Our goal is to provide an opportunity for parents to easily learn more about the value of child well-care visits. WCHD has materials that can be modified for this purpose. This will require editing materials, re-recording limited content, and adding content, including how to access insurance and clinics statewide.

Revision Purpose: N/A

DOH Chart of Accounts Master Index Title	Master Index Code	Assistance Listing Number	BARS Revenue Code	LHJ Funding Period Start Date End Date	Current Allocation	Allocation Change Increase (+)	Total Allocation
MANAGED CARE ORG	78110620	NA	334.04.98	01/01/23 06/30/23	0	52,000	52,000
					0	0	0
					0	0	0
					0	0	0
					0	0	0
					0	0	0
TOTALS					0	52,000	52,000

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
1	Lease four (4) videos to host on the chosen DOH website: <ul style="list-style-type: none"> 1A- Provide four (4) videos containing the content of Babies and Kids Can't Wait- Long Version and Early Intervention short https://babiesandkidscantwait.org/#videos with subtitles and audio in Spanish and English 1B- Edit promotion of WCHD-specific services to replace with statewide narration and replace 	<ul style="list-style-type: none"> Four (4)-Video Files; two (2) Spanish language with Spanish language captions and two (2) English language with English language captions posted for public access Access to videos for a period of from delivery through the end of the 2023 calendar year 	<ul style="list-style-type: none"> Available and ready for posting to the chosen DOH website by June 1, 2023 (or preferably by March 15, 2023) Upon DOH receipt of completed videos through December 31, 2023 	<ul style="list-style-type: none"> Up to \$10,000 Up to \$21,000 (\$1,750/month)

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
	final reference to local clinic with WA HealthPlan Finder, include DOH logo			
2	Lease statewide version of the videos to DOH for use up to one (1) additional year	<ul style="list-style-type: none"> Provide DOH usage of four (4) WCHD developed videos as noted in Task 1 above 	<ul style="list-style-type: none"> January 1, 2024 – December 31, 2024 	<ul style="list-style-type: none"> Up to \$21,000 (\$1,750/month)

DOH Program and Fiscal Contact Information for all ConCon SOWs can be found on the [DOH Finance SharePoint](#) site. Questions related to this SOW, or any other finance-related inquiry, may be sent to finance@doh.wa.gov.

Exhibit A
Statement of Work
Contract Term: 2022-2024

DOH Program Name or Title: Office of Drinking Water Group B Programs - Effective January 1, 2022

Local Health Jurisdiction Name: Whatcom County Health Department

Contract Number: CLH31033

SOW Type: Revision **Revision # (for this SOW)** 1

Period of Performance: January 1, 2022 through June 30, 2023

Funding Source <input type="checkbox"/> Federal <Select One> <input checked="" type="checkbox"/> State <input type="checkbox"/> Other	Federal Compliance (check if applicable) <input type="checkbox"/> FFATA (Transparency Act) <input type="checkbox"/> Research & Development	Type of Payment <input type="checkbox"/> Reimbursement <input checked="" type="checkbox"/> Fixed Price
---	---	---

Statement of Work Purpose: The purpose of this statement of work (SOW) is to provide financial support to LHJs implementing local Group B water systems programs.

Revision Purpose: The purpose of this revision is to provide additional financial support from 01/01/23 through 06/30/23 to LHJs implementing local Group B water systems programs.

DOH Chart of Accounts Master Index Title	Master Index Code	Assistance Listing Number	BARS Revenue Code	LHJ Funding Period Start Date End Date		Current Allocation	Allocation Change Increase (+)	Total Allocation
GFS Group B (FO-NW)	24220103	N/A	334.04.90	01/01/22	06/30/22	12,939	0	12,939
GFS Group B (FO-NW)	24220104	N/A	334.04.90	01/01/23	06/30/23	0	12,938	12,938
						0	0	0
						0	0	0
						0	0	0
						0	0	0
						0	0	0
						0	0	0
TOTALS						12,939	12,938	25,877

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
1	Implement a FULL Group B water system program [Reference DOH JPR #N20503-1]	An executed joint plan of responsibility (JPR) identifying responsibilities of a FULL Group B program.	January 1, 202 2 ³ thru June 30, 202 2 ³	Lump sum payment (See Special Billing Requirements)

DOH Program and Fiscal Contact Information for all ConCon SOWs can be found on the [DOH Finance SharePoint](#) site. Questions related to this SOW, or any other finance-related inquiry, may be sent to finance@doh.wa.gov.

***For Information Only:** Funding is not tied to the revised Standards/Measures listed here. This information may be helpful in discussions of how program activities might contribute to meeting a Standard/Measure. More detail on these and/or other Public Health Accreditation Board (PHAB) Standards/Measures that may apply can be found at: <http://www.phaboard.org/wp-content/uploads/PHAB-Standards-and-Measures-Version-1.0.pdf>

Special Billing Requirements: For January 1, 202~~2~~³ thru June 30, 202~~2~~³, LHJ shall submit one invoice no later than June 30, 202~~2~~³ and payment cannot exceed a maximum cumulative fee of \$12,93~~9~~⁸.

Exhibit A
Statement of Work
Contract Term: 2022-2024

DOH Program Name or Title: Office of Immunization COVID-19 Vaccine - Effective January 1, 2022

Local Health Jurisdiction Name: Whatcom County Health Department

Contract Number: CLH31033

SOW Type: Revision **Revision # (for this SOW)** 2

Period of Performance: January 1, 2022 through June 30, 2024

Funding Source <input checked="" type="checkbox"/> Federal Subrecipient <input type="checkbox"/> State <input type="checkbox"/> Other	Federal Compliance (check if applicable) <input checked="" type="checkbox"/> FFATA (Transparency Act) <input type="checkbox"/> Research & Development	Type of Payment <input checked="" type="checkbox"/> Reimbursement <input type="checkbox"/> Fixed Price
---	--	---

Statement of Work Purpose: The purpose of this statement of work (SOW) is to provide funding to conduct COVID-19 vaccine activities.

Revision Purpose: The purpose of this revision is to modify activities, deliverables, and deliverable due dates.

DOH Chart of Accounts Master Index Title	Master Index Code	Assistance Listing Number	BARS Revenue Code	LHJ Funding Period Start Date	LHJ Funding Period End Date	Current Allocation	Allocation Change None	Total Allocation
COVID19 Vaccines R4	74310230	93.268	333.93.26	01/01/22	06/30/24	853,429	0	853,429
COVID 19 Vaccines	74310229	93.268	333.93.26	01/01/22	06/30/24	301,034	0	301,034
						0	0	0
						0	0	0
						0	0	0
						0	0	0
TOTALS						1,154,463	0	1,154,463

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
The purpose of this statement of work is to identify activities and provide funding to support COVID vaccine response outreach, education, and operations. The activities may include other vaccines recommended for the audience population, as long as COVID vaccine is the primary focus and references to other vaccines are secondary.				
3.A	Identify activity/activities to support COVID vaccine response in your community, using the examples below as a guideline. Example 1: Develop and implement communication strategies with health care providers, community, and/or other partners to help build vaccine confidence broadly and among groups anticipated to receive early vaccination, as well as dispel vaccine misinformation. Document and provide a plan that shows the communication strategies used with health care providers and other partners and the locally identified population anticipated to reach.	Summary of the engagement strategies to be used with health care providers and other partners, and the locally identified population to be reached.	January 31, Annually	Reimbursement for actual costs incurred, not to exceed total funding consideration amount.

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
	Example 2: Engage in other vaccination planning activities such as partnership development, provider education, vaccination point of dispensing (POD) planning, tabletop exercises, engagement with communities, leaders, non-traditional provider, or vulnerable populations to develop strategies to ensure equitable access to vaccination services			
3.B	Implement the communication strategies or other activities, working with health care providers and other partners to reach the locally identified population, support providers in vaccination plans, and support equitable access to vaccination services.	Mid-term written report describing activity/activities and progress made to-date and strategies used (template to be provided)	June 30, Annually	Reimbursement for actual costs incurred, not to exceed total funding consideration amount.
3.C	Catalog activities and conduct an evaluation of the strategies used	Final written report, showing the strategies used and the final progress of the reach (template to be provided)	December 31 June 30, annually	Reimbursement for actual costs incurred, not to exceed total funding consideration amount.
3.D	As needed to meet community needs, expand operations to increase vaccine throughput (i.e., providing vaccinations during evenings, overnight, and on weekends). Activities may include vaccine strike teams, mobile vaccine clinics, satellite clinics, temporary, or off-site clinics to travel and provide vaccination services in non-traditional settings, or to supplement the work of local health departments in underserved communities, and may include administration costs for other vaccines co-administered at the events. These activities may be done by the local health department or in collaboration with community partners. (see Restrictions on Funds below)	Quarterly reports summarizing quantity, type, and frequency of activities	March December 31 , annually June 30, annually	Reimbursement for actual costs incurred, not to exceed total funding consideration amount.
3.E	At the LHJ discretion, provide incentives to persons receiving COVID vaccine, adhering to <i>LHJ Guidance for COVID Initiatives Application</i> requirements and allowable/unallowable use of federal funds.	a. LHJ Incentive Plan Proposal b. Quarterly report that summarizes quantity of incentives purchased and distributed	a. Prior to implementing b. March 31, Annually June 30, Annually	Reimbursement for actual costs incurred, not to exceed total funding consideration amount.
3.F	<i>As needed to meet community needs, perform as a vaccine depot to provide COVID vaccine. Duties include ordering and redistributing of COVID-19 vaccine, assure storage space for minimum order sizes, initiating transfer in the Immunization Information System (IIS), coordinate with providers for physical transport of doses, and maintaining inventory of COVID vaccine by manufacturer.</i> <i>Immunization COVID-19 funding is specifically required to address COVID-19 vaccination activities. However, the funding can be leveraged to also address and incorporate other non-COVID vaccination activities concurrent to COVID-19</i>	a. <i>Complete a redistribution agreement.</i> b. <i>Report inventory reconciliation page.</i> c. <i>Report lost (expired, spoiled, wasted) vaccine to the IIS.</i> d. <i>Report transfer doses in the IIS and VaccineFinder.</i> e. <i>Monitor and maintain vaccine temperature logs from digital data logger and/or the temperature monitoring system for a minimum of 3 years.</i>	a. <i>Submit upon completion</i> b. <i>Reconcile and submit inventory once monthly in the IIS.</i> c. <i>Report lost vaccine within 72 hours in the IIS.</i> d. <i>Update within 24 hours from when transfers occur.</i>	<i>Reimbursement for actual costs incurred, not to exceed total funding consideration amount.</i>

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
	<i>vaccination activities. For example, COVID vaccine storage and distribution may also support monkeypox vaccine storage and distribution, concurrently</i>		<i>e. Download as needed (retain temperature data on site for 3 years)</i>	

DOH Program and Fiscal Contact Information for all ConCon SOWs can be found on the [DOH Finance SharePoint](#) site. Questions related to this SOW, or any other finance-related inquiry, may be sent to finance@doh.wa.gov.

Federal Funding Accountability and Transparency Act (FFATA)

This statement of work is supported by federal funds that require compliance with the Federal Funding Accountability and Transparency Act (FFATA or the Transparency Act). The purpose of the Transparency Act is to make information available online so the public can see how the federal funds are spent.

To comply with this act and be eligible to perform the activities in this statement of work, the LHJ must have a Unique Entity Identifier (UEI) generated by SAM.gov.

Information about the LHJ and this statement of work will be made available on [USASpending.gov](#) by DOH as required by P.L. 109-282.

Program Specific Requirements

Restrictions on Funds (i.e., disallowed expenses or activities, indirect costs, etc.):

Coverage of co-administration costs for other vaccines administered at vaccination events does NOT apply to the FEMA Mass Vaccination funding. Coverage of co-administration costs only applies to the vaccine funding (COVID19 Vaccine R4, MI 74310230) allocated for Task 3 of the consolidated contract. FEMA Mass Vaccination funding is only available to cover the costs for COVID vaccine administration and cannot be used for co-administration costs of other vaccines.

Exhibit A
Statement of Work
Contract Term: 2022-2024

DOH Program Name or Title: TB Program - Effective January 1, 2022

Local Health Jurisdiction Name: Whatcom County Health Department

Contract Number: CLH31033

SOW Type: Revision **Revision # (for this SOW)** 2

Period of Performance: January 1, 2023 through December 31, 2023

Funding Source	Federal Compliance (check if applicable)	Type of Payment
<input checked="" type="checkbox"/> Federal Subrecipient	<input checked="" type="checkbox"/> FFATA (Transparency Act)	<input checked="" type="checkbox"/> Reimbursement
<input type="checkbox"/> State	<input type="checkbox"/> Research & Development	<input type="checkbox"/> Fixed Price
<input type="checkbox"/> Other		

Statement of Work Purpose: This statement of work is providing funding for 2023 from the State TB Program for tuberculosis (TB) prevention and control activities

Revision Purpose: The purpose of this revision is to extend the period of performance from December 31, 2022 to December 31, 2023, increase funding allocation, and revise task activities, due dates, payment information, and program specific requirements.

DOH Chart of Accounts Master Index Title	Master Index Code	Assistance Listing Number	BARS Revenue Code	LHJ Funding Period Start Date End Date		Current Allocation	Allocation Change Increase (+)	Total Allocation
FFY22 TB ELIMINATION-FPH	18402203	93.116	333.93.11	01/01/22	12/31/22	20,827	0	20,827
FFY22 TB UNITING FOR UKRAINE SUPP	18402204	93.116	333.93.11	05/21/22	12/31/22	30,000	0	30,000
FFY23 TB ELIMINATION-FPH	18402233	93.116	333.93.11	01/01/23	12/31/23	0	15,778	15,778
						0	0	0
						0	0	0
						0	0	0
TOTALS						50,827	15,778	66,605

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
1	Case Management and Treatment: (1) Increase percentage of TB cases meeting the National TB Indicators Project (NTIP) targets for objectives on case management and treatment. a. Performance-based focus area improve Completion of Therapy (COT) <i>i. Improve Completion of Therapy (COT)</i> (2) Comply with American Thoracic Society, Centers for Disease Control and Prevention (CDC) and the Infectious Diseases Society of America Clinical Practice Guidelines.	Summary of task outcome including any implemented strategies to improve in COT and related results/findings in the Consolidated Contract "TB Deliverables Report" for <i>January 1, 2023 – December 31, 2023</i> .	January 31, 202 3 ⁴ .	Payment for tasks will be reimbursed for actual expenses up to the maximum available within the FFY2 2 ³ TB ELIMINATION-FPH funding period described in the Funding Table above. See below Restrictions on Funds.
2	Provide DOH with complete TB case, contact and infection data. • After initial notifiable conditions TB case report (within 3 business days) through the Washington Disease Reporting System (WDRS), more detailed data for confirmed or	Summary of task outcome on the Consolidated Contract "Deliverables Report" for <i>January 1, 2023 – December 31, 2023</i> .	January 31, 202 3 ⁴ .	

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
	<p>suspected cases are to be entered into WDRS within 2 weeks of receipt by the LHJ.</p> <ul style="list-style-type: none"> Contact (Active Disease and Targeted Testing) and subsequent infection data (if applicable) to be provided electronically (e.g., WDRS or .xls or .csv) to DOH by the first week of February for the two previous calendar years. 			
3	<p>Contact Investigations:</p> <ul style="list-style-type: none"> Increase percentage of TB cases and contacts meeting NTIP targets for objectives on contact investigations. Comply with National TB Controllers Association and CDC guidelines 	Summary of task outcome on the Consolidated Contract “Deliverables Report” for <i>January 1, 2023 – December 31, 2023</i> 2022 .	January 31, 202 3 4.	
4	<p>Directly Observed Therapy (DOT):</p> <p>Provide DOT for all cases of infectious TB disease, this includes VDOT for qualifying patients.</p>	Summary of task outcome on the Consolidated Contract “Deliverables Report” for <i>January 1, 2023 – December 31, 2023</i> 2022 .	January 31, 202 3 4.	
5	<p>Examination and Appropriate Treatment of Immigrants and Refugees:</p> <ul style="list-style-type: none"> Increase percentage of immigrants and refugees meeting NTIP targets. Completed TB Follow-up worksheets are sent to DOH via secure tool which protects patient information. 	Summary of task outcome on the Consolidated Contract “Deliverables Report” for <i>January 1, 2023 – December 31, 2023</i> 2022 .	January 31, 202 3 4.	
6	<p>Cohort Review</p> <p>At least one (1) appropriate staff member will participate in cohort reviews in 20223.</p> <p>TB Case Consultation:</p> <p>Appropriate LHJ TB staff attend as requested.</p>	Summary of task outcome on the Consolidated Contract “Deliverables Report” for <i>January 1, 2023 – December 31, 2023</i> 2022 .	January 31, 202 3 4.	
7	<p>For any 340B medication received the LHJ agrees to:</p> <ul style="list-style-type: none"> Maintain auditable records for a minimum of 3 years including a separate medication inventory tracking system with records tied to patients receiving the medication. Store 340B separately from non-340B medications. Conduct regular annual internal audits of inventory and patient records to maintain HRSA standards and compliance regarding diversion and patient eligibility. Participate in audits by DOH or HRSA of TB-related 340B practices and provide access to records demonstrating compliance with HRSA 340B regulations. Will not bill Medicaid for any 340B TB medications provided by DOH TB Program. 	Summary of task outcome-expired <i>medications</i> on the Consolidated Contract “Deliverables Report” for <i>January 1, 2023 – December 31, 2023</i> 2022 .	January 31, 202 3 4.	

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
	<ul style="list-style-type: none"> Notify DOH TB Program of any medication loss or expiration of medications including any breach of 340B regulations. Notify DOH TB Program of changes regarding the prescribing provider within 10 days. And the prescribing provider must be either employed by or under contract with the LHJ. 			
8	<p><i>An LHJ using the VDOT tool, that DOH provides without cost, agrees to establish, and follow a VDOT policy for their staff and patients based on VDOT best practice. This policy is developed and/or approved by the LHJ's Health Officer and/or TB Program Manager. Guidance and direction for this policy is posted on the TB Program's VDOT SharePoint page (Video Directly Observed Therapy for Local Health Jurisdictions Using SureAdhere (sharepoint.com)).</i></p>	<p><i>Summary of VDOT treatment completion, with goal that your LHJ's completion rate is at least on par with in-person DOT, if not better for January 1, 2023 – December 31, 2023.</i></p>	<p><i>January 31, 2024.</i></p>	
8	<p><i>Provide TB screening, evaluation, Interferon-Gamma Release Assay (IGRA), chest x rays, and other clinical services as indicated, including treatment* for latent or active TB disease for newcomers from Ukraine. (*These federal dollars can be used to provide TB medications to TB patients)</i></p>	<p><i>Consolidated Contract "TB Deliverables Report" include aggregate information for all Ukrainians directly clinically served with these funds for 2022. This includes the number: evaluated, diagnosed with TB infection, started treatment, and completed treatment.</i></p>	<p><i>January 31, 2023</i></p>	<p><i>Payment for task 8 will be reimbursement for actual expenses up to the maximum available within the FFY22 TB UNITING FOR UKRAINE SUPP funding period described in the Funding Table above.</i></p>

DOH Program and Fiscal Contact Information for all ConCon SOWs can be found on the [DOH Finance SharePoint](#) site. Questions related to this SOW, or any other finance-related inquiry, may be sent to finance@doh.wa.gov.

Federal Funding Accountability and Transparency Act (FFATA) (Applies to federal grant awards.)

This statement of work is supported by federal funds that require compliance with the Federal Funding Accountability and Transparency Act (FFATA or the Transparency Act). The purpose of the Transparency Act is to make information available online so the public can see how the federal funds are spent.

To comply with this act and be eligible to perform the activities in this statement of work, the LHJ must have a Unique Entity Identifier (UEI) generated by SAM.gov.

Information about the LHJ and this statement of work will be made available on [USASpending.gov](#) by DOH as required by P.L. 109-282.

Program Specific Requirements

Program Manual, Handbook, Policy References:

~~TB Manual: Link to be provided on DOH Website (www.doh.wa.gov/tb) when revision is completed.~~

WA State TB Services and Standards Manual: [Washington State TB Services & Standards Manual \(sharepoint.com\)](#)

LHJ TB SharePoint pages: [TB LHJ Home \(sharepoint.com\)](#)

Health Officer Handbook: [Washington State Tuberculosis Law Manual for Health Officers](#)

Restrictions on Funds:

1. Emphasis must be given to directing the majority of funds to core TB control activities.
2. Federal Funds may not be used **except where noted**:
 - To supplant State or LHJ funds;
 - For inpatient care or construction or renovation of facilities;
 - To purchase treatment medications.

Special References:

TB Laws and Regulations: (<http://www.doh.wa.gov/YouandYourFamily/IllnessandDisease/Tuberculosis/LawsGuidelines.aspx>)

Health Officer Handbook: [Washington State Tuberculosis Law Manual for Health Officers](#)

Monitoring Visits:

The DOH program contact may conduct monitoring visits during the life of this project. The type, duration, and timing of visit will be determined and scheduled in cooperation with the sub-awardee. The DOH Fiscal Monitoring Unit may conduct fiscal monitoring site visits during the life of this project.

Billing Requirements:

LHJ may bill monthly. Invoices must be received no more than 60 days after billing period. *All invoices for the year 2023 must be received by DOH no later than January 16, 2024.*



Whatcom County

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

Agenda Bill Master Report

File Number: AB2022-731

File ID:	AB2022-731	Version:	1	Status:	Held In Committee
File Created:	12/09/2022	Entered by:	THelms@co.whatcom.wa.us		
Department:	County Executive's Office	File Type:	Contract		
Assigned to:	Council Finance and Administrative Services Committee				Final Action:
Agenda Date:	01/24/2023	Enactment #:			

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

TITLE FOR AGENDA ITEM:

Request authorization for the County Executive to enter into a contract amendment between Whatcom County and Hunt Forensics for increased costs of services in the amount of \$893,449.13 for the total amount of \$3,356,602

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

See attached

HISTORY OF LEGISLATIVE FILE

Date:	Acting Body:	Action:	Sent To:
01/10/2023	Council Finance and Administrative Services Committee	RECOMMENDED TO HOLD IN COMMITTEE	
01/10/2023	Council	HELD IN COMMITTEE	Council Finance and Administrative Services Committee

Attachments: Memo, Routing Form, Contract Amendment

WHATCOM COUNTY

Executive Office

311 Grand Avenue, Suite 108
Bellingham, WA 98225



Satpal Singh Sidhu
County Executive

MEMORANDUM

To: Satpal Sidhu, County Executive
From: Tawni Helms, Administrative Coordinator
Re: Medical Examiner contract amendment
Date: November 15, 2022

Enclosed for your review and approval is a contract amendment between Whatcom County and Hunt Forensics, LLC for the provision of Medical Examiner Services.

- **Background and Purpose**

This contract amendment is a result of increased costs and expenditures for the Medical Examiner Office due to significant increases in the number of deaths and autopsies under the Medical Examiner's jurisdiction.

In 2022 Whatcom County contracted with new Medical Examiner/Forensic Pathologist for the first time in 30 years. In negotiating the contract, a budget was developed in accordance with the number of cases and autopsies document in the previous year. That included 168 death investigations that involved forensic autopsies, toxicological examinations, viewing and summary reporting.

The first 6 months of 2022 the number of cases increased significantly with 372 deaths reported to the Medical Examiner's Office and 200 of those cases were fully investigated with 122 requiring a form of postmortem examination. With the significant increase in autopsies the Medical Examiner requested additional funds to continue the level of services required under the jurisdiction of the Medical Examiner Office. This work demand is expected to continue through the term of the agreement and beyond. The associated cost increases necessary to maintain this level of service were approved recently for the 2022 contract year. This amendment addresses the ongoing cost increase for the final three years of the contract.

- **Funding Amount and Source**

Funding in the amount of \$285,820 in 2023 and \$285,820 in 2024 was approved through Ordinance 2022-070. The additional funding for the final year of the contract will be funded through the next biennial budget process. The funding source is the General Fund.

WHATCOM COUNTY CONTRACT INFORMATION SHEET

Whatcom County Contract No. _____

Originating Department: _____	
Division/Program: <i>(i.e. Dept. Division and Program)</i> _____	
Contract or Grant Administrator: _____	
Contractor's / Agency Name: _____	
<p>Is this a New Contract? If not, is this an Amendment or Renewal to an Existing Contract? Yes No</p> <p>Yes No If Amendment or Renewal, (per WCC 3.08.100 (a)) Original Contract #: _____</p> <p>Does contract require Council Approval? Yes No If No, include WCC: _____</p> <p>Already approved? Council Approved Date: _____ (Exclusions see: Whatcom County Codes 3.06.010, 3.08.090 and 3.08.100)</p> <p>Is this a grant agreement?</p> <p>Yes No If yes, grantor agency contract number(s): _____ CFDA#: _____</p> <p>Is this contract grant funded?</p> <p>Yes No If yes, Whatcom County grant contract number(s): _____</p> <p>Is this contract the result of a RFP or Bid process? Contract</p> <p>Yes No If yes, RFP and Bid number(s): _____ Cost Center: _____</p> <p>Is this agreement excluded from E-Verify? No Yes If no, include Attachment D Contractor Declaration form.</p> <p>If YES, indicate exclusion(s) below:</p> <div style="display: flex; justify-content: space-between;"> <div> <input type="checkbox"/> Professional services agreement for certified/licensed professional. <input type="checkbox"/> Contract work is for less than \$100,000. <input type="checkbox"/> Contract work is for less than 120 days. <input type="checkbox"/> Interlocal Agreement (between Governments). </div> <div> <input type="checkbox"/> Goods and services provided due to an emergency <input type="checkbox"/> Contract for Commercial off the shelf items (COTS). <input type="checkbox"/> Work related subcontract less than \$25,000. <input type="checkbox"/> Public Works - Local Agency/Federally Funded FHWA. </div> </div>	
<p>Contract Amount:(sum of original contract amount and any prior amendments): \$ _____</p> <p>This Amendment Amount: \$ _____</p> <p>Total Amended Amount: \$ _____</p>	<p>Council approval required for; all property leases, contracts or bid awards exceeding \$40,000, and professional service contract amendments that have an increase greater than \$10,000 or 10% of contract amount, whichever is greater, except when:</p> <ol style="list-style-type: none"> 1. Exercising an option contained in a contract previously approved by the council. 2. Contract is for design, construction, r-o-w acquisition, prof. services, or other capital costs approved by council in a capital budget appropriation ordinance. 3. Bid or award is for supplies. 4. Equipment is included in Exhibit "B" of the Budget Ordinance. 5. Contract is for manufacturer's technical support and hardware maintenance of electronic systems and/or technical support and software maintenance from the developer of proprietary software currently used by Whatcom County.
Summary of Scope: _____	
Term of Contract: _____	Expiration Date: _____

Contract Routing:	1. Prepared by: _____ Date: _____ 2. Attorney signoff: _____ Date: _____ 3. AS Finance reviewed: _____ Date: _____ 4. IT reviewed (if IT related): _____ Date: _____ 5. Contractor signed: _____ Date: _____ 6. Submitted to Exec.: _____ Date: _____ 7. Council approved (if necessary): _____ Date: _____ 8. Executive signed: _____ Date: _____ 9. Original to Council: _____ Date: _____
-------------------	--

Whatcom County Contract No.

202111028-4

Amendment No. 4
Whatcom County Contract No. 202111028
CONTRACT BETWEEN WHATCOM COUNTY AND
Hunt Forensics, LLC.

THIS AMENDMENT is to the Contract between Whatcom County and Hunt Forensics, dated October 26, 2022 and designated "Whatcom County Contract No.202111028-3". In consideration of the mutual benefits to be derived, the parties agree to the following:

This Amendment increases the maximum consideration by \$893,449.13 to a total consideration of \$3,356,602 for ongoing costs through the term of the agreement ending December 31, 2025, as further described in Exhibit "B", Compensation.

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.

IN WITNESS WHEREOF, Whatcom County and Hunt Forensics have executed this Amendment on the date and year below written.

DATED this _____ day of _____, 2023.

Each person signing this Contract represents and warrants that he or she is duly authorized and has legal capacity to execute and deliver this Contract.

CONTRACTOR:

Hunt Forensics, PLLC

By Allison Hunt, M.D., sole member

HUNT FORENSICS

1500 N. State Street,
Suite No. 200
Bellingham, WA 98225

Contact Name: Allison Hunt, M.D.
Contact Phone: (360) 738-4557
Contact Cell: (951) 212-4869
Contact Email: Ahunt@co.whatcom.wa.us

WHATCOM COUNTY:

Approved as to form:

Christopher Quinn per email 12/12/2022
Prosecuting Attorney Date

Approved:

Accepted for Whatcom County:

By: _____
Satpal Singh Sidhu, Whatcom County Executive

EXHIBIT "B"
(Compensation)

As consideration for the services provided pursuant to Exhibit, "A", Scope of Work, the County agrees to compensate the Contractor \$74,235.00 per month consistent with Exhibit "C" Budget. Contractor will provide quarterly activity reports and upon request provide source documents such as payroll summaries identifying employee, hours worked and amount of compensation. This contract Agreement allows for an annual cost adjustment of 2% as noted in years 2024 and 2025. Except as outlined below, maximum consideration for Medical Examiner Services shall not exceed \$890,820 for year 2023.

For the period of January 1, 2023 through December 31, 2023 **\$890,820.00**

For the period of January 1, 2024 through December 31, 2024 **\$908,636.40** includes 2% annual adjustment

For the period of January 1, 2025 through December 31, 2025 **\$926,809.13** includes 2% annual adjustment

Cost increases due to the significant upsurge in the number of cases resulting from lawful jurisdiction have required additional staff hours and supplies. Cases have increased by more than double necessitating the need to increase staff hours to respond effectively to the demand. This amendment extends the cost adjustments through the end of the contract term December 31, 2025. These increases are a direct reflection of the true costs for 24/7 Medical Examiner Office coverage that ensures the fulfillment of timely mandated on-site investigations.

EXHIBIT "C"
Budget

Hunt Forensics		
Whatcom County Medical Examiner's Office Budget		
DESCRIPTION	PURPOSE	AMOUNT
Medical Examiner - Forensic Pathology	Forensic Pathology and Medical Examiner Services, insurance, and benefits	\$314,200.00
ME Substitutue Coverage	4 Weeks Coverage	\$40,000.00
Officer Manager	salary - including benefitis - full time	\$130,000.00
Office Assstant	part- time position; no benefits; M-F 9:00-	\$35,000.00
FT Investigator		\$76,720.00
PT Investigators		\$75,000.00
Reserve		\$1,480.00
FT Autopsy Technician	Provide assistance to pathologist	\$62,300.00
Autosy Tech PRN	provide support in autopsy suite	\$16,320.00
Transportation	Transport services contract	\$33,000.00
Professional Services	toxicology, histology, x-rays, genetics, neuropathology; etc	\$40,000.00
Funeral home Services	Contractual services	\$9,000.00
Office Supplies and Postage	Administrative Supplies	\$4,800.00
Operating Supplies	body bags, seals	\$25,000.00
Small Tools & PPE		\$7,000.00
Staff Cell Phone and Computer		\$5,000.00
Education and Training	Professional Development - Staff	\$10,000.00
Internet and Office Phone	access high-speed internet - phone	\$6,000.00
	Total Budget	\$890,820.00



Whatcom County

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

Agenda Bill Master Report

File Number: AB2023-065

File ID:	AB2023-065	Version:	1	Status:	Agenda Ready
File Created:	01/12/2023	Entered by:	SBatdorf@co.whatcom.wa.us		
Department:	Parks and Recreation Department	File Type:	Agreement		
Assigned to:	Council Finance and Administrative Services Committee				Final Action:
Agenda Date:	01/24/2023	Enactment #:			

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

TITLE FOR AGENDA ITEM:

Request authorization for the County Executive to enter into a residential lease agreement between Whatcom County and Krista and Nicolas Fauquet to reside at 367 East Lake Samish Drive, for a monthly rent of \$1,295

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

This is a one-year lease agreement between Whatcom County and the Fauquet's to reside on a residential rental property located within Dittrich Park. The rental rate is \$1,295 per month and the lease converts to a month to month basis after the initial one-year period.

HISTORY OF LEGISLATIVE FILE

Date:	Acting Body:	Action:	Sent To:
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Attachments: Staff memo, Agreement



MEMORANDUM

TO: Satpal Sidhu, County Executive

FROM: Shannon Batdorf, Parks Administrative Supervisor

THROUGH: Bennett Knox, Director of Parks  1/3/23

DATE: December 28, 2022

RE: 367 E. Lake Samish Drive Residential Rental Lease

Enclosed find two copies of a residential rental lease for the house at 367 E. Lake Samish Drive.

Background & Purpose

The residential property is located with Dittrich Park. The enclosed is a one-year lease agreement for a rate of \$1,295.00 per month. The lease reverts to a month to month basis after the initial one-year period.

Funding Source and Amount

This lease agreement provides budgeted revenue to the general fund in the amount of \$1,295/month.

Differences from Previous Contract

The current lease agreement increases the monthly rental amount from the previous tenancy to match current market values. Otherwise, there are no changes.

Should you have any questions or need additional information, please contact me at x5856

Thank you.

WHATCOM COUNTY CONTRACT INFORMATION SHEET

Whatcom County Contract No. _____

Originating Department:		Parks & Recreation	
Division/Program: (i.e. Dept. Division and Program)		M&O / Parks	
Contract or Grant Administrator:		Christ Thomsen	
Contractor's / Agency Name:		Krista and Nicolas Fauquet	
Is this a New Contract? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		If not, is this an Amendment or Renewal to an Existing Contract? Yes <input type="checkbox"/> No <input type="checkbox"/>	
		If Amendment or Renewal, (per WCC 3.08.100 (a)) Original Contract #: _____	
Does contract require Council Approval? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		If No, include WCC: _____ (see Whatcom County Codes 3.06.010, 3.08.090 and 3.08.100)	
Is this a grant agreement? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		If yes, grantor agency contract number(s): _____ CFDA#: _____	
Is this contract grant funded? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		If yes, Whatcom County grant contract number(s): _____	
Is this contract the result of a RFP or Bid process? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		Contract Cost Center: _____	
If yes, RFP and Bid number(s): _____			
Is this agreement excluded from E-Verify? No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> If no, include Attachment D Contractor Declaration form.			
If YES, indicate exclusion(s) below:			
<input type="checkbox"/> Professional services agreement for certified/licensed professional. <input checked="" type="checkbox"/> Contract work is for less than \$100,000. <input type="checkbox"/> Contract work is for less than 120 days. <input type="checkbox"/> Interlocal Agreement (between Governments).			
Contract Amount:(sum of original contract amount and any prior amendments): \$ <u>1,295.00 / Month</u> This Amendment Amount: \$ <u>0.00</u> Total Amended Amount: \$ <u>1,295.00 / Month</u>		Council approval required for; all property leases, contracts or bid awards exceeding \$40,000 , and professional service contract amendments that have an increase greater than \$10,000 or 10% of contract amount, whichever is greater, except when: <ol style="list-style-type: none"> 1. Exercising an option contained in a contract previously approved by the council. 2. Contract is for design, construction, r-o-w acquisition, professional services, or other capital costs approved by council in a capital budget appropriation ordinance. 3. Bid or award is for supplies or equipment included approved in the budget. 4. Contract is for manufacturer's technical support and hardware maintenance of electronic systems and/or technical support and software maintenance from the developer of proprietary software currently used by Whatcom County. 	
This is a new lease agreement between Whatcom County and Krista and Nicolas Fauquet to reside at 367 E. Lake Samish Dr., Bellingham, WA, located within Dittrich Park. The term of this agreement is one year, commencing on February 1, 2023 and ending on January 31, 2024 at which point it reverts to a monthly lease agreement. Monthly rent is \$1,295.00.			
Term of Contract: One year, then converts to monthly		Expiration Date: 1/31/2024, then converts to Monthly	
Contract Routing:	1. Prepared by: <u>Shannon Batdorf</u> 2. Attorney signoff: <u>Brandon Waldron via email</u> 3. AS Finance reviewed: <u>Brad Bennett via email</u> 4. IT reviewed (if IT related): _____ 5. Contractor signed: _____ 6. Submitted to Exec.: _____ 7. Council approved (if necessary): _____ 8. Executive signed: _____ 9. Original to Council: _____		Date: <u>12/28/2022</u> Date: <u>12/28/2022</u> Date: <u>1/10/23</u> Date: _____ Date: _____ Date: _____ Date: _____ Date: _____ Date: _____

RESIDENTIAL LEASE AGREEMENT
Whatcom County

THIS AGREEMENT, dated as of **December 15, 2022**, is made and entered into between **WHATCOM COUNTY (PARKS AND RECREATION DEPARTMENT)**, a municipal corporation in the State of Washington, hereinafter referred to as "Landlord", and **Krista Fauquet and Nicolas Fauquet**, hereinafter referred to as "Tenant".

In consideration of the covenants and agreements hereinafter set forth, Landlord does hereby lease to Tenant those certain premises situated at **367 E. Lake Samish Drive, Bellingham Washington** located within **Dittrich Park**, hereinafter referred to as "Premises." The premises are described as **a two-bedroom home and separate shop / storage area along with yard**. See Addendum A for illustration of property and lease boundary.

This agreement is for a term of one (1) year commencing on **February 1, 2023** and ending on **January 31, 2024** upon the following terms and conditions. Upon expiration of one (1) year from commencement date, this lease agreement reverts to a monthly lease agreement. The County may require an additional one year lease for continued occupancy.

1. **OCCUPANCY SHALL BE LIMITED** to the following persons (adults and children).

Nicolas
Krista and Nicolas Fauquet. Note: Landlord/agent must approve sublet of premises, or over-night visitors staying more than 7 consecutive days or a total of over twenty (20) days in any 12-month period.

Provision for pets/animals: No pets or animals allowed.

Number of vehicles, make, model and license plate(s): 2007 Honda, Accord, License # WA BNX1062

RV/Boats and license plate: N/A

2. **RENT:** Rent is joint and several with all adult tenants. **Tenant shall pay monthly rent of \$1,295.00 (\$1147.64 and \$147.36 tax of 12.84%)**, in advance on or before the first day of each month to Landlord or to such other person(s) as Landlord from time to time designates in writing.
3. **UTILITIES:** paid by landlord (checked): ☒ electric, ☐ gas, N/A water, N/A sewer, ☐ garbage, _____ (other) Not Applicable. *Tenant must pay all other utilities; failure to promptly call in for service may result in a \$35 charge. See Addendum B for a list of utility providers if applicable.* Upon vacating the premises, Tenant is responsible for filling the propane tank. If this does not occur Landlord will deduct the cost to fill the tank from the Tenant's Damage, Cleaning and Security Deposit.
4. **SECURITY/Damage Deposit:** Tenant shall pay a security/damage deposit in the amount of **\$1,295.00**. Of this deposit, none shall be retained by Landlord as an automatic non-refundable cleaning fee. Upon termination of this tenancy, all or a portion of the remainder of this deposit may be retained by Landlord, and any refund to the Tenant is conditioned as follows:
- Tenant shall have fully performed the obligations hereunder and those set forth in the 1973 Residential Landlord-Tenant Act as amended, or as subsequently amended.
 - Tenant shall have occupied the premises for a minimum of six months or longer.
 - Tenant shall have returned to Landlord all keys provided during the tenancy. *A charge of \$10.00 will be assessed for each key not returned by Tenant.*
 - Tenant shall have cleaned and restored premises to its original condition at commencement of this tenancy, except for normal wear and tear resulting from ordinary use. Cleaning shall include thorough commercial cleaning of all carpets.

- e. Tenant shall have remedied or repaired to Landlord's satisfaction any damage to premises or furnishings.
- f. Unpaid utilities which are billed to the County.
- g. Within twenty-one (21) days after termination of tenancy and vacation of the premises, Landlord will give Tenant a written statement of the basis for retaining any or all of the deposit together with the payment of any refund due.

Any refundable pre-paid rent shall first apply to final balances due landlord not covered by security fee. Refund checks void if not cashed or deposited within 90 days. For tenant-responsible damages or neglect during tenancy, costs may be deducted anytime from the security fee following 10-day written notice to cure, with 30-day deadline for tenant to replenish fee.

5. **TENANT AGREES AND UNDERSTANDS:** That any of said security /damage deposit may not be applied by the tenant toward rent at any time. Any security fee refund or shortage, as per itemized statement (or estimate), shall be processed between 2 and 21 days following rental agreement termination and vacation of premises. The security deposit is held in trust per RCW 59.18.270 at Key bank.
6. **DELIVERY OF RENT AND NOTICES:** All due on the first day of each monthly rental period, it is the responsibility of the tenant to mail/deliver rent payment (cash, check, money order/cashier check, at landlord/agent option; checks should be made payable to Whatcom County Parks and Recreation) to the following address or location: Parks Operations Manager, Whatcom County Parks & Recreation, 3373 Mt. Baker Highway, Bellingham WA 98226. Landlord/agent will not be responsible for any lost or missing cash payments not personally handed to landlord/agent. If by commencement date, tenant fails to call/show up, get keys, and pay all move-in money due, landlord/agent may immediately terminate agreement with no refunds.
7. **LATE/NSF/DEFAULT RENT:** Any rent due not paid by the 5th day of the monthly rental period is subject to a \$75.00 late fee charge. Late fees assessed concurrent with rent due shall be considered rent as due. *NSF checks shall be assessed \$30.00 each.* If tenant defaults in rent payment, is absent from the premises without notice, and there is reason or cause to believe tenant is terminating occupancy, the premises will be considered abandoned, entitling landlord or agent to post notice, take immediate possession, change locks, and store of any remaining items in a manner and time required by law.
8. **NOTICES:** Tenant shall give the landlord or agent at least 20 days' written notice *prior to the end of the rental period* of intention to vacate the premises. (Shorter notices, or notices other than for the end of the period, require approval of landlord.) Landlord or agent may also give 20-day no-cause notice to tenant to terminate tenancy. Tenant shall, at the expiration of either and all notices, surrender the premises and keys to the landlord or agent in accordance with this agreement.
 - a. **Maintenance & Showing:** Except in the case of emergency or if it is impracticable to do so, following 48 hour landlord/agent notice, tenant shall allow access to unit at reasonable times. Tenant failure to so honor access is cause to assess tenant for any service cancellation costs, and \$100 per RCW 59.18.150(5).
9. **SIGNS/ACCESS:** Landlord/agent may enter yard and place/maintain business signs/postings (e.g. rent, lease, sale) on the premises as deemed necessary for business operations. Additionally, landlord or agent may enter

the tenant's premises for purposes of: (1) inspection; (2) cleaning, repairs or alterations; (3) other services; or (4) showing premises; *provided*, access is at reasonable times with proper notice (*no notice* required for emergency, end/term or abandonment). Tenant notice to vacate, or request for service or repairs, shall constitute tenant-approved notice of respective access by landlord or agent (in absence of tenant objection).

10. **PUBLIC SAFETY:** Dwelling is equipped with three battery-operated smoke/heat detectors, and three Carbon Monoxide (CO) alarms in working order. Maintenance of smoke detection devices and CO alarms, including the replacement of batteries when needed, shall be the responsibility of the tenant, who shall maintain the devices as specified by the manufacturer. Tenant is responsible to maintain the devices in working order and conduct a monthly check to determine that the devices are in working order. Tenant(s) failure to comply includes a \$200 fine per RCW 43.44.110(4). *If any device is later found inoperable, landlord may charge tenant \$50 compliance fee/each.* The tenant(s) must immediately notify the County if the tenant is unable to repair or determine if the smoke alarms or CO alarms are operable.
11. **OPERABLE FIRE EXTINGUISHERS ARE LOCATED IN THE FOLLOWING LOCATION(S):**
Kitchen. The tenant is required to check the fire extinguisher(s) monthly to determine if they are fully charged. The tenant(s) must immediately notify the County if there is not a full charge or there is a need for repair or replacement.
12. **CHANGE IN TERMS OR RENT:** effective anytime upon written approval of all affected parties, or upon 30 days written notice by landlord/agent effective at the end of the corresponding rental month. All other provisions shall remain intact.
13. **INSURANCE/REPAIRS:** Tenant is not insured under Landlord's insurance (*Landlord/agent is not responsible for damaged/missing tenant property*). Tenants should obtain insurance on their personal property to include theft, vandalism, pests, accident, storm, cold or heat, mold, flood, water, and electrical damages, as a minimum. (Landlord/agent not responsible for damaged/missing tenant property.) Landlord/agent will promptly respond to tenant written requested repairs, but will not be monetarily responsible for: (1) tenant disruptions or inconveniences during habitable periods of repair, drying, scheduling or bidding of same; (2) tenant/guest injuries incurred in or around obvious areas of maintenance, repair, or construction; nor (3) housing or other costs incurred by tenant during good-faith periods of landlord repairs or other activities.
14. **ATTORNEY'S FEES:** In the event suit shall be brought regarding the performance of the terms and provisions of this Agreement or because of a breach of any of Tenant's obligations, then Tenant agrees to pay to Landlord reasonable attorney's fees as authorized by RCW Chapter 59.18. Attorney's fees as required and/or allowed by law will apply equally to both tenant and landlord.
15. **PREMISES USE:** Tenant shall not use said or neighboring premises for any illegal purpose, or for any other purpose than that of a residence. No excessive traffic or visitors (e.g. more than 3-4 drive-ups or walk-ins per day) without landlord/agent approval. Tenant shall not allow entry of anyone in violation of court protection orders. Tenant to conform to all covenants, codes, statutes, ordinances; and landlord/agent rules regarding occupancy. Absolutely no unlawful drugs, excessive drinking, public disturbances, verbal abuse, spiteful threats, unauthorized pets/firearms/smoking on premises. Violations are cause for eviction.

16. **OPERATION, MAINTENANCE, STORAGE, ALTERATIONS TO PREMISES:** On a *continuing* basis, tenant agrees to:

- a. **Keep premises** in a clean, neat, and sanitary condition; **no parking**, storage or accumulation of debris on lawn or yard;
- b. **Dispose of** all rubbish, garbage, and waste in a clean and sanitary manner--at reasonable intervals--and assume all costs of extermination and fumigation for infestation caused by tenant; not feed straying pets or animals; not temporarily host pets;
- c. **Properly ventilate and operate** all electrical, gas, heating, plumbing, septic, facilities, fixtures, doors, windows, locks, and
- d. **No portable kerosene/gas/incense burning**; **keep** hot water tank at 120 degree maximum; all burning candles must be kept in a non-flammable container; all candles must be extinguished if tenant leaves the residence; no excessive odorous chemicals/sprays/vapors; **restrict** toilets to biological waste and tissue paper; keep drains clear;
- e. **No BBQs** or open fires in units or under eaves, canopies, balcony over-heads, in public areas, or under building structures or covers; (*Note: Carbon monoxide (CO) is a very poisonous combustion gas that cannot be seen or smelled, and can afflict or kill!*)
- f. **Pay for, replace or repair** in a **landlord-approved** manner, all items (including doors, windows, locks, smoke/heat/CO alarms) damaged or made inoperable during occupancy; **correct or repair** plumbing and fixtures clogged or broken by misuse or neglect; and where applicable, **use due precaution** against freezing or stoppage of water pipes in and around the premises;
- g. **Report all** plumbing/roof/water leaks, **and** all mold, code and other hazardous conditions to landlord/agent within 48 hours to avoid charges for inspections, presumptive damages, and increased utility fees **caused by** lack of timely reporting **to landlord**;
- h. **Not deface, damage, impair, or remove** any property, facilities, equipment, and appliances; **not install** TV/radio antennas, decorations, signs, postings, nor other equipment without landlord/agent approval except as authorized under FCC regulations; For any installations, landlord/agent may assess an added refundable \$250 security fee to cover removal costs;
- i. **Not grow** medically-approved or other marijuana in or around the premises; **Limit supply** for own medical purposes per RCW 69.51A.040; **Not smoke/vaporize** same anywhere inside premises, nor in any unauthorized outside areas;
- j. **Not make unauthorized alterations**, climb ladders/roofs, paint/wallpaper, change fixtures/locks, or run dangerous equipment; any alteration must be pre-approved in writing by the Parks Operations Manager or their designee.
- k. **Not store non-operating vehicles**, nor boats, RV's, motor cycles, trailers, firearms, equipment, tools, hazardous materials, liquids, paints, fuels/oils, chemicals, waste or non-using items **on premises** without landlord/agent approval; no waterbeds;

1. **Maintain reasonable peace and quiet** with other tenants/neighbors and **pay** for any caused damages therein; no fireworks; No disturbing TV's, sound systems, musical instruments, or other disturbing activities; No fireworks of any kind.
17. **MOLD/LEAD PAINT:** XX Copy of State-approved mold information hand-out is provided per RCW 59.18.060(12). For pre-1978 housing, XX a federal-approved pamphlet on lead poison prevention is also provided. BEWARE: Touching, breathing or eating lead paint chips/construction dust can be hazardous to people...especially children!
18. **YARD/OUTSIDE PREMISES:** Where applicable (y/n)YES, tenant agrees to mow, water, weed, and maintain grounds in good condition (subject to any landlord specifics); and to keep own driveways, walks, porches, and garages clean and clear of obstructions, and pay costs of any used utility. Failure to comply following notice will result in charges to tenant for necessary remedy. Landlord/agent may reasonably enter yard/buildings without notice to service common areas and outside yard/structures. No trampolines, swimming pools, swing or climbing sets, or other such "attractive nuisances" without written approval of landlord/agent. Unauthorized parking, storage, or accumulation of waste may be assessed up to \$10.00 per day per violation.
19. **FURNISHINGS PROVIDED:** Included (if checked) are XX stove, XX refrigerator, ___ drapes, ___ shades, ___ curtains, XX blinds, XX smoke/CO alarms, and also the following: Not Applicable.
20. **CONDITION REPORT UP-DATE:** Tenant to complete and return any/all condition report up-dates by 30 days of move in.
21. **DELIVERY OF POSSESSION:** If for any reason landlord or agent fails to deliver possession of these premises at the start of this agreement, rent shall be abated until tenant possession. All other aspects of this agreement shall remain in full force. In no event shall landlord or agent be liable for damages caused by failure to deliver possession of the premises. If possession is not given tenant within 7 days of the start date, tenant may terminate this agreement with full refund by giving written notice.
22. **EVICITION PURSUANT TO WRIT OF RESTITUTION:** Tenant(s) HEREBY OBJECTS to the storage of their personal property. Tenant(s) understand this will result in their property being placed on the nearest public right-of-way.
23. **RECEIPT OF MONEY PAID:** 1. Tenant has paid \$1,295.00 in CHECK for security/damage deposit. 2. Rent of \$1,295.00 is due on February 1, 2023 for the period of February 1, 2023 – February 28, 2023. In addition: Not applicable.
24. **TENANT'S DEFAULT AND LANDLORD'S RE-ENTRY:** The occurrence of any of the following constitutes a material default and breach of this agreement:
 - a. Failure to pay rent.
 - b. Failure to observe and perform any other required provisions of this agreement.
 - c. Committing waste, maintaining a nuisance, being declared a sex-offender or convicted of a crime; tenants and or guests which cause law enforcement contact as a result of a violation of the law which results in an arrest.
 - d. Landlord may terminate tenancy prior to the end of the agreement if Tenant receives three notices for "3-day pay or vacate" or three notices for "10-day comply-or-vacate" within a 12-month period.

25. **LANDLORD'S DUTY:** Landlord agrees to keep the shared and common premises clean and fit for human habitation and to comply with all state and local laws regarding maintenance and repair of the premises, unless otherwise agreed to in this agreement.
26. **OTHER CONDITIONS:** This agreement also is subject to these other conditions:
- a. *Not Applicable*
27. **NO WAIVER:** Failure of Landlord to insist upon the strict performance of the terms, covenants, agreements and conditions herein contained, or any of them, shall not constitute or be construed as a waiver or relinquishment of Landlord's right thereafter to enforce any such term, covenant, agreement or condition, but the same shall continue in full force and effect.
28. **HOLD HARMLESS:** Tenants shall indemnify and hold Landlord harmless from claims of loss or damage to real and personal property and of injury or death to persons caused by the acts or negligence or wrongful acts of Tenants, Tenants' family, guests, licensee or invitees. Tenants expressly releases Landlord from any and all liability for any loss or damage to property or effects arising out of water leakage, breaking in or theft, or other causes beyond the reasonable control of Landlord. There is no warrant that there will be no criminal acts or that Tenants will be free from the violent tendencies of third parties.
29. **JOINT AND SEVERAL LIABILITY:** It is understood and agreed that each party signing this Agreement as Tenant is liable for the full amount of rent provided herein. The obligation of Tenants is joint and several.
30. **SEVERABILITY:** The construction validity and effect of this Agreement shall be governed by the laws of the State of Washington. Any provision of this agreement prohibited by such laws shall be ineffective to the extent of such prohibition without invalidating the remaining provisions thereof.
31. **KEYS:** Two (2) keys will be provided at time of possession. Keys may not be duplicated or provided to other persons, nor locks replaced, without the permission of the Landlord.
32. **REPORT TO CREDIT/TENANT AGENCIES:** Tenants are hereby notified that a nonpayment, late payment or breach of any of the terms of this residential lease agreement may be submitted/reported to a credit and/or tenant reporting agency, and may create a negative credit record on your credit report.
33. **ADDENDA TO AGREEMENT:** The following Exhibits are attached:
- A. Residential Lease Boundary Diagram
 - B. Utilities Contacts List
 - C. Condition of premises to be signed by tenant(s) and County
 - D. Mold and mildew
 - E. Lead pamphlet

Tenants acknowledge that they have read this agreement and will abide by its terms and will comply with all rules and regulations adopted by Landlord.

TENANTS

Krista Fauquet
Krista Fauquet

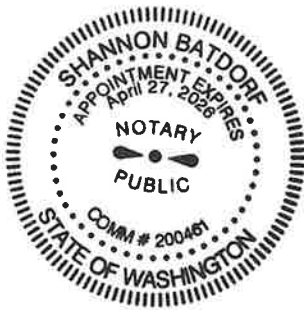
N. Fauquet
Nicolas Fauquet

Phone(s): 360 619 2302
425 346 6869
Email: beckk1@spu.edu

STATE OF WASHINGTON)
) ss.
COUNTY OF WHATCOM)

On this 15 day of December, 2022, before me personally appeared Krista Fauquet and Nicolas Fauquet to me known to be the individual(s) described in and who executed the within and foregoing instrument, and acknowledges that they signed the same as their free and voluntary act and deed, for the uses and purposes therein mentioned.

Given under my hand and official seal this 15 day of December, 2022



NOTARY PUBLIC in and for the State of Washington, residing at Bellingham

My Commission expires: 4/27/26

 Springer

WHATCOM COUNTY

Satpal Sidhu, County Executive

STATE OF WASHINGTON)) ss.
COUNTY OF WHATCOM)

On this ____ day of _____, 20____, before me personally appeared SATPAL SIDHU, to me known to be the County Executive of WHATCOM COUNTY and who executed the above instrument and who acknowledged to me the act of signing and sealing thereof.

Given under my hand and official seal this _____ day of _____, 20__.

NOTARY PUBLIC in and for the State of Washington, residing
at _____
My Commission expires: _____

WHATCOM COUNTY PARKS & RECREATION


Bennett Knox, Director

APPROVED AS TO FORM:

Approved via email / BW
Deputy Prosecuting Attorney



Addendum A:
367 East Lake Samish Drive
Residential Lease Boundary

Lease Boundary
(Approximate)

<p>Addendum B: Utility Contacts</p>
--

MOHR RENTAL:

Call Puget Sound Energy for electricity

Meter# B37486448

Phone 1-888-225-5773

Call Cenex/Whatcom Farmers to set up an account for propane.

Phone 354-4595

Call Crystal Springs to find out when the next delivery day is.

1-800-822-5889 Acct# 433 221 470

You are limited to 5 - 5 gal. containers per month.

IF YOU HAVE MORE THAN SIX EMPTIES, please have the water company take the additional back.



Got Mold?

Frequently Asked Questions About Mold

What are molds?

Molds are tiny microscopic organisms that digest organic matter and reproduce by releasing spores. Molds are a type of fungi and there are over 100,000 species. In nature, mold helps decompose or break-down leaves, wood and other plant debris. Molds become a problem when they go where they are not wanted and digest materials such as our homes.

What makes molds grow in my home?

Mold enters your home as tiny spores. The spores need moisture to begin growing, digesting and destroying. Molds can grow on almost any surface, including; wood, ceiling tiles, wallpaper, paints, carpet, sheet rock, and insulation. The mold grows best when there is lots of moisture from a leaky roof, high humidity, or flood. There is no way to get rid of all molds and mold spores from your home. But you can control mold growth by keeping your home dry.

Can I be exposed to mold?

When molds are disturbed, they release spores into the air. You can be exposed by breathing air containing these mold spores. You can also be exposed through touching moldy items, eating moldy food or accidental hand to mouth contact.

Do molds affect my health?

Most molds do not harm healthy people. But people who have allergies or asthma may be more sensitive to molds. Sensitive people may experience skin rash, running nose, eye irritation, cough, nasal congestion, aggravation of asthma or difficulty breathing. People with an immune suppression or underlying lung disease, may be at increased risk for infections from molds.

A small number of molds produce toxins called mycotoxins. When people are exposed to high levels of mold mycotoxins they may suffer toxic effects, including fatigue, nausea, headaches, and irritation to the lungs and eyes. If you or your family members have health problems that you suspect are caused by exposure to mold, you should consult with your physician.

When is mold a problem?

You know you have mold when you smell the “musty” odor or see small black or white specks along your damp bathroom or basement walls. Some mold is hidden growing behind wall coverings or ceiling tiles. Even dry, dead mold can cause health problems, so always take precautions when you suspect mold.

Mold is often found in areas where water has damaged building materials and furniture from flooding or plumbing leaks. Mold can also be found growing along walls where warm moist air condenses on cooler wall surfaces, such as inside cold exterior walls, behind dressers, headboards, and in closets where articles are stored against walls. Mold often grows in rooms with both high water usage and humidity, such as kitchens, bathrooms, laundry rooms, and basements. If you notice mold or know of water damaged areas in your home, it is time to take action to control its growth.

When should I sample for mold?

You don't need to sample for mold because in most cases you can see or smell mold. Even a clean, dry house will have some mold spores, but not enough to cause health problems. If you smell mold it may be hidden behind wallpaper, in the walls or ceiling or under the carpet. If you suspect you have hidden mold be very careful when you investigate, protect yourself from exposure in the same manner as you would for a clean-up.

Can I control mold growth in my home?

Yes you can. Dry out the house and fix any moisture problems in your home:

- Stop water leaks, repair leaky roofs and plumbing. Keep water away from concrete slabs and basement walls.
- Open windows and doors to increase air flow in your home, especially along the inside of exterior walls. Use a fan if there are no windows available.
- Make sure that warm air flows into all areas of the home. Move large objects a few inches away from the inside of exterior walls to increase air circulation.
- Install and use exhaust fans in bathrooms, kitchens, and laundry rooms.
- Ventilate and insulate attic and crawl spaces. Use heavy plastic to cover earth floors in crawl spaces.
- Clean and dry water damaged carpets, clothing, bedding, and upholstered furniture within 24 to 48 hours, or consider removing and replacing damaged furnishings.
- Vacuum and clean your home regularly to remove mold spores.
- Check around your windows for signs of condensation and water droplets. Wipe them up right away so mold can't start to grow.

What can I use to clean up mold?

Clean up mold and take care of the problem by following the advice above to keep your home dry and keep mold out. Act fast! Mold damages your home as it grows. Clean it up as soon as possible.

Size the Moldy Area

Decide if you have a large or small area of mold. A small area is less than about ten square feet, or a patch three feet by three feet square. To clean a small area, follow the advice below. You may use a cotton face mask for protection.

If you have a lot of mold damage (more than ten square feet) consider hiring a cleaning professional. If the moldy area has been contaminated by sewage or is in hidden places hire a professional. To find a professional, check under "Fire and Water Damage Restoration" in your Yellow Pages. If you decide to clean up on your own, follow the guidance below.

Use Protection

Wear goggles, gloves, and breathing protection while working in the area. For large consolidated areas of mold growth, you should wear an Occupational Safety and Health Administration (OSHA) approved particle mask.

Seal the Area

Seal off area from the rest of your home. Cover heat registers or ventilation ducts/grills. Open a window before you start to clean up.

Remove Items

Remove all your furnishings to a mold-free area. Clean the surrounding moldy area then follow cleaning directions below for the items you removed and the new space.

Bag Moldy Trash

Bag all moldy materials and tie off the top of the bag. Bring them outdoors and place in your garbage container right away.

Scrub Surfaces

Scrub hard surfaces:

- First wash with a mild detergent solution, such as laundry detergent and warm water. Allow to dry.
- (Optional step) Then wipe with a solution of 1/4 cup bleach to one gallon of water. Wait 20 minutes and repeat. Wait another 20 minutes.
- Last apply a borate-based detergent solution and don't rinse. This will help prevent mold from growing again. A borate-based laundry or dish washer detergent has "borate" listed on the ingredients label.

Clean and Wash

Give the entire area a good cleaning, vacuum floors, and wash any exposed bedding or clothing.

Monitor

Check regularly to make sure mold has not returned to the clean-up area.

What cleans up moldy furniture?

How to clean you moldy furniture depends on how it reacts to water. See chart below:

Reaction to Water	Items	Recommendations
Doesn't absorb water and is washable.	Wood, metal, plastic, glass, and ceramics objects.	Wipe with a solution of lukewarm water and laundry detergent.
Absorbs water and is washable.	Clothes and bedding.	Wash in laundry.
Absorbs water but not washable.	Beds, sofas and other furniture.	These items may have to be discarded. Or, try to save by vacuuming well and allowing to air out. If there is no odor it may be okay. Mold can come back, so watch for any mold growth or mold related health problems. Discard the item if you suspect mold is growing inside or outside the item.

Should I paint over mold?

No. Don't paint or caulk over mold. The mold will grow under the paint and the paint will peel.

Must landlords tell tenants about mold?

Yes! In 2005, the Washington State legislature approved Senate Bill 5049 which requires landlords to notify their tenants about mold. See our resources landlords can use to comply with this mold notification requirement at www.doh.wa.gov/ehp/ts/iaq/renter.htm.

Who are my local contacts for more information about mold?

In Washington, you can contact your county health department (www.doh.wa.gov/LHJMap/LHJMap.htm) for more information about mold. If you live outside of Washington State, try contacting your county or state health department (www.doh.wa.gov/Links/links2.htm#State).

Need more mold information?

- CDC has frequently asked questions, identifying mold problems and cleanup, and workplace resources at www.cdc.gov/mold.
- EPA offers resources for homeowners, schools, and building managers at www.epa.gov/mold.
- Northwest Clean Air Agency "Mold in Your Home" videos are available in English and Spanish at www.nwcleanair.org/aqPrograms/indoorAir.htm.

Addendum E: Lead Paint

Simple Steps To Protect Your Family From Lead Hazards

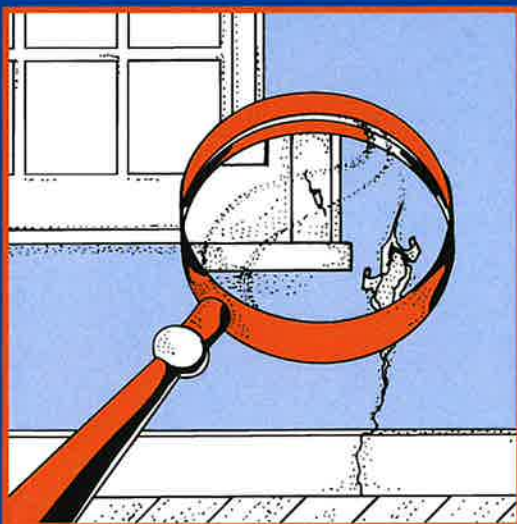
If you think your home has high levels of lead:

- ◆ Get your young children tested for lead, even if they seem healthy.
- ◆ Wash children's hands, bottles, pacifiers, and toys often.
- ◆ Make sure children eat healthy, low-fat foods.
- ◆ Get your home checked for lead hazards.
- ◆ Regularly clean floors, window sills, and other surfaces.
- ◆ Wipe soil off shoes before entering house.
- ◆ Talk to your landlord about fixing surfaces with peeling or chipping paint.
- ◆ Take precautions to avoid exposure to lead dust when remodeling or renovating (call 1-800-424-LEAD for guidelines).
- ◆ Don't use a belt-sander, propane torch, high temperature heat gun, scraper, or sandpaper on painted surfaces that may contain lead.
- ◆ Don't try to remove lead-based paint yourself.



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Protect Your Family From Lead In Your Home



United States
Environmental
Protection Agency



United States
Consumer Product
Safety Commission



United States
Department of Housing
and Urban Development

Are You Planning To Buy, Rent, or Renovate a Home Built Before 1978?

Many houses and apartments built before 1978 have paint that contains high levels of lead (called lead-based paint). Lead from paint, chips, and dust can pose serious health hazards if not taken care of properly.



OWNERS, BUYERS, and RENTERS are encouraged to check for lead (see page 6) before renting, buying or renovating pre-1978 housing.

Federal law requires that individuals receive certain information before renting, buying, or renovating pre-1978 housing:



LANDLORDS have to disclose known information on lead-based paint and lead-based paint hazards before leases take effect. Leases must include a disclosure about lead-based paint.



SELLERS have to disclose known information on lead-based paint and lead-based paint hazards before selling a house. Sales contracts must include a disclosure about lead-based paint. Buyers have up to 10 days to check for lead.



RENOVATORS disturbing more than 2 square feet of painted surfaces have to give you this pamphlet before starting work.

IMPORTANT!

Lead From Paint, Dust, and Soil Can Be Dangerous If Not Managed Properly

- FACT:** Lead exposure can harm young children and babies even before they are born.
- FACT:** Even children who seem healthy can have high levels of lead in their bodies.
- FACT:** People can get lead in their bodies by breathing or swallowing lead dust, or by eating soil or paint chips containing lead.
- FACT:** People have many options for reducing lead hazards. In most cases, lead-based paint that is in good condition is not a hazard.
- FACT:** Removing lead-based paint improperly can increase the danger to your family.

If you think your home might have lead hazards, read this pamphlet to learn some simple steps to protect your family.

Lead Gets in the Body in Many Ways

Childhood lead poisoning remains a major environmental health problem in the U.S.

Even children who appear healthy can have dangerous levels of lead in their bodies.

People can get lead in their body if they:

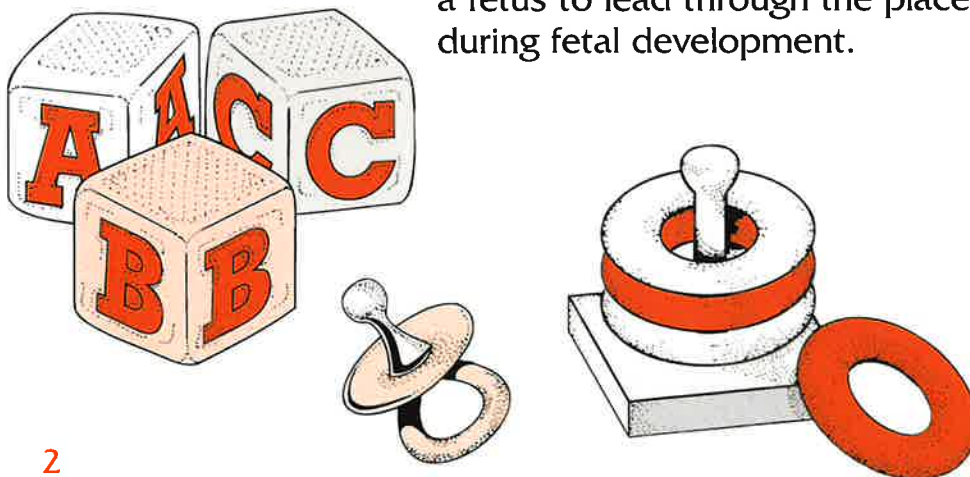
- ◆ Breathe in lead dust (especially during renovations that disturb painted surfaces).
- ◆ Put their hands or other objects covered with lead dust in their mouths.
- ◆ Eat paint chips or soil that contains lead.

Lead is even more dangerous to children under the age of 6:

- ◆ At this age children's brains and nervous systems are more sensitive to the damaging effects of lead.
- ◆ Children's growing bodies absorb more lead.
- ◆ Babies and young children often put their hands and other objects in their mouths. These objects can have lead dust on them.

Lead is also dangerous to women of childbearing age:

- ◆ Women with a high lead level in their system prior to pregnancy would expose a fetus to lead through the placenta during fetal development.



Lead's Effects

It is important to know that even exposure to low levels of lead can severely harm children.

In children, lead can cause:

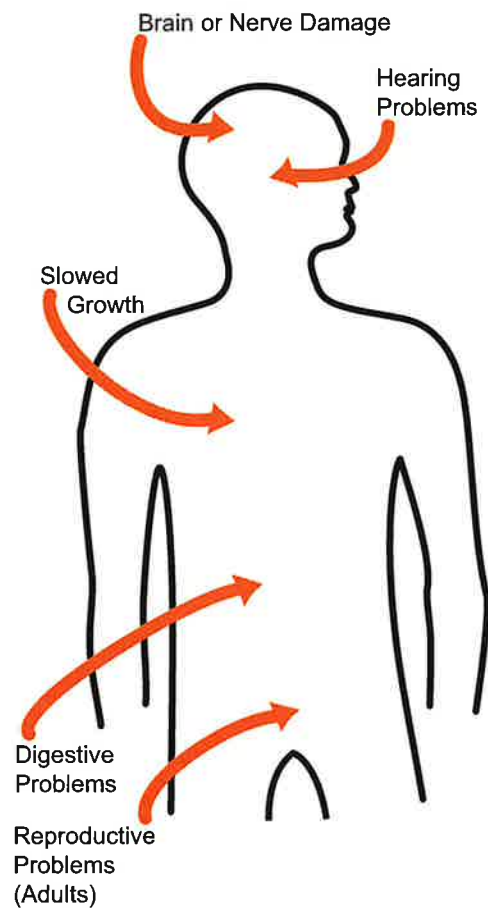
- ◆ Nervous system and kidney damage.
- ◆ Learning disabilities, attention deficit disorder, and decreased intelligence.
- ◆ Speech, language, and behavior problems.
- ◆ Poor muscle coordination.
- ◆ Decreased muscle and bone growth.
- ◆ Hearing damage.

While low-lead exposure is most common, exposure to high levels of lead can have devastating effects on children, including seizures, unconsciousness, and, in some cases, death.

Although children are especially susceptible to lead exposure, lead can be dangerous for adults too.

In adults, lead can cause:

- ◆ Increased chance of illness during pregnancy.
- ◆ Harm to a fetus, including brain damage or death.
- ◆ Fertility problems (in men and women).
- ◆ High blood pressure.
- ◆ Digestive problems.
- ◆ Nerve disorders.
- ◆ Memory and concentration problems.
- ◆ Muscle and joint pain.



**Lead affects
the body in
many ways.**

Where Lead-Based Paint Is Found

In general, the older your home, the more likely it has lead-based paint.

Many homes built before 1978 have lead-based paint. The federal government banned lead-based paint from housing in 1978. Some states stopped its use even earlier. Lead can be found:

- ◆ In homes in the city, country, or suburbs.
- ◆ In apartments, single-family homes, and both private and public housing.
- ◆ Inside and outside of the house.
- ◆ In soil around a home. (Soil can pick up lead from exterior paint or other sources such as past use of leaded gas in cars.)

Checking Your Family for Lead

Get your children and home tested if you think your home has high levels of lead.

To reduce your child's exposure to lead, get your child checked, have your home tested (especially if your home has paint in poor condition and was built before 1978), and fix any hazards you may have. Children's blood lead levels tend to increase rapidly from 6 to 12 months of age, and tend to peak at 18 to 24 months of age.

Consult your doctor for advice on testing your children. A simple blood test can detect high levels of lead. Blood tests are usually recommended for:

- ◆ Children at ages 1 and 2.
- ◆ Children or other family members who have been exposed to high levels of lead.
- ◆ Children who should be tested under your state or local health screening plan.

Your doctor can explain what the test results mean and if more testing will be needed.

Identifying Lead Hazards

Lead-based paint is usually not a hazard if it is in good condition, and it is not on an impact or friction surface, like a window. It is defined by the federal government as paint with lead levels greater than or equal to 1.0 milligram per square centimeter, or more than 0.5% by weight.

Deteriorating lead-based paint (peeling, chipping, chalking, cracking or damaged) is a hazard and needs immediate attention. It may also be a hazard when found on surfaces that children can chew or that get a lot of wear-and-tear, such as:

- ◆ Windows and window sills.
- ◆ Doors and door frames.
- ◆ Stairs, railings, banisters, and porches.

Lead dust can form when lead-based paint is scraped, sanded, or heated. Dust also forms when painted surfaces bump or rub together. Lead chips and dust can get on surfaces and objects that people touch. Settled lead dust can re-enter the air when people vacuum, sweep, or walk through it. The following two federal standards have been set for lead hazards in dust:

- ◆ 40 micrograms per square foot ($\mu\text{g}/\text{ft}^2$) and higher for floors, including carpeted floors.
- ◆ 250 $\mu\text{g}/\text{ft}^2$ and higher for interior window sills.

Lead in soil can be a hazard when children play in bare soil or when people bring soil into the house on their shoes. The following two federal standards have been set for lead hazards in residential soil:

- ◆ 400 parts per million (ppm) and higher in play areas of bare soil.
- ◆ 1,200 ppm (average) and higher in bare soil in the remainder of the yard.

The only way to find out if paint, dust and soil lead hazards exist is to test for them. The next page describes the most common methods used.

Lead from paint chips, which you can see, and lead dust, which you can't always see, can both be serious hazards.

Checking Your Home for Lead

Just knowing that a home has lead-based paint may not tell you if there is a hazard.



You can get your home tested for lead in several different ways:

- ◆ A paint **inspection** tells you whether your home has lead-based paint and where it is located. It won't tell you whether or not your home currently has lead hazards.
- ◆ A **risk assessment** tells you if your home currently has any lead hazards from lead in paint, dust, or soil. It also tells you what actions to take to address any hazards.
- ◆ A combination risk assessment and inspection tells you if your home has any lead hazards and if your home has any lead-based paint, and where the lead-based paint is located.

Hire a trained and certified testing professional who will use a range of reliable methods when testing your home.

- ◆ Visual inspection of paint condition and location.
- ◆ A portable x-ray fluorescence (XRF) machine.
- ◆ Lab tests of paint, dust, and soil samples.

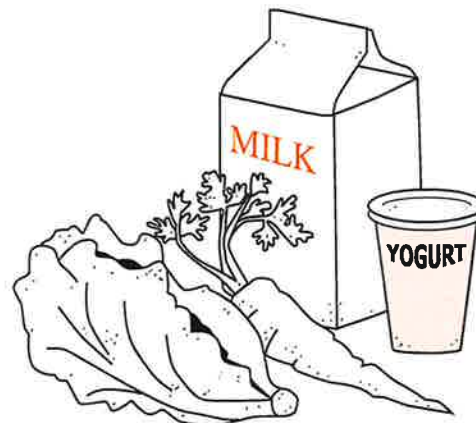
There are state and federal programs in place to ensure that testing is done safely, reliably, and effectively. Contact your state or local agency (see bottom of page 11) for more information, or call **1-800-424-LEAD (5323)** for a list of contacts in your area.

Home test kits for lead are available, but may not always be accurate. Consumers should not rely on these kits before doing renovations or to assure safety.

What You Can Do Now To Protect Your Family

If you suspect that your house has lead hazards, you can take some immediate steps to reduce your family's risk:

- ◆ If you rent, notify your landlord of peeling or chipping paint.
- ◆ Clean up paint chips immediately.
- ◆ Clean floors, window frames, window sills, and other surfaces weekly. Use a mop or sponge with warm water and a general all-purpose cleaner or a cleaner made specifically for lead. REMEMBER: NEVER MIX AMMONIA AND BLEACH PRODUCTS TOGETHER SINCE THEY CAN FORM A DANGEROUS GAS.
- ◆ Thoroughly rinse sponges and mop heads after cleaning dirty or dusty areas.
- ◆ Wash children's hands often, especially before they eat and before nap time and bed time.
- ◆ Keep play areas clean. Wash bottles, pacifiers, toys, and stuffed animals regularly.
- ◆ Keep children from chewing window sills or other painted surfaces.
- ◆ Clean or remove shoes before entering your home to avoid tracking in lead from soil.
- ◆ Make sure children eat nutritious, low-fat meals high in iron and calcium, such as spinach and dairy products. Children with good diets absorb less lead.



Reducing Lead Hazards In The Home

Removing lead improperly can increase the hazard to your family by spreading even more lead dust around the house.

Always use a professional who is trained to remove lead hazards safely.



In addition to day-to-day cleaning and good nutrition:

- ◆ You can **temporarily** reduce lead hazards by taking actions such as repairing damaged painted surfaces and planting grass to cover soil with high lead levels. These actions (called “interim controls”) are not permanent solutions and will need ongoing attention.
- ◆ To **permanently** remove lead hazards, you should hire a certified lead “abatement” contractor. Abatement (or permanent hazard elimination) methods include removing, sealing, or enclosing lead-based paint with special materials. Just painting over the hazard with regular paint is not permanent removal.

Always hire a person with special training for correcting lead problems—someone who knows how to do this work safely and has the proper equipment to clean up thoroughly. Certified contractors will employ qualified workers and follow strict safety rules as set by their state or by the federal government.

Once the work is completed, dust cleanup activities must be repeated until testing indicates that lead dust levels are below the following:

- ◆ 40 micrograms per square foot ($\mu\text{g}/\text{ft}^2$) for floors, including carpeted floors;
- ◆ 250 $\mu\text{g}/\text{ft}^2$ for interior windows sills; and
- ◆ 400 $\mu\text{g}/\text{ft}^2$ for window troughs.

Call your state or local agency (see bottom of page 11) for help in locating certified professionals in your area and to see if financial assistance is available.

Remodeling or Renovating a Home With Lead-Based Paint

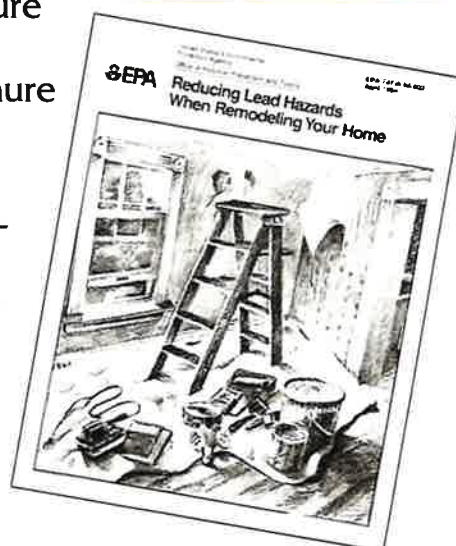
Take precautions before your contractor or you begin remodeling or renovating anything that disturbs painted surfaces (such as scraping off paint or tearing out walls):

- ◆ **Have the area tested for lead-based paint.**
- ◆ **Do not use a belt-sander, propane torch, high temperature heat gun, dry scraper, or dry sandpaper** to remove lead-based paint. These actions create large amounts of lead dust and fumes. Lead dust can remain in your home long after the work is done.
- ◆ **Temporarily move your family** (especially children and pregnant women) out of the apartment or house until the work is done and the area is properly cleaned. If you can't move your family, at least completely seal off the work area.
- ◆ **Follow other safety measures to reduce lead hazards.** You can find out about other safety measures by calling 1-800-424-LEAD. Ask for the brochure "Reducing Lead Hazards When Remodeling Your Home." This brochure explains what to do before, during, and after renovations.

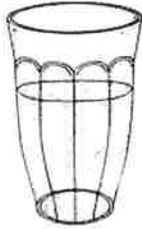
If you have already completed renovations or remodeling that could have released lead-based paint or dust, get your young children tested and follow the steps outlined on page 7 of this brochure.



If not conducted properly, certain types of renovations can release lead from paint and dust into the air.



Other Sources of Lead



While paint, dust, and soil are the most common sources of lead, other lead sources also exist.



- ◆ **Drinking water.** Your home might have plumbing with lead or lead solder. Call your local health department or water supplier to find out about testing your water. You cannot see, smell, or taste lead, and boiling your water will not get rid of lead. If you think your plumbing might have lead in it:
 - Use only cold water for drinking and cooking.
 - Run water for 15 to 30 seconds before drinking it, especially if you have not used your water for a few hours.
- ◆ **The job.** If you work with lead, you could bring it home on your hands or clothes. Shower and change clothes before coming home. Launder your work clothes separately from the rest of your family's clothes.
- ◆ **Old painted toys and furniture.**
- ◆ **Food and liquids stored in lead crystal or lead-glazed pottery or porcelain.**
- ◆ **Lead smelters** or other industries that release lead into the air.
- ◆ **Hobbies** that use lead, such as making pottery or stained glass, or refinishing furniture.
- ◆ **Folk remedies** that contain lead, such as "greta" and "azarcon" used to treat an upset stomach.

For More Information

The National Lead Information Center

Call **1-800-424-LEAD (424-5323)** to learn how to protect children from lead poisoning and for other information on lead hazards. To access lead information via the web, visit **www.epa.gov/lead** and **www.hud.gov/offices/lead/**.

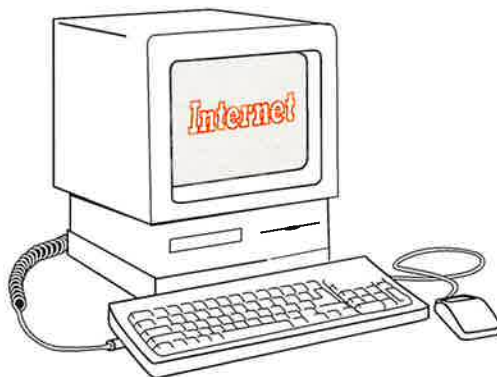


EPA's Safe Drinking Water Hotline

Call **1-800-426-4791** for information about lead in drinking water.

Consumer Product Safety Commission (CPSC) Hotline

To request information on lead in consumer products, or to report an unsafe consumer product or a product-related injury call **1-800-638-2772**, or visit CPSC's Web site at: **www.cpsc.gov**.



Health and Environmental Agencies

Some cities, states, and tribes have their own rules for lead-based paint activities. Check with your local agency to see which laws apply to you. Most agencies can also provide information on finding a lead abatement firm in your area, and on possible sources of financial aid for reducing lead hazards. Receive up-to-date address and phone information for your local contacts on the Internet at **www.epa.gov/lead** or contact the National Lead Information Center at **1-800-424-LEAD**.

For the hearing impaired, call the Federal Information Relay Service at **1-800-877-8339** to access any of the phone numbers in this brochure.

EPA Regional Offices

Your Regional EPA Office can provide further information regarding regulations and lead protection programs.

EPA Regional Offices

Region 1 (Connecticut, Massachusetts, Maine, New Hampshire, Rhode Island, Vermont)

Regional Lead Contact
U.S. EPA Region 1
Suite 1100 (CPT)
One Congress Street
Boston, MA 02114-2023
1 (888) 372-7341

Region 2 (New Jersey, New York, Puerto Rico, Virgin Islands)

Regional Lead Contact
U.S. EPA Region 2
2890 Woodbridge Avenue
Building 209, Mail Stop 225
Edison, NJ 08837-3679
(732) 321-6671

Region 3 (Delaware, Maryland, Pennsylvania, Virginia, Washington DC, West Virginia)

Regional Lead Contact
U.S. EPA Region 3 (3WC33)
1650 Arch Street
Philadelphia, PA 19103
(215) 814-5000

Region 4 (Alabama, Florida, Georgia, Kentucky, Mississippi, North Carolina, South Carolina, Tennessee)

Regional Lead Contact
U.S. EPA Region 4
61 Forsyth Street, SW
Atlanta, GA 30303
(404) 562-8998

Region 5 (Illinois, Indiana, Michigan, Minnesota, Ohio, Wisconsin)

Regional Lead Contact
U.S. EPA Region 5 (DT-8J)
77 West Jackson Boulevard
Chicago, IL 60604-3666
(312) 886-6003

Region 6 (Arkansas, Louisiana, New Mexico, Oklahoma, Texas)

Regional Lead Contact
U.S. EPA Region 6
1445 Ross Avenue, 12th Floor
Dallas, TX 75202-2733
(214) 665-7577

Region 7 (Iowa, Kansas, Missouri, Nebraska)

Regional Lead Contact
U.S. EPA Region 7
(ARTD-RALI)
901 N. 5th Street
Kansas City, KS 66101
(913) 551-7020

Region 8 (Colorado, Montana, North Dakota, South Dakota, Utah, Wyoming)

Regional Lead Contact
U.S. EPA Region 8
999 18th Street, Suite 500
Denver, CO 80202-2466
(303) 312-6021

Region 9 (Arizona, California, Hawaii, Nevada)

Regional Lead Contact
U.S. Region 9
75 Hawthorne Street
San Francisco, CA 94105
(415) 947-4164

Region 10 (Alaska, Idaho, Oregon, Washington)

Regional Lead Contact
U.S. EPA Region 10
Toxics Section WCM-128
1200 Sixth Avenue
Seattle, WA 98101-1128
(206) 553-1985

CPSC Regional Offices

Your Regional CPSC Office can provide further information regarding regulations and consumer product safety.

Eastern Regional Center

Consumer Product Safety Commission
201 Varick Street, Room 903
New York, NY 10014
(212) 620-4120

Western Regional Center

Consumer Product Safety Commission
1301 Clay Street, Suite 610-N
Oakland, CA 94612
(510) 637-4050

Central Regional Center

Consumer Product Safety Commission
230 South Dearborn Street, Room 2944
Chicago, IL 60604
(312) 353-8260

HUD Lead Office

Please contact HUD's Office of Healthy Homes and Lead Hazard Control for information on lead regulations, outreach efforts, and lead hazard control and research grant programs.

U.S. Department of Housing and Urban Development

Office of Healthy Homes and Lead Hazard Control
451 Seventh Street, SW, P-3206
Washington, DC 20410
(202) 755-1785

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U.S. EPA Washington DC 20460
U.S. CPSC Washington DC 20207
U.S. HUD Washington DC 20410

EPA747-K-99-001
June 2003



Whatcom County

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

Agenda Bill Master Report

File Number: AB2023-070

File ID:	AB2023-070	Version:	1	Status:	Agenda Ready
File Created:	01/13/2023	Entered by:	THelms@co.whatcom.wa.us		
Department:	County Executive's Office	File Type:	Interlocal		
Assigned to:	Council Finance and Administrative Services Committee				Final Action:
Agenda Date:	01/24/2023	Enactment #:			

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

TITLE FOR AGENDA ITEM:

Request authorization for the County Executive to enter into an Interlocal Agreement amendment between Whatcom County and Bellingham Fire Department to extend the community paramedic program through 2023 in the amount of \$419,450

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

See attached

HISTORY OF LEGISLATIVE FILE

Date:	Acting Body:	Action:	Sent To:
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Attachments: Memo, Interlocal Agreement, Routing Form

MEMORANDUM



To: Whatcom County Council
From: Mike Hilley, EMS Manager

Subject: Interlocal Agreement/Amendment to Whatcom County Contract No. 201907039

Date: November 10, 2022

BACKGROUND:

The Bellingham Fire Department employs two (2) Community Paramedics serving the City of Bellingham and the smaller communities of Whatcom County. The Community Paramedics are teamed with members of the Ground Response and Coordinated Engagement (GRACE) teams' social workers and case managers who work to reduce 911 use from the most frequent users of the Emergency Medical Services system. This contract extension provides continuation of this service until December 31, 2023 where future program funding will be integrated into the 2023 to 2029 Advanced Life Support contracts set to expire December 31, 2023.

FUNDING SOURCE:

Whatcom County EMS Levy (2023 to 2028 Levy Finance Plan)

ACTION:

Request authority to amend Contract No. 2019070039 in amount of \$419,850.00 per year (2023) for personnel and operational costs for the Community Paramedic program.

Mike Hilley
Whatcom County EMS Manager

Amendment No. 2
Whatcom County Contract No. 201907039
CONTRACT BETWEEN WHATCOM COUNTY AND
CITY OF BELLINGHAM FIRE DEPARTMENT

THIS AMENDMENT is to the Contract between Whatcom County and City of Bellingham, dated August 8, 2019 and designated "Whatcom County Contract No. 201907039". In consideration of the mutual benefits to be derived, the parties agree to the following:

This Amendment extends the term of this Agreement through December 31, 2023, and increases the contract amount of \$1,030,665 by \$419,450 to cover the 5th year of the community paramedic program.

This Amendment allows for continuation of the Community Paramedic program for the City of Bellingham and Whatcom County into 2023 at a maximum cost of \$419,450.

The intent of the one-year extension allows time for the Community Paramedic program agreement to be integrated into a new City of Bellingham Advanced Life Support agreement when the current agreement expires December 31, 2023.

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.

IN WITNESS WHEREOF, Whatcom County and the City of Bellingham have executed this Amendment on the date and year below written.

DATED this _____ day of _____, 2023.

Each person signing this Contract represents and warrants that he or she is duly authorized and has legal capacity to execute and deliver this Contract.

Seth Fleetwood, Mayor

Attest:

Andy Asbjornsen, Finance Director

Departmental Approval:

Bill Hewett, Department Head

Approved as to form:

Matthew Stamps, City Attorney

Approved as to form:

Prosecuting Attorney

Approved as to form:

Approved per Email December 28, 2022

Christopher Quinn

Whatcom County Prosecuting Attorney

Accepted for Whatcom County:

By: _____
Satpal Singh Sidhu, Whatcom County Executive

EXHIBIT 'A'
BUDGET

The Contract number shall be included on all billings or correspondence. The maximum consideration for this contract amendment is \$419,450.00 for 2023. Annual amounts are listed below. Allowable expenses include reimbursement for items listed below that can be directly linked to services. Bellingham Fire Department will submit invoices detailing allowable expenditures as outlined below.

Allowable expenses include reimbursement for items listed below that can be directly linked to services. Bellingham Fire Department will submit invoices detailing allowable expenditures as outlined below. Payment is for reimbursement only and copies of receipts must be attached to invoices. Payment will be made no more than one time per month.

Cost per CPM	2023
Wages and Benefits (1) Captain: \$202,828 (1) CPM: \$183,232	\$386,060
Fleet expenses (2 vehicles) \$ 10,263 each	\$20,526
Fuel (2 vehicles) \$ 5,132 each	\$10,264
Cellphone/iPad/iPhone (2 cellphones) \$1,300 each	\$2,600
Total	\$ 419,450

WHATCOM COUNTY CONTRACT INFORMATION SHEET

Whatcom County Contract No. _____

Originating Department: _____	
Division/Program: <i>(i.e. Dept. Division and Program)</i> _____	
Contract or Grant Administrator: _____	
Contractor's / Agency Name: _____	
<p>Is this a New Contract? If not, is this an Amendment or Renewal to an Existing Contract? Yes No</p> <p>Yes No If Amendment or Renewal, (per WCC 3.08.100 (a)) Original Contract #: _____</p> <p>Does contract require Council Approval? Yes No If No, include WCC: _____</p> <p>Already approved? Council Approved Date: _____ (Exclusions see: Whatcom County Codes 3.06.010, 3.08.090 and 3.08.100)</p> <p>Is this a grant agreement?</p> <p>Yes No If yes, grantor agency contract number(s): _____ CFDA#: _____</p> <p>Is this contract grant funded?</p> <p>Yes No If yes, Whatcom County grant contract number(s): _____</p> <p>Is this contract the result of a RFP or Bid process? Contract</p> <p>Yes No If yes, RFP and Bid number(s): _____ Cost Center: _____</p> <p>Is this agreement excluded from E-Verify? No Yes If no, include Attachment D Contractor Declaration form.</p> <p>If YES, indicate exclusion(s) below:</p> <p><input type="checkbox"/> Professional services agreement for certified/licensed professional. Goods and services provided due to an emergency</p> <p><input type="checkbox"/> Contract work is for less than \$100,000. <input type="checkbox"/> Contract for Commercial off the shelf items (COTS).</p> <p><input type="checkbox"/> Contract work is for less than 120 days. <input type="checkbox"/> Work related subcontract less than \$25,000.</p> <p><input type="checkbox"/> Interlocal Agreement (between Governments). <input type="checkbox"/> Public Works - Local Agency/Federally Funded FHWA.</p>	
<p>Contract Amount:(sum of original contract amount and any prior amendments):</p> <p>\$ _____</p> <p>This Amendment Amount:</p> <p>\$ _____</p> <p>Total Amended Amount:</p> <p>\$ _____</p>	<p>Council approval required for; all property leases, contracts or bid awards exceeding \$40,000, and professional service contract amendments that have an increase greater than \$10,000 or 10% of contract amount, whichever is greater, except when:</p> <ol style="list-style-type: none"> 1. Exercising an option contained in a contract previously approved by the council. 2. Contract is for design, construction, r-o-w acquisition, prof. services, or other capital costs approved by council in a capital budget appropriation ordinance. 3. Bid or award is for supplies. 4. Equipment is included in Exhibit "B" of the Budget Ordinance. 5. Contract is for manufacturer's technical support and hardware maintenance of electronic systems and/or technical support and software maintenance from the developer of proprietary software currently used by Whatcom County.
Summary of Scope: _____	
Term of Contract: _____	
Expiration Date: _____	

Contract Routing:	1. Prepared by: _____ 2. Attorney signoff: _____ 3. AS Finance reviewed: _____ 4. IT reviewed (if IT related): _____ 5. Contractor signed: _____ 6. Submitted to Exec.: _____ 7. Council approved (if necessary): _____ 8. Executive signed: _____ 9. Original to Council: _____	Date: _____ Date: _____ Date: _____ Date: _____ Date: _____ Date: _____ Date: _____ Date: _____ Date: _____
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Whatcom County

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

Agenda Bill Master Report

File Number: AB2023-071

File ID:	AB2023-071	Version:	1	Status:	Agenda Ready
File Created:	01/13/2023	Entered by:	THelms@co.whatcom.wa.us		
Department:	County Executive's Office	File Type:	Interlocal		
Assigned to:	Council Finance and Administrative Services Committee				Final Action:
Agenda Date:	01/24/2023	Enactment #:			

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

TITLE FOR AGENDA ITEM:

Request authorization for the County Executive to enter into Interlocal amendment to extend the Community Paramedic program through 2023 in the amount of \$199,927

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

See attached

HISTORY OF LEGISLATIVE FILE

Date:	Acting Body:	Action:	Sent To:
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Attachments: Memo, Routing Form, Interlocal Amendment

MEMORANDUM



To: Whatcom County Council
From: Mike Hilley, EMS Manager

Subject: Interlocal Agreement/Amendment 2 to Whatcom County Contract No. 201907038

Date: November 10, 2022

BACKGROUND:

Whatcom Fire Protection District 7 employs one (1) Community Paramedic serving Fire Protection District 7 and the smaller communities of Whatcom County. The Community Paramedic is teamed with members of the Ground Response and Coordinated Engagement (GRACE) teams' social workers and case managers who work to reduce 911 use from the most frequent users of the Emergency Medical Services system. This contract extension provides continuation of this service until December 31, 2023 when future program funding will be integrated into the 2024 to 2029 Advanced Life Support contracts set to expire December 31, 2023.

FUNDING SOURCE:

Whatcom County EMS Levy (2023 to 2028 Levy Finance Plan)

ACTION:

Request authority to amend Contract No. 2019070038 in amount of \$199,927.00 per year (2023) for personnel and operational costs for the Community Paramedic program.

Mike Hilley
Whatcom County EMS Manager

WHATCOM COUNTY CONTRACT INFORMATION SHEET

Whatcom County Contract No. _____

Originating Department: _____	
Division/Program: <i>(i.e. Dept. Division and Program)</i> _____	
Contract or Grant Administrator: _____	
Contractor's / Agency Name: _____	
<p>Is this a New Contract? If not, is this an Amendment or Renewal to an Existing Contract? Yes No</p> <p>Yes No If Amendment or Renewal, (per WCC 3.08.100 (a)) Original Contract #: _____</p> <p>Does contract require Council Approval? Yes No If No, include WCC: _____</p> <p>Already approved? Council Approved Date: _____ (Exclusions see: Whatcom County Codes 3.06.010, 3.08.090 and 3.08.100)</p> <p>Is this a grant agreement?</p> <p>Yes No If yes, grantor agency contract number(s): _____ CFDA#: _____</p> <p>Is this contract grant funded?</p> <p>Yes No If yes, Whatcom County grant contract number(s): _____</p> <p>Is this contract the result of a RFP or Bid process? Contract</p> <p>Yes No If yes, RFP and Bid number(s): _____ Cost Center: _____</p> <p>Is this agreement excluded from E-Verify? No Yes If no, include Attachment D Contractor Declaration form.</p> <p>If YES, indicate exclusion(s) below:</p> <div style="display: flex; justify-content: space-between;"> <div> <input type="checkbox"/> Professional services agreement for certified/licensed professional. <input type="checkbox"/> Contract work is for less than \$100,000. <input type="checkbox"/> Contract work is for less than 120 days. <input type="checkbox"/> Interlocal Agreement (between Governments). </div> <div> <input type="checkbox"/> Goods and services provided due to an emergency <input type="checkbox"/> Contract for Commercial off the shelf items (COTS). <input type="checkbox"/> Work related subcontract less than \$25,000. <input type="checkbox"/> Public Works - Local Agency/Federally Funded FHWA. </div> </div>	
<p>Contract Amount:(sum of original contract amount and any prior amendments): \$ _____</p> <p>This Amendment Amount: \$ _____</p> <p>Total Amended Amount: \$ _____</p>	<p>Council approval required for; all property leases, contracts or bid awards exceeding \$40,000, and professional service contract amendments that have an increase greater than \$10,000 or 10% of contract amount, whichever is greater, except when:</p> <ol style="list-style-type: none"> 1. Exercising an option contained in a contract previously approved by the council. 2. Contract is for design, construction, r-o-w acquisition, prof. services, or other capital costs approved by council in a capital budget appropriation ordinance. 3. Bid or award is for supplies. 4. Equipment is included in Exhibit "B" of the Budget Ordinance. 5. Contract is for manufacturer's technical support and hardware maintenance of electronic systems and/or technical support and software maintenance from the developer of proprietary software currently used by Whatcom County.
Summary of Scope: _____	
Term of Contract: _____	Expiration Date: _____

Contract Routing:	1. Prepared by: _____ 2. Attorney signoff: _____ 3. AS Finance reviewed: _____ 4. IT reviewed (if IT related): _____ 5. Contractor signed: _____ 6. Submitted to Exec.: _____ 7. Council approved (if necessary): _____ 8. Executive signed: _____ 9. Original to Council: _____	Date: _____ Date: _____ Date: _____ Date: _____ Date: _____ Date: _____ Date: _____ Date: _____
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Amendment No. 2
Whatcom County Contract No. 201907038
CONTRACT BETWEEN WHATCOM COUNTY AND
WHATCOM COUNTY FIRE PROTECTION DISTRICT 7

THIS AMENDMENT is to the Contract between Whatcom County and Whatcom Fire Protection District 7, dated August 8, 2019, and designated "Whatcom County Contract No. 201907038". In consideration of the mutual benefits to be derived, the parties agree to the following:

This Amendment extends the term of this Agreement through December 31, 2023, and increases the maximum amount from \$197,144.00 in 2022 to \$199,927 in 2023.

This Amendment allows for the continuation of the Community Paramedic program provided by Whatcom County Fire Protection District 7 serving Ferndale, WA. and the surrounding communities of Whatcom County into 2023.

The intent of the one-year extension allows time for the Community Paramedic program agreement to be integrated into a new Whatcom County Fire Protection District 7 Advanced Life Support agreement when the current agreement expires on December 31, 2023.

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 on January 1, 2023 regardless of the date of signature.

IN WITNESS WHEREOF, Whatcom County and the City of Bellingham have executed this Amendment on the date and year below written.

DATED this _____ day of _____, 2023.

Each person signing this Contract represents and warrants that he or she is duly authorized and has legal capacity to execute and deliver this Contract.

Larry Hoffman, Fire Chief; Whatcom County Fire Protection District 7

Commissioner; Whatcom County Fire Protection District 7

Commissioner; Whatcom County Fire Protection District 7

Commissioner; Whatcom County Fire Protection District 7

Approved as to form:

Approved per email December 28, 2022

Christopher Quinn

Whatcom County Prosecuting Attorney

Accepted for Whatcom County:

By: _____
Satpal Singh Sidhu, Whatcom County Executive

EXHIBIT 'A'
BUDGET

The Contract number shall be included on all billings or correspondence. The maximum consideration for this contract amendment is \$199,927 for the remaining years of the term. Annual amounts are listed below. Allowable expenses include reimbursement for items listed below that can be directly linked to services. Fire Protection Agency No. 7 will submit invoices detailing allowable expenditures as outlined below.

Allowable expenses include reimbursement for items listed below that can be directly linked to services. Fire Protection District No. 7 will submit invoices detailing allowable expenditures as outlined below. Payment is for reimbursement only and copies of receipts must be attached to invoices. Payment will be made no more than one time per month.

Cost per CPM	2023
Wages and Benefits CPM: \$183,232	\$183,232
Fleet expenses (1 vehicle)	\$10,263
Fuel (1 vehicle)	\$5,132
Cellphone/iPad/iPhone (1)	\$1,300
Total	\$199,927



Whatcom County

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

Agenda Bill Master Report

File Number: AB2023-072

File ID:	AB2023-072	Version:	1	Status:	Agenda Ready
File Created:	01/13/2023	Entered by:	THelms@co.whatcom.wa.us		
Department:	County Executive's Office	File Type:	Interlocal		
Assigned to:	Council Finance and Administrative Services Committee				Final Action:
Agenda Date:	01/24/2023	Enactment #:			

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

TITLE FOR AGENDA ITEM:

Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and Camano Island Fire and Rescue for participation in the Whatcom County Paramedic Training program in the amount of \$25,625

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

See attached

HISTORY OF LEGISLATIVE FILE

Date:	Acting Body:	Action:	Sent To:
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Attachments: Interlocal Agreement

WHATCOM COUNTY CONTRACT INFORMATION SHEET

Whatcom County Contract No. _____

Originating Department: _____	
Division/Program: <i>(i.e. Dept. Division and Program)</i> _____	
Contract or Grant Administrator: _____	
Contractor's / Agency Name: _____	
<p>Is this a New Contract? If not, is this an Amendment or Renewal to an Existing Contract? Yes No</p> <p>Yes No If Amendment or Renewal, (per WCC 3.08.100 (a)) Original Contract #: _____</p> <p>Does contract require Council Approval? Yes No If No, include WCC: _____</p> <p>Already approved? Council Approved Date: _____ (Exclusions see: Whatcom County Codes 3.06.010, 3.08.090 and 3.08.100)</p> <p>Is this a grant agreement?</p> <p>Yes No If yes, grantor agency contract number(s): _____ CFDA#: _____</p> <p>Is this contract grant funded?</p> <p>Yes No If yes, Whatcom County grant contract number(s): _____</p> <p>Is this contract the result of a RFP or Bid process? Contract</p> <p>Yes No If yes, RFP and Bid number(s): _____ Cost Center: _____</p> <p>Is this agreement excluded from E-Verify? No Yes If no, include Attachment D Contractor Declaration form.</p> <p>If YES, indicate exclusion(s) below:</p> <div style="display: flex; justify-content: space-between;"> <div> <input type="checkbox"/> Professional services agreement for certified/licensed professional. <input type="checkbox"/> Contract work is for less than \$100,000. <input type="checkbox"/> Contract work is for less than 120 days. <input type="checkbox"/> Interlocal Agreement (between Governments). </div> <div> <input type="checkbox"/> Goods and services provided due to an emergency <input type="checkbox"/> Contract for Commercial off the shelf items (COTS). <input type="checkbox"/> Work related subcontract less than \$25,000. <input type="checkbox"/> Public Works - Local Agency/Federally Funded FHWA. </div> </div>	
<p>Contract Amount:(sum of original contract amount and any prior amendments): \$ _____</p> <p>This Amendment Amount: \$ _____</p> <p>Total Amended Amount: \$ _____</p>	<p>Council approval required for; all property leases, contracts or bid awards exceeding \$40,000, and professional service contract amendments that have an increase greater than \$10,000 or 10% of contract amount, whichever is greater, except when:</p> <ol style="list-style-type: none"> 1. Exercising an option contained in a contract previously approved by the council. 2. Contract is for design, construction, r-o-w acquisition, prof. services, or other capital costs approved by council in a capital budget appropriation ordinance. 3. Bid or award is for supplies. 4. Equipment is included in Exhibit "B" of the Budget Ordinance. 5. Contract is for manufacturer's technical support and hardware maintenance of electronic systems and/or technical support and software maintenance from the developer of proprietary software currently used by Whatcom County.
Summary of Scope: _____	
Term of Contract: _____	Expiration Date: _____

Contract Routing:	1. Prepared by: _____ 2. Attorney signoff: _____ 3. AS Finance reviewed: _____ 4. IT reviewed (if IT related): _____ 5. Contractor signed: _____ 6. Submitted to Exec.: _____ 7. Council approved (if necessary): _____ 8. Executive signed: _____ 9. Original to Council: _____	Date: _____ Date: _____ Date: _____ Date: _____ Date: _____ Date: _____ Date: _____ Date: _____
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INTERAGENCY AGREEMENT
Between
Camano Island Fire and Rescue
And
Whatcom County Emergency Medical Services/Whatcom County
Paramedic Training Program

Whatcom County Emergency Medical Services, (hereinafter the “County”), and Camano Island Fire and Rescue, (hereinafter the “Department”), in consideration of the mutual covenants herein, agree as follows:

- I. **Purpose:** This Agreement is meant to provide paramedic training for one (1) Camano Island Fire and Rescue Firefighter/EMT in the 2023 Paramedic Training class administered by the Bellingham Fire Department (BFD), accreditation affiliation with Bellingham Technical College (College), funded by the Whatcom County EMS Levy.
- II. **Program Administration:** It is understood that the County and the Department shall be responsible for the direct supervision of their respective employees and that nothing in this Agreement will interfere with the employer/employee relationship or the functioning of the Department or County herein named. In compliance with applicable law and State records guidelines, both parties will maintain documentation and/or records relevant to the program in this Agreement.
- III. **Financial Responsibility:** The 2023 Paramedic Training Program is paid for by the Whatcom County Countywide Emergency Medical Services Fund. The Department is responsible for all wages, benefits and insurance coverage for its participants.
- IV. **Financial Agreement:** The Department is obligated to pay the full costs for the 2023 Paramedic Training Program as described in **Exhibit A - Detail of Student Costs** regardless of whether the student successfully completes the program. One-half of the agreed total student cost will be paid when the paramedic training program is half-complete and the remaining second half is paid once the program has been completed.
- V. **Program Sponsorship:** The College shall be the sponsoring institution and, as such, the program will operate within the College’s appropriate policies and procedures.
- VI. **Program Approval:** The paramedic training program is approved through the Washington State Board for Community and Technical Colleges and the Washington

State Department of Health. Accreditation is granted through the Commission on Accreditation of Allied Health Education Programs (CAAHEP).

VII. Responsibilities of the Department:

- A. Provide recommendation for enrollment of student into Paramedic Training by the Fire Chief and the Department Medical Program Director.
- B. Obtain concurrence from the College, County, Paramedic Training Medical Program Director and BFD for the selection of qualified EMT's for enrollment in the Paramedic Training program.
- C. Provide weekly or monthly, depending on need, direct leadership liaison with Paramedic Training Lead Instructor for the purposes of monitoring student progress and activities.
- D. Reimburse the County for agreed expenses as described in Exhibit A.

VIII. Objectives of Paramedic Training Course:

- A. Paramedic Training will provide the pre-requisite (60-hour/ 5 Credit) Anatomy and Physiology Course through a combination of online and laboratory learning.
- B. Paramedic Training will provide approximately 1300 clinical hours to the Paramedic Candidate which includes working on Whatcom County ALS units under the supervision of experienced paramedics known as "preceptors." Students generally see about 500 patients when working on the ALS units. In addition, these clinical hours include training with the hospital emergency department, operating room, intensive care unit & maternity units, along with observation days at Children's Hospital and Harborview Medical Center as part of the learning experience. Students average about 150 IV's and about 20 Intubations during this time.
- C. Paramedic Training will provide 650 classroom hours for both didactic and simulation lab learning.
- D. Provide weekly or monthly, depending on need, progress reports to the Department liaison.

Contact:
MSO Tony Smith
tsmith@camanofire.com

- E. Provide Paramedic Student Evaluations (Approximately 20).
- F. Provide Physician-Level Evaluations for certification.
- G. Prepare the student for National Registry of EMT's (NREMT) testing and certification.

IX. Paramedic Training Program admission requirements:

- A. Eligible Advanced Life Support Departments and Whatcom County Fire Departments or District employees meeting admission requirements as set forth in RCW 18.71.205 and WAC 246.976.041, will be considered for the program upon recommendation of the Paramedic Course Director. Enrollment is not open to the public.
- B. All students accepted for admission must have current Emergency Medical Technician (EMT) certification and a high school diploma or equivalent as per Washington State Department of Health (DOH) guidelines.
- C. Out-of-County students must be affiliated with an Advanced Life Support Agency and will have the recommendation of the Fire Chief and Out of County Medical Program Director or Supervising Physician to enroll in the Paramedic Training Program.

X. Program Administration:

College Supervisor: Matthew Santos, Dean of Allied Health, Bellingham Technical College, 3028 Lindbergh Ave., Bellingham, WA, 98225, (360) 752-8316, msantos@btc.org

Paramedic Training Medical Program Director: Dr. Ralph Weiche, 1800 Broadway, Bellingham, WA 98225 (360) 778-8413 rweiche@cob.org

Whatcom County EMS Paramedic Course Liaison: Steven Cohen, BS, EMS Training Specialist; 800 E. Chestnut St. Bellingham, WA 98225 (360) 820-6157 scohen@co.whatcom.wa.us

Bellingham Fire Department; Course Director: Div. Chief Scott Ryckman MS, Medical Services Officer, Bellingham Fire Department, 1800 Broadway, Bellingham, WA, 98225, (360) 778-8413, sryckman@cob.org

Paramedic Lead Instructor: Capt. Rob Stevenson, 1800 Broadway, Bellingham, WA 98225. rstevenson@cob.org

- XI. Nondiscrimination:** There will be no discrimination against any participant covered under the Agreement because of race, color, religion, national origin, sex (including pregnancy and parenting status), disability, age, veteran status, sexual orientation, gender identity or expression, marital status or genetic information in programs or activities including employment, admissions, and educational programs.
- XII. Liability:** Each party to this Agreement will be responsible for the negligent or willful acts or omissions of its own employees, officers, volunteers or agents in the performance of this Agreement. Neither party will be considered the agent of the other ,nor does either party assume any responsibility to the other party for the consequences of any act or omission of any person, firm, or corporation not a party to this Agreement.
- XIII. Term of the Agreement:** This Agreement will become effective upon date of final signature and will terminate upon completion of paramedic training. Completion of training is determined after all requirements for graduation and certification have been met. Termination of this Agreement shall be effective thirty (30) days following written notice of termination provided by either party in the case a student is unable to complete or is academically terminated from Paramedic Training. If modifications to this Agreement are deemed necessary, such changes shall be approved by the Department and the County unless such modifications are required based on State, Federal or Local law.
- XIV. Entire Agreement:** This Agreement constitutes the entire agreement between the parties, and supersedes all prior oral or written agreements, commitments, or understandings concerning the matters provided for herein.

Authority: The parties represented and covenant that they are authorized to sign as authorized agents of their respective college/agency.

ACCEPTED, agreed, and signed as of the date first set forth below

EXECUTED, this _____ day of _____, 2023, for Camano Island Fire and Rescue:

Department Approval:

Levon Yengoyan, Fire Chief
Camano Island Fire and Rescue
811. N. Sunrise Blvd.
Camano Island, WA 98282

EXECUTED, this _____ day of _____, 2023, for Whatcom County:

Satpal Sidhu, County Executive

Approved as to Form:

Christopher Quinn per email 01/13/2023

Office of Prosecuting Attorney, Civil Division

Exhibit 'A'

Student Tuition Costs

FEE SCHEDULE FOR OUTSIDE AGENCIES

	DESCRIPTION	COST PER STUDENT
Preceptor Fee	Assigned Student Paramedic Preceptors (up to 9 students. BFD/CIFR)	\$5,475.00
Evaluation Fee	Formal Evaluation Reports	\$1,600.00
Student Equipment	Books, Stethoscopes, calipers, IV supplies, Disposable mannequin supplies, physiology training, anatomy dissection parts, Platinum Program, PALS/NRET testing, CAAHEP, Clinical Training Site visit, Safety Clothing for clinical	\$7,000.00
Bellingham Technical Costs	Course MPD Fees, BTC Fees, A&P Pre-Course, Program Instructors, accreditation fees and facilities.	\$8,750.00
Whatcom Co. Admin Costs	WCEMS Admin and Contract Support Services	\$2,800.00
Total per student		\$25,625.00
GRAND TOTAL	One Student	\$25,625.00

MEMORANDUM



To: Whatcom County Council
From: Mike Hilley, EMS Manager

Subject: Interlocal Agreement/Camano Island Fire & Rescue for the delivery of Paramedic Training Services.

Date: October 27, 2022

BACKGROUND:

Whatcom County Council approved Levy Plan and budget authority for a 2023 paramedic training class. Camano Island Fire & Rescue desires to place one (1) Paramedic Trainee into the 2023 Paramedic Training Class.

FUNDING SOURCE:

The paramedic training program is funded through the EMS Levy as approved by Council in the biennial budget process. Camano Island Fire & Rescue will reimburse the EMS Levy up to \$2,625.00 for one (1) Paramedic Trainee.

ACTION:

Request authority to enter into the interlocal agreement between Whatcom County and Camano Island Fire & Rescue.

Please contact Mike Hilley at (360) 927-1155 if you have any questions or concerns regarding the terms of this agreement.



Whatcom County

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

Agenda Bill Master Report

File Number: AB2023-073

File ID:	AB2023-073	Version:	1	Status:	Agenda Ready
File Created:	01/13/2023	Entered by:	THelms@co.whatcom.wa.us		
Department:	County Executive's Office	File Type:	Interlocal		
Assigned to:	Council Finance and Administrative Services Committee				Final Action:
Agenda Date:	01/24/2023	Enactment #:			

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

TITLE FOR AGENDA ITEM:

Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and Marysville Fire District for participation in the Whatcom County Paramedic Training program in the amount of \$43,300

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

See attached

HISTORY OF LEGISLATIVE FILE

Date:	Acting Body:	Action:	Sent To:
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Attachments: Interlocal agreement

WHATCOM COUNTY CONTRACT INFORMATION SHEET

Whatcom County Contract No. _____

Originating Department: _____	
Division/Program: <i>(i.e. Dept. Division and Program)</i> _____	
Contract or Grant Administrator: _____	
Contractor's / Agency Name: _____	
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<p>Contract Amount:(sum of original contract amount and any prior amendments):</p> <p>\$ _____</p> <p>This Amendment Amount:</p> <p>\$ _____</p> <p>Total Amended Amount:</p> <p>\$ _____</p>	<p>Council approval required for; all property leases, contracts or bid awards exceeding \$40,000, and professional service contract amendments that have an increase greater than \$10,000 or 10% of contract amount, whichever is greater, except when:</p> <ol style="list-style-type: none"> 1. Exercising an option contained in a contract previously approved by the council. 2. Contract is for design, construction, r-o-w acquisition, prof. services, or other capital costs approved by council in a capital budget appropriation ordinance. 3. Bid or award is for supplies. 4. Equipment is included in Exhibit "B" of the Budget Ordinance. 5. Contract is for manufacturer's technical support and hardware maintenance of electronic systems and/or technical support and software maintenance from the developer of proprietary software currently used by Whatcom County.
Summary of Scope: _____	
Term of Contract: _____	
Expiration Date: _____	

Contract Routing:	1. Prepared by: _____	Date: _____
	2. Attorney signoff: _____	Date: _____
	3. AS Finance reviewed: _____	Date: _____
	4. IT reviewed (if IT related): _____	Date: _____
	5. Contractor signed: _____	Date: _____
	6. Submitted to Exec.: _____	Date: _____
	7. Council approved (if necessary): _____	Date: _____
	8. Executive signed: _____	Date: _____
	9. Original to Council: _____	Date: _____

INTERAGENCY AGREEMENT
Between
Marysville Fire District
And
Whatcom County Emergency Medical Services/Whatcom County
Paramedic Training Program

Whatcom County Emergency Medical Services, (hereinafter the “County”), and Marysville Fire District, (hereinafter the “Department”), in consideration of the mutual covenants herein, agree as follows:

- I. **Purpose:** This Agreement is meant to provide paramedic training for up to two (2) Marysville Fire District Firefighter/EMT’s in the 2023 Paramedic Training class administered by the Bellingham Fire Department (BFD), accreditation affiliation with Bellingham Technical College (College), funded by the Whatcom County EMS Levy.
- II. **Program Administration:** It is understood that the County and the Department shall be responsible for the direct supervision of their respective employees and that nothing in this Agreement will interfere with the employer/employee relationship or the functioning of the Department or County herein named. In compliance with applicable law and State records guidelines, both parties will maintain documentation and/or records relevant to the program in this Agreement.
- III. **Financial Responsibility:** The 2023 Paramedic Training Program is paid for by the Whatcom County Countywide Emergency Medical Services Fund. The Department is responsible for all wages, benefits and insurance coverage for its participants.
- IV. **Financial Agreement:** The Department is obligated to pay the full costs for the 2023 Paramedic Training Program as described in **Exhibit A - Detail of Student Costs** regardless of whether the student successfully complete the program. One-half of the agreed total student cost will be paid when the paramedic training program is half-complete and the remaining second half is paid once the program has been completed.
- V. **Program Sponsorship:** The College shall be the sponsoring institution and, as such, the program will operate within the College’s appropriate policies and procedures.
- VI. **Program Approval:** The paramedic training program is approved through the Washington State Board for Community and Technical Colleges and the Washington State Department of Health. Accreditation is granted through the Commission on Accreditation of Allied Health Education Programs (CAAHEP).

VII. Responsibilities of the Department:

- A. Provide recommendation for enrollment of student into Paramedic Training by the Fire Chief and the Department Medical Program Director.
- B. Obtain concurrence from the College, County, Paramedic Training Medical Program Director and BFD for the selection of qualified EMT's for enrollment in the Paramedic Training program.
- C. Provide weekly or monthly, depending on need, direct leadership and preceptor liaison with the Paramedic Training Lead Instructor for the purposes of monitoring student progress and activities.
- D. Reimburse the County for agreed expenses as described in Exhibit A.

VIII. Objectives of Paramedic Training Course:

- A. Paramedic Training will provide the pre-requisite (60-hour/ 5 Credit) Anatomy and Physiology Course through a combination of online and laboratory learning.
- B. Paramedic Training will provide approximately 1300 clinical hours to the Paramedic Candidate. Preceptorships will be provided by the home agency. Students should generally see about 500 patients when precepting on the ALS units. In addition, these clinical hours include training with the hospital emergency department, operating room, intensive care unit & maternity units, along with observation days at Children's Hospital and Harborview Medical Center as part of the learning experience. Students average about 150 IV's and about 20 Intubations during this time.
- C. Paramedic Training will provide 650 classroom hours for both didactic and simulation lab learning.
- D. Provide weekly or monthly, depending on need, progress reports to the Department liaison.
- E. Provide Paramedic Student Evaluations (Approximately 20).
- F. Provide Physician-Level Evaluations for certification.

G. Prepare the student for National Registry of EMT's (NREMT) testing and certification.

IX. Paramedic Training Program admission requirements:

- A. Eligible Advanced Life Support Departments and Whatcom County Fire Departments or District employees meeting admission requirements as set forth in RCW 18.71.205 and WAC 246.976.041, will be considered for the program upon recommendation of the Paramedic Course Director. Enrollment is not open to the public.
- B. All students accepted for admission must have current Emergency Medical Technician (EMT) certification and a high school diploma or equivalent as per Washington State Department of Health (DOH) guidelines.
- C. Out-of-County students must be affiliated with an Advanced Life Support Agency and will have the recommendation of the Fire Chief and Out of County Medical Program Director or Supervising Physician to enroll in the Paramedic Training Program.

X. Program Administration:

College Supervisor: Matthew Santos, Dean of Allied Health, Bellingham Technical College, 3028 Lindbergh Ave., Bellingham, WA, 98225, (360) 752-8316, msantos@btc.org

Paramedic Training Medical Program Director: Dr. Ralph Weiche, 1800 Broadway, Bellingham, WA 98225 (360) 778-8413 rweiche@cob.org

Whatcom County EMS Paramedic Course Liaison: Steven Cohen, BS, EMS Training Specialist; 800 E. Chestnut St. Bellingham, WA 98225 (360) 820-6157 scohen@co.whatcom.wa.us

Bellingham Fire Department; Course Director: Div. Chief Scott Ryckman MS, Medical Services Officer, Bellingham Fire Department, 1800 Broadway, Bellingham, WA, 98225, (360) 778-8413, sryckman@cob.org

Paramedic Lead Instructor: Capt. Rob Stevenson, 1800 Broadway, Bellingham, WA 98225. rstevenson@cob.org

- XI. Nondiscrimination:** There will be no discrimination against any participant covered under the Agreement because of race, color, religion, national origin, sex (including pregnancy and parenting status), disability, age, veteran status, sexual orientation, gender identity or expression, marital status or genetic information in programs or activities including employment, admissions, and educational programs.

- XII. Liability:** Each party to this Agreement will be responsible for the negligent or willful acts or omissions of its own employees, officers, volunteers or agents in the performance of this Agreement. Neither party will be considered the agent of the other ,nor does either party assume any responsibility to the other party for the consequences of any act or omission of any person, firm, or corporation not a party to this Agreement.
- XIII. Term of the Agreement:** This Agreement will become effective upon date of final signature and will terminate upon completion of paramedic training. Completion of training is determined after all requirements for graduation and certification have been met. Termination of this Agreement shall be effective thirty (30) days following written notice of termination provided by either party in the case a student is unable to complete or is academically terminated from Paramedic Training. If modifications to this Agreement are deemed necessary, such changes shall be approved by the Department and the County unless such modifications are required based on State, Federal or Local law.
- XIV. Entire Agreement:** This Agreement constitutes the entire agreement between the parties, and supersedes all prior oral or written agreements, commitments, or understandings concerning the matters provided for herein.

Authority: The parties represented and covenant that they are authorized to sign as authorized agents of their respective college/agency.

ACCEPTED, agreed, and signed as of the date first set forth below

EXECUTED, this _____ day of _____, 2023, for Marysville Fire District:

Department Approval:

Darryl Neuhoff, Fire Chief
Marysville Fire District
1094 Cedar Ave
Marysville, WA 98270

EXECUTED, this _____ day of _____, 2023, for Whatcom County:

Satpal Sidhu, County Executive

Approved as to Form:

Christopher Quinn per email 01/13/23

Office of Prosecuting Attorney, Civil Division

Exhibit 'A'

Student Tuition Costs

FEE SCHEDULE FOR OUTSIDE AGENCIES

	DESCRIPTION	COST PER STUDENT
Preceptor Fee	Assigned Student Paramedic Preceptors (Home Preceptors)	\$0
Evaluation Fee	Formal Evaluation Reports	\$1,600.00
Student Equipment	Books, Stethoscopes, calipers, IV supplies, Disposable mannequin supplies, physiology training, anatomy dissection parts, Platinum Program, PALS/NRET testing, CAAHEP, Clinical Training Site visit, Safety Clothing for clinical	\$7,000.00
Bellingham Technical Costs	Course MPD Fees, BTC Fees, A&P Pre-Course, Program Instructors, accreditation fees and facilities.	\$8,750.00
Whatcom Co. Admin Costs	WCEMS Admin and Contract Support Services	\$2,800.00
Total per student		\$20,150.00
GRAND TOTAL	Two Students	\$43,300.00

MEMORANDUM



To: Whatcom County Council
From: Mike Hilley, EMS Manager

Subject: Interlocal Agreement/Marysville Fire District for the delivery of Paramedic Training Services.

Date: October 27, 2022

BACKGROUND:

Whatcom County Council approved Levy Plan and budget authority for a 2023 paramedic training class. Marysville Fire District desires to place two (2) Paramedic Trainee's into the 2023 Paramedic Training Class.

FUNDING SOURCE:

The paramedic training program is funded through the EMS Levy as approved by Council in the biennial budget process. North County Fire Authority will reimburse the EMS Levy up to \$40,300 for two (2) Paramedic Trainee's.

ACTION:

Request authority to enter into the interlocal agreement between Whatcom County and Marysville Fire District.

Please contact Mike Hilley at (360) 927-1155 if you have any questions or concerns regarding the terms of this agreement.



Whatcom County

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

Agenda Bill Master Report

File Number: AB2023-074

File ID:	AB2023-074	Version:	1	Status:	Agenda Ready
File Created:	01/13/2023	Entered by:	THelms@co.whatcom.wa.us		
Department:	County Executive's Office	File Type:	Interlocal		
Assigned to:	Council Finance and Administrative Services Committee				Final Action:
Agenda Date:	01/24/2023	Enactment #:			

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

TITLE FOR AGENDA ITEM:

Request authorization for the County Executive to enter into an interlocal agreement between North County Fire and Rescue for participation in the Whatcom County Paramedic Training program in the amount of \$20,150

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

See attached

HISTORY OF LEGISLATIVE FILE

Date:	Acting Body:	Action:	Sent To:
-------	--------------	---------	----------

Attachments: Interlocal Agreement

WHATCOM COUNTY CONTRACT INFORMATION SHEET

Whatcom County Contract No. _____

Originating Department: _____	
Division/Program: <i>(i.e. Dept. Division and Program)</i> _____	
Contract or Grant Administrator: _____	
Contractor's / Agency Name: _____	
<p>Is this a New Contract? If not, is this an Amendment or Renewal to an Existing Contract? Yes No</p> <p>Yes No If Amendment or Renewal, (per WCC 3.08.100 (a)) Original Contract #: _____</p> <p>Does contract require Council Approval? Yes No If No, include WCC: _____</p> <p>Already approved? Council Approved Date: _____ (Exclusions see: Whatcom County Codes 3.06.010, 3.08.090 and 3.08.100)</p> <p>Is this a grant agreement?</p> <p>Yes No If yes, grantor agency contract number(s): _____ CFDA#: _____</p> <p>Is this contract grant funded?</p> <p>Yes No If yes, Whatcom County grant contract number(s): _____</p> <p>Is this contract the result of a RFP or Bid process? Contract</p> <p>Yes No If yes, RFP and Bid number(s): _____ Cost Center: _____</p> <p>Is this agreement excluded from E-Verify? No Yes If no, include Attachment D Contractor Declaration form.</p> <p>If YES, indicate exclusion(s) below:</p> <div style="display: flex; justify-content: space-between;"> <div> <input type="checkbox"/> Professional services agreement for certified/licensed professional. <input type="checkbox"/> Contract work is for less than \$100,000. <input type="checkbox"/> Contract work is for less than 120 days. <input type="checkbox"/> Interlocal Agreement (between Governments). </div> <div> <input type="checkbox"/> Goods and services provided due to an emergency <input type="checkbox"/> Contract for Commercial off the shelf items (COTS). <input type="checkbox"/> Work related subcontract less than \$25,000. <input type="checkbox"/> Public Works - Local Agency/Federally Funded FHWA. </div> </div>	
<p>Contract Amount:(sum of original contract amount and any prior amendments): \$ _____</p> <p>This Amendment Amount: \$ _____</p> <p>Total Amended Amount: \$ _____</p>	<p>Council approval required for; all property leases, contracts or bid awards exceeding \$40,000, and professional service contract amendments that have an increase greater than \$10,000 or 10% of contract amount, whichever is greater, except when:</p> <ol style="list-style-type: none"> 1. Exercising an option contained in a contract previously approved by the council. 2. Contract is for design, construction, r-o-w acquisition, prof. services, or other capital costs approved by council in a capital budget appropriation ordinance. 3. Bid or award is for supplies. 4. Equipment is included in Exhibit "B" of the Budget Ordinance. 5. Contract is for manufacturer's technical support and hardware maintenance of electronic systems and/or technical support and software maintenance from the developer of proprietary software currently used by Whatcom County.
Summary of Scope: _____	
Term of Contract: _____	Expiration Date: _____

Contract Routing:	1. Prepared by: _____ 2. Attorney signoff: _____ 3. AS Finance reviewed: _____ 4. IT reviewed (if IT related): _____ 5. Contractor signed: _____ 6. Submitted to Exec.: _____ 7. Council approved (if necessary): _____ 8. Executive signed: _____ 9. Original to Council: _____	Date: _____ Date: _____ Date: _____ Date: _____ Date: _____ Date: _____ Date: _____ Date: _____
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INTERAGENCY AGREEMENT
Between
North County Fire and EMS
And
Whatcom County Emergency Medical Services/Whatcom County
Paramedic Training Program

Whatcom County Emergency Medical Services, (hereinafter the "County"), and North County Fire and EMS, (hereinafter the "Department"), in consideration of the mutual covenants herein, agree as follows:

- I. **Purpose:** This Agreement is meant to provide paramedic training for one (1) North County Fire and EMS Firefighter/EMT in the 2023 Paramedic Training class administered by the Bellingham Fire Department (BFD), accreditation affiliation with Bellingham Technical College (College), funded by the Whatcom County EMS Levy.
- II. **Program Administration:** It is understood that the County and the Department shall be responsible for the direct supervision of their respective employees and that nothing in this Agreement will interfere with the employer/employee relationship or the functioning of the Department or County herein named. In compliance with applicable law and State records guidelines, both parties will maintain documentation and/or records relevant to the program in this Agreement.
- III. **Financial Responsibility:** The 2023 Paramedic Training Program is paid for by the Whatcom County Countywide Emergency Medical Services Fund. The Department is responsible for all wages, benefits and insurance coverage for its participants.
- IV. **Financial Agreement:** The Department is obligated to pay the full costs for the 2023 Paramedic Training Program as described in **Exhibit A - Detail of Student Costs** regardless of whether the student successfully completes the program. One-half of the agreed total student cost will be paid when the paramedic training program is half-complete and the remaining second half is paid once the program has been completed.
- V. **Program Sponsorship:** The College shall be the sponsoring institution and, as such, the program will operate within the College's appropriate policies and procedures.
- VI. **Program Approval:** The paramedic training program is approved through the Washington State Board for Community and Technical Colleges and the Washington State Department of Health. Accreditation is granted through the Commission on Accreditation of Allied Health Education Programs (CAAHEP).

VII. Responsibilities of the Department:

- A. Provide recommendation for enrollment of student into Paramedic Training by the Fire Chief and the Department Medical Program Director.
- B. Obtain concurrence from the College, County, Paramedic Training Medical Program Director and BFD for the selection of qualified EMT's for enrollment in the Paramedic Training program.
- C. Provide weekly or monthly, depending on need, direct leadership liaison and preceptor with the Paramedic Training Lead Instructor for the purposes of monitoring student progress and activities.
- D. Reimburse the County for agreed expenses as described in Exhibit A.

VIII. Objectives of Paramedic Training Course:

- A. Paramedic Training will provide the pre-requisite (60-hour/ 5 Credit) Anatomy and Physiology Course through a combination of online and laboratory learning.
- B. Paramedic Training will provide approximately 1300 clinical hours. Preceptorships will be provided by the home agency. Students should generally see about 500 patients when working on the ALS units. In addition, these clinical hours include training with the hospital emergency department, operating room, intensive care unit & maternity units, along with observation days at Children's Hospital and Harborview Medical Center as part of the learning experience. Students average about 150 IV's and about 20 Intubations during this time.
- C. Paramedic Training will provide 650 classroom hours for both didactic and simulation lab learning.
- D. Provide weekly or monthly, depending on need, progress reports to the Department liaison.

Contact:

Assistant Chief Chris Dickison

360-629-2184

CDickison@northcountyfireems.com

- E. Provide Paramedic Student Evaluations (Approximately 20).

- F. Provide Physician-Level Evaluations for certification.
- G. Prepare the student for National Registry of EMT's (NREMT) testing and certification.

IX. Paramedic Training Program admission requirements:

- A. Eligible Advanced Life Support Departments and Whatcom County Fire Departments or District employees meeting admission requirements as set forth in RCW 18.71.205 and WAC 246.976.041, will be considered for the program upon recommendation of the Paramedic Course Director. Enrollment is not open to the public.
- B. All students accepted for admission must have current Emergency Medical Technician (EMT) certification and a high school diploma or equivalent as per Washington State Department of Health (DOH) guidelines.
- C. Out-of-County students must be affiliated with an Advanced Life Support Agency and will have the recommendation of the Fire Chief and Out of County Medical Program Director or Supervising Physician to enroll in the Paramedic Training Program.

X. Program Administration:

College Supervisor: Matthew Santos, Dean of Allied Health, Bellingham Technical College, 3028 Lindbergh Ave., Bellingham, WA, 98225, (360) 752-8316, msantos@btc.org

Paramedic Training Medical Program Director: Dr. Ralph Weiche, 1800 Broadway, Bellingham, WA 98225 (360) 778-8413 rweiche@cob.org

Whatcom County EMS Paramedic Course Liaison: Steven Cohen, MS, EMS Training Specialist; 800 E. Chestnut St. Bellingham, WA 98225 (360) 820-6157 scohen@co.whatcom.wa.us

Bellingham Fire Department Coordinator: Div. Chief Scott Ryckman, Medical Services Officer, Bellingham Fire Department, 1800 Broadway, Bellingham, WA, 98225, (360) 778-8413, sryckman@cob.org

Paramedic Lead Instructor: Capt. Rob Stevenson, 1800 Broadway, Bellingham, WA 98225. rstevenson@cob.org

- XI. Nondiscrimination:** There will be no discrimination against any participant covered under the Agreement because of race, color, religion, national origin, sex (including pregnancy and parenting status), disability, age, veteran status, sexual orientation,

gender identity or expression, marital status or genetic information in programs or activities including employment, admissions, and educational programs.

- XII. Liability:** Each party to this Agreement will be responsible for the negligent or willful acts or omissions of its own employees, officers, volunteers or agents in the performance of this Agreement. Neither party will be considered the agent of the other, nor does either party assume any responsibility to the other party for the consequences of any act or omission of any person, firm, or corporation not a party to this Agreement.
- XIII. Term of the Agreement:** This Agreement will become effective upon date of final signature and will terminate upon completion of paramedic training. Completion of training is determined after all requirements for graduation and certification have been met. Termination of this Agreement shall be effective thirty (30) days following written notice of termination provided by either party in the case a student is unable to complete or is academically terminated from Paramedic Training. If modifications to this Agreement are deemed necessary, such changes shall be approved by the Department and the County unless such modifications are required based on State, Federal or Local law.
- XIV. Entire Agreement:** This Agreement constitutes the entire agreement between the parties, and supersedes all prior oral or written agreements, commitments, or understandings concerning the matters provided for herein.

Authority: The parties represented and covenant that they are authorized to sign as authorized agents of their respective college/agency.

ACCEPTED, agreed, and signed as of the date first set forth below

EXECUTED, this _____ day of _____, 2023, for North County Fire and EMS:

Department Approval:

John Cermak, Fire Chief
North County Fire EMS
8117 267th St.
Stanwood, WA 98292

EXECUTED, this _____ day of _____, 2023, for Whatcom County:

Satpal Sidhu, County Executive

Christopher Quinn per email 1/13/23

Office of Prosecuting Attorney, Civil Division

Exhibit 'A'

Student Tuition Costs

FEE SCHEDULE FOR OUTSIDE AGENCIES

	DESCRIPTION	COST PER STUDENT
Preceptor Fee	Assigned Student Paramedic Preceptors (up to 9 students. BFD/CIFR)	\$0
Evaluation Fee	Formal Evaluation Reports	\$1,600.00
Student Equipment	Books, Stethoscopes, calipers, IV supplies, Disposable mannequin supplies, physiology training, anatomy dissection parts, Platinum Program, PALS/NRET testing, CAAHEP, Clinical Training Site visit, Safety Clothing for clinical	\$7,000.00
Bellingham Technical Costs	Course MPD Fees, BTC Fees, A&P Pre-Course, Program Instructors, accreditation fees and facilities.	\$8,750.00
Whatcom Co. Admin Costs	WCEMS Admin and Contract Support Services	\$2,800.00
Evaluation Fee	Formal Evaluation Reports	\$1,600.00
Total per student		\$20,150.00
GRAND TOTAL	One Student	\$20,150.00



MEMORANDUM

To: Whatcom County Council
From: Mike Hilley, EMS Manager
Subject: Interlocal Agreement/North County Fire and EMS for the delivery of Paramedic Training Services.
Date: October 27, 2022

BACKGROUND:

Whatcom County Council approved Levy Plan and budget authority for a 2023 paramedic training class. North County Fire and EMS desires to place one (1) Paramedic Trainee into the 2023 Paramedic Training Class.

FUNDING SOURCE:

The paramedic training program is funded through the EMS Levy as approved by Council in the biennial budget process. North County Fire and EMS will reimburse the EMS Levy up to \$20,150.00 for one (1) Paramedic Trainee.

ACTION:

Request authority to enter into the interlocal agreement between Whatcom County and North County Fire and EMS.

Please contact Mike Hilley at (360) 927-1155 if you have any questions or concerns regarding the terms of this agreement.



Whatcom County

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

Agenda Bill Master Report

File Number: AB2023-076

File ID:	AB2023-076	Version:	1	Status:	Agenda Ready
File Created:	01/13/2023	Entered by:	THelms@co.whatcom.wa.us		
Department:	County Executive's Office	File Type:	Interlocal		
Assigned to:	Council Finance and Administrative Services Committee				Final Action:
Agenda Date:	01/24/2023	Enactment #:			

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

TITLE FOR AGENDA ITEM:

Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and Bellingham Fire Department to operate the 2023 Paramedic Training Program in accordance with Washington State Department of Health and Commission on Accreditation of Allied Health Education Programs (CAAHEP) standards and requirements in the amount of \$1,169,600

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

See attached

HISTORY OF LEGISLATIVE FILE

Date:	Acting Body:	Action:	Sent To:
-------	--------------	---------	----------

Attachments: Memo, Routing Form, Interlocal

MEMORANDUM



To: Whatcom County Council
From: Mike Hilley, EMS Manager

Subject: Interlocal Agreement/Amendment to Whatcom County Contract No. 201907039

Date: November 10, 2022

BACKGROUND:

The Bellingham Fire Department employs two (2) Community Paramedics serving the City of Bellingham and the smaller communities of Whatcom County. The Community Paramedics are teamed with members of the Ground Response and Coordinated Engagement (GRACE) teams' social workers and case managers who work to reduce 911 use from the most frequent users of the Emergency Medical Services system. This contract extension provides continuation of this service until December 31, 2023 where future program funding will be integrated into the 2023 to 2029 Advanced Life Support contracts set to expire December 31, 2023.

FUNDING SOURCE:

Whatcom County EMS Levy (2023 to 2028 Levy Finance Plan)

ACTION:

Request authority to amend Contract No. 2019070039 in amount of \$419,850.00 per year (2023) for personnel and operational costs for the Community Paramedic program.

Mike Hilley
Whatcom County EMS Manager

WHATCOM COUNTY CONTRACT INFORMATION SHEET

Whatcom County Contract No. _____

Originating Department: _____	
Division/Program: <i>(i.e. Dept. Division and Program)</i> _____	
Contract or Grant Administrator: _____	
Contractor's / Agency Name: _____	
<p>Is this a New Contract? If not, is this an Amendment or Renewal to an Existing Contract? Yes No</p> <p>Yes No If Amendment or Renewal, (per WCC 3.08.100 (a)) Original Contract #: _____</p> <p>Does contract require Council Approval? Yes No If No, include WCC: _____</p> <p>Already approved? Council Approved Date: _____ (Exclusions see: Whatcom County Codes 3.06.010, 3.08.090 and 3.08.100)</p> <p>Is this a grant agreement?</p> <p>Yes No If yes, grantor agency contract number(s): _____ CFDA#: _____</p> <p>Is this contract grant funded?</p> <p>Yes No If yes, Whatcom County grant contract number(s): _____</p> <p>Is this contract the result of a RFP or Bid process? Contract</p> <p>Yes No If yes, RFP and Bid number(s): _____ Cost Center: _____</p> <p>Is this agreement excluded from E-Verify? No Yes If no, include Attachment D Contractor Declaration form.</p> <p>If YES, indicate exclusion(s) below:</p> <p><input type="checkbox"/> Professional services agreement for certified/licensed professional. Goods and services provided due to an emergency</p> <p><input type="checkbox"/> Contract work is for less than \$100,000. <input type="checkbox"/> Contract for Commercial off the shelf items (COTS).</p> <p><input type="checkbox"/> Contract work is for less than 120 days. <input type="checkbox"/> Work related subcontract less than \$25,000.</p> <p><input type="checkbox"/> Interlocal Agreement (between Governments). <input type="checkbox"/> Public Works - Local Agency/Federally Funded FHWA.</p>	
<p>Contract Amount:(sum of original contract amount and any prior amendments):</p> <p>\$ _____</p> <p>This Amendment Amount:</p> <p>\$ _____</p> <p>Total Amended Amount:</p> <p>\$ _____</p>	<p>Council approval required for; all property leases, contracts or bid awards exceeding \$40,000, and professional service contract amendments that have an increase greater than \$10,000 or 10% of contract amount, whichever is greater, except when:</p> <ol style="list-style-type: none"> 1. Exercising an option contained in a contract previously approved by the council. 2. Contract is for design, construction, r-o-w acquisition, prof. services, or other capital costs approved by council in a capital budget appropriation ordinance. 3. Bid or award is for supplies. 4. Equipment is included in Exhibit "B" of the Budget Ordinance. 5. Contract is for manufacturer's technical support and hardware maintenance of electronic systems and/or technical support and software maintenance from the developer of proprietary software currently used by Whatcom County.
Summary of Scope: _____	
Term of Contract: _____	
Expiration Date: _____	

Contract Routing:	1. Prepared by: _____	Date: _____
	2. Attorney signoff: _____	Date: _____
	3. AS Finance reviewed: _____	Date: _____
	4. IT reviewed (if IT related): _____	Date: _____
	5. Contractor signed: _____	Date: _____
	6. Submitted to Exec.: _____	Date: _____
	7. Council approved (if necessary): _____	Date: _____
	8. Executive signed: _____	Date: _____
	9. Original to Council: _____	Date: _____

Amendment No. 2
Whatcom County Contract No. 201907039
CONTRACT BETWEEN WHATCOM COUNTY AND
CITY OF BELLINGHAM FIRE DEPARTMENT

THIS AMENDMENT is to the Contract between Whatcom County and City of Bellingham, dated August 8, 2019 and designated "Whatcom County Contract No. 201907039". In consideration of the mutual benefits to be derived, the parties agree to the following:

This Amendment extends the term of this Agreement through December 31, 2023, and increases the maximum amount from \$360,010.00 in 2022 to \$419,450.00 in 2023.

This Amendment allows for continuation of the Community Paramedic program for the City of Bellingham and Whatcom County into 2023.

The intent of the one-year extension allows time for the Community Paramedic program agreement to be integrated into a new City of Bellingham Advanced Life Support agreement when the current agreement expires December 31, 2023.

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.

IN WITNESS WHEREOF, Whatcom County and the City of Bellingham have executed this Amendment on the date and year below written.

DATED this _____ day of _____, 2023.

Each person signing this Contract represents and warrants that he or she is duly authorized and has legal capacity to execute and deliver this Contract.

Seth Fleetwood, Mayor

Attest:

Andy Asbjornsen, Finance Director

Departmental Approval:

Bill Hewett, Department Head

Approved as to form:

Matthew Stamps, City Attorney

Approved as to form:

Prosecuting Attorney

Approved as to form:

Approved per Email December 28, 2022

Christopher Quinn

Whatcom County Prosecuting Attorney

Accepted for Whatcom County:

By: _____
Satpal Singh Sidhu, Whatcom County Executive

EXHIBIT 'A'
BUDGET

The Contract number shall be included on all billings or correspondence. The maximum consideration for this contract amendment is \$419,450.00 for the remaining years of the term. Annual amounts are listed below. Allowable expenses include reimbursement for items listed below that can be directly linked to services. Bellingham Fire Department will submit invoices detailing allowable expenditures as outlined below.

Allowable expenses include reimbursement for items listed below that can be directly linked to services. Bellingham Fire Department will submit invoices detailing allowable expenditures as outlined below. Payment is for reimbursement only and copies of receipts must be attached to invoices. Payment will be made no more than one time per month.

Cost per CPM	2023
Wages and Benefits (1) Captain: \$202,828 (1) CPM: \$183,232	\$386,060
Fleet expenses (2 vehicles) \$ 10,263 each	\$20,526
Fuel (2 vehicles) \$ 5,132 each	\$10,264
Cellphone/iPad/iPhone (2 cellphones) \$1,300 each	\$2,600
Total	\$ 419,450



Whatcom County

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

Agenda Bill Master Report

File Number: AB2023-081

File ID:	AB2023-081	Version:	1	Status:	Agenda Ready
File Created:	01/13/2023	Entered by:	BVanglub@co.whatcom.wa.us		
Department:	District Court	File Type:	Interlocal		
Assigned to:	Council Finance and Administrative Services Committee	Final Action:			
Agenda Date:	01/24/2023	Enactment #:			

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

TITLE FOR AGENDA ITEM:

Request authorization for the County Executive to enter into an interagency agreement between Whatcom County and the Administrative Office of the Courts for interpreter expense reimbursement, in the amount of \$61,597.00

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

Interpreter expense reimbursement program

HISTORY OF LEGISLATIVE FILE

Date:	Acting Body:	Action:	Sent To:
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Attachments: Staff memo, Information Sheet, Agreement, Exhibit A

**WHATCOM COUNTY
DISTRICT COURT PROBATION**

Whatcom County Courthouse
311 Grand Avenue, Suite 401
Bellingham, WA 98225-4081



MATTHEW S. ELICH
Judge

ANGELA ANDERSON
Judge

BRUCE VAN GLUBT
Administrator

ANTHONY PARISE
Commissioner

JAKE WIEBUSCH
Probation Manager

TO: Satpal Sidhu, County Executive

FROM: Bruce Van Glubt, District Court and Probation Administrator

RE: Administrative Office of the Court Interpreter Reimbursement Program

DATE: January 13, 2023

This contract is effective 7/1/22-6/30/23. The primary delay in presenting this contract is primarily due to the delay in the state presenting the contract to the County for consideration.

▪ **Background and Purpose**

The Administrative Office of the Court has proposed a contract with Whatcom County where the state will reimburse the County for eligible interpreter expenses.

▪ **Funding Amount and Source**

The source of this funding is the Administrative Office of the Court. The maximum reimbursable amount is \$61,597.00

▪ **Differences from Previous Contract**

This contract is very similar to one that expired on 6/30/22, with the exception of the reimbursement amount.

WHATCOM COUNTY CONTRACT INFORMATION SHEET

Whatcom County Contract No. _____

Originating Department: _____	
Division/Program: <i>(i.e. Dept. Division and Program)</i> _____	
Contract or Grant Administrator: _____	
Contractor's / Agency Name: _____	
<p>Is this a New Contract? If not, is this an Amendment or Renewal to an Existing Contract? Yes No</p> <p>Yes No If Amendment or Renewal, (per WCC 3.08.100 (a)) Original Contract #: _____</p> <p>Does contract require Council Approval? Yes No If No, include WCC: _____</p> <p>Already approved? Council Approved Date: _____ (Exclusions see: Whatcom County Codes 3.06.010, 3.08.090 and 3.08.100)</p> <p>Is this a grant agreement?</p> <p>Yes No If yes, grantor agency contract number(s): _____ CFDA#: _____</p> <p>Is this contract grant funded?</p> <p>Yes No If yes, Whatcom County grant contract number(s): _____</p> <p>Is this contract the result of a RFP or Bid process? Contract</p> <p>Yes No If yes, RFP and Bid number(s): _____ Cost Center: _____</p> <p>Is this agreement excluded from E-Verify? No Yes If no, include Attachment D Contractor Declaration form.</p> <p>If YES, indicate exclusion(s) below:</p> <div style="display: flex; justify-content: space-between;"> <div> <input type="checkbox"/> Professional services agreement for certified/licensed professional. <input type="checkbox"/> Contract work is for less than \$100,000. <input type="checkbox"/> Contract work is for less than 120 days. <input type="checkbox"/> Interlocal Agreement (between Governments). </div> <div> <input type="checkbox"/> Goods and services provided due to an emergency <input type="checkbox"/> Contract for Commercial off the shelf items (COTS). <input type="checkbox"/> Work related subcontract less than \$25,000. <input type="checkbox"/> Public Works - Local Agency/Federally Funded FHWA. </div> </div>	
<p>Contract Amount:(sum of original contract amount and any prior amendments): \$ _____</p> <p>This Amendment Amount: \$ _____</p> <p>Total Amended Amount: \$ _____</p>	<p>Council approval required for; all property leases, contracts or bid awards exceeding \$40,000, and professional service contract amendments that have an increase greater than \$10,000 or 10% of contract amount, whichever is greater, except when:</p> <ol style="list-style-type: none"> 1. Exercising an option contained in a contract previously approved by the council. 2. Contract is for design, construction, r-o-w acquisition, prof. services, or other capital costs approved by council in a capital budget appropriation ordinance. 3. Bid or award is for supplies. 4. Equipment is included in Exhibit "B" of the Budget Ordinance. 5. Contract is for manufacturer's technical support and hardware maintenance of electronic systems and/or technical support and software maintenance from the developer of proprietary software currently used by Whatcom County.
Summary of Scope: _____	
Term of Contract: _____	Expiration Date: _____

Contract Routing:	1. Prepared by: _____ 2. Attorney signoff: _____ 3. AS Finance reviewed: _____ 4. IT reviewed (if IT related): _____ 5. Contractor signed: _____ 6. Submitted to Exec.: _____ 7. Council approved (if necessary): _____ 8. Executive signed: _____ 9. Original to Council: _____	Date: _____ Date: _____ Date: _____ Date: _____ Date: _____ Date: _____ Date: _____ Date: _____
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INTERAGENCY AGREEMENT IAA23181
BETWEEN
WASHINGTON STATE ADMINISTRATIVE OFFICE OF THE COURTS
AND
Whatcom County District Court

THIS AGREEMENT (Agreement) is entered into by and between the Administrative Office of the Courts (AOC) and Whatcom County District Court for the purpose of distributing funds for court interpreter and language access service expenses to the Whatcom County District Court .

1. DEFINITIONS

For purposes of this contract, the following definitions shall apply:

- a) "Certified Interpreter" means an interpreter who is certified by the Administrative Office of the Courts, as defined in RCW 2.43.020 (4) or an interpreter certified by the Office of the Deaf and Hard of Hearing (ODHH) pursuant to WAC 388-818-500, *et. seq.* The names and contact information of AOC-certified interpreters are found, and incorporated herein by reference, at http://www.courts.wa.gov/programs_orgs/pos_interpret/ The names and contact information of ODHH-certified interpreters are found, and incorporated herein by reference, at: <https://fortress.wa.gov/dshs/odhhapps/Interpreters/CourtInterpreter.aspx>
- b) "Registered Interpreter" means an interpreter who is registered by the Administrative Office of the Courts, as defined in RCW 2.43.020 (6). The names and contact information of registered interpreters are found, and incorporated herein by reference, at http://www.courts.wa.gov/programs_orgs/pos_interpret/.
- c) "Qualified Interpreter" means a spoken language interpreter as defined in RCW 2.43.020 (2), or sign language interpreter as defined in RCW 2.42.110 (2).
- d) "Qualifying Event" means a proceeding or event for which an interpreter is appointed by an appointing officer pursuant to RCW 2.42 and/or RCW 2.43.

2. PURPOSE

The purpose of this Agreement is to partner with individual local courts in improving access to the Court for Limited English Proficient (LEP), deaf, and hard of hearing persons in accordance with RCW Chapters 2.42 and 2.43.

- a) These funds are intended to address each court's following needs:
 - Financial Need – i.e., the gap between the court's available financial resources and the costs to meet its need for certified, registered, and qualified interpreters, and the implementation of the Court's language access plan; and
 - Need for Court Interpreters – i.e., the public's right to access the court, and the court's responsibility to provide court certified, registered, and qualified interpreters as required by RCW Chapters 2.42 and 2.43.
 - Need for Language Access in General – i.e., translations for websites, translated forms, interpreting equipment, technology enabling remote interpreting, and other

things that are necessary for courts to provide fair and equitable access for people who are LEP, deaf, and hard of hearing.

3. DESCRIPTION OF SERVICES TO BE PROVIDED

- a) The Court will ensure that the interpreter funding is used only for language access purposes and for reimbursement of costs paid to certified, registered, and qualified interpreters for Qualifying Events pursuant to **Exhibit A**, which is incorporated herein by reference.
- b) The Court agrees to track and provide interpreter cost and usage data using a form provided by the AOC Interpreter Reimbursement Program, reflecting information about the Court's interpreter and language access costs and services.
- c) The Court agrees to provide the AOC Project Manager with a list of all users who require access to submit data to the Language Access and Interpreter Reimbursement Program web application.
- d) The Court agrees to work with the AOC Interpreter Program, the Interpreter Commission, and neighboring courts to identify and implement best and promising practices for providing language access and interpreter services.
- e) The Court agrees to encourage its staff overseeing interpreter services at the court to attend trainings (in person and/or online) provided by the AOC Interpreter Commission and Interpreter Program.
- f) The Court may elect to pay for interpreter services that are not in accordance with the provisions of **Exhibit A** as set forth; however, such payments will not be reimbursed.
- g) The Court is required to have a Language Assistance Plan (LAP) to be a part of the reimbursement program.
 - 1) Courts that submitted their LAP for review in FY22 are not required to resubmit their LAP for FY23. Courts certify that they will exercise reasonable due diligence in maintaining and updating their LAP as required by law.
 - 2) Courts that did not submit their LAP for review in FY22 must submit it in accordance with content guidelines provided in Exhibit B, Annotated Language Access Plan Template with Criteria for Approval. Courts certify that they will exercise reasonable due diligence in maintaining and updating their LAP as required by law.

4. PERIOD OF PERFORMANCE

The beginning date of performance under this Agreement is **July 1, 2022**, regardless of the date of execution and which shall end on **June 30, 2023**.

5. COMPENSATION

- a) The Court shall be reimbursed a maximum of \$61,597.00 for interpreter and language access services costs incurred during the period of July 1, 2022 to June 30, 2023. No reimbursement shall be made under this Agreement for interpreting services provided after June 30, 2023.
- b) The Court shall receive payment for its costs for interpreter and language access services as set forth in **Exhibit A**, and incorporated herein.

- c) The Court shall not be reimbursed for interpreter services costs for Qualifying Events or other goods and services set forth in **Exhibit A** until properly-completed A-19 invoices, and corresponding data (*See subsection 3b*), are received and approved by AOC, pursuant to the following schedule:
 - 1) Reflecting Qualifying and non-qualifying Events, and any goods or services purchased, occurring between July 1, 2022 and September 30, 2022, must be received by the AOC no later than December 31, 2022.
 - 2) Reflecting Qualifying and non-qualifying Events, and any goods or services, purchased occurring between October 1, 2022 and December 31, 2022, must be received by the AOC no later than January 31, 2023.
 - 3) Reflecting Qualifying and non-qualifying Events, and any goods or services, occurring between January 1, 2023 and March 31, 2023, must be received by the AOC no later than April 30, 2023.
 - 4) Reflecting Qualifying and non-qualifying Events, and any goods or services, occurring between April 1, 2023 and June 30, 2023, must be received by the AOC no later than July 15, 2023.
- d) If this agreement is terminated, the Court shall only receive payment for performance rendered or costs incurred in accordance with the terms of this agreement prior to the effective date of termination.
- e) The Court shall submit its A-19 invoices quarterly through the web application. The Data shall be submitted electronically to the AOC as described in Section 3b, above, and in conjunction with the quarterly invoice.
- f) Payment to the Court for approved and completed work will be made by warrant or account transfer by AOC within 30 days of receipt of a properly-completed invoice and the completed data report.
- g) The Court shall maintain sufficient backup documentation of expenses under this Agreement.
- h) The AOC, in its sole discretion and upon notice, may initiate revenue sharing and reallocate funding among courts. If it appears the Court may not expend the maximum Agreement amount, the AOC may reduce the maximum Agreement amount. AOC may increase the maximum Agreement amount if additional funds become available through these revenue sharing provisions.

6. TREATMENT OF ASSETS AND PROPERTY

The AOC shall be the owner of any and all fixed assets or personal property jointly or cooperatively, acquired, held, used, or disposed of pursuant to this Agreement.

7. RIGHTS IN DATA

Unless otherwise provided, data which originates from this Agreement shall be "works for hire" as defined by the U.S. Copyright Act of 1976 and shall be owned by the AOC. Data shall include, but not be limited to, reports, documents, pamphlets, advertisements, books, magazines, surveys, studies, computer programs, films, tapes, and video and/or sound reproductions. Ownership includes the right to copyright, patent, register, and the ability to transfer these rights. In the event that any of the deliverables under this Agreement

include material not included within the definition of "works for hire," the Court hereby assigns such rights to the AOC as consideration for this Agreement.

Data which is delivered under this Agreement, but which does not originate therefrom, shall be transferred to the AOC with a nonexclusive, royalty-free, irrevocable license to publish, translate, reproduce, deliver, perform, dispose of, and to authorize others to do so; provided, that such license shall be limited to the extent which the Court has a right to grant such a license. The Court shall advise the AOC, at the time of delivery of data furnished under this Agreement, of all known or potential invasions of privacy contained therein and of any portion of such document which was not produced in the performance of this Agreement. The AOC shall receive prompt written notice of each notice or claim of copyright infringement received by the Court with respect to any data delivered under this Agreement. The AOC shall have the right to modify or remove any restrictive markings placed upon the data by the Court.

8. INDEPENDENT CAPACITY

The employees or agents of each party who are engaged in the performance of this Agreement shall continue to be employees or agents of that party and shall not be considered for any purpose to be employees or agents of the other party.

9. AGREEMENT ALTERATIONS AND AMENDMENTS

This Agreement may be amended by mutual agreement of the parties. Such amendments shall not be binding unless they are in writing and signed by personnel authorized to bind each of the parties.

10. RECORDS, DOCUMENTS, AND REPORTS

The Court shall maintain books, records, documents and other evidence of accounting procedures and practices which sufficiently and properly reflect all direct and indirect costs of any nature expended in the performance of this Agreement. These records shall be subject at all reasonable times to inspection, review, or audit by personnel duly authorized by the AOC, the Office of the State Auditor, and federal officials so authorized by law, rule, regulation, or Agreement. The Court will retain all books, records, documents, and other material relevant to this Agreement for six years after settlement, and make them available for inspection by persons authorized under this provision.

11. RIGHT OF INSPECTION

The Court shall provide right of access to its facilities to the AOC, or any of its officers, or to any other authorized agent or official of the state of Washington or the federal government at all reasonable times, in order to monitor and evaluate performance, compliance, and/or quality assurance under this Agreement.

12. DISPUTES

Disputes arising under this Agreement shall be resolved by a panel consisting of one representative from the AOC, one representative from the Court, and a mutually agreed upon third party. The dispute panel shall thereafter decide the dispute with the majority prevailing. Neither party shall have recourse to the courts unless there is a showing of

noncompliance or waiver of this section.

13. TERMINATION

Either party may terminate this Agreement upon thirty (30) days written notice to the other party. If this Agreement is so terminated, the parties shall be liable only for performance rendered or costs incurred in accordance with the terms of this Agreement prior to the effective date of termination.

14. GOVERNANCE

This Agreement is entered into pursuant to and under the authority granted by the laws of the state of Washington and any applicable federal laws. The provisions of this Agreement shall be construed to conform to those laws.

In the event of an inconsistency in the terms of this Agreement, or between its terms and any applicable statute or rule, the inconsistency shall be resolved by giving precedence in the following order:

- a. Applicable state and federal statutes and rules;
- b. This Agreement; and
- c. Any other provisions of the agreement, including materials incorporated by reference.

15. ASSIGNMENT

The work to be provided under this Agreement, and any claim arising hereunder, is not assignable or delegable by either party in whole or in part, without the express prior written consent of the other party, which consent shall not be unreasonably withheld.

16. WAIVER

A failure by either party to exercise its rights under this Agreement shall not preclude that party from subsequent exercise of such rights and shall not constitute a waiver of any other rights under this Agreement unless stated to be such in a writing signed by an authorized representative of the party and attached to the original Agreement.

17. SEVERABILITY

If any provision of this Agreement, or any provision of any document incorporated by reference shall be held invalid, such invalidity shall not affect the other provisions of this Agreement which can be given effect without the invalid provision and to this end the provisions of this Agreement are declared to be severable.

18. AGREEMENT MANAGEMENT

The program managers noted below shall be responsible for and shall be the contact person for all communications and billings regarding the performance of this Agreement:

AOC Program Manager	Court Program Manager
Tae Yoon PO Box 41170 Olympia, WA 98504-1170 Interpreterreimbursement@courts.wa.gov 360-704-5590	Satpal Sidhu Administrator 311 Grand Avenue, Suite 401 Bellingham, WA 98225 ssidhu@co.whatcom.wa.us (360) 778-5400

19. ENTIRE AGREEMENT

This Agreement contains all the terms and conditions agreed upon by the parties. No other understandings, oral or otherwise, regarding the subject matter of this Agreement shall be considered to exist or to bind any of the parties to this agreement unless otherwise stated in this Agreement.

AGREED:**Administrative Office of the Courts****Whatcom County District Court**

DocuSigned by:

 EE8516B880E94F0...
 Signature Date

1/12/2023

DocuSigned by:

 1182C7C18B864E3...
 Signature Date

1/12/2023

Dawn Marie Rubio

Name

Satpal Sidhu

Name

Administrator, AOC

Title

County Executive

Title

EXHIBIT A

WASHINGTON STATE LANGUAGE ACCESS INTERPRETER REIMBURSEMENT PROGRAM FUNDING

FUNDING CONDITIONS AND PAYMENT STRUCTURE

The Language Access Reimbursement Program funding conditions and payment structure shall be as follows:

1. GENERAL FUNDING CONDITIONS

The Administrative Office of the Courts (AOC), will reimburse courts under this Agreement for the cost of spoken language interpretation and sign language interpretation and other goods and services that improve language access in the courts for Limited English Proficient (LEP), deaf, and hard of hearing persons. This includes interpreters credentialed by AOC (certified or registered), or otherwise court-qualified interpreters appointed pursuant to RCW 2.42 and RCW 2.43 under the following conditions listed under Section 2 “Qualifying Interpreter Events.”

It also includes goods and services that improve language access, listed under Section 3 “Language Access Items,” and services listed under Section 4 “Language Access Services”.

Courts shall work with AOC staff in determining whether an expense that is not explicitly mentioned below, qualifies as a reimbursable expense under the Agreement.

2. QUALIFYING INTERPRETING EVENTS

A. Spoken Language Interpreters Qualifying Events

AOC will reimburse courts under this Agreement for the cost of appointing AOC-credentialed or otherwise court-qualified interpreters pursuant to RCW 2.43 that meet one of the following conditions:

- a) If there is at least one AOC credentialed interpreter in the language being used then reimbursement will only be provided for using an AOC credentialed interpreter who is credentialed in that language.
- b) Compensation for interpreters for languages for which neither a certified interpreter nor registered interpreter is offered will be reimbursed where the interpreter has been qualified on the record pursuant to RCW 2.43.
- c) Courts will not be reimbursed for events using non-AOC credentialed interpreters if there is one or more AOC credentialed interpreter listed for the language being used.

B. Sign Language Interpreters Qualifying Events

AOC will reimburse courts for 50% of the actual expenses for services of American Sign Language (ASL) interpreters and Certified Deaf Interpreters (CDI) pursuant to RCW 2.42 when the interpreter is listed with the Department of Social and Health Services, Office of Deaf and Hard of Hearing (DSHS, ODHH) as a court-certified interpreter.

The Office of Deaf and Hard of Hearing (ODHH) at the Department of Social and Health Services (DSHS) maintains a list of Certified Court Sign Language Interpreters. This list includes American Sign Language (ASL) interpreters and Certified Deaf Interpreters (CDI). To qualify for reimbursement, and event using an ASL and/or CDI interpreter from this list must be used.

Certified interpreters are listed under three categories:

- Specialist Certificate: Legal – SC: L
- RID Certification with SC: L written test
- Intermediary Interpreters (Deaf Interpreter)

The most up to date list can be found here:

<https://fortress.wa.gov/dshs/odhhapps/Interpreters/CourtInterpreter.aspx>

C. Staff Interpreters (Salaried Staff)

Reimbursement will be provided for salaried staff meeting the Qualifying Event conditions for the payment of credentialed spoken and sign language interpreters, as referenced in subsections 2.A and 2.B above.

D. Telephonic and Video Remote Interpreting and Services Outside of the Courtroom

AOC will reimburse local jurisdictions for using certified, registered, or otherwise qualified interpreters operating by telephone or video for court proceedings and other services provided to the public by the Court. The services must meet the Qualifying Event conditions for the payment of credentialed spoken and sign language interpreters, as referenced in subsections 2.A and 2.B above.

3. LANGUAGE ACCESS GOODS AND SERVICES

Courts can request reimbursement for the cost of goods and services that will help increase language access in the Court.

The items listed below are common goods and services that courts have used to increase language access and will be improved for reimbursement.

- Interpreter scheduling software or services
- Document translation
- Portable video device(s) for video remote interpreting
- Equipment used for simultaneous interpretation
- Printed signage for language assistance purposes
- Staff training on language access, interpreting, or bilingual skills improvement, for example:
 - Interpreters skills training for bilingual staff who want to become certified
 - Training for staff who are partly bilingual to improve their skills
 - General training on addressing language access issues.

Other examples can be found here:

<https://www.nmcenterforlanguageaccess.org/cms/en/courts- agencies/about-language-access-basic-training>

Items or services not listed above must be pre-approved (via email) by Language Access Interpreter Reimbursement Program staff prior to purchase or they may not qualify for reimbursement under the Program.

4. SCOPE OF REIMBURSEMENT FUNDING

Reimbursement payment under this Agreement will only be made to the Court when the cost is paid out of the budget or budgets, in the case of multi-court collaborative applicants of the Court responsible for full payment.

5. PAYMENT STRUCTURE

A. Reimbursement Rate

a) **Spoken Language Interpreters**

AOC will reimburse the Court for 50% of the cost of AOC certified, registered, or otherwise court-qualified interpreters providing services under this Agreement.

b) **Sign Language Interpreters**

AOC will reimburse the Court for 50% of the cost of certified and court-qualified interpreters providing services under this Agreement.

c) **Staff Interpreters (Salaried Staff)**

AOC will reimburse the Court for 50% of the cost of staff interpreters.

d) **Contracted Interpreters**

The cost of contract interpreters who are paid other than on an hourly basis, for example, on a half-day or flat rate basis, will be reimbursed at 50%.

e) **Remote Interpreting**

AOC will reimburse the Court for 50% of the cost of using certified, registered, or otherwise qualified interpreters providing interpretation by telephone or video.

f) **Cancellation Fees**

AOC will reimburse the Court for 50% of cancellation fees paid to interpreter.

B. Travel Time and Mileage

AOC will reimburse the Court at 50% of the cost of interpreter travel time and mileage.

Interpreter travel time is reimbursable if a required party fails to appear. "Failure to appear" means a non-appearance by the LEP or deaf or hard of hearing client, attorneys, witnesses, or any necessary party to a hearing, thereby necessitating a cancellation or continuance of the hearing. The Court can be reimbursed for 50% of the cancellation fees paid to the interpreter.



Whatcom County

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

Agenda Bill Master Report

File Number: AB2023-064

File ID:	AB2023-064	Version:	1	Status:	Agenda Ready
File Created:	01/11/2023	Entered by:	BBowman@co.whatcom.wa.us		
Department:	Treasurer's Office	File Type:	Resolution		
Assigned to:	Council Finance and Administrative Services Committee				Final Action:
Agenda Date:	01/24/2023	Enactment #:			

Primary Contact Email: bbowman@co.whatcom.wa.us <<mailto:bbowman@co.whatcom.wa.us>>

TITLE FOR AGENDA ITEM:

Resolution cancelling uncollectible personal property taxes

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

RCW 84.56.240 requires that the treasurer shall file with the county legislative authority (county council) a list of uncollectible personal property taxes.

HISTORY OF LEGISLATIVE FILE

Date:	Acting Body:	Action:	Sent To:
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Attachments: Proposed Resolution, Exhibit A, Exhibit B

PROPOSED BY: Treasurer
INTRODUCTION DATE: 01/11/2023

RESOLUTION NO.
CANCELLING UNCOLLECTIBLE PERSONAL PROPERTY TAXES

WHEREAS, RCW 84.56,240 requires that the treasurer shall file with the county legislative authority (county council) a list of uncollectible personal property taxes; and

WHEREAS, Council action is required to formally cancel the uncollectible personal property tax;

NOW, THEREFORE, BE IT RESOLVED by the Whatcom County Council that the uncollectible personal property tax, attached hereto as Exhibit A & B, is hereby cancelled.

APPROVED this ____ day of _____, 20__.

ATTEST:

WHATCOM COUNTY COUNCIL
WHATCOM COUNTY, WASHINGTON

Dana Brown-Davis, Clerk of the Council

Todd Donovan, Council Chair

APPROVED AS TO FORM:

Royce Buckingham, Civil Deputy Prosecutor

Exhibit A					
Parcel Numbers					
(Business) Equipment and Machinery					
<u>PARCEL/PID</u>	<u>NAME AND ADDRESS</u>	<u>REASON</u>	<u>YR</u>	<u>AMOUNT</u>	<u>TOTAL</u>
2445	Daniel J Hovorka DMD	owner passed away	2021	158.94	
	2937 Lindbergh Ave		2022	159.91	
	Bellingham, WA 98225				318.85
3573	Law Offices of Michael Tasker	owner passed away in 2021	2022	14.95	
	298 Echo Ridge Way				
	Camano Island, WA 98282				
					14.95
12744	Core of Life Chiropractic	assessor's office closed per DOR &	2021	88.24	
	1200 Old Fairhaven Pkwy Ste 202	ret mail - we also have ret mail	2022	93.71	
	Bellingham, WA 98225	sent emails & left msg no contact			
					181.95
11035	Northern Leasing Systems Inc	dissolved per court order	2021	27.29	
	525 Washington Blvd 15th FL	in Feb 2021	2022	29.10	
	Jersey City, NJ 07310				
					56.39
177739	Hidden Acres Dairy	owner moved out of state made	2018	1028.09	
	Corby Steven Groen	pymt plan of \$500/mo - paid for			
	1039 Barnhart Rd	April 2022 no longer returning calls			
	Lynden, WA 98264	or emails & made no further pymts			
					1028.09
181487	Los Cantaritos Mexican	unknown closed date no	2020	843.37	
	Restaurant	forwarding contact info unable to	2021	937.45	
	3040 Northwest Ave	locate owner	2022	1017.44	
	Bellingham, WA 98225				
					2798.26
4129	Copies Now	closed Sept 2021 - no good ph #	2022	262.49	
	810 N State St	no good mailing address - ret mail			
	Bellingham, WA 98225				
					262.49
181554	Mt Baker Growers	floods of 2021 wiped out business	2020	1779.16	
	4152 Meridian St Ste 105-525	owner has no money to pay taxes	2022	1098.85	
	Bellingham, WA 98226				
					2878.01
9694	Nail Tech	google - permanently closed; ret	2022	183.56	
	1 Bellis Fair Pkwy #128	mail; phone disconnected; no			
	Bellingham, WA 98226	forwarding contact info			
					183.56
12836	Neiner Neiner Weiner	closed 11/30/2021 said would pay	2020	95.57	

	3100 Racine St Apt 101	delinq & current taxes never has	2021	106.28	
	Bellingham, WA 98226	no ph # unable to locate owner	2022	81.05	
					282.90
180068	Power Technologies Inc	unknown closed date - Assessor's	2022	1517.99	
	4152 Meridian St Ste 105-52	closed per DOR - return mail - 1 ph			
	Bellingham, WA 98226	vm not set up & other left sev msgs			
					1517.99
2687	The Stamp & Coin Place	unknown closed date - Assessor's	2020	130.61	
	3821 Williamson Way Ste 2	closed acct - no forwarding contact	2021	211.95	
	Bellingham, WA 98226	info unable to locate owner			
					342.56
180042	Vodis USA Inc	return mail - agent no longer works	2019	1869.85	
	1200 Westlake Ave N Ste 802	with client - per SOS acct admin			
	Seattle, WA 98109	dissolved 2020 - Assessor's clsd			
					1869.85
172965	Zoom Systems	return mail - return emails -	2020	67.29	
	Newzoom Inc	unable to locate business -	2021	72.08	
	601 Montgomery St Ste 1600	Assessor's Office closed acct	2022	75.83	
	San Francisco, CA 94111				
					215.20
180073	Trampoline Zone	business closed in 2020 no assets	2017	1028.70	
	Attn Tax Accounting	to pay taxes	2018	1516.78	
	1231 Country Ridge Dr		2019	898.15	
	Richland, WA 99352		2020	1235.86	
			2021	1327.24	
					6006.73
		TOTAL WRITE-OFF		17957.78	17957.78

Exhibit B					
Mobile Home Parcel Numbers					
Improvements Only					
<u>PARCEL/PID</u>	<u>NAME AND ADDRESS</u>	<u>REASON</u>	<u>YR</u>	<u>AMOUNT</u>	<u>TOTAL</u>
158300	Robert & Diane Sterk	MH gone for a few years, no ph #	2020	463.87	
	9899 Guide Meridian	whitepages no good ph #'s			
	Lynden, WA 98264				463.87
90250	Tony Veldhuizen	MH is gone - Tony owns another	2017	392.69	
	2010 Front St #4	MH and does not have funds to	2018	418.50	
	Lynden, WA 98264	pay for both MH's - DELQ on other	2019	331.64	
		MH as well	2020	323.19	
					1466.02
109312	Nooksack Indian Tribe	MH destroyed several years ago &	2015	8.94	
	PO Box 157	was on tribal land so John	2016	8.95	
	Deming, WA 98244	Romaker deleted prop 9/2021	2017	8.83	
			2018	8.83	
			2019	9.06	
			2020	13.66	
			2021	13.86	
					72.13
174249	John T Butcher	Beverly - deceased & travel trailer	2020	118.08	
	PO Box	sold to John thru regular DOL &	2021	122.61	
	Grayland, WA 98547	moved w/o paying taxes	2022	128.90	
					369.59
180299	Kenneth L Berry	MH gone no info as to when it left	2022	8.40	
	4672 Birch Bay Lynden Rd #72	or where it went - ph disco			
	Blaine, WA 98230				8.40
117279	Baywood Mobile Home Park LLC	MH gone no info as to when it left	2022	12.77	
	PO Box 2176	or where it went - ph disco			
	Blaine, WA 98231				12.77
117280	Norman E Bail	MH gone no info as to when it left	2020	8.12	
	1159 Mary Ave	or where it went - no ph no other	2021	7.82	
	Blaine, WA 98230	property he owns	2022	7.23	
					23.17
117409	Baywood Mobile Home Park LLC	MH gone no info as to when it left	2022	7.32	
	PO Box 2176	or where it went - ph disco			
	Blaine, WA 98231				7.32
37581	Double Dragon Exploration Inc	Cabin is no longer there	2005	27.55	
			2006	26.62	
			2007	21.14	
			2008	20.36	
			2009	18.50	
			2010	19.75	
			2011	20.32	

			2012	21.30	
			2013	21.62	
			2014	23.40	
			2015	22.16	
			2016	21.18	
			2017	23.12	
			2018	26.66	
			2019	22.81	
			2020	19.33	
			2021	18.88	
			2022	21.18	
					374.74
116864	Oscar Avena-Partida & Maria L Medina-Reyna	MH found by Assessor to be gone no ph & return mail & unable to find any ph's that work	2019	105.93	
			2020	96.55	
			2021	93.06	
			2022	85.88	
					381.42
87508	Michael R McLane	MHP closed all MHs destroyed	2017	26.27	
	4005 Aldergrove Rd #7	approx 3yrs ago - unable to find	2018	28.12	
	Ferndale, WA 98248	Mr. McLane all ph's disco	2019	21.49	
			2020	24.64	
			2021	22.32	
			2022	20.48	
					143.32
119550	Dennis M Lopez	MH destroyed few yrs ago - DPA	2019	12.44	
	8080 Harborview Rd #M97	rec'd; left several msgs unable to get Dennis to res/pay - ret mail	2020	12.18	
	Blaine, WA 98230				
					24.62
121280	Christopher A Green	moved w/o permit - owner not responding to calls or letters	2022	667.69	
	7143 Oat Coles Rd #A				
	Everson, WA 98247				
					667.69
26521	Anita Lee Claymore	moved w/o permit - no idea where it is - unable to find	2021	156.67	
	17858 Wood Rd		2022	177.37	
	Bow, WA 98232-9570	contact info for Anita			
					334.04
87908	John E Klimp	given to flood victim & moved	2022	166.50	
	5946 Barr Rd	w/o permit no info on new owner or location of MH			
	Ferndale, WA 98248				
					166.50
		TOTAL WRITE-OFF		4515.60	4515.60



Whatcom County

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

Agenda Bill Master Report

File Number: AB2023-045

File ID:	AB2023-045	Version:	1	Status:	Agenda Ready
File Created:	12/30/2022	Entered by:	mdonley@co.whatcom.wa.us		
Department:	Public Works Department	File Type:	Contract		
Assigned to:	Council Finance and Administrative Services Committee				Final Action:
Agenda Date:	01/24/2023	Enactment #:			

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

TITLE FOR AGENDA ITEM:

Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and Whatcom Conservation District for Lake Whatcom Homeowner Incentive Program Assistance, in the amount of \$63,500

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

The Lake Whatcom Homeowner Incentive Program provides technical assistance and cost share incentives for homeowners to install best management practices that reduce phosphorus runoff into Lake Whatcom. The Whatcom Conservation District will continue to provide technical assistance to homeowners and program implementation assistance through this agreement into 2023

HISTORY OF LEGISLATIVE FILE

Date:	Acting Body:	Action:	Sent To:
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Attachments: Staff memo, Interlocal Agreement

**WHATCOM COUNTY
PUBLIC WORKS DEPARTMENT**

ELIZABETH KOSA
INTERIM DIRECTOR




STORMWATER DIVISION

Kraig Olason
Stormwater Program Manager
322 N Commercial, Suite 210
Bellingham, WA 98225
Phone # (360) 778-6200
Fax # (360) 778-6201

MEMORANDUM

TO: The Honorable Satpal Singh Sidhu, County Executive and
The Honorable Members of the Whatcom County Council

THROUGH: Elizabeth Kosa, Interim Director

FROM: Kraig Olason, Stormwater Program Manager
Ingrid Enschede, Program Specialist 

DATE: December 12, 2022

RE: 2023 Interlocal Agreement between Whatcom County and the Whatcom Conservation District for Lake Whatcom Homeowner Incentive Program Assistance

Requested Action

Please review and sign the 2023 Interlocal Agreement between Whatcom County (County) and the Whatcom Conservation District (WCD) for Lake Whatcom Homeowner Incentive Program Assistance.

Background and Purpose

The Lake Whatcom Homeowner Incentive Program (HIP) is a non-regulatory program that provides technical assistance and financial incentives to homeowners who voluntarily install stormwater best management practices (BMP) that reduce phosphorus runoff into Lake Whatcom. HIP engages Lake Whatcom watershed residents in stewardship activities that help protect water quality and improve habitat.

The WCD has provided HIP implementation assistance since October 2016 through interlocal agreements with the County. The County requests continued assistance from the WCD in 2023 to help landowners who have already initiated HIP projects complete their projects. The level of assistance requested in 2023 is less than 2022 because the County is phasing out HIP and transitioning to a new Neighborhood Native Landscaping program model.

Funding Amount and Source

The total cost of this agreement is \$63,500 and is included in the 2023 Stormwater Budget (cost center 123211 Work Order #21514).

Please contact Ingrid Enschede at extension 6229, if you have any questions or concerns regarding the terms of this agreement.

Encl.

WHATCOM COUNTY CONTRACT INFORMATION SHEET

Whatcom County Contract No. _____

Originating Department: _____	
Division/Program: <i>(i.e. Dept. Division and Program)</i> _____	
Contract or Grant Administrator: _____	
Contractor's / Agency Name: _____	
<p>Is this a New Contract? If not, is this an Amendment or Renewal to an Existing Contract? Yes No</p> <p>Yes No If Amendment or Renewal, (per WCC 3.08.100 (a)) Original Contract #: _____</p> <p>Does contract require Council Approval? Yes No If No, include WCC: _____</p> <p>Already approved? Council Approved Date: _____ (Exclusions see: Whatcom County Codes 3.06.010, 3.08.090 and 3.08.100)</p> <p>Is this a grant agreement?</p> <p>Yes No If yes, grantor agency contract number(s): _____ CFDA#: _____</p> <p>Is this contract grant funded?</p> <p>Yes No If yes, Whatcom County grant contract number(s): _____</p> <p>Is this contract the result of a RFP or Bid process? Contract</p> <p>Yes No If yes, RFP and Bid number(s): _____ Cost Center: _____</p> <p>Is this agreement excluded from E-Verify? No Yes If no, include Attachment D Contractor Declaration form.</p> <p>If YES, indicate exclusion(s) below:</p> <div style="display: flex; justify-content: space-between;"> <div> <input type="checkbox"/> Professional services agreement for certified/licensed professional. <input type="checkbox"/> Contract work is for less than \$100,000. <input type="checkbox"/> Contract work is for less than 120 days. <input type="checkbox"/> Interlocal Agreement (between Governments). </div> <div> <input type="checkbox"/> Goods and services provided due to an emergency <input type="checkbox"/> Contract for Commercial off the shelf items (COTS). <input type="checkbox"/> Work related subcontract less than \$25,000. <input type="checkbox"/> Public Works - Local Agency/Federally Funded FHWA. </div> </div>	
<p>Contract Amount:(sum of original contract amount and any prior amendments): \$ _____</p> <p>This Amendment Amount: \$ _____</p> <p>Total Amended Amount: \$ _____</p>	<p>Council approval required for; all property leases, contracts or bid awards exceeding \$40,000, and professional service contract amendments that have an increase greater than \$10,000 or 10% of contract amount, whichever is greater, except when:</p> <ol style="list-style-type: none"> 1. Exercising an option contained in a contract previously approved by the council. 2. Contract is for design, construction, r-o-w acquisition, prof. services, or other capital costs approved by council in a capital budget appropriation ordinance. 3. Bid or award is for supplies. 4. Equipment is included in Exhibit "B" of the Budget Ordinance. 5. Contract is for manufacturer's technical support and hardware maintenance of electronic systems and/or technical support and software maintenance from the developer of proprietary software currently used by Whatcom County.
Summary of Scope: _____	
Term of Contract: _____	Expiration Date: _____

Contract Routing:	1. Prepared by: _____ Date: _____ 2. Attorney signoff: _____ Date: _____ 3. AS Finance reviewed: _____ Date: _____ 4. IT reviewed (if IT related): _____ Date: _____ 5. Contractor signed: _____ Date: _____ 6. Submitted to Exec.: _____ Date: _____ 7. Council approved (if necessary): _____ Date: _____ 8. Executive signed: _____ Date: _____ 9. Original to Council: _____ Date: _____	
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**2023 INTERLOCAL AGREEMENT
WHATCOM COUNTY & WHATCOM CONSERVATION DISTRICT
LAKE WHATCOM HOMEOWNER INCENTIVE PROGRAM ASSISTANCE**

This Interlocal AGREEMENT ("AGREEMENT") is between the Whatcom Conservation District ("WCD") and the Whatcom County ("COUNTY") as public agencies pursuant to the Interlocal Cooperation Act (RCW 39.34) for implementation of the Lake Whatcom Homeowner Incentive Program (HIP) in coordination with the City of Bellingham ("CITY").

WHEREAS, the Washington State Department of Ecology ("ECOLOGY") issued the final Lake Whatcom Watershed Total Maximum Daily Load (TMDL) study for phosphorus and fecal coliform bacteria in 2008, which requires the CITY and the COUNTY to develop a response strategy; and,

WHEREAS, the CITY and COUNTY established HIP as a pilot program in 2011 with assistance from ECOLOGY to promote homeowner stewardship within the Lake Whatcom watershed and provide technical assistance and financial incentives to help homeowners install phosphorus-reducing best management practices (BMPs) to meet TMDL objectives; and,

WHEREAS, the WCD was formed in 1946 pursuant to RCW 89.08 as a public agency to undertake the conservation of renewable resources in all of Whatcom County; and,

WHEREAS, the CITY and the COUNTY requested assistance from the WCD beginning in 2016 to provide homeowner outreach, technical assistance, and program implementation assistance for the installation of phosphorus-reducing BMPs through HIP to the mutual advantage of all jurisdictions; and,

WHEREAS, the WCD has been providing this assistance through Interlocal Agreements with the COUNTY since 2016; and,

WHEREAS, the Lake Whatcom Management Program 2020-2024 Work Plan (Resolution 2020-023) calls for continuing to provide technical and/or financial assistance for residential-scale retrofits of private property that results in phosphorus-or flow-limiting projects through HIP or similar programs; and,

WHEREAS, the COUNTY requests continued assistance from the WCD in 2023 to support HIP on developed residential properties in the unincorporated portion of the Lake Whatcom watershed.

NOW, THEREFORE, the WCD and COUNTY agree as follows:

- I. *Purpose:* The purpose of this AGREEMENT is to set the terms whereby the COUNTY will make available funds to the WCD to implement tasks to support the Lake Whatcom Homeowner Incentive Program as described in Exhibit A attached hereto.
- II. *Administration:* No new or separate legal or administrative entity is created to administer the provisions of this AGREEMENT.
- III. *Whatcom Conservation District Responsibilities:* The WCD hereby agrees to provide support for the Lake Whatcom Homeowner Incentive Program as described in Exhibit A attached hereto.
- IV. *Whatcom County Responsibilities:* The COUNTY hereby agrees to reimburse the WCD, not to exceed the total budget amount allocated to the WCD as shown in Exhibit B attached hereto, for the costs in providing and performing the services stated.
- V. *Payment:* The WCD shall submit itemized invoices in a format approved by the COUNTY in accordance with the requirements of Exhibit B. The COUNTY will compensate the WCD for services rendered within thirty (30) days following receipt of an approved invoice, provided all other terms and conditions of the contract have been met and are certified as such by the Contract Administrator.
- VI. *Term:* This AGREEMENT shall be effective from February 1, 2023 through January 31, 2024.
- VII. *Responsible Persons:* The persons responsible for administration of this AGREEMENT shall be the Whatcom County Public Works (WCPW) Department Director and the WCD District Manager or their respective designees.
- VIII. *Treatment of Assets and Property:* No fixed assets or personal or real property will be jointly or cooperatively acquired, held, used, or disposed of pursuant to this AGREEMENT.
- IX. *Indemnification:* Each party agrees to be responsible and assume liability for its own wrongful and/or negligent acts or omissions or those of their officials, officers, agents, or employees to the fullest extent required by law, and further agree to save, indemnify, defend, and hold the other party harmless from any such liability. It is further provided that no liability shall attach to the Parties by reason of entering into this AGREEMENT except as expressly provided herein.
- X. *Modifications:* This AGREEMENT may be changed, modified, amended or waived only by written AGREEMENT executed by the Parties hereto. Waiver or breach of any term or condition of this AGREEMENT shall not be considered a waiver of any prior or subsequent breach.
- XI. *Applicable Law:* In the performance of this AGREEMENT, it is mutually understood and agreed upon by the Parties hereto that this AGREEMENT shall be governed by the laws and regulations of the State of Washington and the federal government, both as to interpretation and performance. The venue of any action arising herefrom shall be in the Superior Court of the State of Washington in and for Whatcom County.

- XII. *Severability:* In the event any term or condition of this AGREEMENT or application thereof to any person or circumstance is held invalid, such invalidity shall not affect other terms, conditions, or applications of this AGREEMENT that can be given effect without the invalid term, condition, or application. To this end, the terms and conditions of this AGREEMENT are declared severable.
- XIII. *Entire Agreement:* This Agreement contains all the terms and conditions agreed upon by the Parties. All items incorporated herein by reference are attached. No other understandings, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind any of the Parties hereto.
- XIV. *Recordation:* Upon execution of this Agreement, Whatcom County shall file a copy of it with the office of its County Auditor pursuant to the requirements of RCW 39.34.040.
- XV. *Performance:* The parties agree to satisfy all aspects of this AGREEMENT in a timely and professional manner. The WCD shall notify the COUNTY as soon as problems, delays or adverse conditions become known which will materially impair its ability to meet the deliverables described in Exhibit A.
- XVI. *Audit and Inspection:* The COUNTY and WCD shall maintain records pursuant to this AGREEMENT in accordance with generally accepted accounting principles and practices consistently applied. Records shall be subject at all reasonable times to inspection and audit and State auditor. The COUNTY and WCD shall preserve and make such records available to said parties until expiration of three (3) years from the date of final payment under this AGREEMENT.
- XVII. *Dispute Resolution:* The parties to this AGREEMENT shall first attempt to resolve disputes informally at the staff level. In the event that the dispute cannot be resolved at the staff level, a dispute resolution procedure shall be followed under the guidance of the Whatcom Dispute Resolution Center.
- XVIII. *Rights and Remedies:* In no event shall a making by the COUNTY of any payment to the WCD constitute or be construed as a waiver by the COUNTY of any breach of covenant or any default that may then exist on the part of the WCD. The making of any such payment by the COUNTY while any such breach or default shall exist shall in no way impair or prejudice any of the COUNTY's rights, which are hereby expressly recognized, to recover payments or portions thereof, to which the WCD has not entitled under this AGREEMENT, or where any payments were made by mistake, or to pursue any other remedy available to the COUNTY in respect to breach or default of this AGREEMENT.

This AGREEMENT shall not relieve the COUNTY or the WCD of any obligation or responsibility imposed by law except that performance pursuant to this AGREEMENT may, where appropriate, be offered in satisfaction of an obligation or responsibility conveyed to the COUNTY or the WCD by law.

- XIX. *Insurance Requirements:* WCD shall carry for the duration of this AGREEMENT insurance with the coverage and limits as follows:

A. Commercial General Liability (CGL) Insurance

Property damage	\$500,000.00 per occurrence
General Liability & Bodily Injury	\$1,000,000.00 per occurrence
Annual Aggregate	\$2,000,000.00

B. Business Automobile Liability

\$500,000.00 Minimum, per occurrence
\$1,000,000.00 Minimum, Annual Aggregate

WCD shall provide auto liability coverage for owned, non-owned and hired autos using ISO Business Auto Coverage form CA 00 01 or the exact equivalent with a limit of no less than \$500,000 per accident. If Contractor owns no vehicles this requirement may be met through a non-owned auto Endorsement to the CGL policy.

C. Additional Insurance Requirements and Provisions

1. WCD shall provide County with a certificate of insurance and endorsements required by the Agreement.
2. For the commercial general liability and business automobile insurance, Whatcom County shall be named as an additional insured.
3. WCD's insurance shall be primary and non-contributory, and shall waive all rights of subrogation against Whatcom County and its coverage. Whatcom County's insurance shall not serve as a source of contribution.

In the alternative, either party to this agreement may fulfill the insurance obligations contained herein by maintaining membership in a joint self-insurance program authorized by RCW 48.62. In this regard, the parties understand that the party to this agreement who is a member of such a program is not able to name the other party as an "additional insured" under the liability coverage provided by the joint self-insurance program.

XX. *Miscellaneous:* No obligation in this AGREEMENT shall limit the WCD in fulfilling its responsibilities otherwise defined by law. No obligation in this AGREEMENT shall limit the COUNTY in fulfilling its responsibilities otherwise defined by law.

XXI. *Signatures:* The undersigned representatives accept the provisions of this AGREEMENT. This AGREEMENT shall be in effect when signed by both parties.

IN WITNESS WHEREOF, the parties have signed this Agreement this _____ day
of _____, 2023.

WHATCOM CONSERVATION DISTRICT

Brandy Reed, District Manager

Date

Whatcom Conservation District
6975 Hannegan Road
Lynden, WA 98264

**WHATCOM COUNTY:
Recommended for Approval:**

Elizabeth Kosa, Interim Director

Date

Approved as to form:

Christopher Quinn, Senior Civil Deputy Prosecuting Attorney

Date

Approved:
Accepted for Whatcom County:

By: _____
Satpal Singh Sidhu, Whatcom County Executive

EXHIBIT A - SCOPE OF WORK

Lake Whatcom Homeowner Incentive Program Assistance

Project Background and Description

The Lake Whatcom Homeowner Incentive Program (HIP) is a City of Bellingham (City) and Whatcom County (County) non-regulatory program that provides technical assistance and cost share incentives for homeowners who voluntarily elect to install stormwater best management practices (BMPs) that reduce phosphorus runoff into Lake Whatcom. HIP was developed under a Washington State Department of Ecology grant from 2011 to 2015. This pilot project was evaluated and findings were used to develop a revised program. From 2017 to 2020, this revised HIP was jointly implemented for city and county homeowners in basins one and two of the Lake Whatcom watershed. In 2021, the City and County phased in additional program changes. Each jurisdiction now offers similar and coordinated programs modified based on their different circumstances.

The WCD has provided HIP implementation assistance since October 2016 through interlocal agreements with the County. The County requests continued assistance from the WCD in 2023 to help landowners in the County portion of the Lake Whatcom watershed who have already received an initial site visit and initiated project planning complete HIP projects.

Task 1 Administration

The WCD will complete the following administrative tasks to support this agreement:

- Monthly invoicing and reporting
- Internal meetings and coordination related to county HIP staffing, contract and project management, etc.

Deliverables and Timelines:

- Submit monthly invoices with a progress report summarizing work performed during the invoice period, progress made on each task, and the current status and progress made for each permitted County project

Task 2: Program Implementation Assistance

The WCD will provide Lake Whatcom Homeowner Incentive Program implementation assistance. Tasks include:

- External coordination meetings with County staff, providing communication of program activities, and contacting County staff with questions and/or problems in a timely manner
- Following County HIP procedures; communicate changes needed to procedures to County staff
- Providing assistance to update the HIP website and program materials as requested
- Hosting the County HIP pre and post participation surveys
- Other program implementation support as requested

Deliverables and Timelines:

- Attend coordination meetings with County staff monthly or as needed
- Notify County staff in writing of changes needed to County HIP procedures (as needed)

- Share links to updated website pages and program materials with County staff (as requested)
- Provide a report summarizing County HIP pre and post survey results by December 1, 2023

Task 3. HIP Homeowner Assistance

The WCD will provide a HIP Project Coordinator who will serve as the primary point of contact for homeowners voluntarily participating in HIP.

Homeowner assistance responsibilities include:

- Responding to homeowner inquiries
- Communicating how the program works, utilizing the Action Plan, and facilitating signing of homeowner acknowledgement forms
- Conducting site visits
- Providing project design assistance
- Providing application assistance including developing proposed improvements maps and completing HIP application forms
- Providing installation assistance as needed
- Providing project closeout assistance including:
 - Conducting final project inspections for project close out
 - Completing maintenance agreement
 - Facilitating reimbursement request process
- Maintaining the HIP project database with current, accurate information for each permitted County HIP project according to County HIP procedures. Complete monthly quality control check of the HIP project database, updating records for each permitted project to ensure they are accurate and current.
- Conducting a final HIP project database quality control for each project closed out. Complete before reimbursement request submittal.
- Responding to requests for assistance addressing maintenance problems
- Other HIP project facilitation activities as needed

Deliverables and Timelines:

- Provide monthly HIP project database quality control report
- Provide project design and permitting assistance to HIP participants in design phase.
 - Provide HIP project application forms to homeowner for submittal to County by February 28, 2023. Email to homeowner and cc County staff.
- Provide project installation technical assistance and advise to HIP participants with permitted projects.

- For each permitted HIP project, submit a copy of the Action Plan with a proposed timeline to complete the project no later than November 15, 2024 by April 1, 2023.
- Provide project close out assistance to all HIP participants with permitted projects.
 - The following must be completed and submitted to County staff within two years of the **Notification of Activity** approval date for projects approved before January 1, 2022 and by November 15, 2024 for projects approved after this date. Phased reimbursement requests require the same.
 - Final inspection form (pdf)
 - Photos showing installed BMPs uploaded to the HIP project database
 - Signed, notarized maintenance agreement with map showing actual installed location of HIP BMPs (hard copy original)
 - Reimbursement spreadsheet with WCD staff sections correctly filled out (Excel)
 - Reimbursement request form with homeowner signatures (pdf with homeowner email confirmation)

EXHIBIT B - BUDGET

Lake Whatcom Homeowner Incentive Program Assistance

As consideration for services provided in Exhibit A, Scope of Work, the County agrees to compensate the contractor according to the actual composite hourly rates of personnel working on this project. *Composite rates are based on actual taxes and benefits, which may vary by month. Estimated hourly composite rates are provided below. Revised Composite Rate forms will be provided to the County for any rate changes upon adjustment. The total budget is not to exceed **\$63,500**. Other reasonable expenses incurred in the course of performing the duties herein shall be reimbursed including mileage at the current IRS rate. For mileage reimbursement submit: copies of mileage records, including the name of staff member, date of travel, and number of miles traveled. Lodging and per diem for training shall not exceed the GSA rate for the location where training is provided. Other expenditures such as supplies, postage, and rentals shall be reimbursed at actual cost. Expense reimbursement requests must be accompanied by copies of paid invoices. Contractor certifies that all personnel charging to this contract are program personnel and are not also included in the Contractor's overhead rate. Any work performed prior to the effective date or continuing after the completion date of the contract, unless otherwise agreed upon in writing, will be at the contractor's expense.

Position	Admin Specialist		Ed Coordinator		Wetland Specialist		LID Specialist		Direct Cost			Labor			Total	
Max 2023 Wage Rate/hour	\$ 36.55		\$ 40.53		\$ 36.55		\$ 36.55		Supplies & Subscriptions	Travel	Total Direct	Hours	Cost	Indirect 30%		
Est. 2023 Comp Rate/hour	\$ 56.64		\$ 70.62		\$ 61.93		\$ 56.35									
Contract Activities	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost								
Task 1: Program Administration											\$ -	120	\$ 7,353.11	\$ 2,205.93	\$ 9,559.05	
Monthly Invoicing	36	\$ 2,039.04	6	\$ 423.72		\$ -		\$ -			\$ -	42	\$ 2,462.76	\$ 738.83	\$ 3,201.59	
Monthly reporting		\$ -	6	\$ 423.72	12	\$ 743.15	24	\$ 1,352.40			\$ -	42	\$ 2,519.27	\$ 755.78	\$ 3,275.06	
Internal Project Management		\$ -	24	\$ 1,694.88		\$ -	12	\$ 676.20			\$ -	36	\$ 2,371.08	\$ 711.32	\$ 3,082.40	
Task 2: Program Implementation Assistance											\$ 600.00	74	\$ 4,628.91	\$ 1,388.67	\$ 6,617.58	
Coordination Meetings		\$ -	18	\$ 1,271.16	18	\$ 1,114.73	18	\$ 1,014.30			\$ -	54	\$ 3,400.19	\$ 1,020.06	\$ 4,420.25	
Updates to website, program materials or procedures		\$ -		\$ -	8	\$ 495.44	8	\$ 450.80	\$ 500.00		\$ 500.00	16	\$ 946.24	\$ 283.87	\$ 1,730.11	
pre and post participation surveys		\$ -	4	\$ 282.48		\$ -		\$ -	\$ 100.00		\$ 100.00	4	\$ 282.48	\$ 84.74	\$ 467.22	
Task 3. HIP Homeowner Assistance											\$ 750.00	554	\$ 31,952.69	\$ 9,585.81	\$ 43,071.05	
Monthly HIP QB QA/QC Report		\$ -	12	\$ 847.44	12	\$ 743.15	36	\$ 2,028.60	\$ 325.00		\$ 325.00	60	\$ 3,619.19	\$ 1,085.76	\$ 5,029.95	
Design Phase: project design and permitting assistance		\$ -		\$ -	50	\$ 3,096.47	50	\$ 2,817.50		\$ 75.00	\$ 75.00	100	\$ 5,913.97	\$ 1,774.19	\$ 7,763.17	
Permit Phase: Installation Assistance		\$ -		\$ -	100	\$ 6,192.95	164	\$ 9,241.40		\$ 200.00	\$ 200.00	264	\$ 15,434.35	\$ 4,630.30	\$ 20,264.65	
Close out of Projects		\$ -		\$ -	40	\$ 2,477.18	80	\$ 4,508.00		\$ 150.00	\$ 150.00	120	\$ 6,985.18	\$ 2,095.55	\$ 9,230.73	
Maintenance assistance							10	\$ 563.50		\$ 50.00	\$ 50.00	10	\$ 563.50	\$ 169.05	\$ 782.55	
Contingencies Budget																\$ 4,252.32
labor, supplies, subscriptions																
Totals	36	\$ 2,039.04	70	\$ 4,943.40	240	\$ 14,863.07	402	\$ 22,089.20	\$ 925.00	\$ 475.00	\$ 1,350.00	748	\$ 43,934.71	\$ 13,180.41	\$ 63,500.00	

Employee Title	Max 2023 Hourly Rate	Estimated 2023 Comp Rate
Planner	\$ 30.06	\$ 45.58
Admin Specialist	\$ 36.55	\$ 56.64
Habitat Planner	\$ 36.55	\$ 63.61
Farm Planning Coordinator	\$ 38.23	\$ 64.14
Habitat Coordinator	\$ 43.59	\$ 77.61
Planner	\$ 28.64	\$ 47.97
Ed Assistant	\$ 27.27	\$ 39.58
Wetland Specialist	\$ 36.55	\$ 61.93
Wildfire Specialist	\$ 30.06	\$ 45.58
Data Coordinator	\$ 31.57	\$ 48.55
LID Specialist	\$ 36.55	\$ 56.35
GIS Tech	\$ 44.33	\$ 67.15
District Manager	\$ 54.59	\$ 83.27
Ed Coordinator	\$ 40.53	\$ 70.62
Scientist	\$ 30.06	\$ 44.94

EXHIBIT C - INSURANCE **Lake Whatcom Homeowner Incentive Program Assistance**

<div style="display: flex; justify-content: space-between; align-items: center;"> Enduris EVIDENCE OF COVERAGE </div>		
INSURED/PARTICIPANT: Whatcom Conservation District 6975 Hannegan Road Lynden, WA 98264 CERTIFICATE HOLDER: Whatcom County 322 N. Commercial St., #120 Bellingham, WA 98225	MEMORANDUM#: 2023-00-271 EFFECTIVE: September 1, 2022 through August 31, 2023 <i>This is to certify that the Memorandum of Coverage has been issued to the Insured/Participant for the period indicated.</i>	
<i>The Evidence of Coverage does not constitute a contract between the issuing insurer(s), authorized representative or producer, and the certificate holder, nor does it affirmatively or negatively amend, extend or alter the coverage afforded by the policies listed thereon.</i>		
COVERAGE:	PER OCCURRENCE LIMIT	AGGREGATE LIMIT
COMPREHENSIVE GENERAL LIABILITY	\$1,000,000	\$2,000,000
<i>Professional Liability</i>	<i>\$1,000,000</i>	<i>\$2,000,000</i>
<i>Personal Liability</i>	<i>\$1,000,000</i>	<i>\$2,000,000</i>
<i>Products – Complete Operation</i>	<i>\$1,000,000</i>	<i>\$2,000,000</i>
AUTO LIABILITY	\$1,000,000	\$2,000,000
<i>Combined Single Limit; Hired and Non-Owned; Temporary Substitute</i>	<i>\$1,000,000</i>	<i>\$2,000,000</i>
CRIME BLANKET COVERAGE WITH FAITHFUL PERFORMANCE OF DUTY	N/A	N/A
<i>Per Occurrence Aggregate</i>	<i>N/A</i>	<i>N/A</i>
PROPERTY/MOBILE EQUIPMENT/BOILER AND MACHINERY		
<i>Property</i>	<i>N/A</i>	<i>N/A</i>
<i>Mobile Equipment</i>		
AUTOMOBILE PHYSICAL DAMAGE	N/A	N/A
OTHER COVERAGE: N/A	N/A	N/A
CANCELLATION: Should any of the above described coverage be cancelled before the expiration date of thereof. Notice will be delivered in accordance with the provisions of the MOC.		
MEMO: <div style="border: 1px solid black; padding: 10px; margin-top: 5px;"> Evidence of Member Coverage to contracted party Reference: 2023 Interlocal Agreement Lake Whatcom Homeowner Incentive Program </div>		
<div style="display: flex; align-items: center;"> <div> _____ Authorized Representative December 8, 2022 </div> </div>		
<small>1610 S Technology Blvd, Suite 100 - Spokane Washington – 99224 Tel. (509) 838-0910 - Toll Free (800) 462-8418 - Fax (509) 747-3875</small>		

Contracted Party Notice

Enduris Washington is a joint self-insurance program for public entities authorized by RCW 48.62.

Under RCW 48.62.061, the state risk manager shall adopt rules governing the management and operation of both individual and joint local government self-insurance programs covering property or liability risks. The rules are contained in the Washington Administrative Code (WAC) 200-100 and summarized as follows:

- Only members who sign the interlocal agreement binding them to contributions and assessments may participate in a local government risk pool (WAC 200-100-020).
- Only members may participate in the self-insured retention layer, and only members may participate in the joint purchase of insurance or reinsurance (WAC 200-100-02005).
- Nonmembers shall not participate in any coverages of the joint self-insurance program including the self-insured retention layer and the excess insurance or reinsurance layer (WAC 200-100-02007).

The state risk manager and the Washington Administrative Code prohibit Enduris of Washington from granting additional insured status to nonmembers.

However, Enduris can cover the contractual liability undertaken by its members in most cases. As long as the contract between an Enduris member and a third party qualifies as a "member contract" and the claims against the indemnitee third party are otherwise covered by the terms of the Memorandum of Coverage, the member district's indemnity obligation should also be covered.

Enduris Washington's memorandum of coverage (MOC) contains the definition of a "member contract" as follows:

SECTION IV – DEFINITIONS

[...]

M. Member Contract means a written contract that satisfies all of the following:

1. The agreement pertains to the Named Member's routine governmental operations, including professional services and mutual aid agreements, and by the contract terms the Named Member assumes the Tort liability of another to pay damages because of Bodily Injury or Property Damage to a third person or organization, or with respect to Professional Services to pay damages because of Public Officials Errors and Omissions to a third person or organization, and;
 2. The agreement was entered into prior to the damage for which a claim is made.
- Tort liability means a liability that would be imposed by law in the absence of any contract or agreement.

A Member Contract does not include any part of any contract or agreement that indemnifies any person or organization for any claim and/or suit that is excluded by the terms of this Memorandum, or that indemnifies an architect, engineer, or surveyor arising out of preparing, approving, or failing to approve maps, drawings, opinions, reports, surveys, change orders, designs or specifications, or giving or failing to give directions or instructions, unless the architect, engineer or surveyor is an employee of the Named Member and the services are part of the Named Member's routine governmental operations. A Member Contract also does not include the indemnification of any person or organization for damages by fire, explosion, or water damages to premises rented or loaned to the Named Member.

Reliability in a Risky World

1610 S. Technology Blvd., Suite 100 | Spokane WA 99224 | T: 800-462-8418 |
www.enduris.us



Whatcom County

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

Agenda Bill Master Report

File Number: AB2023-056

File ID:	AB2023-056	Version:	1	Status:	Agenda Ready
File Created:	01/06/2023	Entered by:	LCumming@co.whatcom.wa.us		
Department:	Public Works Department	File Type:	Contract		
Assigned to:	Council Finance and Administrative Services Committee	Final Action:			
Agenda Date:	01/24/2023	Enactment #:			

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

TITLE FOR AGENDA ITEM:

Request authorization for the County Executive to enter into a Local Agency Standard Consultant Agreement Supplement No. 3 between Whatcom County and Wilson Engineering LLC., to provide on-call professional land surveying services support to Whatcom County Public Works, in the amount of \$100,000

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

Whatcom County Public Works, at times, requires additional professional land surveying services due to the following: workload capacity, work outside of our expertise, and independent opinions. This supplement adds an additional \$100,000 to the agreement. This task order is utilized by multiple public works divisions (Design/Construction, Bridge and Hydraulics, Stormwater, River and Flood, etc.)

HISTORY OF LEGISLATIVE FILE

Date:	Acting Body:	Action:	Sent To:



Attachments: Staff Memo, Agreement



MEMORANDUM

To: The Honorable Satpal Singh Sidhu, Whatcom County Executive, and
The Honorable Members of the Whatcom County Council

Through: Elizabeth Kosa, Interim Director

From: Josh Cihak P.E., Engineering Manager 
Jesse J. Allen, PLS, Engineering Supervisor 

Date: December 19, 2022

Subject: **Local Agency Standard Consultant Agreement
For Professional Land Surveying Services
Supplement No. 3 with Wilson Engineering LLC,
WCC No. 202101028**

Enclosed for your review and DocuSign signature is the Local Agency Standard Consultant Agreement Supplement No. 3 between Wilson Engineering LLC and Whatcom County.

Requested Action

Public Works respectfully requests that the County Council authorize the County Executive to enter into a Local Agency Standard Consultant Agreement Supplement No. 3 with Wilson Engineering LLC to provide on-call Professional Land Surveying services support to Whatcom County Public Works.

Background and Purpose

Whatcom County Public Works, at times, requires additional professional land surveying services due to the following: workload capacity; work outside our expertise; and independent opinions. This contract will provide for these professional land surveying services.

This supplement adds an additional \$100,000.00 to the agreement.

Funding Amount and Source

The not-to-exceed amount for the original agreement and Supplement No. 3 is \$200,000.00. This is a task order based contract that is utilized by multiple Public Works Divisions (Design/Construction, Bridge and Hydraulics, Stormwater, River and Flood, etc.). As such, multiple funding sources will be utilized during work under this contract.

Please contact Jesse Allen at extension 6311, if you have any questions or concerns regarding the terms of this agreement.

WHATCOM COUNTY CONTRACT INFORMATION SHEET

Whatcom County Contract No. _____

Originating Department: _____	
Division/Program: <i>(i.e. Dept. Division and Program)</i> _____	
Contract or Grant Administrator: _____	
Contractor's / Agency Name: _____	
<p>Is this a New Contract? If not, is this an Amendment or Renewal to an Existing Contract? Yes No</p> <p>Yes No If Amendment or Renewal, (per WCC 3.08.100 (a)) Original Contract #: _____</p> <p>Does contract require Council Approval? Yes No If No, include WCC: _____</p> <p>Already approved? Council Approved Date: _____ (Exclusions see: Whatcom County Codes 3.06.010, 3.08.090 and 3.08.100)</p> <p>Is this a grant agreement?</p> <p>Yes No If yes, grantor agency contract number(s): _____ CFDA#: _____</p> <p>Is this contract grant funded?</p> <p>Yes No If yes, Whatcom County grant contract number(s): _____</p> <p>Is this contract the result of a RFP or Bid process? Contract</p> <p>Yes No If yes, RFP and Bid number(s): _____ Cost Center: _____</p> <p>Is this agreement excluded from E-Verify? No Yes If no, include Attachment D Contractor Declaration form.</p> <p>If YES, indicate exclusion(s) below:</p> <div style="display: flex; justify-content: space-between;"> <div> <input type="checkbox"/> Professional services agreement for certified/licensed professional. <input type="checkbox"/> Contract work is for less than \$100,000. <input type="checkbox"/> Contract work is for less than 120 days. <input type="checkbox"/> Interlocal Agreement (between Governments). </div> <div> <input type="checkbox"/> Goods and services provided due to an emergency <input type="checkbox"/> Contract for Commercial off the shelf items (COTS). <input type="checkbox"/> Work related subcontract less than \$25,000. <input type="checkbox"/> Public Works - Local Agency/Federally Funded FHWA. </div> </div>	
<p>Contract Amount:(sum of original contract amount and any prior amendments): \$ _____</p> <p>This Amendment Amount: \$ _____</p> <p>Total Amended Amount: \$ _____</p>	<p>Council approval required for; all property leases, contracts or bid awards exceeding \$40,000, and professional service contract amendments that have an increase greater than \$10,000 or 10% of contract amount, whichever is greater, except when:</p> <ol style="list-style-type: none"> 1. Exercising an option contained in a contract previously approved by the council. 2. Contract is for design, construction, r-o-w acquisition, prof. services, or other capital costs approved by council in a capital budget appropriation ordinance. 3. Bid or award is for supplies. 4. Equipment is included in Exhibit "B" of the Budget Ordinance. 5. Contract is for manufacturer's technical support and hardware maintenance of electronic systems and/or technical support and software maintenance from the developer of proprietary software currently used by Whatcom County.
Summary of Scope: _____	
Term of Contract: _____	Expiration Date: _____

Contract Routing:	1. Prepared by: _____ 2. Attorney signoff: _____ 3. AS Finance reviewed: _____ 4. IT reviewed (if IT related): _____ 5. Contractor signed: _____ 6. Submitted to Exec.: _____ 7. Council approved (if necessary): _____ 8. Executive signed: _____ 9. Original to Council: _____	Date: _____ Date: <u>12/27/22</u> Date: <u>12/21/22</u> Date: _____ Date: _____ Date: _____ Date: _____ Date: _____
-------------------	--	--



**Washington State
Department of Transportation**

Supplemental Agreement Number _____	Organization and Address	
Original Agreement Number		
Project Number	Phone:	
	Execution Date	Completion Date
Project Title	New Maximum Amount Payable	
Description of Work		

The Local Agency of _____
desires to supplement the agreement entered in to with _____
and executed on _____ and identified as Agreement No. _____
All provisions in the basic agreement remain in effect except as expressly modified by this supplement.
The changes to the agreement are described as follows:

I

Section 1, SCOPE OF WORK, is hereby changed to read:

II

Section IV, TIME FOR BEGINNING AND COMPLETION, is amended to change the number of calendar days
for completion of the work to read: _____

III

Section V, PAYMENT, shall be amended as follows:

as set forth in the attached Exhibits, and by this reference made a part of this supplement.

If you concur with this supplement and agree to the changes as stated above, please sign in the Appropriate
spaces below and return to this office for final action.

By: _____ By: _____

Consultant Signature

Approving Authority Signature

Date

Wilson Engineering 2023 Ante Sheet

WSDOT - On-Call Land Survey Services
 Required to Complete A&E Projects
 Contract No.:2023 WCPW On-Call Survey
 Support

Position Classification	Direct Salary Rate	ICR	Profit	Max Rate Per Hour
	2023	135.72%	26.05%	
Sr. Professional Surveyor	\$63.95	\$86.79	\$16.66	\$167.40
Professional Surveyor	\$51.92	\$70.47	\$13.53	\$135.91
SR. Survey Technician (LSIT)	\$45.00	\$61.07	\$11.72	\$117.80
Survey RWSurvey Techician	\$37.50	\$50.90	\$9.77	\$98.16
Crew Chief	\$42.40	\$57.55	\$11.05	\$110.99
Survey Technician	\$37.50	\$50.90	\$9.77	\$98.16
Hydrographer	\$63.95	\$86.79	\$16.66	\$167.40
Bathy Survey Crew Member	\$42.40	\$57.55	\$11.05	\$110.99
UAV/UAS Pilot	\$47.40	\$64.33	\$12.35	\$124.08
Jr. Field Survey Tech	\$25.00	\$33.93	\$6.51	\$65.44
Sr. CAD Design Technician	\$47.20	\$64.06	\$12.30	\$123.56
		\$0.00	\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00
Construction Site Surveyor*	\$80.33	\$109.02	\$20.93	\$210.28
Assistant Construction Site Surveyor*	\$79.62	\$108.06	\$20.74	\$208.42
		\$0.00	\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00

*Per 2023 WA State Prevailing Wage Table

OH used is from (enter FYE from letter) ICR



**Washington State
Department of Transportation**

Development Division
Contract Services Office
PO Box 47408
Olympia, WA 98504-7408
7345 Linderson Way SW
Tumwater, WA 98501-6504

TTY: 1-800-833-6388
www.wsdot.wa.gov

April 4, 2022

Wilson Engineering, LLC
805 Dupont Street, Suite 7
Bellingham, WA 98225

Subject: Acceptance FYE 2021 ICR – Risk Assessment Review

Dear Andrew Law:

Based on Washington State Department of Transportation's (WSDOT) Risk Assessment review of your Indirect Cost Rate (ICR), we have accepted your proposed FYE 2021 ICR of 135.72%. This rate will be applicable for Local Agency Contracts in Washington only. This rate may be subject to additional review if considered necessary by WSDOT. Your ICR must be updated on an annual basis.

Costs billed to agreements/contracts will still be subject to audit of actual costs, based on the terms and conditions of the respective agreement/contract.

This was not a cognizant review. Any other entity contracting with your firm is responsible for determining the acceptability of the ICR.

If you have any questions, feel free to contact our office at **(360) 705-7019** or via email consultantrates@wsdot.wa.gov.

Regards;

ERIK K. JONSON
Contract Services Manager

Apr 5, 2022

EKJ:mya



Whatcom County

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

Agenda Bill Master Report

File Number: AB2023-061

File ID:	AB2023-061	Version:	1	Status:	Agenda Ready
File Created:	01/10/2023	Entered by:	LCumming@co.whatcom.wa.us		
Department:	Public Works Department	File Type:	Bid Award		
Assigned to:	Council Finance and Administrative Services Committee	Final Action:			
Agenda Date:	01/24/2023	Enactment #:			

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

TITLE FOR AGENDA ITEM:

Request authorization for the County Executive to award bid #22-66 and enter into a contract between Whatcom County and Stremler Gravel Inc., for the 2022 Flood Gates Install project, CRP No. 922020 in the amount of \$56,080

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

A CRP was established for the 2022 Flood Gates Install project, and Public Works processed a budget modification to transfer funds approved on Supplemental #1, Ordinance #2022-096 from CRP# 923012, Unanticipated Site Improvements, listed as Item #48 of the 2023 Annual Construction Program, to fund this project in 2023

HISTORY OF LEGISLATIVE FILE

Date:	Acting Body:	Action:	Sent To:

Attachments: Staff memo, Bid Package

Elizabeth Kosa
Interim Director



James P Karcher, P. E.
County Engineer
322 N. Commercial Street, Ste 301
Bellingham, WA 98225-4042
Phone: (360) 778-6210
Fax: (360) 778-6211

Memorandum

To: The Honorable Satpal Singh Sidhu, Whatcom County Executive and the Honorable Members of the Whatcom County Council

Through: Elizabeth Kosa, Interim Director

From: James P Karcher, P.E., County Engineer *gpk*
Joshua L Cihak, P.E., Engineering Manager *jc*

Date: January 5, 2023

Re: 2022 Flood Gates Install Project, CRP No. 922020
Approval for Award of Construction Contract, Bid No. 22-66

Attached for your review and signature is the standard construction contract award package for the above-referenced project. This package includes the approval for contract award, bid tabulation, and low bid proposal.

Requested Action

Public Works respectfully requests that the County Council authorize the County Executive to sign the Approval for Contract Award to Stremler Gravel Inc. for the 2022 Flood Gates Install project, CRP No. 922020. Upon receipt of the signed Approval for Contract Award form, Public Works will submit the construction contract to the County Executive for contract execution.

Background and Purpose

Bids for this project were solicited through the Whatcom County Small Works Roster. Bid proposals for the project were opened at 2:30 p.m. on Thursday, December 29, 2022. A total of two (2) responsive bids were received, with **Stremler Gravel Inc.** being the lowest responsible bidder in the amount of \$56,080. The bid tabulation is attached to this memorandum.

Funding Amount and Source

Whatcom County will be using local road funds for the construction of this project. A CRP was established for the 2022 Flood Gates Install project, and Public Works processed a budget modification to transfer funds approved on Supplemental #1, Ordinance #2022-096 from CRP# 923012, Unanticipated Site Improvements, listed as Item No. 48 of the 2023 Annual Construction Program, to fund this project in 2023. Please contact Josh Cihak at extension 6277 if you have any questions or concerns regarding this contract.

In accordance with W.C.C. 3.08.030, I concur with this recommendation:

Digitally signed by Sara Winger
DN: cn=Sara Winger, o=Whatcom County AS
Finance, ou=Senior Purchasing Coordinator,
email=swinger@co.whatcom.wa.us, c=US
Date: 2023.01.06 16:20:30 -08'00'
Adobe Acrobat version: 2020.005.30418

Sara Winger

Sara Winger, Senior Purchasing Coordinator

Date

BID PROPOSAL FOR:

2022 Flood Gate Install

CRP No. 922020

DATE: 12/22/2022

TO: Whatcom County Public Works
Engineering Division
322 N Commercial St. Suite 301
Bellingham, Washington 98225

Gentlepersons:

This certifies that the Undersigned: has examined the location of the project site and the conditions of work; and has carefully read and thoroughly understands the contract documents entitled: **"2022 Flood Gate Install; CRP No. 922020"** Whatcom County, Washington, including the "Bid Procedures and Conditions," "Specifications and Conditions," "Contract Forms," "Construction Plans," and "Appendices," governing the work embraced in this project, and the method by which payment will be made for said work. The Undersigned hereby proposes to undertake and complete the work embraced in this project in accordance with said contract documents, and agrees to accept as payment for said work, the schedule of lump sum and unit prices as set forth in the "Bid" below.

The Undersigned acknowledges that payment will be based on the actual work performed and material used as measured or provided for in accordance with the said contract documents, and that no additional compensation will be allowed for any taxes not included in each lump sum or unit price, and that the basis for payment will be the actual work performed and measured or provided for in accordance with the said contract documents.

The Undersigned certifies that it is not currently disqualified from bidding on any public works contract under RCW 39.06.010 or RCW 39.12.065(3).

BID PROPOSAL

2022 Flood Gate Install
CRP No. 922020

Item No.	Description	Quantity	Units	Unit Price	Total Price
1	Installation of Roadway Gate Set	3	Each	\$ <u>15,200</u>	\$ <u>45,600</u>
2	Temporary Erosion and Sediment Control (Force Account)	EST.	Dollar	DOL	\$1,000
3	Flaggers	96	Hour	\$ <u>80.00</u>	\$ <u>7,680</u>
4	Project Temporary Traffic Control	1	Lump Sum	Lump Sum	\$ <u>1,800</u>
Project Total (Bid Items 1-4)					\$ <u>55,080</u>

SUBCONTRACTOR LIST

Prepared in Compliance with RCW 39.30.060, as amended.

To be submitted with, or as a supplement to, the Bid Proposal for 2022 Flood Gate Install, CRP No. 922020, as applicable, and in accordance with RCW 39.30.060:

Failure to submit, as follows, the names of Subcontractors will result in the bidder's bid being non-responsive and therefore void:

- a) Within one hour after the published bid submittal time, the names of the subcontractors with whom the bidder, if awarded the contract, will subcontract for performance of the work of: HVAC (heating, ventilation, and air conditioning); plumbing as described in chapter 18.106 RCW; and electrical as described in chapter 19.28 RCW, or to name itself for the work; and
- b) Within forty-eight hours after the published bid submittal time, the names of the subcontractors with whom the bidder, if awarded the contract, will subcontract for performance of the work of structural steel installation and rebar installation.

If a Subcontractors List is submitted as a supplement after the bid submittal time as described above, the list must be delivered to:

Josh Cihak, Engineering Manager, at JCihak@co.whatcom.wa.us; and CC
Jim Karcher, Whatcom County Engineer, at JKarcher@co.whatcom.wa.us

To the extent the Project includes one or more categories of work referenced in RCW 39.30.060, and no subcontractor is listed below to perform such work, the bidder certifies that the work will either (i) be performed by the bidder itself, or (ii) be performed by a lower tier subcontractor who will not contract directly with the bidder.

CATEGORY OF WORK	SUBCONTRACTOR NAME
HVAC	N/A
Plumbing	N/A
Electrical	N/A
Structural Steel Installation	Stremler Gravel
Rebar Installation	Stremler Gravel

* Bidder's are notified that it is the opinion of the enforcement agency that PVC or metal conduit, junction boxes, etc, are considered electrical equipment and therefore considered part of electrical work, even if the installation is for future use and no wiring or electrical current is connected during the project.

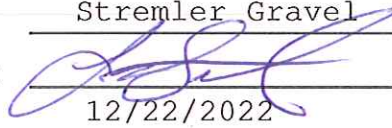


Proposal for Incorporating Recycled Materials into the Project

In compliance with a new law that went into effect January 1, 2016 (SHB1695), the Bidder shall propose below, the total percent of construction aggregate and concrete materials to be incorporated into the Project that are recycled materials. Calculated percentages must be within the amounts allowed in Section 9-03.21(1)E, Table on Maximum Allowable Percent (By Weight) of Recycled Material, of the Standard Specifications.

Proposed total percentage: 0% percent.

Note: Use of recycled materials is highly encouraged within the limits shown above, but does not constitute a Bidder Preference, and will not affect the determination of award, unless two or more lowest responsive Bid totals are exactly equal, in which case proposed recycling percentages will be used as a tie-breaker, per the APWA GSP in Section 1-03.1 of the Special Provisions. Regardless, the Bidder's stated proposed percentages will become a goal the Contractor should do its best to accomplish. Bidders will be required to report on recycled materials actually incorporated into the Project, in accordance with the APWA GSP in Section 1-06.6 of the Special Provisions.

Bidder: Stremler Gravel
Signature of Authorized Official: 
Date: 12/22/2022



Contractor Certification Wage Law Compliance

The bidder hereby certifies that, within the three-year period immediately preceding the bid solicitation date, June 15, 2022, the bidder is not a "willful" violator, as defined in RCW 49.48.082, of any provision of chapters 49.46, 49.48, or 49.52 RCW, as determined by a final and binding citation and notice of assessment issued by the Department of Labor and Industries or through a civil judgment entered by a court of limited or general jurisdiction.

I certify under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct.

Stremler Gravel Inc

Bidder's Business Name

Signature of Authorized Official*

Lane Stremler

Printed Name

President

Title

12/22/2022

Date

Whatcom

County

WA

State

Check One:

Sole Proprietorship ☐ Partnership ☐ Joint Venture ☐ Corporation ☒

State of Incorporation, or if not a corporation, State where business entity was formed:

Washington

If a co-partnership, give firm name under which business is transacted:

** If a corporation, proposal must be executed in the corporate name by the president or vice-president (or any other corporate officer accompanied by evidence of authority to sign). If a co-partnership, proposal must be executed by a partner.*

NON-COLLUSION DECLARATION

Whatcom County 2022 Flood Gate Install

CRP No. 922020

I, by signing the proposal, hereby declare, under penalty of perjury under the laws of the United States that the following statements are true and correct:

1. That the undersigned person(s), firm, association or corporation has (have) not, either directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive bidding in connection with the project for which this proposal is submitted.
2. That by signing the signature page of this proposal, I am deemed to have signed and have agreed to the provisions of this declaration.

NOTICE TO ALL BIDDERS

To report bid rigging activities call:

1-800-424-9071

The U.S. Department of Transportation (USDOT) operates the above toll free "hotline" Monday through Friday, 8:00 a.m. to 5:00 p.m. Eastern Time. Anyone with knowledge of possible bid rigging, bidder collusion, or other fraudulent activities should use the "hotline" to report such activities.

The "hotline" is part of USDOT's continuing effort to identify and investigate highway construction contract fraud and abuse, and is operated under the direction of the USDOT Inspector General. All information will be treated confidentially and caller anonymity will be respected.

BIDDER IDENTIFICATION

The name of the Bidder submitting this proposal, the address and phone number to which all communications concerned with this proposal shall be made, and the number which has been assigned indicating the Bidder is licensed to do business in the State of Washington are as follows:

Firm Name: Stremler Gravel

Address: PO Box 527, Lynden, WA 98264;

Telephone: 360.354.8585

Contractor's WA Registration Number: STREMG1106M5

Contractor's WA UBI Number: 601-254-394

Contractor's WA Employment Security Department Number: 699580 00 4

Contractor's WA Excise Tax Registration Number: 601-254-394

The Firm submitting this proposal is a: ☐ Sole Proprietorship
☐ Partnership
☒ Corporation

The names and titles of the principal officers of the corporation submitting this proposal, or of the partnership, or of all persons interested in this proposal as principals are as follows:

NAME: (PRINTED)

TITLE:

Lane Stremler

President

Vince Stremler

Vice President

NOTE: Signatures of this proposal must be identified above. Failure to identify the Signatories will be cause for considering the proposal irregular and for subsequent rejection of the bid.

BID PROPOSAL SIGNATURE AND ADDENDUM ACKNOWLEDGMENT

The bidder is hereby advised that by signature of this proposal he/she is deemed to have acknowledged all requirements and signed all certificates contained herein. The undersigned hereby agrees to pay labor not less than the prevailing rates of wages or less than the hourly minimum rate of wages as specified in the Specifications and Conditions for this project.

CASH ☐ IN THE AMOUNT OF _____

CASHIER'S CHECK ☐ DOLLARS (_____) PAYABLE
TO WHATCOM COUNTY IN THE AMOUNT OF _____

CERTIFIED CHECK ☐ (\$_____) PAYABLE TO WHATCOM COUNTY

PROPOSAL BOND ☒ IN THE AMOUNT OF 5% OF THE BID.

Receipt is hereby acknowledged by addendum(s) No.(s) 1, 2, & _____

SIGNATURE OF AUTHORIZED OFFICIAL(S)

(PROPOSAL MUST BE SIGNED) _____



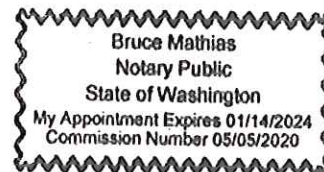
_____(Seal)

FIRM NAME: Stremler Gravel Inc

STATE OF WASHINGTON)
) ss.
COUNTY OF WHATCOM)

On this 22 day of DECEMBER, 2022, before me personally appeared _____
to me personally known to be the person described in and
who executed the above instrument and who acknowledged to me the act of signing thereof

Bruce Mathias
NOTARY PUBLIC, in and for the _____
State of Washington, residing at: FERNDAL, WA
My Commission Expires: 1-14-24



This proposal form is not transferable and any alteration of the firm's name entered hereon without prior permission from Whatcom County will be cause for considering the proposal irregular and for subsequent rejection of the bid.

BID BOND

KNOW ALL MEN BY THESE PRESENTS, that we, Stremler Gravel, Inc.

of Lynden, WA, as principal, and the Travelers Casualty and Surety Company of America a corporation duly organized under the laws of the State of Connecticut and having its principal place of business at 1501 Fourth Ave., Suite 1000, Seattle in the State of Washington, as Surety, are held and firmly bound unto Whatcom County, a Municipal Corporation in the State of Washington, in the full and penal sum of five percent (5%) of the total bid amount appearing on the bid proposal of said principal for the work hereinafter described, for the payment of which, well and truly to be made, we bind our heirs, executors, administrators and assigns, and successors and assigns, jointly and severally, firmly by these presents.

The condition of this bond is such that, whereas, the principal herein is herewith submitting his or its bid proposal for **2022 Flood Gate Install; CRP No. 922020** bid proposal, by reference thereto, being hereby made a part hereof.

NOW, THEREFORE, if the said bid proposal submitted by the said PRINCIPAL be accepted, and the contract be awarded to said PRINCIPAL, and if said PRINCIPAL shall duly make and enter into and execute said contract and shall furnish the performance bond as required by the bidding and contract documents within a period of ten (10) days from and after said award, exclusive of the day of such award, then its obligation to pay the above-mentioned penal sum as liquidated damages shall be null and void, otherwise it shall remain and be in full force and effect.

SIGNED AND SEALED this 29th day of December, 2022.

Stremler Gravel, Inc.

Principal

By 

(Seal)

Travelers Casualty and Surety Company of America

Surety

By 

Julie R Truitt, Attorney-In-Fact

The Attorney-in-fact who executes this bond on behalf of the surety company, must attach a copy of his power-of attorney as evidence of his authority.



**Travelers Casualty and Surety Company of America
Travelers Casualty and Surety Company
St. Paul Fire and Marine Insurance Company**

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company are corporations duly organized under the laws of the State of Connecticut (herein collectively called the "Companies"), and that the Companies do hereby make, constitute and appoint **Julie R Truitt** of **TACOMA, Washington**, their true and lawful Attorney(s)-in-Fact to sign, execute, seal and acknowledge any and all bonds, recognizances, conditional undertakings and other writings obligatory in the nature thereof on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

IN WITNESS WHEREOF, the Companies have caused this instrument to be signed, and their corporate seals to be hereto affixed, this **21st** day of **April, 2021**.



State of Connecticut

City of Hartford ss.

By: 
Robert L. Raney, Senior Vice President

On this the **21st** day of **April, 2021**, before me personally appeared **Robert L. Raney**, who acknowledged himself to be the Senior Vice President of each of the Companies, and that he, as such, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing on behalf of said Companies by himself as a duly authorized officer.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.

My Commission expires the **30th** day of **June, 2026**




Anna P. Nowik, Notary Public

This Power of Attorney is granted under and by the authority of the following resolutions adopted by the Boards of Directors of each of the Companies, which resolutions are now in full force and effect, reading as follows:

RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President, any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary may appoint Attorneys-in-Fact and Agents to act for and on behalf of the Company and may give such appointee such authority as his or her certificate of authority may prescribe to sign with the Company's name and seal with the Company's seal bonds, recognizances, contracts of indemnity, and other writings obligatory in the nature of a bond, recognizance, or conditional undertaking, and any of said officers or the Board of Directors at any time may remove any such appointee and revoke the power given him or her; and it is

FURTHER RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President may delegate all or any part of the foregoing authority to one or more officers or employees of this Company, provided that each such delegation is in writing and a copy thereof is filed in the office of the Secretary; and it is

FURTHER RESOLVED, that any bond, recognizance, contract of indemnity, or writing obligatory in the nature of a bond, recognizance, or conditional undertaking shall be valid and binding upon the Company when (a) signed by the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary and duly attested and sealed with the Company's seal by a Secretary or Assistant Secretary; or (b) duly executed (under seal, if required) by one or more Attorneys-in-Fact and Agents pursuant to the power prescribed in his or her certificate or their certificates of authority or by one or more Company officers pursuant to a written delegation of authority; and it is

FURTHER RESOLVED, that the signature of each of the following officers: President, any Executive Vice President, any Senior Vice President, any Vice President, any Assistant Vice President, any Secretary, any Assistant Secretary, and the seal of the Company may be affixed by facsimile to any Power of Attorney or to any certificate relating thereto appointing Resident Vice Presidents, Resident Assistant Secretaries or Attorneys-in-Fact for purposes only of executing and attesting bonds and undertakings and other writings obligatory in the nature thereof, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be valid and binding upon the Company and any such power so executed and certified by such facsimile signature and facsimile seal shall be valid and binding on the Company in the future with respect to any bond or understanding to which it is attached.

I, **Kevin E. Hughes**, the undersigned, Assistant Secretary of each of the Companies, do hereby certify that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which remains in full force and effect.

Dated this **29th** day of **December, 2022**.




Kevin E. Hughes, Assistant Secretary

**To verify the authenticity of this Power of Attorney, please call us at 1-800-421-3880.
Please refer to the above-named Attorney(s)-in-Fact and the details of the bond to which this Power of Attorney is attached.**

2022 Flood Gates Install Project

CRP No. 922020

Bid Submittal Received by:

2:30 PM - December 29, 2022

ITEM NO.	QUOTE PROPOSAL			ENGINEER'S ESTIMATE		Stremler Gravel, Inc.		Tiger Construction LTD	
	ITEM DESCRIPTION	UNIT MEAS.	QTY	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT
1	Installation of Roadway Gate Set	Each	3	\$12,000.00	\$36,000.00	\$15,200.00	\$ 45,600.00	\$17,000.00	\$ 51,000.00
2	Temporary Erosion and Sediment Control (<i>Force Account</i>)	Dollar	EST	DOL	\$1,000.00	DOL	\$ 1,000.00	DOL	\$1,000.00
3	Flaggers	Hour	96	\$80.00	\$7,680.00	\$80.00	\$ 7,680.00	\$75.00	\$ 7,200.00
4	Project Temporary Traffic Control	Lump Sum	1	\$4,000.00	\$4,000.00	\$1,800.00	\$ 1,800.00	\$5,500.00	\$ 5,500.00
				TOTAL AMOUNT=			\$ 56,080.00		\$ 64,700.00

* Note: Amounts in ***bold and italic*** represent a correction to the contractor's submitted bid.

I hereby certify that the amounts tabulated herein are correct and accurately represent the amounts contained in the Engineer's estimate and the respective bid proposals opened at 2:30 P.M., December 29, 2022 for CRP No. 922020 - 2022 Flood Gates Install, Bid No. 22-66,

James P. Karcher 1-04-2023

James P. Karcher, P.E.
County Engineer

Date

STATE OF WASHINGTON)

ss.)

COUNTY of WHATCOM)

On this day personally appeared before me, James P Karcher, P.E., known to me to be the County Engineer and the person described herein and who executed the within and foregoing instrument on this 4th day of January 2023 at

Barbara Thompson
NOTARY PUBLIC

Residing At Bellingham

My Commission Expires 5-29-2024



**WHATCOM COUNTY
PUBLIC WORKS DEPARTMENT**

Elizabeth Kosa
Interim Director



James P Karcher, P. E.
County Engineer
322 N. Commercial Street, Ste 301
Bellingham, WA 98225-4042
Phone: (360) 778-6210
Fax: (360) 778-6211

2022 Flood Gates Install Project

APPROVAL FOR CONTRACT AWARD

Approval is hereby granted to award the Contract as follows:

Project: 2022 Flood Gates Install Project

To: Stremler Gravel Inc.

In the amount of their bid proposal \$56,080.00 including all taxes.

Satpal Singh Sidhu
Whatcom County Executive
Approving Authority

Date

By Christopher Quinn

Christopher Quinn
Senior Deputy Prosecuting Attorney
Civil Division

1.10.2023

Date



Whatcom County

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

Agenda Bill Master Report

File Number: AB2023-062

File ID:	AB2023-062	Version:	1	Status:	Referred
File Created:	01/10/2023	Entered by:	DBrown@co.whatcom.wa.us		
Department:	Council Office	File Type:	Resolution		
Assigned to:	Council Climate Action and Natural Resources Committee	Final Action:			
Agenda Date:	01/24/2023	Enactment #:			

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

TITLE FOR AGENDA ITEM:

Resolution in support of adjudication funding in the Washington State 2023 - 2024 biennium

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

See resolution.

HISTORY OF LEGISLATIVE FILE

Date:	Acting Body:	Action:	Sent To:
01/10/2023	Council	REFERRED TO COMMITTEE	Council Climate Action and Natural Resources Committee

Attachments: Original Proposed Resolution, Revised Proposed Resolution

RESOLUTION IN SUPPORT OF ADJUDICATION FUNDING IN THE WASHINGTON STATE 2023 TO 2024 BIENNIUM

WHEREAS, there is long-running concern in Whatcom County regarding the legal use of diminishing water resources vital to domestic, commercial, agricultural and industrial users; and

WHEREAS, greater certainty is needed regarding who holds both senior and junior water rights and to what quantity each holder is entitled to; and

WHEREAS, climate change impacts are reducing summer instream flows and recent scientific reports from the Intergovernmental Panel on Climate Change point out that time is running short for communities everywhere to mitigate and adapt to the worst effects of climate change; and

WHEREAS, allocation of legal water use during summer low flow periods is critical to a flourishing agricultural economy and essential for the recovery of the Nooksack River watershed's salmon populations; and

WHEREAS, healthy salmon runs are an integral to Whatcom County's culture, economy, and ecosystems, and diminished summer low flows in our streams and rivers adversely impact fish species listed on the Endangered Species Act; and

WHEREAS, the Nooksack Indian Tribe and Lummi Nation have treaty-protected water rights for instream flows that have not yet been quantified; and

WHEREAS, 25 years of stakeholder negotiations under the Washington State Watershed Planning Act and associated local efforts have not resulted in sufficient progress towards a collaborative solution to water quantity allocation; and

WHEREAS the County Executive's efforts at a Collaborative Solutions Table involving stakeholders is a positive step, the quantification of water legal rights requires adjudication; and

WHEREAS, the adjudication process will take many years, delaying in this process will further delay resolution to long-running concern in Whatcom County regarding the legal use of diminishing water resources; and

WHEREAS, the adjudication process will honor Tribal Treaty Rights, determine the seniority order of water rights and water quantity for all water rights holders, however, increasing the summer instream flows in Nooksack and its tributaries, restoration and expansion of the salmon habitat, ensuring adequate water security for a thriving agricultural base of local economy, improving the water quality and safety of aquaculture, climate mitigation challenges will require all parties to participate in a collaborative Solutions Table discussion.

WHEREAS, the Tribes have petitioned the State of Washington to advance a water rights adjudication in WRIA 1, and the Washington State Department of Ecology has requested \$2.7 million in their 2023-2024 operating budget to initiate the adjudication process in 2023; and

WHEREAS, the adjudication proceedings will encourage collaborative processes under the direction of the adjudication court to proactively increase summer streamflow's, improve water quality, restore salmon habitat, and address the Nooksack basin's other water resources challenges; and

WHEREAS, the adjudication process and the Solutions Table process are complementary of each other;

NOW, THEREFORE, BE IT RESOLVED,

- a) Whatcom County Council supports the adjudication process and strongly encourages the state legislature full funding the WRIA 1 adjudication process in the 2023-2024 Biennium Washington State Budget;
- b) Whatcom County Council requests the legislature provide funding to the County to provide filing assistance for all participants in the adjudication process;
- c) Whatcom County Council also supports a parallel collaborative Solutions Table process and strongly encourages the legislature to fund this in the 2023-24 Biennium Washington State Budget.

1 PROPOSED BY: _____
2 INTRODUCTION DATE: JANUARY 10, 2023
3

4 RESOLUTION NO. _____
5

6 **IN SUPPORT OF ADJUDICATION FUNDING IN THE WASHINGTON STATE**
7 **2023 TO 2024 BIENNIUM**
8

9 **WHEREAS**, there is long-running concern in Whatcom County regarding the legal
10 use of diminishing water resources vital to domestic, commercial, agricultural and industrial
11 users; and
12

13 **WHEREAS**, greater certainty is needed regarding who holds both senior and junior
14 water rights and to what quantity each holder is entitled to; and
15

16 **WHEREAS**, climate change impacts are reducing summer instream flows and recent
17 scientific reports from the Intergovernmental Panel on Climate Change point out that time is
18 running short for communities everywhere to mitigate and adapt to the worst effects of
19 climate change; and
20

21 **WHEREAS**, allocation of legal water use during summer low flow periods is critical to
22 a flourishing agricultural economy and essential for the recovery of the Nooksack River
23 watershed's salmon populations; and
24

25 **WHEREAS**, healthy salmon runs are an integral to Whatcom County's culture,
26 economy, and ecosystems, and diminished summer low flows in our streams and rivers
27 adversely impact fish species listed on the Endangered Species Act; and
28

29 **WHEREAS**, the Nooksack Indian Tribe and Lummi Nation have treaty-protected
30 water rights for instream flows that have not yet been quantified; and
31

32 **WHEREAS**, 25 years of stakeholder negotiations under the Washington State
33 Watershed Planning Act and associated local efforts have not resulted in sufficient progress
34 towards a collaborative solution to water quantity allocation; and
35

36 **WHEREAS**, the County Executive's efforts at a Collaborative Solutions Table
37 involving stakeholders is a positive step, the quantification of water legal rights requires
38 adjudication; and
39

40 **WHEREAS**, the adjudication process will take many years, delaying in this process
41 will further delay resolution to long-running concern in Whatcom County regarding the legal
42 use of diminishing water resources; and
43

44 **WHEREAS**, the adjudication process will honor Tribal Treaty Rights, determine the
45 seniority order of water rights and water quantity for all water rights holders, however,

1 increasing the summer instream flows in Nooksack and its tributaries, restoration and
2 expansion of the salmon habitat, ensuring adequate water security for a thriving agricultural
3 base of local economy, improving the water quality and safety of aquaculture, climate
4 mitigation challenges will require all parties to participate in a collaborative Solutions Table
5 discussion.

6
7 **WHEREAS,** the Tribes have petitioned the State of Washington to advance a water
8 rights adjudication in WRIA 1, and the Washington State Department of Ecology has
9 requested \$2.7 million in their 2023-2024 operating budget to initiate the adjudication
10 process in 2023; and

11
12 **WHEREAS,** the adjudication proceedings will encourage collaborative processes
13 under the direction of the adjudication court to proactively increase summer streamflow's,
14 improve water quality, restore salmon habitat, and address the Nooksack basin's other
15 water resources challenges; and

16
17 **WHEREAS,** the adjudication process and the Solutions Table process are
18 complementary of each other;

19
20 **NOW, THEREFORE, BE IT RESOLVED** by the Whatcom County Council that:

- 21
22 a) Whatcom County Council supports the adjudication process and strongly
23 encourages the state legislature full funding the WRIA 1 adjudication process in
24 the 2023-2024 Biennium Washington State Budget;
25
26 b) Whatcom County Council requests the legislature provide funding to the County
27 to provide filing assistance for all participants in the adjudication process;
28
29 c) Whatcom County Council also supports a parallel collaborative Solutions Table
30 process and strongly encourages the legislature to fund this in the 2023-24
31 Biennium Washington State Budget.

32
33 **APPROVED** this _____ day of _____, 2022.

34
35 **ATTEST:**

36 **WHATCOM COUNTY COUNCIL**
WHATCOM COUNTY, WASHINGTON

37
38
39 Dana Brown-Davis, Clerk of the Council

40
41
42 Barry Buchanan, Council Chair

43 **APPROVED AS TO FORM:**

44

Civil Deputy Prosecutor



Whatcom County

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

Agenda Bill Master Report

File Number: AB2023-086

File ID:	AB2023-086	Version:	1	Status:	Agenda Ready
File Created:	01/17/2023	Entered by:	DBrown@co.whatcom.wa.us		
Department:	Council Office	File Type:	Request for Motion		
Assigned to:	Council Climate Action and Natural Resources Committee	Final Action:			
Agenda Date:	01/24/2023	Enactment #:			

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

TITLE FOR AGENDA ITEM:

Discussion and approval of letter regarding climate action legislative priorities

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

HISTORY OF LEGISLATIVE FILE

Date:	Acting Body:	Action:	Sent To:

Attachments: Draft Letter

CLERK OF THE COUNCIL

Dana Brown-Davis, C.M.C.

COUNTY COURTHOUSE

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

**COUNCILMEMBERS**

Barry Buchanan
Tyler Byrd
Todd Donovan
Ben Elenbaas
Carol Frazey
Kaylee Galloway
Kathy Kershner

WHATCOM COUNTY COUNCIL

January X, 2023

Senator Sharon Shewmake
Representative Alicia Rule
Representative Joe Timmons
42nd Legislative District

Senator Liz Lovelett
Representative Debra Lekanoff
Representative Alex Ramel
40th Legislative District

Dear 42nd and 40th District Legislators:

Thank you for your continued commitment to representing the residents of Whatcom County down in Olympia. We are grateful for your work on our behalf. As the 2023 legislative session begins, we hope you will see us as collaborative partners advocating for all who live, work, and play here in Whatcom County. While it has been a tough few years for all of us, we are committed to working together to improve our community now and for generations to come.

Recently, Executive Satpal Sidhu presented to you our 2023 Legislative Objectives, a joint legislative agenda with the City of Bellingham, Port of Bellingham, and Whatcom County. The purpose of this letter is to elaborate on some of our legislative priorities related to climate action and environmental sustainability. We respectfully request your support on the following issues on behalf of Whatcom County.

Nooksack Adjudication

Please fully fund the Nooksack adjudication by supporting Department of Ecology's \$2.9 million request in the Governor's Budget. We believe adjudicating the Nooksack River watershed is necessary to bring together all water users and resolve water right disputes by determining who has the legal right to use water, and the priority and quantity of each right. As water rights are determined, we hope to collaborate with all parties on establishing solutions and market mechanisms to ensure everyone gets the water they need to live and support a thriving agricultural economy. In preparation for adjudication, we also request funding for the County to provide filing assistance for all participants. This will help facilitate the process and help individuals avoid unnecessary, and often expensive, legal fees.

Salmon Recovery

We are pleased to see the Governor proposed new investments to protect and restore salmon populations and habitat across Washington State. We hope that you will support these investments in riparian habitat restoration, hatcheries (including the grant to Lummi Nation for improvements to Skookum hatchery), water quality and quantity, removing fish passage barriers, and other critical programs such as the Puget Sound Acquisition and Restoration Program (PSAR), Salmon Recovery Funding Board (SRFB), and Floodplains by Design.

Culverts

While the "Culvert Case" identified the state's legal obligation to remove fish passage barriers, little was done to clarify the responsibility of local governments. We need the state's assistance and funding to help correct our fish passage barriers. With the influx of federal infrastructure funding, we hope the state can further provide matching funds, technical assistance, and help building workforce capacity so that local governments can be

prepared. We are pleased with the Governor's investments in removing fish passage barriers and preventing future barriers, and hope you will support those as well.

Growth Management Act and Comprehensive Planning

On August 9, 2022, the Whatcom County Council passed a resolution establishing our priorities for Whatcom County's 2025 Comprehensive Plan update. Among our priorities include incorporating climate change mitigation, adaptation, resilience, and greenhouse gas (GHG) emission reduction throughout the Comprehensive Plan. We also want to promote the protection and restoration of healthy habitats for fish and wildlife, which includes adding a salmon recovery goal, updating our culvert inventory with a proposed schedule for elimination, and working with the State to evaluate a framework and strategy for achieving net ecological gain for all public projects and a voluntary incentive driven framework and strategy for private projects. We hope you will support making grant funds available for local governments as well as the technical assistance and staff capacity necessary to achieve these ambitious goals.

Flood Response and Mitigation

Over the last year, [Whatcom County](#) has been working with numerous partners to respond to the devastating November 2021 Nooksack River floods. As we continue to recover, and prepare for future floods, Whatcom County supports any investment the State is willing to make to help us respond, mitigate, and adapt to future climate impacts including the anticipated increase in severity and frequency of flood events. We support the Governor's \$3.9 million investment in the Nooksack Basin flood prevention program administered by the Department of Ecology. These funds will support state, provincial, tribal and local government planning to reduce flood hazards and restore ecosystem function in the Nooksack Basin and Sumas Prairie. Funding will also support project development and implementation to reduce flood risk in communities. We also support increased investment in the Department of Ecology's Floodplains by Design program to reduce flood hazards, improve habitat, increase resiliency, and support a viable agriculture economy. Whatcom County is seeking \$12.4 million in funding for [The Nooksack River: Floodplains that Work Phase 3](#) in the 2023-2025 Washington State Floodplains by Design budget. Whatcom County ranked first across the state for its Phase 3 proposal, which will build upon our work currently underway in Phases 1 and 2. These funds are supporting the County's development and implementation of integrated floodplain management projects at a scale that is not possible with local funding alone.

Thank you for your time and consideration of these important issues. We appreciate your continued support. Please reach out to us if you have any questions.

Sincerely,

Whatcom County Council



Whatcom County

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

Agenda Bill Master Report

File Number: AB2022-706

File ID:	AB2022-706	Version:	1	Status:	Agenda Ready
File Created:	11/23/2022	Entered by:	DBrown@co.whatcom.wa.us		
Department:	Council Office	File Type:	Presentation		
Assigned to:	Council Public Works & Health Committee			Final Action:	
Agenda Date:	01/24/2023			Enactment #:	

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

TITLE FOR AGENDA ITEM:

Update from Whatcom County Medical Examiner Allison Hunt, M.D.

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

HISTORY OF LEGISLATIVE FILE

Date:	Acting Body:	Action:	Sent To:
01/10/2023	Council Public Works & Health Committee	WITHDRAWN	

Attachments:



Whatcom County

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

Agenda Bill Master Report

File Number: AB2023-025

File ID:	AB2023-025	Version:	1	Status:	Agenda Ready
File Created:	12/28/2022	Entered by:	CHalka@co.whatcom.wa.us		
Department:	Council Office	File Type:	Discussion		
Assigned to:	Council Criminal Justice and Public Safety Committee			Final Action:	
Agenda Date:	01/24/2023			Enactment #:	

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

TITLE FOR AGENDA ITEM:

Discussion on progress and next steps for the Justice Project (Public Health, Safety, and Justice Facility Needs Assessment)

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

Discussion on progress and next steps for the Justice Project (Public Health, Safety, and Justice Facility Needs Assessment)

HISTORY OF LEGISLATIVE FILE

Date:	Acting Body:	Action:	Sent To:
<hr/>			

Attachments: Memo



MEMORANDUM

TO: Whatcom County Council

FROM: Justice Project Planning Team

RE: Justice Project Implementation Plan - Discussion of potential next steps

DATE: January 17, 2023

At the February 7th Council meeting, the Stakeholder Advisory Committee will present the Justice Project Needs Assessment Report, including a list of recommendations for our community's public health, safety, and justice facility needs. On February 21st, a resolution accepting the Justice Project Needs Assessment will be on the Council agenda for consideration. The Justice Project Planning Team would like feedback from Council on the proposed next steps after the Stakeholder Advisory Committee (SAC) completes the Justice Project Needs Assessment report.

Justice Project Needs Assessment

For your information, the Justice Project Needs Assessment has the following elements:

- **Establishes a vision, values and goals** for the criminal legal system in Whatcom County,
- **Examines data** related incarceration rates, demographics, incarceration prevention and reduction efforts, and health and welfare needs,
- **Identifies gaps** in the current community response both inside and outside of the jail,
- **Considers what it would take to fill those gaps** in order to improve health and public safety, and
- **Makes recommendations** to address the community's public safety concerns.

Recommendations in the Needs Assessment focus on three interrelated elements of public health, safety, and justice:

- **Systems Goals**, include shifts in practices, policies, and funding that facilitate efficient functioning of the criminal legal system,
- **Services Goals**, which are the types of supports that need to be in place to prevent and reduce people's involvement with the criminal legal system, and
- **Facilities Goals**, which include a jail and a variety of residential and non-residential facilities and settings for legal and healthcare treatment services.

The priority needs and recommendations offered by the SAC to the Whatcom County Council are recognized as critical and time sensitive. The Needs Assessment acknowledges that the Whatcom County Council and Executive will consider recommendations in the SAC's Needs Assessment, consult with experts in service design and delivery and facility planning, consider financing mechanisms, and identify next steps for implementation.

IMPLEMENTATION PLAN

To move the recommendations of the Needs Assessment forward, within a timeline to consider a ballot measure for the 2023 general election, it is proposed that the County Executive Office, with support from the Justice Project Planning Team, develop an implementation plan for the Justice Project Needs Assessment recommendations that includes the following:

- Potential facilities concepts and planning level costs,
- Proposed services and systems efforts and their costs,
- Identification of County Departments, Community Leaders and Organizations to lead implementation of recommendations, and
- A funding approach.

There will be four (4) workshops with county staff and key stakeholders to identify implementation details for Justice Project Needs Assessment recommendations:

- Systems Workshop,
- Services Workshop,
- Facilities Workshop, and
- Funding Workshop.

Several groups will review and provide feedback on the draft implementation plan, including:

- County Council (March, April, and May updates),
- Law and Justice Council (Incarceration Prevention and Reduction Task Force),
- Focus Groups for underrepresented audiences (tribal members, Latinx, people with lived experience in the criminal legal system), and
- General public at a town hall listening session event (April, 2023 TBD).

Consultant services will be funded through the New Health, Safety & Justice Facility fund and may include meeting facilitation, project feasibility services, cost estimating, presentations, and reporting.

We realize that the County Council has not yet considered the Needs Assessment. In hopes of keeping the project moving forward, the Planning Team wants to get feedback from the County Council on the proposed next steps for the implementation plan. The Planning Team is asking Council to confirm that these are the right elements to include in the implementation plan and that the process is the right path forward.



Whatcom County

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

Agenda Bill Master Report

File Number: AB2023-060

File ID:	AB2023-060	Version:	1	Status:	Agenda Ready
File Created:	01/10/2023	Entered by:	MWinter@co.whatcom.wa.us		
Department:	Prosecuting Attorney's Office	File Type:	Discussion		
Assigned to:	Council Committee of the Whole-Executive Session	Final Action:			
Agenda Date:	01/24/2023	Enactment #:			

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

TITLE FOR AGENDA ITEM:

Discussion with Whatcom County Planning and Development Services, County legal, and outside counsel, Dennis McLerran, regarding Petrogas permit compliance [Discussion of this item may take place in executive session (closed to the public) pursuant to 42.30.110 (1)(i)]

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

Discussion with Whatcom County Planning and Development Services, County legal, and outside counsel, Dennis McLerran, regarding Petrogas permit compliance [Discussion of this item may take place in executive session (closed to the public) pursuant to 42.30.110 (1)(i)]

HISTORY OF LEGISLATIVE FILE

Date:	Acting Body:	Action:	Sent To:
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Attachments:



Whatcom County

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

Agenda Bill Master Report

File Number: AB2023-053

File ID:	AB2023-053	Version:	1	Status:	Agenda Ready
File Created:	01/04/2023	Entered by:	MWinter@co.whatcom.wa.us		
Department:	Prosecuting Attorney's Office	File Type:	Discussion		
Assigned to:	Council Committee of the Whole-Executive Session	Final Action:			
Agenda Date:	01/24/2023	Enactment #:			

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

TITLE FOR AGENDA ITEM:

Discussion with Whatcom County Public Works and County legal regarding potential litigation related to the acquisition of property located at Smith and Hannegan Roads for road project [Discussion of this item may take place in executive session (closed to the public) pursuant to RCW 42.30.110 (1)(i)]

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

Discussion with Whatcom County Public Works and County legal re: Council update of potential litigation related to the acquisition of property located at Smith and Hannegan Roads for road project [Discussion of this item may take place in executive session (closed to the public) pursuant to RCW 42.30.110 (1)(i)]

HISTORY OF LEGISLATIVE FILE

Date:	Acting Body:	Action:	Sent To:
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Attachments:



Whatcom County

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

Agenda Bill Master Report

File Number: AB2023-058

File ID:	AB2023-058	Version:	1	Status:	Agenda Ready
File Created:	01/09/2023	Entered by:	AWebb@co.whatcom.wa.us		
Department:	Prosecuting Attorney's Office	File Type:	Discussion		
Assigned to:	Council Committee of the Whole-Executive Session			Final Action:	
Agenda Date:	01/24/2023	Enactment #:			

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

TITLE FOR AGENDA ITEM:

Discussion of pending litigation with Civil Deputy Prosecutor George Roche, re: Olga Grishchuk, an individual, Victor Grishchuk, an individual, and Michael Grishchuk, an individual v. Andrew Mellema, an individual, and Whatcom County, Whatcom County Superior Court Cause No. 22-2-01274-37
[Discussion of this item may take place in executive session (closed to the public) pursuant to RCW42.30.110 (1) (i)]

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

Discussion of pending litigation with Civil Deputy Prosecutor George Roche, re: Olga Grishchuk, an individual, Victor Grishchuk, an individual, and Michael Grishchuk, an individual v. Andrew Mellema, an individual, and Whatcom County, Whatcom County Superior Court Cause No. 22-2-01274-37
[Discussion of this item may take place in executive session (closed to the public) pursuant to RCW42.30.110 (1) (i)]

HISTORY OF LEGISLATIVE FILE

Date:	Acting Body:	Action:	Sent To:
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Attachments:



Whatcom County

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

Agenda Bill Master Report

File Number: MIN2023-007

File ID:	MIN2023-007	Version:	1	Status:	Agenda Ready
File Created:	01/12/2023	Entered by:	KFelbing@co.whatcom.wa.us		
Department:	Council Office	File Type:	Minutes Consent		
Assigned to:	Council			Final Action:	
Agenda Date:	01/24/2023			Enactment #:	

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

TITLE FOR AGENDA ITEM:

Special Committee of the Whole for January 10, 2023

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

None

HISTORY OF LEGISLATIVE FILE

Date:	Acting Body:	Action:	Sent To:
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Attachments: Draft Minutes Special Committee of the Whole Jan 10 2023

Whatcom County Council Special Committee of the Whole

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



Committee Minutes - Draft Minutes

Tuesday, January 10, 2023

9 AM

Hybrid Meeting

**HYBRID MEETING - ADJOURNS BY 9:45 A.M. (PARTICIPATE IN-PERSON, SEE
REMOTE JOIN INSTRUCTIONS AT www.whatcomcounty.us/joinvirtualcouncil, OR
CALL 360.778.5010)**

COUNCILMEMBERS

Barry Buchanan
Tyler Byrd
Todd Donovan
Ben Elenbaas
Carol Frazey
Kaylee Galloway
Kathy Kershner

CLERK OF THE COUNCIL

Dana Brown-Davis, C.M.C.

Call To Order

Council Chair Todd Donovan called the meeting to order at 9 a.m. in a hybrid meeting.

Roll Call

Present: 7 - Barry Buchanan, Tyler Byrd, Todd Donovan, Carol Frazey, Ben Elenbaas, Kaylee Galloway, and Kathy Kershner

Absent: None

Announcements**Special Order of Business**

1. [AB2023-022](#) Reorganization of the Whatcom County Council for 2023
Council Chairperson (Acts as Chair of Council acting in other capacities, Rep to EDI Board, Law Library Board, County Finance Committee)

Frazey moved and Galloway seconded to nominate Buchanan.

Kershner moved to nominate Buchanan and Elenbaas. The motion was seconded by Donovan.

Councilmembers discussed the nominations.

Buchanan was appointed as Chair by the following vote:

Buchanan: 5 - Byrd, Buchanan, Donovan, Frazey, and Galloway

Elenbaas: 2 - Elenbaas and Kershner

Buchanan chaired the rest of the meeting.

Council Vice-Chairperson

Donovan moved and Frazey seconded to nominate Byrd.

The motion carried by the following vote:

Aye: 6 - Donovan, Frazey, Galloway, Kershner, Buchanan, and Byrd

Nay: 0

Abstain: 1 - Elenbaas

Executive Pro-Tempore (Cannot be on COG)

Donovan moved and Buchanan seconded to nominate Byrd and Frazey.

Byrd withdrew his name from consideration

Buchanan moved and Galloway seconded to nominate Frazey.

The motion carried by the following vote:

Aye for Frazey: 7 - Buchanan, Byrd, Donovan, Elenbaas, Frazey, Galloway, and Kershner

Nay: 0

Standing Committees

Criminal Justice and Public Safety

Kershner moved and Galloway seconded to nominate Buchanan, Byrd, and Frazey.

The motion carried by the following vote:

Aye: 7 - Byrd, Donovan, Elenbaas, Frazey, Galloway, Kershner, and Buchanan

Nay: 0

Finance & Administrative Services - Chair of Finance Committee will automatically act as Council Rep. to What-Comm Administrative Board

Galloway moved and Buchanan seconded to nominate Byrd, Donovan, Frazey, and Kershner, with each Councilmember voting for three.

Donovan, Frazey, and Kershner were appointed by the following vote:

Frazey: 6 - Buchanan, Byrd, Donovan, Frazey, Galloway, and Kershner

Kershner: 6 - Byrd, Donovan, Elenbaas, Frazey, Galloway, and Kershner

Donovan: 5 - Buchanan, Donovan, Elenbaas, Frazey, and Galloway

Byrd: 4 - Buchanan, Byrd, Elenbaas, and Kershner

Planning & Development

Buchanan moved and Donovan seconded to nominate Byrd, Elenbaas, and

Galloway.

The motion carried by the following vote:

Aye: 7 - Buchanan, Byrd, Donovan, Elenbaas, Frazey, Galloway, and Kershner

Nay: 0

Public Works and Health

Buchanan withdrew his name from consideration.

Donovan moved and Galloway seconded to nominate Frazey, Galloway, and Kershner.

Kershner stated this might be the first all-women committee assignment in a long time.

The motion carried by the following vote:

Aye: 7 - Byrd, Donovan, Elenbaas, Frazey, Galloway, Kershner, and Buchanan

Nay: 0

Climate Action and Natural Resources

Kershner moved and Buchanan seconded to nominate Donovan, Elenbaas, and Galloway.

The motion carried by the following vote:

Aye: 7 - Donovan, Elenbaas, Frazey, Galloway, Kershner, Buchanan, and Byrd

Nay: 0

Select 2 Climate Action / Natural Res. Committee members as Reps to Lake Whatcom Policy Group

Buchanan moved and Frazey seconded to nominate Donovan and Galloway.

Galloway stated she would like to strike the Climate Action and Natural Resources specification on the preference sheet for this committee and instead open it up to any councilmember. She also stated that we need to

make sure we are sending notice for the Lake Whatcom Policy Group meetings that there will be a quorum of a committee in attendance.

Dana Brown-Davis, Clerk of the Council, discussed with Councilmembers the history of why it says members need to be from the Climate Action and Natural Resources Committee, and whether two members of a committee should constitute a quorum since they cannot officially pass anything.

The motion carried by the following vote:

Aye: 7 - Elenbaas Frazey, Galloway, Kershner, Buchanan, Byrd, and Donovan

Nay: 0

Other Committee Assignments

Behavioral Health Advisory Committee

Donovan moved and Galloway seconded to nominate Buchanan.

The motion carried by the following vote:

Aye: 7 - Frazey, Galloway, Kershner, Buchanan, Byrd, Donovan, and Elenbaas

Nay: 0

Bellingham International Airport Advisory

Donovan withdrew his name from consideration.

Frazey withdrew her name from consideration.

Donovan moved and Kershner seconded to nominate Elenbaas.

The motion carried by the following vote:

Aye: 7 - Galloway, Kershner, Buchanan, Byrd, Donovan, Elenbaas, and Frazey

Nay: 0

Bellingham Regional Chamber of Commerce

Buchanan moved and Donovan seconded to nominate Byrd.

The motion carried by the following vote:

Aye: 7 - Galloway, Kershner, Buchanan, Byrd, Donovan, Elenbaas, and Frazey

Nay: 0

Business and Commerce Advisory Committee (non-voting)

Elenbaas and Galloway stated they would be willing to be on the committee.

Kershner volunteered and ***moved*** that she be nominated for the position.

The motion was seconded by Buchanan.

The motion carried by the following vote:

Aye: 7 - Galloway, Kershner, Buchanan, Byrd, Donovan, Elenbaas, and Frazey

Nay: 0

Child and Family Well-Being Task Force

Buchanan withdrew his name from consideration.

Kershner withdrew her name from consideration.

Councilmembers discussed the nomination.

Frazey moved and Buchanan seconded to nominate Elenbaas and Frazey.

Frazey was appointed by the following vote:

Frazey: 4 - Buchanan, Donovan, Frazey, and Galloway

Elenbaas: 3 - Kershner, Byrd, and Elenbaas

Climate Impact Advisory Committee Appoint ONE-Non-Voting member
(**3-year term) AB2022-021

Buchanan moved and Frazey seconded to nominate Galloway.

Kershner asked whether it should be a three-year term and whether it is a new committee for the Council. Councilmembers discussed the term and

Kershner stated the term might be something they need to look at outside of this meeting.

The motion carried by the following vote:

Aye: 7 - Buchanan, Byrd, Donovan, Elenbaas, Frazey, Galloway, and Kershner

Nay: 0

Council of Governments (COG) Appoint TWO members to serve on the Full Council (cannot be Exec Pro-Tem)

Kershner stated she is happy to serve again unless anyone else would like a shot at it.

Donovan moved and Buchanan seconded to nominate Kershner and Galloway.

The motion carried by the following vote:

Aye: 7 - Byrd, Donovan, Elenbaas, Frazey, Galloway, Kershner, and Buchanan

Nay: 0

Council of Governments (COG) Appoint ONE of the above two members to also serve on the Exec Board and Transportation Policy Board (cannot be Exec Pro-Tem)

Galloway stated the Council of Governments (COG) meeting will probably need to be noticed as a committee quorum since she and Kershner are both on the Public Works and Health Committee. She stated she encourages the Council to support Kershner being an alternate for her if she cannot make the meetings.

Councilmembers discussed with the Clerk of the Council whether they can choose an alternate ad hoc.

Buchanan moved and Frazey seconded to nominate Galloway with Kershner as an alternate.

The motion carried by the following vote:

Aye: 7 - Elenbaas, Frazey, Galloway, Kershner, Buchanan, Byrd, and Donovan

Nay: 0

Developmental Disabilities Board

Buchanan moved and Frazey seconded to nominate Kershner.

The motion carried by the following vote:

Aye: 7 - Frazey, Galloway, Kershner, Buchanan, Byrd, Donovan, and Elenbaas

Nay: 0

Drayton Harbor & Portage Bay Shellfish Protection Districts

Buchanan moved and Donovan seconded to nominate Elenbaas.

The motion carried by the following vote:

Aye: 7 - Galloway, Kershner, Buchanan, Byrd, Donovan, Elenbaas, and Frazey

Nay: 0

EMS Oversight Board Representative

Byrd withdrew his name from consideration.

Galloway withdrew her name from consideration.

Buchanan moved and Donovan seconded to nominate Elenbaas, Frazey, and Kershner.

Elenbaas spoke about why he would like to serve on this committee.

Galloway requested that there be frequent communication with the full Council from whomever is appointed, that they report back regularly to the Council, and that there be communication with their alternate representative when they are not able to attend meetings.

Councilmembers discussed whether both representatives should go to the meetings and why the applicants would like to be appointed.

Frazey was appointed by the following vote:

Frazey: 4 - Buchanan, Donovan, Frazey, and Galloway

Elenbaas: 3 - Byrd, Elenbaas, and Kershner

EMS Oversight Board Alternate Representative

Elenbaas moved and Buchanan seconded to nominate himself as the alternate.

Kershner withdrew her name from consideration.

Kershner moved to nominate Byrd, Elenbaas, and Galloway.

Galloway stated she would have withdrawn and supported Kershner but Kershner stated she would support Elenbaas.

Byrd withdrew his name from consideration.

Elenbaas was appointed by the following vote:

Elenbaas: 7 - Byrd, Donovan, Elenbaas, Frazey, Galloway, Kershner, and Buchanan

Flood Control Zone Committee (Ex Officio)

Galloway moved and Frazey seconded to nominate Elenbaas.

Elenbaas stated he was shocked he was the sole applicant.

Kershner asked that Elenbaas bring information back to the Council from the meetings, and that he finds someone else to go and bring back information if he is not able to go.

The motion carried by the following vote:

Aye: 7 -Donovan, Elenbaas, Frazey, Galloway, Kershner, Buchanan, and Byrd

Nay: 0

Incarceration Prevention and Reduction Task Force - Representative

Donovan moved and Frazey seconded to nominate Buchanan.

The motion carried by the following vote:

Aye: 7 - Elenbaas, Frazey, Galloway, Kershner, Buchanan, Byrd, and Donovan

Nay: 0

Incarceration Prevention and Reduction Task Force - Alternate

Buchanan moved and Donovan seconded to nominate Elenbaas.

The motion carried by the following vote:

Aye: 7 - Frazey, Galloway, Kershner, Buchanan, Byrd, Donovan, and Elenbaas

Nay: 0

Intergovernmental Tribal Relations Committee (Appt. TWO)

Galloway withdrew her name from consideration.

Buchanan moved and Donovan seconded to nominate Elenbaas and Frazey.

Councilmembers discussed the committee and whether it meets.

The motion carried by the following vote:

Aye: 7 - Frazey, Galloway, Kershner, Buchanan, Byrd, Donovan, and Elenbaas

Nay: 0

LEOFF Board

Donovan moved to nominate Buchanan and Byrd but Byrd withdrew his name from consideration so Donovan ***withdrew*** his motion.

Donovan moved and Frazey seconded to nominate Buchanan.

The motion carried by the following vote:

Aye: 7 - Galloway, Kershner, Buchanan, Byrd, Donovan, Elenbaas, and Frazey

Nay: 0

Local Emergency Planning Committee (LEPC)

Buchanan moved and Kershner seconded to nominate Byrd and Elenbaas.

Byrd withdrew his name from consideration.

Buchanan amended his motion and ***moved*** to nominate Elenbaas. The motion was seconded by Donovan.

Elenbaas was appointed by the following vote:

Aye: 7 - Kershner, Buchanan, Byrd, Donovan, Elenbaas, Frazey, and Galloway

Nay: 0

Lummi Island Ferry Advisory Committee - Appoint ONE non-voting attendee

Buchanan moved and Frazey seconded to nominate Donovan.

The motion carried by the following vote:

Aye: 7 - Buchanan, Byrd, Donovan, Elenbaas, Frazey, Galloway, and Kershner

Nay: 0

OPTIONAL: Lummi Island Ferry Advisory Committee Alt. - Appoint TWO alternates if Council wishes

Donovan moved to nominate Elenbaas but they needed to decide first whether they wanted to appoint two alternates since it is optional.

Kershner moved and Byrd seconded to appoint two alternates.

The motion carried by the following vote:

Aye: 6 - Frazey, Galloway, and Kershner, Buchanan, Byrd, and Donovan

Nay: 1 - Elenbaas

Buchanan stated he would put his name in for consideration.

Kershner moved and Donovan seconded to nominate Buchanan and Elenbaas as alternates.

Councilmembers discussed whether they need a first and second alternate but they decided they did not.

The motion carried by the following vote:

Aye: 7 - Donovan, Elenbaas, Frazey, Galloway, Kershner, Buchanan, and Byrd

Nay: 0

Marine Resources Committee

Councilmembers discussed their availability for the committee and that it is an interesting committee.

Buchanan volunteered his name for consideration.

Galloway stated she could do it so Buchanan withdrew his name from consideration.

Buchanan moved and Frazey seconded to nominate Galloway.

Councilmembers discussed the committee.

The motion carried by the following vote:

Aye: 7 - Frazey, Galloway, Kershner, Buchanan, Byrd, Donovan, and Elenbaas

Nay: 0

North Sound Behavioral Health Exec. Committee

Donovan moved and Kershner seconded to nominate Buchanan.

The motion carried by the following vote:

Aye: 7 - Galloway, Kershner, Buchanan, Byrd, Donovan, Elenbaas, and Frazey

Nay: 0

Northwest Clean Air Agency

Buchanan moved and Galloway seconded to nominate Donovan and Elenbaas.

Donovan was appointed by the following vote:

Donovan: 5 - Galloway, Kershner, Buchanan, Donovan, and Frazey

Elenbaas: 2 - Byrd and Elenbaas

Elenbaas and Donovan spoke about their reasons for wanting to be appointed.

Northwest Regional Council (NWRC)

Buchanan withdrew his name from consideration.

Buchanan moved and Donovan seconded to nominate Kershner.

The motion carried by the following vote:

Aye: 7 - Kershner, Buchanan, Byrd, Donovan, Elenbaas, Frazey, and Galloway

Nay: 0

Opportunity Council

Buchanan moved and Frazey seconded to nominate Galloway.

Elenbaas moved and Byrd accepted to nominate Byrd.

Galloway stated it is a multi-year term per the Opportunity Council's application process and she was the appointee last year.

Galloway was appointed by the following vote:

Galloway: 4 - Buchanan, Donovan, Frazey, and Galloway

Byrd: 3 - Byrd, Elenbaas, and Kershner

Councilmembers discussed how the three-year term for this committee is defined (by Ordinance or invitation by the Opportunity Council).

Public Defense Advisory

Frazey withdrew her name from consideration.

Elenbaas spoke about why he would like to be appointed.

Donovan moved and Frazey seconded to nominate Elenbaas.

The motion carried by the following vote:

Aye: 7 - Byrd, Donovan, Elenbaas, Frazey, Galloway, Kershner, and Buchanan

Nay: 0

Public Health Advisory Board

Galloway stated she would also like to be considered and spoke about why.

Kershner spoke about why she put her name in for this.

Donovan moved and Buchanan seconded to nominate Galloway and Kershner.

Kershner was appointed by the following vote:

Kershner: 5 - Kershner, Elenbaas, Donovan, Byrd, and Buchanan

Galloway: 2 - Galloway and Frazey

Buchanan stated they are over time for this committee and they could finish the appointments tonight.

Councilmembers concurred to adjourn.

Clerk's note: This item was continued under COMMITTEE REPORTS, OTHER ITEMS, AND COUNCILMEMBER UPDATES during the Council meeting.

This agenda item was NOMINATED AND APPOINTED. See the Agenda Bill attachment online for AB2023-022.

Items Added by Revision

There were no agenda items added by revision.

Other Business

There was no other business.

Adjournment

The meeting adjourned at 10:10 p.m.

ATTEST:

WHATCOM COUNTY COUNCIL
WHATCOM COUNTY, WA

Dana Brown-Davis, Council Clerk

Barry Buchanan, Council Chair

Kristi Felbinger, Minutes Transcription



Whatcom County

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

Agenda Bill Master Report

File Number: AB2023-002

File ID:	AB2023-002	Version:	1	Status:	Substitute Introduced for Public Hearing
File Created:	12/15/2022	Entered by:	CRussell@co.whatcom.wa.us		
Department:	Council Office	File Type:	Ordinance Requiring a Public Hearing		
Assigned to:	Council			Final Action:	
Agenda Date:	01/24/2023			Enactment #:	

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

TITLE FOR AGENDA ITEM:

Ordinance amending the Whatcom County Unified Fee Schedule - ferry rates

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

See the attached memo and ordinance

HISTORY OF LEGISLATIVE FILE

Date:	Acting Body:	Action:	Sent To:
01/10/2023	Council	SUBSTITUTE INTRODUCED FOR PUBLIC HEARING	Council

Attachments: Memo, Substitute Ordinance for 1.10.2023 (with exhibits), Presentation



ELIZABETH KOSA
INTERIM DIRECTOR

MEMORANDUM

TO: The Honorable Satpal Sidhu, Whatcom County Executive
and Honorable Members of the Whatcom County Council

THROUGH: Elizabeth Kosa, Interim Public Works Director

FROM: Randy Rydel, Financial Services Manager

RE: Ordinance Amending WCC 10.34 Ferry Rates, and the WC Unified Fee
Schedule

DATE: December 14, 2022

Background:

Chapter 10.34 of the Whatcom County code addresses administration of the ferry rates and an interpretation of the rate schedule, included in the Whatcom County Unified Fee Schedule.

Whatcom County Code 10.34.030 states, "Beginning January 1, 2006, a 55 percent fare box recovery rate shall be applied and evaluated continuously from that time forward. An annual review of ferry system services, actual and projected operating costs, and actual and projected revenue from ferry user fees shall occur in order to verify the 55 percent fare box recovery rate is being achieved. It also states, "In any given year the actual fare box recovery rate is below 55 percent, the difference shall be recovered in a future ferry user fee increase unless there is adequate excess ferry user fee revenue remaining in the ferry system fund collected during prior years".

Additionally, Chapter 10.34 needs to be updated to address some housekeeping issues such as:

- removing the location of where Needs Based punch cards may be purchased in section L;

- removing the child traveling under the age of 12 without an escort waiver provision in section N;

Recommendation:

An evaluation of the farebox recovery rate has been performed and a Fare Box Fund Calculator (Exhibit “C”) has captured a large fare box recovery deficient. In order to remain in compliance with Whatcom County Code 10.34.030, it is necessary to increase the ferry user fees.

Additionally, the house keeping issues need to be approved to update the Whatcom County Code to reflect these changes.

Enclosures:

- Exhibit “A” Whatcom County Code
- Exhibit “B” Unified Fee Schedule
- Exhibit “C” Fare Box Fund Calculator

Contact:

If you need any additional information please contact Randy Rydel at extension 6217.

ORDINANCE NO. _____

AMENDING WHATCOM COUNTY UNIFIED UNIFIED FEE SCHEDULE

WHEREAS, the current Whatcom County Unified Fee Schedule was adopted by the
Whatcom County Council as Ordinance 2022-090; and

WHEREAS, Whatcom County Code 10.34.030 states, "Beginning January 1, 2006,
a 55 percent fare box recovery rate shall be applied and evaluated continuously from that
time forward. An annual review of ferry system services, actual and projected operating
costs, and actual and projected revenue from ferry user fees shall occur in order to verify
the 55 percent fare box recovery rate is being achieved; and

WHEREAS, Whatcom County Code 10.34.030 also states, "In any given year the
actual fare box recovery rate is below 55 percent, the difference shall be recovered in a
future ferry user fee increase unless there is adequate excess ferry user fee revenue
remaining in the ferry system fund collected during prior years"; and

WHEREAS; An evaluation of the farebox recovery rate has been performed and a
fare box fund calculator (Exhibit "B") has identified a path towards reducing the deficit; and

WHEREAS, It is necessary to amend the rates charged to the users of the ferry; and

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WHEREAS, In order for the user fees to be amended as requested on Exhibit "A", it is necessary to amend the Whatcom County Unified Fee Schedule; and

NOW, THEREFORE, BE IT ORDAINED by the Whatcom County Council that the Whatcom County Unified Fee Schedule is hereby amended as set forth in the attached Exhibit "A".

BE IT FURTHER ORDAINED

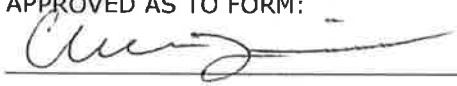
ADOPTED this ____ day of _____, 20____.

ATTEST:

WHATCOM COUNTY COUNCIL
WHATCOM COUNTY, WASHINGTON

Dana Brown-Davis, Clerk of the Council

Barry Buchanan, Council Chair

WHATCOM COUNTY EXECUTIVE
APPROVED AS TO FORM:


WHATCOM COUNTY, WASHINGTON

Christopher Quinn, Civil Deputy Prosecutor

Satpal Sidhu, County Executive

() Approved () Denied

Date Signed: _____

Exhibit A

2023 Unified Fee Schedule

Public Works

Ferry & Docks

UFS	Description	2022 Rate	Rate Basis	Change	2023 Rate	Rate Basis	Authorization
2793	Passenger/Pedestrian	\$8.00	1 Round Trip	Change	\$8.00	1 Round Trip WCC 10.34	Ordinance 2021-012
2794	Passenger/Pedestrian - Multiride	\$113.00	25 Round Trips	Change	\$165.00	25 Round Trips WCC 10.34	Ordinance 2021-012
2795	Children under 12 W/Parent	FREE	1 Round Trip	No Change	FREE	1 Round Trip WCC 10.34	Ordinance 2021-012
2796	Resident School Children 12-18 years Sept 1 through June 30	FREE	1 Round Trip	Change	FREE	1 Round Trip WCC 10.34	Ordinance 2021-012
	Passenger/Pedestrian Children under 19						
2797	Needs Based Passenger/Pedestrian - Multiride (Senior/Disabled/Income)	\$28.00	10 Round Trips	Change	\$35.00	10 Round Trips WCC 10.34	Ordinance 2021-012
2798	Passenger/Pedestrian	\$70.00	25 Round Trips	Change	\$87.50	25 Round Trips WCC 10.34	Ordinance 2021-012
	Post-High School Full-time Students- Multiride						
2799	Passenger/Pedestrian	FREE	Foot Passenger Only 1 Round Trip	Change	FREE	1 Round Trip WCC 10.34	Ordinance 2021-012
	Lummi Tribe W/ID						
2800	Bicycle W/Rider	\$8.00	1 Round Trip	Change	\$8.00	1 Round Trip WCC 10.34	Ordinance 2021-012
2802	Motorcycle W/Rider	\$9.00	1 Round Trip	Change	\$11.00	1 Round Trip WCC 10.34	Ordinance 2021-012
2803	Motorcycle W/Rider - Multiride	\$165.00	25 Round Trips	Change	\$225.00	25 Round Trip WCC 10.34	Ordinance 2021-012
2805	Non-Commercial Passenger Vehicle W/Driver Lummi Tribe W/ID	N/A	1 Round Trip	Change	FREE	1 Round Trip WCC 10.34	Ordinance 2021-012
2806	Vehicle W/Driver < 11,000 lbs	\$14.00	1 Round Trip	Change	\$17.00	1 Round Trip WCC 10.34	Ordinance 2021-012
2807	Vehicle W/Driver < 11,000 lbs - Multiride	\$112.00	10 Round Trips	Change	\$138.00	10 Round Trips WCC 10.34	Ordinance 2021-012
2808	Vehicle W/Driver < 11,000 lbs - Multiride	\$235.00	25 Round Trips	Change	\$345.00	25 Round Trips WCC 10.34	Ordinance 2021-012
2809	Needs Based Vehicle W/Driver (Senior/Disabled/Income) < 11,000 lbs Multiride	\$52.00	10 Round Trips	Change	\$80.00	10 Round Trips WCC 10.34	Ordinance 2021-012
2810	Vehicle W/Driver 11,001 - 20,000 lbs	\$33.00	1 Round Trip	Change	\$39.00	1 Round Trip WCC 10.34	Ordinance 2021-012
2812	Vehicle W/Driver 11,001 - 20,000 lbs - MultiRide	\$282.00	10 Round Trips	Change	\$314.00	10 Round Trips WCC 10.34	Ordinance 2021-012
2813	Vehicle W/Driver 20,001 - 36,000 lbs	\$76.00	1 Round Trip	Change	\$91.00	1 Round Trip WCC 10.34	Ordinance 2021-012
2814	Vehicle W/Driver 20,001 - 36,000 lbs Multiride	\$648.00	10 Round Trips	Change	\$910.00	10 Round Trips WCC 10.34	Ordinance 2021-012
2815	Vehicle W/Driver 36,001 - 50,000 lbs	\$146.00	1 Round Trip	Change	\$175.00	1 Round Trip WCC 10.34	Ordinance 2021-012
2816	Vehicle W/Driver 36,001 - 50,000 lbs Multiride	\$1,243.00	10 Round Trips	Change	\$1,750.00	10 Round Trips WCC 10.34	Ordinance 2021-012
2817	Trailer under 16 feet	\$21.00	1 Round Trip	Change	\$25.00	1 Round Trip WCC 10.34	Ordinance 2021-012
2823	Trailer under 16 feet - Multiride	N/A	5 Round Trips	Change	\$125.00	5 Round Trips WCC 10.34	Ordinance 2021-012
2818	Trailer 16 - 30 feet	\$39.00	1 Round Trip	Change	\$47.00	1 Round Trip WCC 10.34	Ordinance 2021-012
2819	Trailer 16 - 30 Feet - Multiride	N/A	5 Round Trips	Change	\$235.00	5 Round Trips WCC 10.34	Ordinance 2021-012
2820	Trailer over 30 Feet	\$71.00	1 Round Trip	Change	\$85.00	1 Round Trip WCC 10.34	Ordinance 2021-012
2822	Special Trips after regulary scheduled runs	\$601.00	Per Trip Surcharge	Change	\$721.00	Per Trip Surcharge WCC 10.34	Ordinance 2021-012

Exhibit B

Fare Revenue Model for 2023 to achieve 55% Farebox Recovery (Using 2022 Ridership to model 2023 and 37% overall increase)														
Adjusted Total Operating Expense as defined in WCC			Green cells have data from PWA budget.			Target Fare Revenue:			Result from Your Chosen Fares:			No Change Revenue		
\$4,020,803			55.0%			portion \$2,211,442			Total Surplus (+) or Shortfall (-)			1,517,000		
2023 budget used						Ticket Revenue: \$2,082,000			TARGET 55% (\$129,442)					
Est Ferry Deficit Reimbursement: \$320,000									ACTUAL 52%					
Interest: \$16,000						Total Fare Revenue: \$2,082,000								
Enter data yellow cells in this color. For ticket cost for other classes, either trip price OR discount can be entered)														
Fare Class (does not include "free" ticket classes)	round trips/ticket	2022 tickets sold	projected change in sales	Estimated 2023 ticket sales	Inferred Estimate for 2023 Trips	Single Ride Fare (SRF)	Multiride as % of SRF	Fare per Round Trip	Total ticket or multiride price	2023 Projected Revenue	% of Rider-ship	% of Rev	Proposed Final Price Ticket Price with Capital Surcharge	Ticket
Passenger / Pedestrian														
Passenger/Pedestrian Cash*	1	21,549	1.00%	21,764	21,764	\$ 7.00		\$ 7.00	\$ 7.00	\$ 152,351	13%	7%	\$ 8.00	Pedestrian
Passenger/Pedestrian Multiride	25	1,106	2.00%	1,128	28,203		80.00%	\$ 5.60	\$ 140.00	\$ 157,937	17%	8%	\$ 165.00	White
Needs Based Multiride (25->10)	10	168	2.00%	171	1,714		50.00%	\$ 3.50	\$ 35.00	\$ 5,998	1%	0%	\$ 35.00	Red
Post- HS full time student multiride	25	0		0	0		50.00%	\$ 3.50	\$ 87.50	\$ -	0%	0%	\$ 87.50	Green
Vehicle / Driver														
Bicycle w/Rider	1	900	1.00%	909	909	\$ 7.00		\$ 7.00	\$ 7.00	\$ 6,363	1%	0%	\$ 8.00	Bike
Motorcycle w/Driver	1	220	1.00%	222	222	\$ 10.00		\$ 10.00	\$ 10.00	\$ 2,222	0%	0%	\$ 11.00	Motorcycle
Motorcycle w/Driver Multiride	25	9	2.00%	9	230		80.00%	\$ 8.00	\$ 200.00	\$ 1,836	0%	0%	\$ 225.00	Yellow
Vehicle < 11k W/Driver Cash	1	30,665	1.00%	30,972	30,972	\$ 16.00		\$ 16.00	\$ 16.00	\$ 495,546	19%	24%	\$ 17.00	Vehicle
Vehicle < 11k W/Driver Multiride	10	199	2.00%	203	2,030		80.00%	\$ 12.80	\$ 128.00	\$ 25,981	1%	1%	\$ 138.00	Drk Blue
Vehicle < 11k W/Driver Multiride	25	2,704	2.00%	2,758	68,952		80.00%	\$ 12.80	\$ 320.00	\$ 882,586	42%	42%	\$ 345.00	Blue
Needs Based Vehicle W/Driver	10	486	2.00%	496	4,957		50.00%	\$ 8.00	\$ 80.00	\$ 39,658	3%	2%	\$ 80.00	Gold
Vehicle/Driver - small truck < 20,000	1	796	1.00%	804	804	\$ 38.00		\$ 38.00	\$ 38.00	\$ 30,550	0%	1%	\$ 39.00	Small Truck
Vehicle - small truck Multiride	10	76	2.00%	78	775		80.00%	\$ 30.40	\$ 304.00	\$ 23,566	0%	1%	\$ 314.00	Grey
Vehicle/Driver - med truck < 36,000	1	325	1.00%	328	328	\$ 90.00		\$ 90.00	\$ 90.00	\$ 29,543	0%	1%	\$ 91.00	Med Truck
Vehicle - med truck Multiride	10	44	2.00%	45	449		100.00%	\$ 90.00	\$ 900.00	\$ 40,392	0%	2%	\$ 910.00	Salmon
Vehicle/Driver - large truck < 50,000	1	292	1.00%	295	295	\$ 174.00		\$ 174.00	\$ 174.00	\$ 51,316	0%	2%	\$ 175.00	Large Truck
Vehicle - large truck Multiride	10	47	2.00%	48	479		100.00%	\$ 174.00	\$ 1,740.00	\$ 83,416	0%	4%	\$ 1,750.00	Purple
Trailer														
Trailer < 16 feet	1	1,010		1,010	1,010	\$ 24.00		\$ 24.00	\$ 24.00	\$ 24,240	1%	1%	\$ 25.00	
Trailer < 16 feet Multiride	5	0		0	0		100.00%	\$ 24.00	\$ 120.00	\$ -	0%	0%	\$ 125.00	
Trailer 16-30 feet	1	484		484	484	\$ 46.00		\$ 46.00	\$ 46.00	\$ 22,264	0%	1%	\$ 47.00	
Trailer 16-30 feet Multiride	5	0		0	0		100.00%	\$ 46.00	\$ 230.00	\$ -	0%	0%	\$ 235.00	
Trailer > 30 feet	1	17		17	17	\$ 84.00		\$ 84.00	\$ 84.00	\$ 1,428	0%	0%	\$ 85.00	
Special Trips after boat shut-down														
	1	7		7	7	\$ 720.00		\$ 720.00	\$ 720.00	\$ 5,040	0%	0%	\$ 721.00	
										\$2,082,000				
										\$ (542,000.00)				
Assumptions: Designed to maintain passenger fare at \$7 in an effort to get closer to the passenger-to-vehicle ratio used by WSF of 1:3.														
Increased Single Ride fares 20% to provide revenue for larger multiride discount.														
Not enough to arrest 2023, but may work alright in long run.														
Dropped discount for multiride trucks.														
Rides 164,601														
Overall Revenue Increase: 37%														
Variable Controls														
Single Vehicle 1.00%														
Single Ped 1.00%														
Multi Vehicle 2.00%														
Multi Ped 2.00%														
Fare increase: 20.00%														
Difference (\$129,442)														
Annual % 51.8%														
Blended Cost of Trips														
2022 2023														
Passengers \$ 4.92 \$ 6.12														
Vehicles (no Trucks) \$ 9.42 \$ 13.43														
50%														

Whatcom County Public Works Ferry Operations Report

**2021 Fiscal Year
with 2022 projections
Updated 1/9/2023**

This Report Prepared and Published by
Whatcom County Public Works
October 2022



Report Information

- This report was compiled using current and historical ridership and financial data current through August 31, 2022. All numbers from 2022 forward are projections based on the best available information including trends and approved/proposed budgets.
- Revenue and expense projections utilize current trends which may not match the budget for 2022-2024.
- This report was updated in early January 2023 to incorporate the most current ridership and expense information for the included 2022 projections. 2022 numbers are still projections. Additionally, 2023-2024 numbers come from the council approved 2023-2024 budget.

Report Content

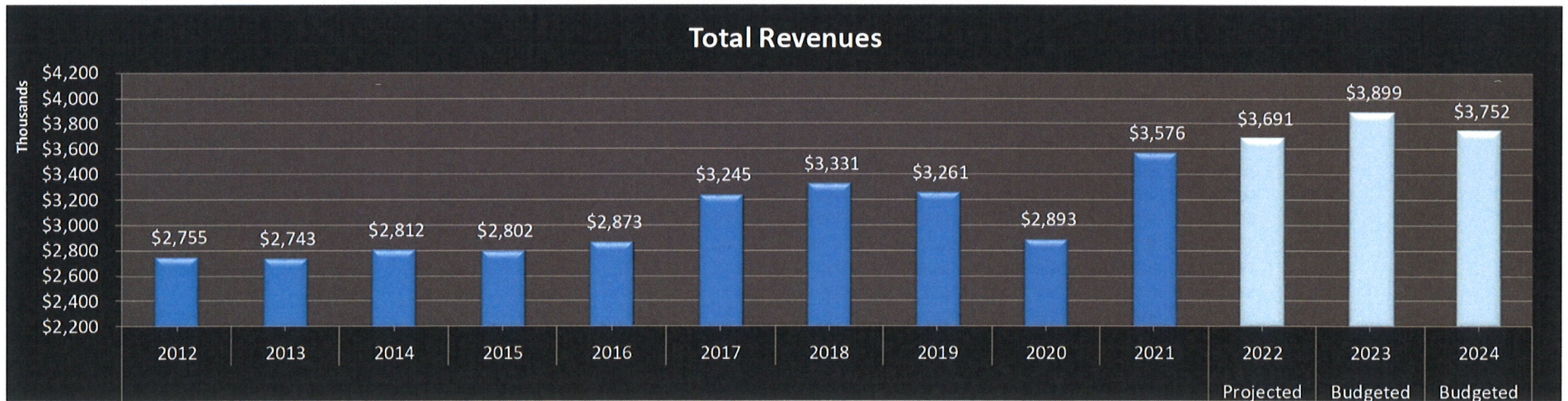
- Financial Summary([page 4](#))
- Summary of Revenues ([page 5](#))
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- Appendix A – Multi year Income Statement ([page 16](#))

Financial Summary

Income Statement	2021	Projected 2022	Budgeted 2023	Budgeted 2024
Fares	\$1,526,180	\$1,538,465	\$1,600,000	\$1,640,000
Ferry Deficit Reimbursement	\$479,940	\$395,194	\$320,000	\$320,000
Interest and Other Income	\$ (4,438)	\$22,000	\$16,000	\$16,000
Road Fund Subsidy (45%)	<u>\$1,574,114</u>	<u>\$1,734,719</u>	<u>\$1,962,800</u>	<u>\$1,776,000</u>
Total Revenue	\$3,575,796	\$3,690,514	\$3,899,150	\$3,752,350
Less Operating Expenditures	<u>(\$3,499,396)</u>	<u>(\$3,854,932)</u>	<u>(\$4,361,803)</u>	<u>(\$3,946,609)</u>
Net Income (Loss)	<u>\$76,400</u>	<u>(\$164,418)</u>	<u>(\$462,653)</u>	<u>(\$194,259)</u>
Ending Fund Balance	\$2,491,695	\$2,327,277	\$1,864,624	\$1,670,365

Summary of Revenues

	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	Projected <u>2022</u>	Budgeted <u>2023</u>	Budgeted <u>2024</u>
Revenues:													
State Grants Revenues													
& Entitlements	\$ 181,433	\$ 134,374	\$ 211,515	\$ 161,839	\$ 132,026	\$ 316,769	\$ 337,738	\$ 288,631	\$ 237,055	\$ 479,940	\$ 395,194	\$ 320,000	\$ 320,000
Other Misc. Revenue	526	277	2,403	200	871	389	137	32	(15)	28	136	350	350
Fares	1,447,131	1,475,990	1,481,783	1,459,800	1,479,971	1,521,088	1,551,294	1,524,448	1,167,302	1,526,180	1,538,465	1,600,000	1,640,000
Interest Earnings*	6,142	(2,364)	11,693	9,694	3,282	24,200	26,961	69,097	51,631	(4,466)	22,000	16,000	16,000
Total Revenues	1,635,232	1,608,277	1,707,394	1,631,533	1,616,150	1,862,446	1,916,130	1,882,209	1,455,973	2,001,682	1,955,795	1,936,350	1,976,350
Road Fund Subsidy	1,119,611	1,134,729	1,104,502	1,170,156	1,256,594	1,382,155	1,414,729	1,379,043	1,437,495	1,574,114	1,734,719	1,962,800	1,776,000
Total Inflow	\$ 2,754,843	\$ 2,743,006	\$ 2,811,896	\$ 2,801,689	\$ 2,872,744	\$ 3,244,602	\$ 3,330,859	\$ 3,261,252	\$ 2,893,468	\$ 3,575,796	\$ 3,690,514	\$ 3,899,150	\$ 3,752,350



* - Includes unrealized investment revenue/loss

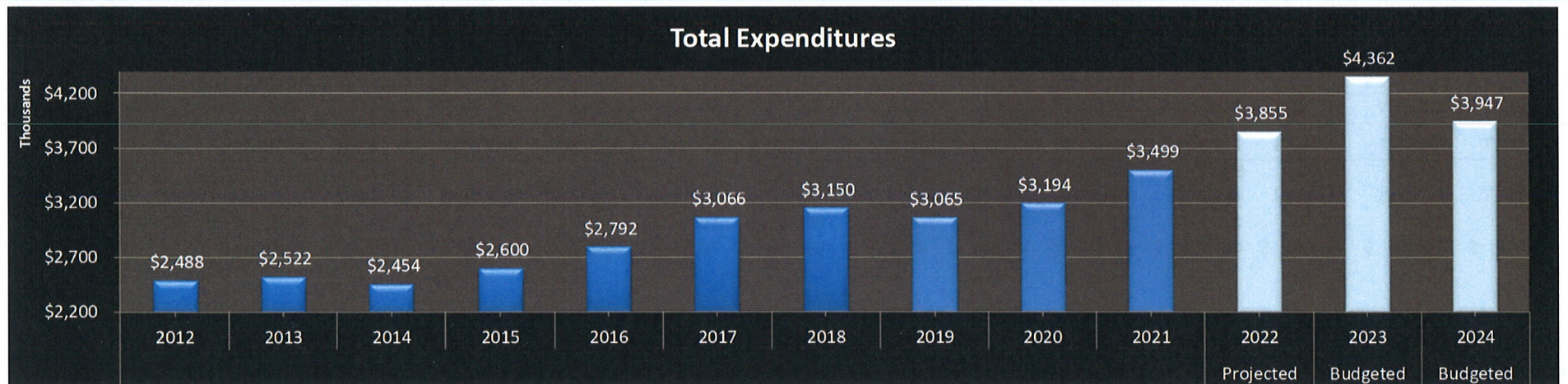
1/23/11: \$3 surcharge implemented

4/26/12: Free passenger and pedestrian travel for all children under age 19.

10/4/15: \$3 surcharge dropped as surcharge and incorporated into fare structure

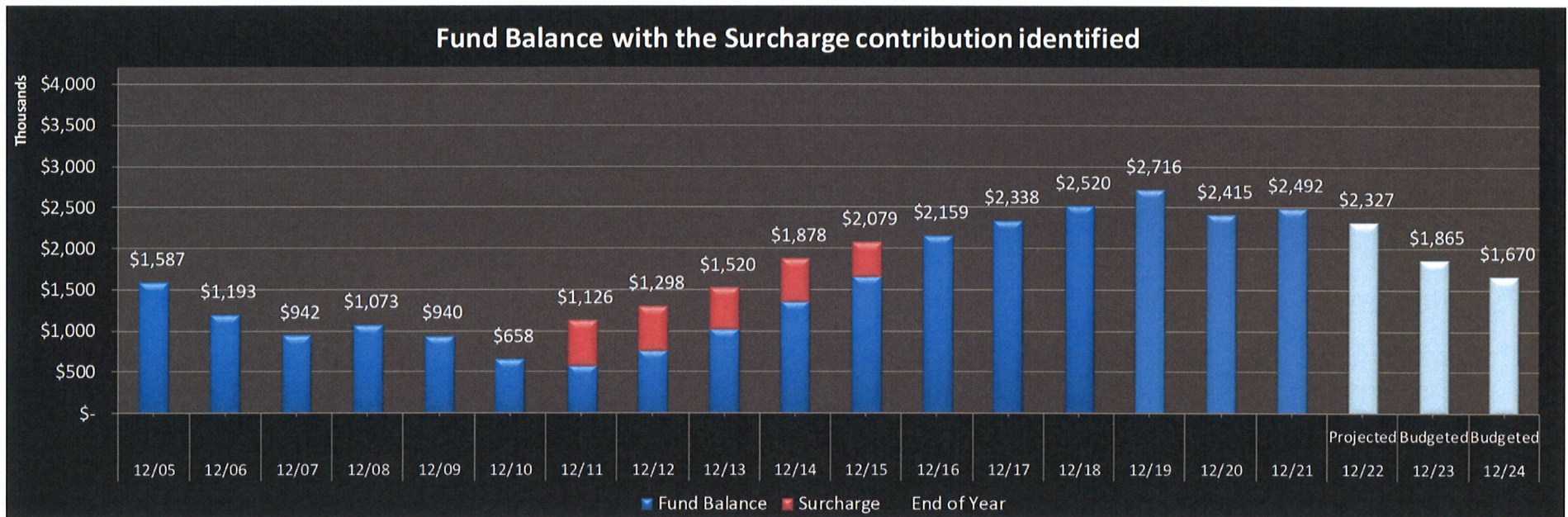
Summary of Expenditures

	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	Projected 2022	Budgeted 2023	Budgeted 2024
Expenditures:													
Salaries and Benefits	\$ 1,053,338	\$ 1,083,176	\$ 1,130,790	\$ 1,170,767	\$ 1,259,192	\$ 1,289,492	\$ 1,348,469	\$ 1,437,736	\$ 1,455,624	\$ 1,491,734	\$ 1,485,303	\$ 1,600,541	\$ 1,658,840
Office and Operating Supplies	8,740	3,793	2,061	3,058	3,553	3,703	5,199	5,895	8,199	7,706	6,312	10,975	11,475
Dry Dock Fuel	10,851	3,796	9,218	7,562	7,335	3,478	7,797	5,411	5,176	6,615	8,692	15,000	12,500
Professional/Contractual Services	124,052	61,737	49,413	82,442	75,849	125,928	279,679	105,095	109,770	149,148	119,644	104,300	80,300
Postage, travel, advertising	15,152	14,419	15,033	10,286	20,425	22,709	23,555	28,088	23,104	29,321	18,994	38,650	28,400
Space Rental	225,460	249,425	212,036	233,854	232,052	234,144	235,150	242,516	256,815	256,802	259,519	280,449	299,149
Equipment Rental	600,000	600,000	600,000	600,000	600,000	576,000	576,000	600,000	600,000	840,000	840,000	960,000	960,000
Ferry Insurance	36,686	45,063	28,829	61,762	60,136	61,836	48,220	51,656	54,587	69,498	90,182	85,134	89,134
Utilities	9,467	10,477	10,856	9,769	10,694	9,695	9,282	10,968	10,045	10,450	11,652	11,310	11,310
Repairs & Maintenance	130,886	166,258	150,004	146,689	222,663	363,130	290,432	213,901	286,419	220,614	602,958	733,300	258,300
Miscellaneous - include cost alloc.	273,391	283,477	246,209	274,159	300,530	375,423	325,977	363,273	384,694	417,506	411,676	522,144	537,201
Total Expenditures	\$ 2,488,023	\$ 2,521,621	\$ 2,454,448	\$ 2,600,348	\$ 2,792,432	\$ 3,065,538	\$ 3,149,759	\$ 3,064,540	\$ 3,194,433	\$ 3,499,396	\$ 3,854,932	\$ 4,361,803	\$ 3,946,609



Overview of Ferry Fund Balance

End of Year	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	Projected 2022	Budgeted 2023	Budgeted 2024
Fund Balance	\$1,587	\$1,193	\$942	\$1,073	\$940	\$658	\$1,126	\$1,298	\$1,520	\$1,878	\$2,079	\$2,159	\$2,338	\$2,520	\$2,716	\$2,415	\$2,492	\$2,327	\$1,865	\$1,670



Note: Surcharge added in 2011. The cumulative surcharge collected 2011 to 2015 was \$2,495K. Surcharge language has since been removed and the surcharge was incorporated into fare structure.

Adjusted Operating Cost Calculation

Income Statement	2021	Projected 2022	Budgeted 2023	Budgeted 2024
Total Operating Cost	\$3,499,396	\$3,854,932	\$4,361,803	\$3,946,609
Less Ferry Deficit Reimbursement	(\$479,940)	(\$395,194)	(\$320,000)	(\$320,000)
Less Interest and Other Income	\$4,466	(\$22,000)	(\$16,000)	(\$16,000)
Less County Vehicle Trip Credit	<u>(\$6,460)</u>	<u>(\$5,000)</u>	<u>(\$5,000)</u>	<u>(\$5,000)</u>
Adjusted Total Operating Cost (ATOC)	\$3,017,434	\$3,432,738	\$4,020,803	\$3,605,609
55% of Adjusted Total Operating Cost yields a Council defined Fare Goal of:	<u>\$1,659,589</u>	<u>\$1,888,006</u>	<u>\$2,211,442</u>	<u>\$1,983,085</u>
Actual and Budgeted Fare Collection	\$1,526,180	\$1,538,465	\$1,600,000	\$1,640,000

45/55 Expenditure Split

Funding Sources and Goals	2021	Projected 2022	Budgeted 2023	Budgeted 2024
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Road Fund

Total Operating Cost	\$3,499,396	\$3,854,932	\$4,361,803	\$3,946,609
Road Fund Subsidy – 45% of Operating Costs	\$1,574,114	\$1,734,719	\$1,962,800	\$1,776,000

Passenger Fares

Adjusted Total Operating Costs (ATOC)	\$3,017,434	\$3,432,738	\$4,020,803	\$3,605,609
Fare box Goal – 55% of ATOC	\$1,659,589	\$1,888,006	\$2,211,442	\$1,983,085
Actual/Projected Fares Collected	\$1,526,180	\$1,538,465	\$1,600,000	\$1,640,000
Fare box deficit resulting from collected fares not meeting the targeted 55% of ATOC	<u>(\$133,408)</u>	<u>(\$349,541)</u>	<u>(\$611,442)</u>	<u>(\$343,085)</u>

Sources and Uses – Total Ferry System

Ferry Related Uses		2021		Projected 2022	
Ferry Fund	Operating Expenses	\$3,499,396		\$3,854,932	
Ferry Fund	Fund Balance Increase	76,400		-	
Road Fund	Ferry Capital Projects	460,345		1,540,000	
	Total Ferry System Expenditures	<u>\$4,036,141</u>		<u>\$5,394,932</u>	
Ferry Revenue Sources					
Passengers	Fare box Receipts	\$1,526,180	38%	\$1,538,465	29%
Ferry Fund	Fund Balance Decrease	-		164,418	3%
Other Sources	Interest and Fees Collected	(4,466)		22,136	
State MVFT	Deficit Reimbursement Agreement	479,940	12%	395,194	7%
Road Fund	Contribution to Ferry System	2,034,487	50%	3,274,719	61%
	Total Ferry System Revenues	<u>\$4,036,141</u>	100%	<u>\$5,394,932</u>	100%

Analysis of Vessel Rental Rate

As part of Whatcom Counties Equipment Rental and Revolving (ER&R) fleet, the Whatcom Chief is owned and maintained by the ER&R fund. For a monthly rental expense, the ER&R fund covers annual dry dock expenses, fuel, and other expenses related to operating and maintaining the vessel. The rental rate is intended to be a consistent expense for the ferry fund, providing a smoothing effect as a shock absorber to the fluctuations in fuel and dry dock expenses that are part of ferry operations. The ER&R fund maintains a cumulative equity calculation based on total rental revenue received from the ferry fund less the total annual operating expenses. Over the years the balance has seen positive \$337k and negative \$223K. As of 2021 the ferry equity is positive \$20,717 and anticipated to grow due to lighter than normal dry dock expenses and increased rental rates.

Vessel Equity Breakdown	2018	2019	2020	2021	Projected 2022	Projected 2023	Projected 2024
Annual Fuel	\$129,389	\$124,733	\$89,079	\$124,533	\$215,000	\$200,000	\$200,000
Dry Dock	620,559	567,196	305,785	587,778	330,000	550,000	375,000
Other Repairs	94,595	66,045	48,490	39,784	63,000	63,000	65,000
Expense Total (-)	<u>\$844,543</u>	<u>\$757,974</u>	<u>\$443,355</u>	<u>\$752,094</u>	<u>\$608,000</u>	<u>\$813,000</u>	<u>\$640,000</u>
Annual Rental Rate (+)	\$576,000	\$600,000	\$600,000	\$840,000	\$840,000	\$960,000	\$960,000
Cumulative Equity Balance	(\$65,860)	(\$223,834)	(\$67,189)	\$20,717	\$252,717	\$399,717	\$719,717

Analysis of Fare Box Recovery

WCC 10.34.030 has defined a fare box recovery goal of 55% with direction that it be continuously evaluated from 2006 onward stating that "An annual review of ferry system services, actual and projected operating costs, and actual and projected revenue from ferry user fees shall occur in order to verify the 55 percent fare box recovery rate is being achieved."

Excess Fare Box	2018	2019	2020	2021	Projected 2022	Budgeted 2023	Budgeted 2024
Annual fare box change	\$24,289	\$41,258	(\$424,889)	(\$133,408)	(\$349,241)	(\$611,249)	(\$342,892)
Cumulative fare box excess	\$374,612	\$415,870	(\$9,019)	(\$142,427)	(\$491,668)	(\$1,102,917)	(\$1,445,809)

With COVID-19 changing ridership patterns in 2020, fares have not supported the expenditures of the operations. This has resulted in a cumulative fare box deficit of \$142k in 2021 and a projection of \$492k to end 2022.

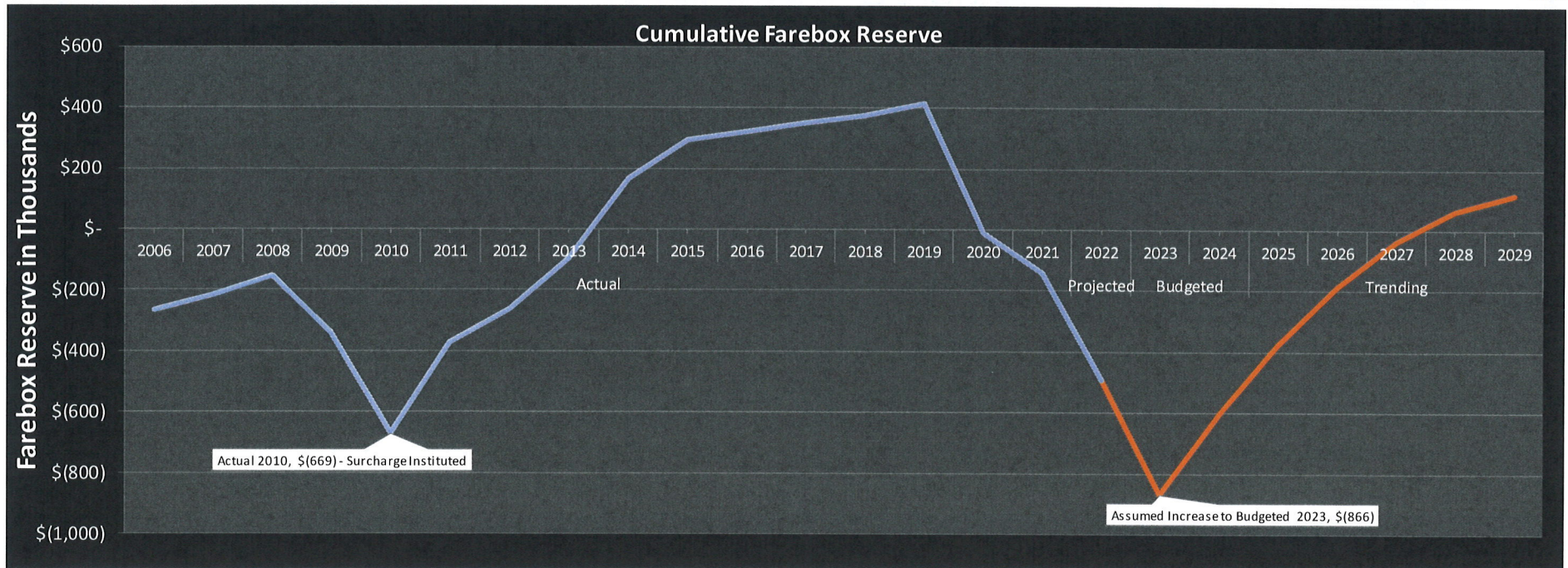
Ridership Supported Expenditure Limits	2018	2019	2020	2021	Projected 2022	Budgeted 2023	Projected 2024
Fare box revenue of:	\$1,551,294	\$1,524,448	\$1,167,302	\$1,526,180	\$1,538,465	\$1,600,000	\$1,640,000
At a 55% fare box recovery goal will support expenses of:	\$3,190,000	\$3,134,000	\$2,416,000	\$3,255,000	\$3,220,000	\$3,250,000	\$3,323,000
% Change in fare revenue needed to carry annual budgeted expenditures:	-1%	-3%	37%	9%	23%	38%	21%

Budgeted fare revenue for 2023 only supports \$3.25M of the expected \$4.4M of expenditures. Without a significant change in ridership patterns or other system intervention to reduce expenses, fares would need to be increased 38% to meet the WCC 10.34 Farebox goal of covering 55% of Adjusted Operating Expenses.

Cumulative Farebox Reserve

	Actual																Projected Budgeted	
	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
In Thousands																		
Starting Reserve	\$ -	\$ (265)	\$ (217)	\$ (152)	\$ (340)	\$ (669)	\$ (371)	\$ (261)	\$ (95)	\$ 167	\$ 295	\$ 322	\$ 350	\$ 375	\$ 416	\$ (9)	\$ (142)	\$ (492)
Annual Change	\$ (265)	\$ 49	\$ 64	\$ (188)	\$ (329)	\$ (241)	\$ (417)	\$ (333)	\$ (254)	\$ (285)	\$ 27	\$ 28	\$ 24	\$ 41	\$ (425)	\$ (133)	\$ (349)	\$ (611)
Surcharge/Increase Proposal						\$ 540	\$ 527	\$ 500	\$ 515	\$ 413								\$ 237
Ending Reserve	\$ (265)	\$ (217)	\$ (152)	\$ (340)	\$ (669)	\$ (371)	\$ (261)	\$ (95)	\$ 167	\$ 295	\$ 322	\$ 350	\$ 375	\$ 416	\$ (9)	\$ (142)	\$ (492)	\$ (866)

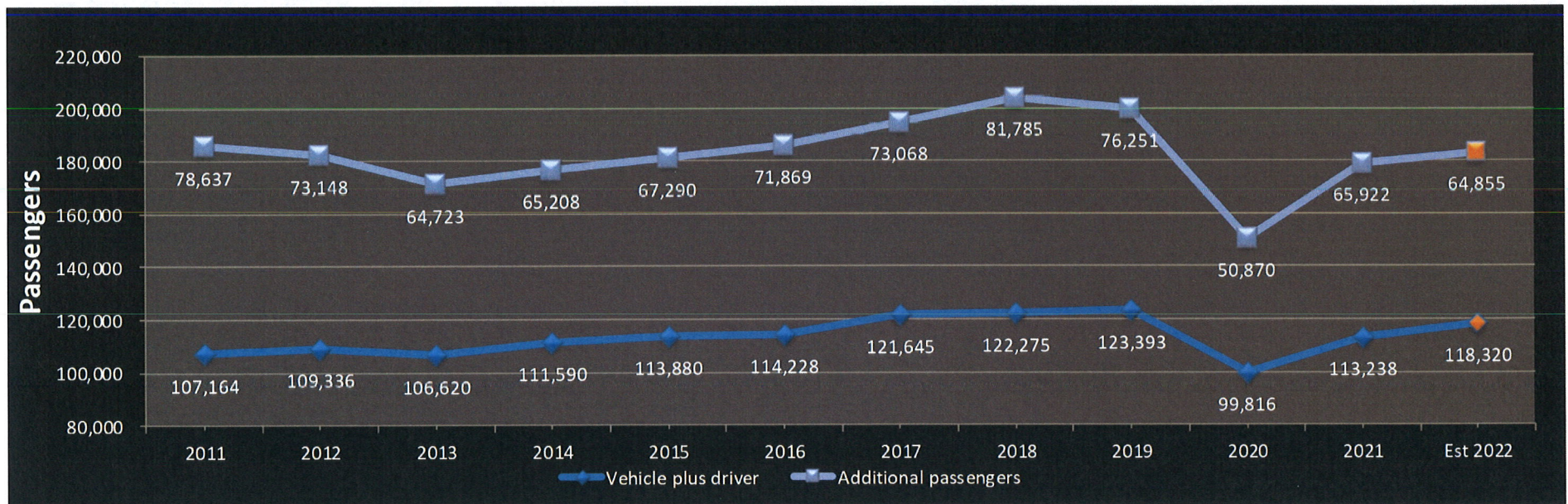
Increase In Fares 37%



This graph tracks the year over year excess and deficit calculated using the Adjusted Total Operating Costs X 55%. In 2010 Council instituted a Surcharge to correct the fund balance and bring the cumulative farebox back in line.

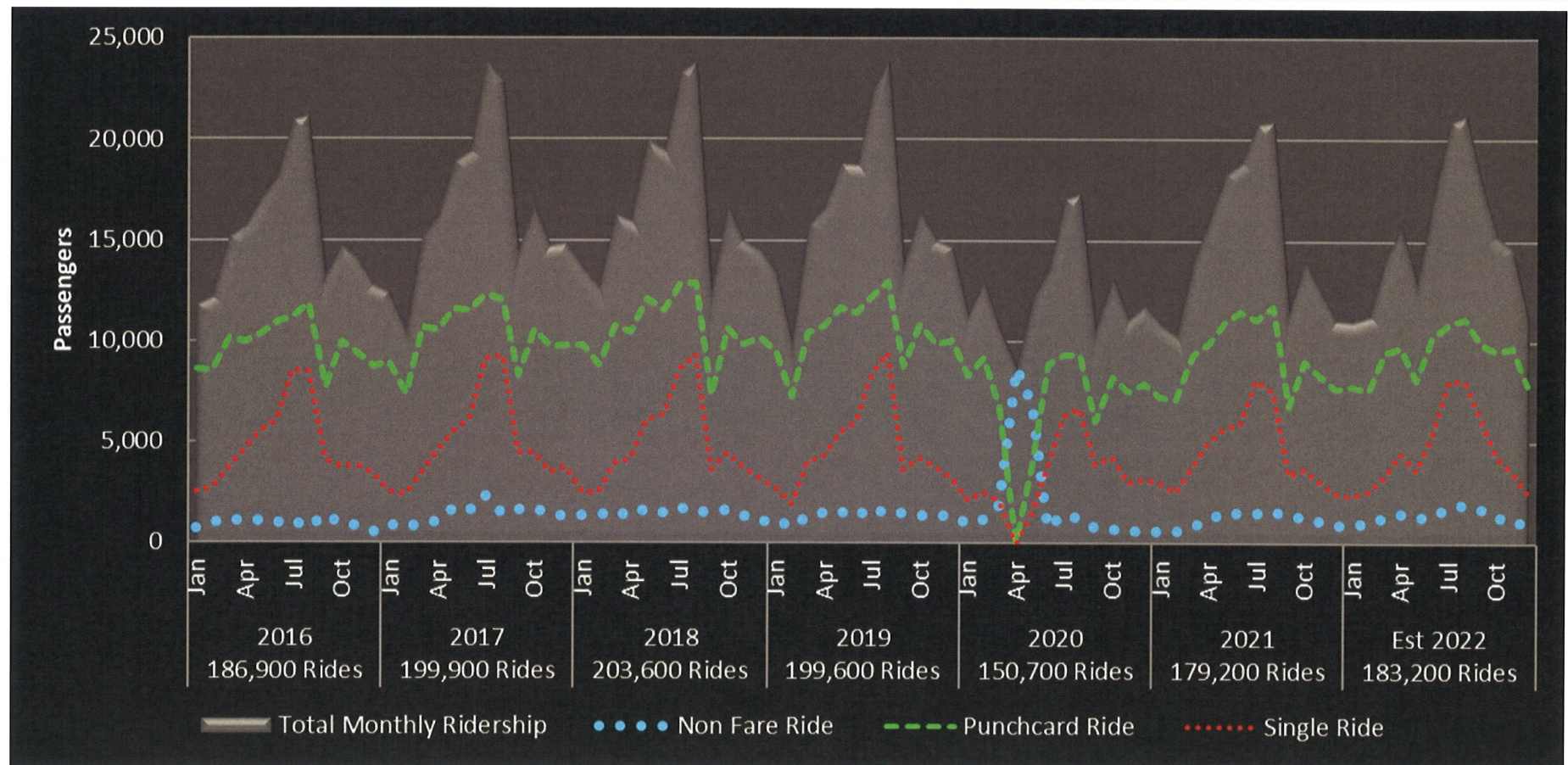
Summary of Ridership Statistics

	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	Est 2022	2022 change from 2021
Vehicle plus driver	107,164	109,336	106,620	111,590	113,880	114,228	121,645	122,275	123,393	99,816	113,238	118,320	4.5%
Additional passengers	78,637	73,148	64,723	65,208	67,290	71,869	73,068	81,785	76,251	50,870	65,922	64,855	-1.6%
Total ridership	185,801	182,484	171,343	176,798	181,170	186,097	194,713	204,060	199,644	150,686	179,160	183,175	2.2%



Note: Traffic is up significantly from 2020 mid-COVID ridership. Vehicle ridership is in line with 2016 numbers while passenger trips have not yet rebounded.

Ridership by Fare Type



Appendix A – Income Statement

Ferry Fund

	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	Projection <u>2022</u>	Budget <u>2023</u>	Budget <u>2024</u>
Revenues:												
State Grants Revenues & Entitlements	\$ 134,374	\$ 211,515	\$ 161,839	\$ 132,026	\$ 316,769	\$ 337,738	\$ 288,631	\$ 237,055	\$ 479,940	\$ 395,194	\$ 320,000	\$ 320,000
Other Misc. Revenue	277	2,403	200	871	389	137	32	(15)	28	136	350	350
Fares	1,475,990	1,481,783	1,459,800	1,479,971	1,521,088	1,551,294	1,524,448	1,167,302	1,526,180	1,538,465	1,600,000	1,640,000
Interest Earnings	(2,364)	11,693	9,694	3,282	24,200	26,961	69,097	51,631	(4,466)	22,000	16,000	16,000
Total Revenues	1,608,277	1,707,394	1,631,533	1,616,150	1,862,446	1,916,130	1,882,208	1,455,973	2,001,682	1,955,795	1,936,350	1,976,350
Road Fund Subsidy (45% of Expenses)	1,134,729	1,104,502	1,170,156	1,256,594	1,382,155	1,414,729	1,379,043	1,437,495	1,574,114	1,734,719	1,962,800	1,776,000
Total Inflow	\$2,743,006	\$2,811,896	\$2,801,689	\$2,872,744	\$3,244,602	\$3,330,859	\$ 3,261,251	\$2,893,468	\$ 3,575,796	\$ 3,690,514	\$ 3,899,150	\$3,752,350
Expenditures:												
Salaries and Benefits	\$1,083,176	\$1,130,790	\$1,170,767	\$1,259,192	\$1,289,492	\$1,348,469	\$ 1,437,736	\$1,455,624	\$ 1,491,734	\$ 1,485,303	\$ 1,600,541	\$1,658,840
Office and Operating Supplies	3,793	2,061	3,058	3,553	3,703	5,199	5,895	8,199	7,706	6,312	10,975	11,475
Dry Dock Fuel	3,796	9,218	7,562	7,335	3,478	7,797	5,411	5,176	6,615	8,692	15,000	12,500
Professional/Contractual Services	61,737	49,413	82,442	75,849	125,928	279,679	105,095	109,770	149,148	119,644	104,300	80,300
Postage, travel, advertising	14,419	15,033	10,286	20,425	22,709	23,555	28,088	23,104	29,321	18,994	38,650	28,400
Space Rental	249,425	212,036	233,854	232,052	234,144	235,150	242,516	256,815	256,802	259,519	280,449	299,149
Boat Rental	600,000	600,000	600,000	600,000	576,000	576,000	600,000	600,000	840,000	840,000	960,000	960,000
Ferry Insurance	45,063	28,829	61,762	60,136	61,836	48,220	51,656	54,587	69,498	90,182	85,134	89,134
Utilities	10,477	10,856	9,769	10,694	9,695	9,282	10,968	10,045	10,450	11,652	11,310	11,310
Repairs & Maintenance	166,258	150,004	146,689	222,663	363,130	290,432	213,901	286,419	220,614	602,958	733,300	258,300
Miscellaneous - include cost alloc.	283,477	246,209	274,159	300,530	375,423	325,977	363,273	384,694	417,506	411,676	522,144	537,201
Total Expenditures	\$2,521,621	\$2,454,448	\$2,600,348	\$2,792,432	\$3,065,538	\$3,149,759	\$ 3,064,540	\$3,194,433	\$ 3,499,396	\$ 3,854,932	\$ 4,361,803	\$3,946,609
Change in net position	\$ 221,385	\$ 357,449	\$ 201,341	\$ 80,312	\$ 179,064	\$ 181,100	\$ 196,711	\$ (300,965)	\$ 76,400	\$ (164,418)	\$ (462,653)	\$ (194,259)
Net position - beginning	1,298,898	1,520,283	1,877,731	2,079,072	2,159,385	2,338,449	2,519,549	2,716,260	2,415,295	2,491,695	2,327,278	1,864,625
Net position - ending	1,520,283	1,877,731	2,079,072	2,159,385	2,338,449	2,519,549	2,716,260	2,415,295	2,491,695	2,327,278	1,864,625	1,670,366
Annual Farebox Surplus (Deficit)	\$ 166,906	\$ 261,054	\$ 128,357	\$ 27,073	\$ 28,344	\$ 24,289	\$ 41,258	\$ (424,889)	\$ (133,408)	\$ (349,241)	\$ (611,249)	\$ (342,892)
Cumulative Farebox Surplus (Deficit)	(94,505)	166,549	294,907	321,979	350,324	374,613	415,870	(9,018)	(142,427)	(491,668)	(1,102,917)	(1,445,809)
Total Expenditures	\$2,521,621	\$2,454,448	\$2,600,348	\$2,792,432	\$3,065,538	\$3,149,759	\$ 3,064,540	\$3,194,433	\$ 3,499,396	\$ 3,854,932	\$ 4,361,803	\$3,946,609
Expense Supported by Annual Fare Collection at 55%	2,821,000	2,925,000	2,831,000	2,832,000	3,112,000	3,190,000	3,134,000	2,416,000	3,255,000	3,220,000	3,250,441	3,323,000
Excess Expenditures starting when Cumulative Farebox went negative:								\$ 778,433	\$ 244,396	\$ 634,932	\$ 1,111,362	\$ 623,609
Fare increase needed to support annual expenses:								37%	9%	23%	38%	21%



Whatcom County

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

Agenda Bill Master Report

File Number: AB2023-037

File ID:	AB2023-037	Version:	1	Status:	Agenda Ready
File Created:	12/28/2022	Entered by:	JNixon@co.whatcom.wa.us		
Department:	Council Office	File Type:	Council Appointment		
Assigned to:	Council			Final Action:	
Agenda Date:	01/24/2023			Enactment #:	

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

TITLE FOR AGENDA ITEM:

Appointment to a vacancy on the Surface Mining Advisory Committee, member of the surface mining industry, Applicant(s): Brent Cowden

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

All appointees must live in and be registered to vote in Whatcom County and, if applicable, meet the residency, employment, and/or affiliation requirements of the position. Vacancies are often filled by reappointment of current members to a second term.

SURFACE MINING ADVISORY COMMITTEE

2 Vacancies for members of the surface mining industry, current members eligible to reapply, one 4-year term and one 2-year term.

Meets quarterly.

No two representatives can be from the same company or public interest group. The committee provides ongoing public input and advice to Whatcom County on solid waste management issues.

HISTORY OF LEGISLATIVE FILE

Date:	Acting Body:	Action:	Sent To:
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Attachments: Applicant List, Cowden Application

CLERK OF THE COUNCIL

Dana Brown-Davis, C.M.C.

COUNTY COURTHOUSE

311 Grand Avenue, Suite #105
Bellingham, WA 98225-4038
360- 778-5010



COUNCILMEMBERS

Barry Buchanan
Tyler Byrd
Todd Donovan
Ben Elenbaas
Carol Frazey
Kaylee Galloway
Kathy Kershner

WHATCOM COUNTY COUNCIL
BOARDS AND COMMISSION VACANCIES
Through January 31, 2023

This list represents all vacancies through January 31, 2023. All appointees must live in and be registered to vote in Whatcom County and, if applicable, meet the residency, employment, and/or affiliation requirements of the position. Vacancies are often filled by reappointment of current members to a second term.

All appointees must complete Open Public Meeting Act training within 90 days of appointment.

SURFACE MINING ADVISORY COMMITTEE

AB2023-037

10 Vacancies, current members eligible to reapply, five 4-year terms and five 2-year terms. Meets quarterly. No two representatives can be from the same company or public interest group. The committee provides ongoing public input and advice to Whatcom County on solid waste management issues. **Council-appointed**

Due to 10 positions becoming vacant on an 11-member committee, it's requested that the Council appoint staggered terms: five 4-year terms and five 2-year terms.

Applicant, member of the surface mining industry (2 vacancies, one 2-year term and one 4-year term):

- Brent Cowden - incumbent

Board and Commission Application

Step 1

Application for Appointment to Whatcom County Boards and Commissions

Public Statement

THIS IS A PUBLIC DOCUMENT: As a candidate for a public board or commission, the information provided will be available to the County Council, County Executive, and the public. All board and commission members are expected to be fair, impartial, and respectful of the public, County staff, and each other. Failure to abide by these expectations may result in revocation of appointment and removal from the appointive position.

Title	Field not completed.
-------	----------------------

First Name	Brent
------------	-------

Last Name	Cowden
-----------	--------

Today's Date	11/17/2022
--------------	------------

Street Address	
----------------	--

City	
------	--

Zip	
-----	--

Do you live in & are you registered to vote in Whatcom County?	Yes
--	-----

Do you have a different mailing address?	Field not completed.
--	----------------------

Primary Telephone	
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Secondary Telephone	
---------------------	--

Email Address	
---------------	--

Step 2

1. Name of Board or Committee	Surface Mining Advisory Committee
-------------------------------	-----------------------------------

Surface Mining Advisory Committee (SMAC) Position:	Member of surface mining industry
2. Do you meet the residency, employment, and/or affiliation requirements of the position for which you're applying?	Yes
3. Which Council district do you live in?	District 3
4. Are you a US citizen?	Yes
5. Are you registered to vote in Whatcom County?	Yes
6. Have you declared candidacy (as defined by RCW 42.17A.055) for a paid elected office in any jurisdiction within the county?	No
7. Have you ever been a member of this Board/Commission?	Yes
If yes, please list dates:	2019-present
8. Do you or your spouse have a financial interest in or are you an employee or officer of any business or agency that does business with Whatcom County?	Yes
If yes, please explain	<i>Field not completed.</i>
You may attach a resume or detailed summary of	<i>Field not completed.</i>

experience,
qualifications, &
interest in response to
the following questions

9. Please describe your occupation (or former occupation if retired), qualifications, professional and/or community activities, and education	General Manager @ Cowden Gravel & Ready Mix (surface mining industry), Owner/President @ Cowden Brothers Trucking, Real Estate Developer, Youth Football Director Mount Baker Youth Athletics Association, VP Bellingham Christian School Foundation Board
---	--

10. Please describe why you're interested in serving on this board or commission	been in the mining industry actively for over 20 years.
--	---

References (please include daytime telephone number):	n/a
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Signature of applicant:	brent cowden
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Place Signed / Submitted	bellingham wa 98226
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(Section Break)



Whatcom County

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

Agenda Bill Master Report

File Number: AB2023-054

File ID:	AB2023-054	Version:	1	Status:	Agenda Ready
File Created:	01/05/2023	Entered by:	JNixon@co.whatcom.wa.us		
Department:	Council Office	File Type:	Council Appointment		
Assigned to:	Council			Final Action:	
Agenda Date:	01/24/2023			Enactment #:	

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

TITLE FOR AGENDA ITEM:

Appointment to vacancies on the Birch Bay Watershed and Aquatic Resources Management Advisory Committee, Applicant(s): Michael Allan (Council acting as the Flood Control Zone District Board of Supervisors)

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

This list represents all vacancies through January 31, 2023. All appointees must live in and be registered to vote in Whatcom County and, if applicable, meet the residency, employment, and/or affiliation requirements of the position. Vacancies are often filled by reappointment of current members to a second term. All appointees must complete Open Public Meeting Act training within 90 days of appointment.

BIRCH BAY WATERSHED AND AQUATIC RESOURCES MANAGEMENT (BBWARM) ADVISORY COMMITTEE

2 Vacancies, 1 current member eligible to reapply, 4-year terms, must reside in the subzone.

Meets quarterly.

The BBWARM Advisory Committee assists and makes recommendations to the Flood Control Zone District Board of Supervisors regarding implementing the BBWARM District stormwater program. The committee will assist the residents of the area and the Board of Supervisors with the implementation of the Birch Bay Watershed and Aquatic Resource Management District.

HISTORY OF LEGISLATIVE FILE

Date:

Acting Body:

Action:

Sent To:

Attachments: Applicant list, Allan Application

CLERK OF THE COUNCIL

Dana Brown-Davis, C.M.C.

COUNTY COURTHOUSE311 Grand Avenue, Suite #105
Bellingham, WA 98225-4038
360- 778-5010**COUNCILMEMBERS**Barry Buchanan
Tyler Byrd
Todd Donovan
Ben Elenbaas
Carol Frazey
Kaylee Galloway
Kathy Kershner

WHATCOM COUNTY COUNCIL
BOARDS AND COMMISSION VACANCIES
Through January 31, 2023

This list represents all vacancies through January 31, 2023. All appointees must live in and be registered to vote in Whatcom County and, if applicable, meet the residency, employment, and/or affiliation requirements of the position. Vacancies are often filled by reappointment of current members to a second term. All appointees must complete Open Public Meeting Act training within 90 days of appointment.

BIRCH BAY WATERSHED AND AQUATIC RESOURCES MANAGEMENT
(BBWARM) ADVISORY COMMITTEE

AB2023- 054

2 Vacancies, 1 current member eligible to reapply, 4-year terms, [must reside in the subzone](#).

Meets quarterly.

The BBWARM Advisory Committee assists and makes recommendations to the Flood Control Zone District Board of Supervisors regarding implementing the BBWARM District stormwater program. The committee will assist the residents of the area and the Board of Supervisors with the implementation of the Birch Bay Watershed and Aquatic Resource Management District.

Applicant(s):

- Michael Allan, incumbent

Board and Commission Application

Step 1

Application for Appointment to Whatcom County Boards and Commissions

Public Statement

THIS IS A PUBLIC DOCUMENT: As a candidate for a public board or commission, the information provided will be available to the County Council, County Executive, and the public. All board and commission members are expected to be fair, impartial, and respectful of the public, County staff, and each other. Failure to abide by these expectations may result in revocation of appointment and removal from the appointive position.

Title Mr.

First Name Michael

Last Name Allan

Today's Date 1/5/2023

Street Address

City

Zip

Do you live in & are you registered to vote in Whatcom County? Yes

Do you have a different mailing address? Field not completed.

Primary Telephone

Secondary Telephone Field not completed.

Email Address

Step 2

1. Name of Board or Committee Birch Bay Watershed and Aquatic Resources Management Committee

2. Do you meet the residency, employment, and/or affiliation requirements of the position for which you're applying?	Yes
3. Which Council district do you live in?	District 5
4. Are you a US citizen?	Yes
5. Are you registered to vote in Whatcom County?	Yes
6. Have you declared candidacy (as defined by RCW 42.17A.055) for a paid elected office in any jurisdiction within the county?	No
7. Have you ever been a member of this Board/Commission?	Yes
If yes, please list dates:	Member since 2020.
8. Do you or your spouse have a financial interest in or are you an employee or officer of any business or agency that does business with Whatcom County?	No
You may attach a resume or detailed summary of experience, qualifications, & interest in response to the following questions	<i>Field not completed.</i>
9. Please describe your	Safety manager, PeaceHealth

occupation (or former
occupation if retired),
qualifications,
professional and/or
community activities,
and education

10. Please describe
why you're interested
in serving on this board
or commission

Solving problems that affect the community

References (please
include daytime
telephone number):

Field not completed.

Signature of applicant:

Michael allan

Place Signed /
Submitted

 WA

(Section Break)



Whatcom County

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

Agenda Bill Master Report

File Number: AB2023-057

File ID:	AB2023-057	Version:	1	Status:	Agenda Ready
File Created:	01/06/2023	Entered by:	JNixon@co.whatcom.wa.us		
Department:	Council Office	File Type:	Council Appointment		
Assigned to:	Council			Final Action:	
Agenda Date:	01/24/2023			Enactment #:	

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

TITLE FOR AGENDA ITEM:

Appointments to various vacancies on the Wildlife Advisory Committee, Applicant(s): Stephen Nyman, Vikki Jackson, Jennifer Plombon

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

All appointees must live in and be registered to vote in Whatcom County and, if applicable, meet the residency, employment, and/or affiliation requirements of the position. Vacancies are often filled by reappointment of current members to a second term.

WILDLIFE ADVISORY COMMITTEE

11 Vacancies, current members eligible to reapply, 4-year terms,

Seven of the 11 members will have technical expertise in wildlife and habitat management or current or past professional experience such as, but not limited to, at least one of the following: wetlands manager, wildlife biologist, population conservation biologist, natural resources manager, watershed scientist, conservation ecological restoration specialist, forestry protection, or tribal representative.

The Wildlife Advisory Committee advises the Whatcom County Planning and Development Services Department and Public Works Department staff and the Whatcom County Council on the value of wildlife and habitat management issues as they relate to the Whatcom County Comprehensive Plan, with the goal of integrating wildlife management and protection into the community planning process.

HISTORY OF LEGISLATIVE FILE

Date:	Acting Body:	Action:	Sent To:
<hr/>			

Attachments: Applicant List, Nyman Application, Jackson Application, Plombon Application

CLERK OF THE COUNCIL

Dana Brown-Davis, C.M.C.

COUNTY COURTHOUSE311 Grand Avenue, Suite #105
Bellingham, WA 98225-4038
360- 778-5010**COUNCILMEMBERS**Barry Buchanan
Tyler Byrd
Todd Donovan
Ben Elenbaas
Carol Frazey
Kaylee Galloway
Kathy Kershner**WHATCOM COUNTY COUNCIL****APPLICANT LIST**

This list represents all vacancies through January 31, 2023. All appointees must live in and be registered to vote in Whatcom County and, if applicable, meet the residency, employment, and/or affiliation requirements of the position. Vacancies are often filled by reappointment of current members to a second term. Appointments are without compensation unless otherwise noted. Applications can be completed online, and are available in the Council Office, the Executive's Office, and on the County website at: www.co.whatcom.wa.us/1584/How-to-Apply.

WILDLIFE ADVISORY COMMITTEE**AB2023-057**

11 Vacancies, current members eligible to reapply, 4-year terms,

Seven of the 11 members will have technical expertise in wildlife and habitat management or current or past professional experience such as, but not limited to, at least one of the following: wetlands manager, wildlife biologist, population conservation biologist, natural resources manager, watershed scientist, conservation ecological restoration specialist, forestry protection, or tribal representative.

The Wildlife Advisory Committee advises the Whatcom County Planning and Development Services Department and Public Works Department staff and the Whatcom County Council on the value of wildlife and habitat management issues as they relate to the Whatcom County Comprehensive Plan, with the goal of integrating wildlife management and protection into the community planning process.

APPLICANTS (11 Vacancies):

- Stephen Nyman, incumbent
- Vikki Jackson, incumbent
- Jennifer Plombon

From:
To:
Subject: Online Form Submittal: Board and Commission Application
Date: Tuesday, January 3, 2023 7:33:33 AM

Board and Commission Application

Step 1

Application for Appointment to Whatcom County Boards and Commissions

Public Statement

THIS IS A PUBLIC DOCUMENT: As a candidate for a public board or commission, the information provided will be available to the County Council, County Executive, and the public. All board and commission members are expected to be fair, impartial, and respectful of the public, County staff, and each other. Failure to abide by these expectations may result in revocation of appointment and removal from the appointive position.

Title Mr.

First Name Stephen

Last Name Nyman

Today's Date 1/3/2023

Street Address

City

Zip

Do you live in & are
you registered to vote
in Whatcom County?

Yes

Do you have a different
mailing address?

Field not completed.

Primary Telephone

Secondary Telephone

Field not completed.

Email Address

Step 2

1. Name of Board or
Committee

Wildlife Advisory Committee

Wildlife Advisory Committee (WAC) Position:	I have professional experience as a wildlife biologist.
2. Do you meet the residency, employment, and/or affiliation requirements of the position for which you're applying?	Yes
3. Which Council district do you live in?	District 4
4. Are you a US citizen?	Yes
5. Are you registered to vote in Whatcom County?	Yes
6. Have you declared candidacy (as defined by RCW 42.17A.055) for a paid elected office in any jurisdiction within the county?	No
7. Have you ever been a member of this Board/Commission?	Yes
If yes, please list dates:	Feb 2017 - Dec 2022
8. Do you or your spouse have a financial interest in or are you an employee or officer of any business or agency that does business with Whatcom County?	Yes
If yes, please explain	I am an employee (part-time) of HDR, Inc. a consulting company which provides engineering, environmental, and other services to a wide range of clients. I am not engaged in any work projects for the County nor am I aware of any current projects for which HDR is providing services to the County

You may attach a resume or detailed summary of experience, qualifications, & interest in response to the following questions

Attached

9. Please describe your occupation (or former occupation if retired), qualifications, professional and/or community activities, and education

see attached resume

10. Please describe why you're interested in serving on this board or commission

I devote most of my time to volunteer service projects in my areas of interest and expertise, where I can make a difference. I believe I have much to contribute to the continuing work of the Wildlife Advisory Committee.

References (please include daytime telephone number):

Teal Waterstrat (USFWS biologist) 360-753-7760; 360-951-2560
Ron Tressler (Wildlife Biologist, Seattle City Light) 206-386-4506; 206-858-3760

Signature of applicant:

Stephen Nyman

Place Signed / Submitted

Bellingham, Washington

(Section Break)



Stephen Nyman, PhD

Amphibian Ecologist, Terrestrial Ecologist

I have an academic training in the study of salamanders, frogs, snakes, lizards, and turtles (i.e., herpetology), and career long field experience in this area. As a Senior Scientist with HDR, Inc., in Bellingham, Washington, I provide technical services associated with herpetological and wildlife studies, including surveys, habitat evaluations, and agency consultation for rare, threatened, and endangered species. I have performed more than 30 separate herpetological investigations in Washington, Oregon, California, and New York, ranging from watershed-level studies of complex hydroelectric projects to narrowly focused investigations of proposed residential and recreational developments. Most of this work involved coordination with other specialists, and management of field personnel. I am also experienced in a wide range of wetland, riparian, and botanical studies. In recognition of my expertise and achievements, I was awarded Professional Associate status by HDR in 2014.

I have conducted dedicated surveys and/or habitat evaluations for numerous state or federally-listed Threatened, Endangered, Sensitive, Fully Protected (California), and other “special status” species, including Oregon Spotted Frog, Foothill Yellow-legged Frog, Sierra Nevada Yellow-legged Frog, California Red-legged Frog, Cascades Frog, Northern Leopard Frog, Boreal Toad, Limestone Salamander, Larch Mountain Salamander, Van Dyke’s Salamander, Blue-spotted Salamanders, Timber Rattlesnake, Pine Snake, Sagebrush Lizard, Western Pond Turtle, Bog Turtle, Marbled Murrelet, Bald Eagle, and Spotted Owl. My experience includes working in diverse habitats including instream, riparian, palustrine wetlands, forests, and talus; using specialized techniques; and adherence to accepted survey protocols.

As Lead Scientist with the Whatcom County Amphibian Monitoring Program, I have developed monitoring, research, and public outreach projects focused on the federally threatened Oregon Spotted Frog, including multi-year studies and habitat restoration since 2016 at the Whatcom Land Trust's Samish River Preserve and Catalyst Preserve. This is a non-salaried position which leverages committed, volunteered time and supporting grants to accomplish project objectives. I have pioneered and tested new techniques to remove and replace invasive reed canarygrass and expand essential habitats for Oregon Spotted Frog. I hold a US Fish and Wildlife Service (USFWS) Section 10(a)(1) Recovery permit (since 2015) for Oregon Spotted Frog and am a contributing member of the Oregon Spotted Frog Working Group for Washington State. In 2017 I participated in the non-regulatory designation of Priority Amphibian and Reptile Conservation Areas in Washington.

Selected Project Experience

“Characteristics and Utilization of Oviposition and Larval Rearing Habitats by Oregon Spotted Frog and Potential for Habitat Restoration at the Samish River Preserve” and “Oregon Spotted Frog Habitat Restoration Projects at the Whatcom Land Trust’s Samish River Preserve;” Whatcom County, Washington – Research studies and habitat restoration projects for the threatened Oregon Spotted Frog at a Whatcom Land Trust conservation property located in the headwaters of the Samish River. Partially funded by USFWS grants.

“Incorporating Oregon Spotted Frog habitat restoration into stewardship of the Whatcom Land Trust’s Catalyst Preserve” Whatcom County, Washington – On-going project to identify and implement site-specific habitat restoration measures for a declining population of Oregon Spotted Frog on a tributary of the South Fork Nooksack River. Partially funded by a USFWS grant.

Skagit River Hydroelectric Project, Whatcom and Skagit Counties, Washington; Seattle City Light – Study Lead for special-status amphibian survey study in support of project relicensing. Study included habitat evaluations and surveys for Columbia Spotted

Education

Ph.D., Biological Sciences
University of Rhode Island, 1985

M.Sc., Ecology
Rutgers University, 1979

B.A., Botany, minor Zoology
Rutgers University, 1975

Professional Affiliations

Society for Northwestern Vertebrate Biology

Society for the Study of Amphibians and Reptiles

Volunteer Affiliations

Whatcom County Amphibian Monitoring Program (Lead Scientist)

Whatcom County Wildlife Advisory Committee

Employment

HDR, Inc.

Frog, Oregon Spotted Frog, and Western Toad on the three reservoirs, transmission line right-of-way, and other areas that may be affected by this large project. Also prepared sections of License Application.

Oregon Spotted Frog Surveys and Habitat Assessment, Deming Levee Improvement Project; Whatcom County Flood Control Zone District – Conducted USFWS-permitted surveys and habitat assessment for Oregon Spotted Frog, an approved conservation measure required prior to implementation of a levee reconstruction project along the Nooksack River.

Hancock Creek and Calligan Creek Hydroelectric Projects, King County, Washington; Public Utility District No. 1 of Snohomish County – Principal Investigator for amphibian and reptile survey study in support of licensing of two proposed run-of-river hydroelectric projects and possible project effects.

Sunset Fish Passage and Energy Project, Snohomish County; Public Utility District No. 1 of Snohomish County – Principal Investigator for amphibian study and Project Manager for environmental services in support of licensing of proposed small hydroelectric project, including studies of water quality, benthic macroinvertebrates, mollusks, and raptors.

South State Water Project Hydropower and Devil Canyon Projects (California Aqueduct System), Relicensing, Los Angeles and San Bernardino Counties, California; Department of Water Resources and Los Angeles Department of Water and Power – Resource Lead for Endangered Species Act (ESA)-listed Species and special-status aquatic species. Prepared sections of the Pre-Application Documents, developed study plans, directed implementation of study plans, and prepared sections of License Applications.

Yuba River Development Project, Relicensing, Yuba County, California; Yuba County Water Agency – Study Lead for herpetological studies in support of hydroelectric project relicensing, addressing issues associated with Foothill Yellow-legged Frog, California Red-legged Frog, and Western Pond Turtle.

Yuba-Bear and Drum-Spaulding Hydroelectric Projects, Sierra Nevada Counties, California; Nevada Irrigation District and Pacific Gas & Electric Company – Technical and Study Lead for studies of Foothill Yellow-legged Frog, California Red-legged Frog, Sierra Nevada Yellow-Legged Frog, and Western Pond Turtle in support of relicensing of two large, complex, inter-connected projects.

Cabin Creek Pumped Storage Hydroelectric Project, Clear Creek County, Colorado; Public Service Company of Colorado – Technical Lead for Boreal Toad Study in support of relicensing and provided technical assistance in the development of license compliance measures for Boreal Toad.

Merced Hydroelectric Project, Merced and Mariposa Counties, California; Merced Irrigation District – Study Lead for herpetological studies and special-status branchiopods in support of relicensing. Species that were addressed included Limestone Salamander, a talus-dwelling terrestrial species, endemic to a small area, which includes the steep, rocky margins of the project reservoir. Study scope for this species included developing a habitat suitability model to identify potential habitat and two years of surveys.

Henry M. Jackson Hydroelectric Project, Snohomish County, Washington; Public Utility District No. 1 of Snohomish County – Project Manager and Principal Investigator for amphibian survey study in support of relicensing. Target species included Coastal Tailed Frog, Western Toad, Northern Red-legged Frog, and Northwestern Salamander.

Box Canyon Hydroelectric Project, Pend Oreille River, Washington; Pend Oreille Public Utility District No. 1 – Principal Investigator for wildlife studies during relicensing

and development of Comprehensive Wildlife Management Plan of lands associated with the project, governing 700 acres of PUD-owned lands and creation of amphibian habitat.

Packwood Lake Hydroelectric Project, Lewis County, Washington; Energy Northwest – Principal Investigator for amphibian study in support of relicensing. Performed intensive amphibian survey focused on special status species associated with instream, riparian, wetland, and talus habitats in the project-affected area.

Tacoma and Ames Hydroelectric Projects; San Juan, La Plata, and San Miguel Counties, Colorado; Public Service Company of Colorado – Technical Lead for relicensing, addressing wetland and riparian issues, and amphibians, including Tiger Salamander and Northern Leopard Frog.

Priest Rapids Hydroelectric Project, Columbia River, Washington; Grant Public Utility District No. 2 – Project Manager and Principal Investigator of wildlife issues in support of relicensing. The studies included site-intensive surveys for amphibians, reptiles, small mammals, breeding birds, and rare plants; extensive collection of habitat and habitat disturbance data; and habitat rankings within a large project area.

Upper American River Project, El Dorado County, California; Sacramento Municipal Utility District – Co-principal Investigator in support of relicensing, conducting studies of riparian and wetland areas associated with a large, complex project.

Stone Creek Hydroelectric Project, Clackamas County, Oregon; Eugene Water and Electric Board – Principal Investigator for wildlife, wetlands, and terrestrial habitats in support of licensing and license compliance, including designing, conducting, and reporting on a 15-year population monitoring plan for a rare, riparian plant, Clackamas *Corydalis*.

Herpetofaunal Inventory of State-Owned Lands, Hudson River Estuary, Columbia County, New York; New York Department of Environmental Conservation – Principal Investigator for herpetological evaluation, conducting intensive investigations of amphibians, snakes, and turtles on more than 500 acres of wetlands, riparian habitats, and upland forests near the Hudson River using dip-net sampling, cover object searches, frog call surveys, and other techniques.

Characterization of Reference Wetlands in Eastern New York, Columbia and Dutchess County; U.S. Environmental Protection Agency – Conducted amphibian surveys in four types of wetlands in the Hudson River Valley of New York in order to better define standards for wetland protection and restoration projects. Standardized sampling protocols were used at seasonal woodland pools, red maple swamps, clay meadows, and fens. The final report documented differences in amphibian use of the wetland types, discussed the efficacy of effort-constrained dip-netting, and made recommendations for wetland projects.

Selected Technical Papers and Presentations

Habitat restoration for the threatened Oregon Spotted Frog (*Rana pretiosa*) in an emergent wetland dominated by Reed Canarygrass (*Phalaris arundinacea*) at the Samish River Preserve, Whatcom County, Washington. (Society of Wetland Scientists, Pacific Northwest Chapter, 2022 Annual Meeting).

Agonistic behavior in female Oregon Spotted Frogs (*Rana pretiosa*). (Society for Northwestern Vertebrate Biology, Washington and Oregon Chapters of the Wildlife Society, and Northwest Chapter of Partners in Amphibian and Reptile Conservation, 2019 Annual Meeting).

Habitat use and performance of Oregon Spotted Frog (*Rana pretiosa*) larvae at ponds and emergent wetlands of the Samish River Preserve, Whatcom County, Washington, and

- response to a habitat enhancement project. (Society for Northwestern Vertebrate Biology, Washington and Oregon Chapters of the Wildlife Society, and Northwest Chapter of Partners in Amphibian and Reptile Conservation, 2018 Annual Meeting).
- Ecological aspects of Oregon Spotted Frog (*Rana pretiosa*) eggs and larvae at ponds and meadows of the Samish River Preserve, Whatcom County, Washington. (Society for Northwestern Vertebrate Biology, 2015 Annual Meeting).
- Evaluation of characteristics to differentiate larvae of Oregon Spotted Frog (*Rana pretiosa*) and Northern Red-legged Frog (*Rana aurora*). (Society for Northwestern Vertebrate Biology, 2015 Annual Meeting).
- Evaluation of an aquatic funnel trap for shallow water habitats used by Oregon Spotted Frog (*Rana pretiosa*). (Society for Northwestern Vertebrate Biology, 2015 Annual Meeting).
- Perspectives on the effects of Reed Canarygrass (*Phalaris arundinacea*) on habitat suitability for Oregon Spotted Frog (*Rana pretiosa*), based on observations at the Samish River Preserve, Whatcom County, Washington. (Society of Wetland Scientists, Pacific Northwest Chapter, 2015 Annual Meeting).
- Cannibalism and size relations in a cohort of larval ringed salamanders (*Ambystoma annulatum*). (*Journal of Herpetology* 27:78-84).
- Ecological aspects of syntopic *Ambystoma maculatum* and *A. laterale-jeffersonianum* complex larvae in New Jersey ponds. (*Journal of Herpetology* 25:505-509).
- The distribution of the *Ambystoma jeffersonianum* complex in New Jersey. (*Journal of Herpetology* 22: 224-227).
- Mass mortality in larval *Rana sylvatica* attributable to the bacterium *Aeromonas hydrophila*. (*Journal of Herpetology* 20: 196-201).
- Ambystoma maculatum*. Reproduction. (Life History Note, *Herpetological Review* 18:14-15).

Board and Commission Application

Step 1

Application for Appointment to Whatcom County Boards and Commissions

Public Statement

THIS IS A PUBLIC DOCUMENT: As a candidate for a public board or commission, the information provided will be available to the County Council, County Executive, and the public. All board and commission members are expected to be fair, impartial, and respectful of the public, County staff, and each other. Failure to abide by these expectations may result in revocation of appointment and removal from the appointive position.

Title	Field not completed.
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First Name	Vikki
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Last Name	Jackson
-----------	---------

Today's Date	1/13/2023
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Street Address	
----------------	--

City	
------	--

Zip	
-----	--

Do you live in & are you registered to vote in Whatcom County?	Yes
--	-----

Do you have a different mailing address?	Field not completed.
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Primary Telephone	
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Secondary Telephone	Field not completed.
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Email Address	
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Step 2

1. Name of Board or Committee	Wildlife Advisory Committee
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Wildlife Advisory Committee (WAC) Position:	I have professional experience as a wetlands manager.
2. Do you meet the residency, employment, and/or affiliation requirements of the position for which you're applying?	Yes
3. Which Council district do you live in?	District 3
4. Are you a US citizen?	Yes
5. Are you registered to vote in Whatcom County?	Yes
6. Have you declared candidacy (as defined by RCW 42.17A.055) for a paid elected office in any jurisdiction within the county?	No
7. Have you ever been a member of this Board/Commission?	Yes
If yes, please list dates:	2014- 2022
8. Do you or your spouse have a financial interest in or are you an employee or officer of any business or agency that does business with Whatcom County?	No
You may attach a resume or detailed summary of experience, qualifications, &	<i>Field not completed.</i>

interest in response to
the following questions

9. Please describe your occupation (or former occupation if retired), qualifications, professional and/or community activities, and education	I am a retired wetland ecologist. I currently manage a non-profit (Whatcom County Amphibian Monitoring Program) that performs research, provides public outreach and supports conservation of Amphibians.
10. Please describe why you're interested in serving on this board or commission	I have been part of the Wildlife Advisory Committee since its inception and am the longest standing, continuous member of the Committee. I feel strongly this committee is important to Whatcom County planning and regulations involving wildlife science and management.
References (please include daytime telephone number):	Jon Paul Shanahan, Whatcom County Planning and Development Chris Elder Whatcom County Public Works, Watershed Planner 360 778-6225 Any Dearborn Whatcom County Planning and Development 360 778-5909
Signature of applicant:	Vikki Jackson
Place Signed / Submitted	

(Section Break)

From:
To:
Subject: Online Form Submittal: Board and Commission Application
Date: Friday, December 30, 2022 12:20:52 PM

Board and Commission Application

Step 1

Application for Appointment to Whatcom County Boards and Commissions

Public Statement

THIS IS A PUBLIC DOCUMENT: As a candidate for a public board or commission, the information provided will be available to the County Council, County Executive, and the public. All board and commission members are expected to be fair, impartial, and respectful of the public, County staff, and each other. Failure to abide by these expectations may result in revocation of appointment and removal from the appointive position.

Title Ms.

First Name Jennifer

Last Name Plombon

Today's Date 12/30/2022

Street Address [REDACTED]

City [REDACTED]

Zip [REDACTED]

Do you live in & are you registered to vote in Whatcom County? Yes

Do you have a different mailing address? Field not completed.

Primary Telephone [REDACTED]

Secondary Telephone [REDACTED]

Email Address [REDACTED]

Step 2

1. Name of Board or Committee Wildlife Advisory Committee

Wildlife Advisory Committee (WAC) Position:	I have relevant professional experience in a field not listed. See question 9.
2. Do you meet the residency, employment, and/or affiliation requirements of the position for which you're applying?	Yes
3. Which Council district do you live in?	District 5
4. Are you a US citizen?	Yes
5. Are you registered to vote in Whatcom County?	Yes
6. Have you declared candidacy (as defined by RCW 42.17A.055) for a paid elected office in any jurisdiction within the county?	No
7. Have you ever been a member of this Board/Commission?	No
8. Do you or your spouse have a financial interest in or are you an employee or officer of any business or agency that does business with Whatcom County?	No
You may attach a resume or detailed summary of experience, qualifications, & interest in response to the following questions	<i>Field not completed.</i>

<p>9. Please describe your occupation (or former occupation if retired), qualifications, professional and/or community activities, and education</p>	<p>For over 20 years I have volunteered at wildlife rehabilitation organizations wherever I have lived, learning about wildlife diseases and injuries, and the habitat required for them to thrive. I have volunteered with: The Avian Conservation Society in South Carolina; the Wildlife Rehabilitation Center in Minnesota; the Wildcat Sanctuary in Minnesota; The Raptor Center in Minnesota; PAWS Wildlife in Lynwood, WA; Sarvey Wildlife Care Center in Arlington, WA (currently still a volunteer). Currently serve on the City of Blaine Planning Commission. Past member of Semiahmoo Board of Directors and currently serve on SRA Environmental and Communications Committees.</p>
<p>10. Please describe why you're interested in serving on this board or commission</p>	<p>I want to use my experience with wildlife and their needs to assist the County and State in creating and maintaining viable habitat for our wildlife.</p>
<p>References (please include daytime telephone number):</p>	<p>Mary Lou Steward (Blaine City Mayor) 360-371-8618 Suzanne West (Sarvey Wildlife Care Center Director) 360-435-4817 David Franklin (Semiahmoo Resort Association General Manager) 360-371-7796 ext 3</p>
<p>Signature of applicant:</p>	<p>Jennifer Plombon</p>
<p>Place Signed / Submitted</p>	<p>Blaine, WA</p>
<p>(Section Break)</p>	



Whatcom County

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

Agenda Bill Master Report

File Number: AB2023-082

File ID:	AB2023-082	Version:	1	Status:	Agenda Ready
File Created:	01/13/2023	Entered by:	JNixon@co.whatcom.wa.us		
Department:	Council Office	File Type:	Council Appointment		
Assigned to:	Council			Final Action:	
Agenda Date:	01/24/2023			Enactment #:	

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

TITLE FOR AGENDA ITEM:

Appointment to fill a vacancy on the Flood Control Zone District Advisory Committee,
Applicant(s): Scott Hulse (Council acting as the Flood Control Zone District Board of
Supervisors)

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

All appointees must live in and be registered to vote in Whatcom County and, if applicable, meet the residency, employment, and/or affiliation requirements of the position. Vacancies are often filled by reappointment of current members to a second term.

FLOOD CONTROL ZONE DISTRICT ADVISORY COMMITTEE

1 Vacancy representing Geographic Areas, 4-year term

Meets the second Thursday of the month or as needed. Committee assists and makes recommendations to the Board of Supervisors in performing flood damage repairs, maintenance and improvements, and minimizing future flood damage through prevention and management on the Nooksack River, its watershed, and the other watersheds within Whatcom County.

HISTORY OF LEGISLATIVE FILE

Date:	Acting Body:	Action:	Sent To:
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Attachments: Applicant list, Hulse Application

CLERK OF THE COUNCIL

Dana Brown-Davis, C.M.C.

COUNTY COURTHOUSE

311 Grand Avenue, Suite #105
Bellingham, WA 98225-4038
360- 778-5010



COUNCILMEMBERS

Barry Buchanan
Tyler Byrd
Todd Donovan
Ben Elenbaas
Carol Frazey
Kaylee Galloway
Kathy Kershner

WHATCOM COUNTY COUNCIL
BOARDS AND COMMISSION VACANCIES
Through January 31, 2023

This list represents all vacancies through January 31, 2023. All appointees must live in and be registered to vote in Whatcom County and, if applicable, meet the residency, employment, and/or affiliation requirements of the position. Vacancies are often filled by reappointment of current members to a second term.

All appointees must complete Open Public Meeting Act training within 90 days of appointment.

FLOOD CONTROL ZONE DISTRICT ADVISORY COMMITTEE

AB2023-082

- 1 Vacancy representing Geographic Area, 4-year term

Meets the second Thursday of the month or as needed. Committee assists and makes recommendations to the Board of Supervisors in performing flood damage repairs, maintenance and improvements, and minimizing future flood damage through prevention and management on the Nooksack River, its watershed, and the other watersheds within Whatcom County. **Appointed by the Council acting as the Flood Control Zone District Board of Supervisors**

Geographic Area (1 vacancy):

- Scott Hulse, incumbent

Board and Commission Application

Step 1

Application for Appointment to Whatcom County Boards and Commissions

Public Statement

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Title Dr.

First Name Scott

Last Name Hulse

Today's Date 1/13/2023

Street Address

City

Zip

Do you live in & are you registered to vote in Whatcom County? Yes

Do you have a different mailing address? Field not completed.

Primary Telephone

Secondary Telephone Field not completed.

Email Address

Step 2

1. Name of Board or Committee Flood Control Zone District Advisory Committee

Flood Control Zone District Advisory Committee Position:	Geographic Area representative
2. Do you meet the residency, employment, and/or affiliation requirements of the position for which you're applying?	Yes
3. Which Council district do you live in?	District 5
4. Are you a US citizen?	Yes
5. Are you registered to vote in Whatcom County?	Yes
6. Have you declared candidacy (as defined by RCW 42.17A.055) for a paid elected office in any jurisdiction within the county?	No
7. Have you ever been a member of this Board/Commission?	Yes
If yes, please list dates:	Geographic Area Member 2019-2023, Special District Member (BBWARM) 2018, 2017, 2016
8. Do you or your spouse have a financial interest in or are you an employee or officer of any business or agency that does business with Whatcom County?	No
You may attach a resume or detailed summary of experience,	<i>Field not completed.</i>

qualifications, &
interest in response to
the following questions

9. Please describe your occupation (or former occupation if retired), qualifications, professional and/or community activities, and education	BS Mine Engineering, BS Geological Sciences-Geophysics, MS Geological Sciences-Geophysics-Hydrology, PhD Radiological Health Sciences-Health Physics, Registered Professional Engineer Colorado Registration Number 22254, 20 years mine/geotechnical engineering, 20 years multidisciplinary project and program management, 8 years research and development-health effect from environmental and man-made radiation exposure
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10. Please describe why you're interested in serving on this board or commission	Our family has lived on Whitehorn Point along the southern edge of Birch Bay since 1960. Stormwater runoff, infiltration due to improper management of stormwater and flooding along with contamination in Birch Bay waters are increasingly issues as a result of residential development, logging and other commercial activities. Strategies have to be developed to mitigate the impact of stormwater, king tides and associated flooding, which are threatening long standing homes along the shoreline because significant erosion and high-bank collapse around Birch Bay. Flooding of residential areas in the central area of Birch Bay where houses have been constructed only slightly above sea-level has also increasingly become an issue because of the confluence of stormwater runoff and king tides.
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References (please include daytime telephone number):	Mr Jack Westford (360) 303-6596, Paula Harris (360) 778-6230
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Signature of applicant:	Scott E Hulse
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Place Signed / Submitted	
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(Section Break)



Whatcom County

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

Agenda Bill Master Report

File Number: AB2023-083

File ID:	AB2023-083	Version:	1	Status:	Agenda Ready
File Created:	01/13/2023	Entered by:	JNixon@co.whatcom.wa.us		
Department:	Council Office	File Type:	Council Appointment		
Assigned to:	Council			Final Action:	
Agenda Date:	01/24/2023			Enactment #:	

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

TITLE FOR AGENDA ITEM:

Appointment to vacancy on the Solid Waste Advisory Committee, Solid Waste Disposal Facility
Position, Applicant(s): Troy Lautenbach

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

All appointees must live in and be registered to vote in Whatcom County and, if applicable, meet the residency, employment, and/or affiliation requirements of the position. Vacancies are often filled by reappointment of current members to a second term.

SOLID WASTE ADVISORY COMMITTEE

1 Vacancy for Waste Disposal Facility Position, 3-year term.

Meets quarterly.

Applicants must represent agriculture, the waste collection industry, or a solid waste disposal facility. No two representatives can be from the same company or public interest group.

The committee provides ongoing public input and advice to Whatcom County on solid waste management issues.

HISTORY OF LEGISLATIVE FILE

Date:	Acting Body:	Action:	Sent To:
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Attachments: Applicant list, Lautenbach Application

CLERK OF THE COUNCIL

Dana Brown-Davis, C.M.C.

COUNTY COURTHOUSE

311 Grand Avenue, Suite #105
Bellingham, WA 98225-4038
360- 778-5010



COUNCILMEMBERS

Barry Buchanan
Tyler Byrd
Todd Donovan
Ben Elenbaas
Carol Frazey
Kaylee Galloway
Kathy Kershner

WHATCOM COUNTY COUNCIL
BOARDS AND COMMISSION VACANCIES
Through January 31, 2023

This list represents all vacancies through January 31, 2023. All appointees must live in and be registered to vote in Whatcom County and, if applicable, meet the residency, employment, and/or affiliation requirements of the position. Vacancies are often filled by reappointment of current members to a second term.

All appointees must complete Open Public Meeting Act training within 90 days of appointment.

SOLID WASTE ADVISORY COMMITTEE

AB2023-083

2 Vacancies, 3-year terms.

Meets quarterly.

Applicants must represent agriculture, the waste collection industry, or a solid waste disposal facility. No two representatives can be from the same company or public interest group. The committee provides ongoing public input and advice to Whatcom County on solid waste management issues. **Council-appointed**

Applicants- Waste Collection Industry (1 vacancy):

- Troy Lautenbach

Applicants- Agriculture (1 vacancy):

- None

From:
To:
Subject: Online Form Submittal: Board and Commission Application
Date: Wednesday, December 21, 2022 6:56:05 AM

Board and Commission Application

Step 1

Application for Appointment to Whatcom County Boards and Commissions

Public Statement

THIS IS A PUBLIC DOCUMENT: As a candidate for a public board or commission, the information provided will be available to the County Council, County Executive, and the public. All board and commission members are expected to be fair, impartial, and respectful of the public, County staff, and each other. Failure to abide by these expectations may result in revocation of appointment and removal from the appointive position.

Title *Field not completed.*

First Name Troy

Last Name Lautenbach

Today's Date 12/21/2022

Street Address [REDACTED]

City [REDACTED]

Zip [REDACTED]

Do you live in & are you registered to vote in Whatcom County? Yes

Do you have a different mailing address? *Field not completed.*

Primary Telephone [REDACTED]

Secondary Telephone *Field not completed.*

Email Address [REDACTED]

Step 2

1. Name of Board or Committee Solid Waste Advisory Committee

Solid Waste Advisory Committee (SWAC) Position:	Waste Recycling Industry Solid Waste Disposal Facility representative
2. Do you meet the residency, employment, and/or affiliation requirements of the position for which you're applying?	Yes
3. Which Council district do you live in?	District 3
4. Are you a US citizen?	Yes
5. Are you registered to vote in Whatcom County?	Yes
6. Have you declared candidacy (as defined by RCW 42.17A.055) for a paid elected office in any jurisdiction within the county?	No
7. Have you ever been a member of this Board/Commission?	Yes
If yes, please list dates:	2/2017 - 2/2020 Early 2000's also
8. Do you or your spouse have a financial interest in or are you an employee or officer of any business or agency that does business with Whatcom County?	Yes
If yes, please explain	Lautenbach Recycling & Northwest Recycling Owner Wife: Erika Lautenbach Director of Whatcom Health Department
You may attach a resume or detailed	<i>Field not completed.</i>

summary of
experience,
qualifications, &
interest in response to
the following questions

9. Please describe your occupation (or former occupation if retired), qualifications, professional and/or community activities, and education	Recycling Company owner for over 31 years. Current Washington State SWAC Chair. San Juan County SWAC Chair. Board member CDRA (Construction Demolition Recycling Association). Board Member Chuckanut Health Foundation
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10. Please describe why you're interested in serving on this board or commission	To help give guidance on Solid Waste activities in Whatcom County.
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References (please include daytime telephone number):	<i>Field not completed.</i>
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Signature of applicant:	Troy Lautenbach
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Place Signed / Submitted	
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(Section Break)



Whatcom County

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

Agenda Bill Master Report

File Number: AB2023-068

File ID:	AB2023-068	Version:	1	Status:	Agenda Ready
File Created:	01/12/2023	Entered by:	SMildner@co.whatcom.wa.us		
Department:	County Executive's Office	File Type:	Executive Appointment		
Assigned to:	Council			Final Action:	
Agenda Date:	01/24/2023			Enactment #:	

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

TITLE FOR AGENDA ITEM:

Request confirmation of the County Executive's appointments and reappointments to various county boards, committees and commissions

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

See attached summary and applications

HISTORY OF LEGISLATIVE FILE

Date:	Acting Body:	Action:	Sent To:
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Attachments: Summary, Applications A, Applications B, Applications C



COUNTY EXECUTIVE APPOINTMENTS – January 2023

The following boards and committees have vacancies which are filled with appointments by the County Executive and confirmed by County Council. See attached volunteer applications.

AMERICAN'S WITH DISABILITIES ACT (ADA) COMPLIANCE COMMITTEE

Nominated for reappointments are Paul Glasser and John Radwanski

BEHAVIORAL HEALTH ADVISORY COMMITTEE

Nominated for appointments are Stephen Gockley and Erika Creydt

BELLINGHAM-WHATCOM COMMISSION ON SEXUAL & DOMESTIC VIOLENCE

Nominated for reappointments are Raquel Vernola, Garret Shelsta and Moonwater

BICYCLE/PEDESTRIAN ADVISORY COMMITTEE

Nominated for reappointments are Sonja Max and Stephen Zylstra

Nominated for appointment Kelly Kendall and John Upston

BOUNDARY REVIEW BOARD

Nominated for reappointment is Bill Bliss

CIVIL SERVICE COMMISSION

Nominated for reappointment is Samuel (Bart) Miller

DEVELOPMENTAL STANDARDS TECHNICAL ADVISORY COMMITTEE

Nominated for appointment is Kevin Stewart

Nominated for reappointment is Erich Kleinknecht

ETHICS COMMISSION

Nominated for appointment is Sam Crawford

FOOD SYSTEM COMMITTEE

Nominated for appointments are Noelle Beecroft and Rob Dhaliwal

Nominated for reappointment is Margaret Gerard

HOUSING ADVISORY COMMITTEE

Nominated for appointments are Dan Dunne and Von E. Ochoa

Nominated for reappointment is Diana Phair

MARINE RESOURCES COMMITTEE

Nominated for appointment is Richard Beauregard

Nominated for reappointment is Glen Alexander

NORTH SOUND BEHAVIORAL HEALTH ASO ADVISORY BOARD

Nominated for appointments are Cathie Murphy and Hannah Ordos

PARKS & RECREATION COMMISSION

Nominated for appointment is Carl Weimer

RURAL LIBRARY BOARD (Whatcom County Library System)

Nominated for appointment is Holly Robinson



WHATCOM COUNTY COUNCIL

APPLICATION FOR APPOINTMENT TO WHATCOM COUNTY BOARDS AND COMMISSIONS

PLEASE PRINT LEGIBLY and COMPLETE ALL ITEMS

Name: Paul K. Glasser Date: November 22, 2022
Street Address: [REDACTED]
City: [REDACTED] Zip Code: 98226
Mailing Address (If different from street address): _____
Day Telephone: [REDACTED] Evening Telephone: [REDACTED] Cell Phone: [REDACTED]
E-mail address: pkglasser@comcast.net

1. Name of board or committee-please see reverse: ADA Compliance Committee
2. You must specify which position you are applying for.
Please refer to vacancy list. Renewed position on the committee
3. Do you meet the residency, employment, and/or affiliation requirements of the position for which you're applying?
(If applicable, please refer to vacancy list.) _____ (☒) yes () no
4. Which Council district do you live in? _____ () One () Two (☒) Three () Four () Five
5. Are you a US citizen? _____ (☒) yes () no
6. Are you registered to vote in Whatcom County? _____ (☒) yes () no
7. Have you ever been a member of this Board/Commission? _____ (☒) yes () no
If yes, dates: February 1, 2020 to January 31, 2023
8. Do you or your spouse have a financial interest in or are you an employee or officer of any
business or agency that does business with Whatcom County? _____ () yes (☒) no
If yes, please explain: _____
9. Have you declared candidacy (as defined by RCW 42.17A.055, see Instructions) for a paid elected
office in any jurisdiction within the county? _____ () yes (☒) no

You may attach a résumé or detailed summary of experience, qualifications, & interest in response to the following questions.

10. Please describe your occupation (or former occupation if retired), qualifications, professional and/or community activities, and education.

I am a graduate Architect from the University of Miami. I have completed numerous ADA compliance surveys.

I am a retired Facility Manager in healthcare settings. I am a current member of the ADA Compliance Committee.

11. Please describe why you're interested in serving on this board or commission: This is a continuing position.

Main purpose is to be a part of the continuing initiatives.

References (please include daytime telephone number): Ron Sharik 360-746-4959. Russ Gollen 360-325-6325

Signature of applicant: *Paul K. Glasser*

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If you are applying for one of the following boards, committees, or commissions, please send this application to the

Whatcom County Executive's Office:

311 Grand Avenue, Suite 108
Bellingham, Washington 98225
Phone:(360) 778-5200 Fax:(360) 778-5201

- Agricultural Advisory Committee
- Americans with Disabilities Act (ADA) Compliance Committee
- Behavioral Health Advisory Committee
- Bellingham-Whatcom County Commission on Sexual and Domestic Violence
- Bicycle/Pedestrian Advisory Committee
- Boundary Review Board
- Civil Service Commission
- Conservation Easement Program Oversight Committee
- County Appeals Board
- Developmental Disabilities Board
- Development Standards Technical Advisory Committee
- Ethics Commission
- Food System Committee
- Housing Authority of Whatcom County
- Housing Advisory Committee
- Lodging Tax Advisory Committee
- Marine Resource Committee
- North Sound Behavioral Health Organization Advisory Board
- Northwest Senior Services Board
- Parks and Recreation Commission
- Point Roberts Community Advisory Committee
- Rural Library Board
- Salary Commission
- Veteran's Advisory Board

If you are applying for one of the following boards, committees, or commissions, please send this application to the

Whatcom County Council Office:

311 Grand Avenue, Suite 105
Bellingham, Washington 98225
Phone:(360) 778-5010 Fax: (360) 778-5011

- Acme/VanZandt Flood Control Sub-Zone Advisory Committee
- Birch Bay Watershed and Aquatic Resources Management Committee
- Board of Equalization
- Business and Commerce Advisory Committee
- Child & Family Well-Being Task Force
- Climate Impact Advisory Committee
- Criminal Justice Treatment Account (CJTA) Panel
- Drayton Harbor Shellfish Protection District Advisory Committee
- Flood Control Zone District Advisory Committee
- Forestry Advisory Committee
- Horticultural Pest and Disease Board
- Incarceration Prevention and Reduction Task Force/Law and Justice Council
- Justice Project Stakeholder Advisory Committee
- Lummi Island Ferry Advisory Committee
- Lynden/Everson Flood Control Sub-Zone Advisory Committee
- Noxious Weed Control Board
- Open Space Advisory Committee
- Planning Commission
- Portage Bay Shellfish Protection District Advisory Committee
- Public Health Advisory Board
- Solid Waste Advisory Committee
- Sumas/Everson/Nooksack Flood Control Sub-Zone Advisory Committee
- Surface Mining Advisory Committee
- Wildlife Advisory Committee

RCW 42.17A.005

(7) "Candidate" means any individual who seeks nomination for election or election to public office. An individual seeks nomination or election when he or she first:

- (a) Receives contributions or makes expenditures or reserves space or facilities with intent to promote his or her candidacy for office;
- (b) Announces publicly or files for office;
- (c) Purchases commercial advertising space or broadcast time to promote his or her candidacy; or
- (d) Gives his or her consent to another person to take on behalf of the individual any of the actions in (a) or (c) of this subsection.



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WHATCOM COUNTY
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COUNCILMEMBERS
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Tyler Byrd
Todd Donovan
Ben Elenbaas
Carol Frazey
Kaylee Galloway
Kathy Kershner

WHATCOM COUNTY COUNCIL

APPLICATION FOR APPOINTMENT TO WHATCOM COUNTY BOARDS AND COMMISSIONS

PLEASE PRINT LEGIBLY and COMPLETE ALL ITEMS

Name: John Radwanski Date: 12/6/2022
Street Address: [REDACTED]
City: [REDACTED] Zip Code: 98264
Mailing Address (if different from street address): [REDACTED]
Day Telephone: [REDACTED] Evening Telephone: [REDACTED] Cell Phone: [REDACTED]
E-mail address: john.radwanski@comcast.net

1. Name of board or committee-**please see reverse:** ADA Compliance
2. You must specify which position you are applying for.
Please refer to vacancy list. Disabled Community
3. Do you meet the residency, employment, and/or affiliation requirements of the position for which you're applying?
(If applicable, please refer to vacancy list.) ----- (x) yes () no
4. Which Council district do you live in? ----- () One () Two () Three () Four () Five
5. Are you a US citizen? ----- (x) yes () no
6. Are you registered to vote in Whatcom County? ----- () yes () no
7. Have you ever been a member of this Board/Commission? ----- (x) yes () no
If yes, dates: 1/31/2020 - 1/31/2023
8. Do you or your spouse have a financial interest in or are you an employee or officer of any
business or agency that does business with Whatcom County? ----- () yes (x) no
If yes, please explain: _____
9. Have you declared candidacy (as defined by RCW 42.17A.055, see instructions) for a paid elected
office in any jurisdiction within the county? ----- () yes (x) no

You may attach a résumé or detailed summary of experience, qualifications, & interest in response to the following questions.

10. Please describe your occupation (or former occupation if retired), qualifications, professional and/or community activities, and education.
Locksmith, Physical security, technical customer service rep (20 years), I have been Handicaped for over 10 years and I am currently on SSDI. My college studies were in law which helps understand the regulations, and I was a Administrative Federal Contractor for twelve years so I have a good understanding of how government works.
11. Please describe why you're interested in serving on this board or commission: _____
To help fellow disabled members of our community get the services and accommodations they need and deserve

References (please include daytime telephone number): _____

Signature of applicant: [Signature]

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Memorandum

TO: EXECUTIVE SIDHU
FROM: Jackie Mitchell, Whatcom County Behavioral Health Program Specialist
DATE: December 15, 2022
RE: Nominations to the Behavioral Health Advisory Committee (BHAC)

I am pleased to forward two nominations for the Whatcom County Behavioral Health Advisory Committee to the County Executive.

- ✓ Stephen Gockley (retired attorney with the Northwest Justice Project) is the current co-chair of the Incarceration Prevention and Reduction Task Force. Stephen will bring a broad perspective and a deep understanding of the intersection between criminal/legal and behavioral health issues to the Committee. Stephen is outspoken in his support of improving services for people with mental health and substance use disorders. We're recommending that Stephen replace Chris Phillips as a mental health advocate.
- ✓ At this time, we are also nominating Erika Creydt, Ph.D. for a position on the Committee. She brings a wealth of experience both through owning a behavioral health clinic, and through her clinical expertise in working with youth and families with behavioral health disorders. In addition, Erika resides in one of our outlying communities which constitutes an underrepresented area of the county, Blaine, Washington. We're recommending that Erika replace Susan Wood for the professional position on the Committee.

Thank you for considering these nominations for appointment to the Behavioral Health Advisory Committee.





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WHATCOM COUNTY COUNCIL

WHATCOM COUNTY
EXECUTIVE'S OFFICE

APPLICATION FOR APPOINTMENT TO WHATCOM COUNTY BOARDS AND COMMISSIONS

PLEASE PRINT LEGIBLY and COMPLETE ALL ITEMS

Name: STEPHEN GOCKLEY Date: 10/19/22

Street Address: [REDACTED]

City: [REDACTED] Zip Code: 98225

Mailing Address (if different from street address): [REDACTED]

Day Telephone: [REDACTED] Evening Telephone: [REDACTED] Cell Phone: [REDACTED]

E-mail address: gockleyposel@comcast.net

1. Name of board or committee-**please see reverse:** Behavioral Health Advisory Committee
2. You must specify which position you are applying for.
Please refer to vacancy list. Mental health advocate
3. Do you meet the residency, employment, and/or affiliation requirements of the position for which you're applying?
(If applicable, please refer to vacancy list.) [REDACTED] ☒ yes () no
4. Which Council district do you live in? [REDACTED] () One ☒ Two () Three () Four () Five
5. Are you a US citizen? [REDACTED] ☒ yes () no
6. Are you registered to vote in Whatcom County? [REDACTED] ☒ yes () no
7. Have you ever been a member of this Board/Commission? [REDACTED] () yes ☒ no
If yes, dates: [REDACTED]
8. Do you or your spouse have a financial interest in or are you an employee or officer of any business or agency that does business with Whatcom County? [REDACTED] () yes ☒ no
If yes, please explain: [REDACTED]
9. Have you declared candidacy (as defined by RCW 42.17A.055, see instructions) for a paid elected office in any jurisdiction within the county? [REDACTED] () yes ☒ no

You may attach a résumé or detailed summary of experience, qualifications, & interest in response to the following questions.

10. Please describe your occupation (or former occupation if retired), qualifications, professional and/or community activities, and education. See attached

11. Please describe why you're interested in serving on this board or commission: The BHAC's advisory responsibilities fit closely with my current and career commitments to effective, equitable behavioral health services in the community.

References (please include daytime telephone number): Chris Phillips: 360-223-9045

Jack Hovenier: 360-319-4442

Signature of applicant: Stephen Gockley

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RESUME
STEPHEN GOCKLEY

gockleyposel@comcast.net

PROFESSIONAL EXPERIENCE

ATTORNEY Northwest Justice Project Bellingham, WA 1996-2016 (**retired**)
 Evergreen Legal Services Bellingham, WA 1988-1996

Civil legal aid practice in areas of housing and homeless rights, subsidized housing programs, access to health care and behavioral health services, disability rights, special education, and public benefits.

COMMUNITY INVOLVEMENT

2019- Justice Project, Stakeholder Advisory Committee (SAC), planning team
 Whatcom County Council appointment

2015- Incarceration Prevention and Reduction Task Force
 Whatcom County Council appointment

2019- CO-CHAIR
2017-2019 CHAIR: Legal and Justice Systems Subcommittee

2019- Bellingham/Whatcom County Housing Authorities Board of Commissioners
 Whatcom County Council and Bellingham City Council joint appointment

2021-2022 Stakeholder Group
 Community advisory group for proposing Whatcom Racial Equity Commission

2017-2022 Whatcom Dispute Resolution Center, Board of Directors

2018-2020 Community Health Improvement Plan: **Healthy Whatcom** planning team
 Whatcom County Health Department

2004-2016 Whatcom Alliance for Health Advancement (WAHA), Board of Directors

1996-2016 LAW Advocates, Board of Directors

EDUCATION

1988 J.D. Northeastern University School of Law, Boston, MA

1985 M.S. Lesley College, Cambridge, MA
 Master's degree in Human Services Management

1969 B.A. Carleton College, Northfield, MN



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COUNCILMEMBERS
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Tyler Byrd
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Carol Frazey
Kaylee Galloway
Kathy Kershner

WHATCOM COUNTY COUNCIL
EXECUTIVE'S OFFICE

APPLICATION FOR APPOINTMENT TO WHATCOM COUNTY BOARDS AND COMMISSIONS

PLEASE PRINT LEGIBLY and COMPLETE ALL ITEMS

Name: Dr. Erika Creydt, Psychologist Date: 10/12/22
Street Address: [REDACTED]
City: [REDACTED] Zip Code: 98230
Mailing Address (if different from street address): [REDACTED]
Day Telephone: [REDACTED] Evening Telephone: [REDACTED] Cell Phone: [REDACTED]
E-mail address: erika.creydt@touchstonebhc.com

- Name of board or committee—**please see reverse:** Behavioral Health Advisory Committee
- You must specify which position you are applying for.
Please refer to vacancy list. Committee member
- Do you meet the residency, employment, and/or affiliation requirements of the position for which you're applying?
(If applicable, please refer to vacancy list.) ☒ yes () no
- Which Council district do you live in? () One () Two () Three () Four ☒ Five
- Are you a US citizen? ☒ yes () no
- Are you registered to vote in Whatcom County? ☒ yes () no
- Have you ever been a member of this Board/Commission? () yes ☒ no
If yes, dates: N/A
- Do you or your spouse have a financial interest in or are you an employee or officer of any business or agency that does business with Whatcom County? () yes ☒ no
If yes, please explain: _____
- Have you declared candidacy (as defined by RCW 42.17A.055, see instructions) for a paid elected office in any jurisdiction within the county? () yes ☒ no

You may attach a résumé or detailed summary of experience, qualifications, & interest in response to the following questions.

- Please describe your occupation (or former occupation if retired), qualifications, professional and/or community activities, and education.
Doctorate in Clinical Psychologist, Licensed Psychologist, Clinical Director/Founder of Touchstone Behavioral Health, Licensure for Substance Use Disorder (SUDPT), Blaine School Board member.
- Please describe why you're interested in serving on this board or commission: I'm a psychologist who grew up in Whatcom County and care deeply about the mental health challenges in our community. I feel I can successfully collaborate.

References (please include daytime telephone number): Arlene Feld LMFT 360.441.6421
Donell Tanksley (Blaine chief of Police) 360.592.7239

Signature of applicant: Dr. Erika Creydt 10/12/22

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Application for Appointment to Whatcom County Boards and Commissions

Public Statement

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Title	Ms.
First Name	Sonja
Last Name	Max
Today's Date	12/13/2022
Street Address	[REDACTED]
City	[REDACTED]
Zip	[REDACTED]
Do you live in & are you registered to vote in Whatcom County?	Yes
Do you have a different mailing address?	Field not completed.
Primary Telephone	2063310348
Secondary Telephone	Field not completed.
Email Address	sonjamx@gmail.com
1. Name of Board or Committee	Bicycle/Pedestrian Advisory Committee
2. Do you meet the residency, employment, and/or affiliation requirements of the position for which you're applying?	Yes
3. Which Council district do you live in?	District 1
4. Are you a US citizen?	Yes
5. Are you registered to vote in Whatcom County?	Yes

6. Have you declared candidacy (as defined by RCW 42.17A.055) for a paid elected office in any jurisdiction within the county?	No
7. Have you ever been a member of this Board/Commission?	Yes
If yes, please list dates:	2019-2022
8. Do you or your spouse have a financial interest in or are you an employee or officer of any business or agency that does business with Whatcom County?	No
You may attach a resume or detailed summary of experience, qualifications, & interest in response to the following questions	<i>Field not completed.</i>
9. Please describe your occupation (or former occupation if retired), qualifications, professional and/or community activities, and education	Downtown business & commercial building owner Board member of Walk and Roll Bellingham (bicycle/pedestrian advocacy) Chair, Whatcom County Parks and Recreation Commission Active bicycle commuter and recreational cyclist in Whatcom County
10. Please describe why you're interested in serving on this board or commission	There is a need for improved multimodal access throughout Whatcom County to address issues related to climate, health, equity, accessibility, economics and recreation. The current infrastructure was built specifically to accommodate the automobile - there is no space on county roads dedicated to people walking, biking or using other mobility devices, whether it is for transportation or recreation. The situation is not equitable nor sustainable. I would like to see a shift that allows for more active transportation and recreation throughout Whatcom County.
References (please include daytime telephone number):	Laura Weiss (Walk and Roll Bellingham board president): 971-212-9870 Stephen Zylstra (BPAC Co-chair): 360-303-9993 Christ Thomsen (Director of Operations, WCPR): 360-733-2900
Signature of applicant:	Sonja O Max
Place Signed / Submitted	Bellingham, WA



Application for Appointment to Whatcom County Boards and Commissions

Public Statement

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Title	Mr.
First Name	Stephen
Last Name	Zylstra
Today's Date	1/11/2023
Street Address	[REDACTED]
City	[REDACTED]
Zip	[REDACTED]
Do you live in & are you registered to vote in Whatcom County?	Yes
Do you have a different mailing address?	Field not completed.
Primary Telephone	3603039993
Secondary Telephone	Field not completed.
Email Address	zmanpdx@gmail.com
1. Name of Board or Committee	Bicycle/Pedestrian Advisory Committee
2. Do you meet the residency, employment, and/or affiliation requirements of the position for which you're applying?	Yes
3. Which Council district do you live in?	District 1
4. Are you a US citizen?	Yes
5. Are you registered to vote in Whatcom County?	Yes

6. Have you declared candidacy (as defined by RCW 42.17A.055) for a paid elected office in any jurisdiction within the county?	No
7. Have you ever been a member of this Board/Commission?	Yes
If yes, please list dates:	Yes, I am currently a member of the BPAC
8. Do you or your spouse have a financial interest in or are you an employee or officer of any business or agency that does business with Whatcom County?	No
You may attach a resume or detailed summary of experience, qualifications, & interest in response to the following questions	<i>Field not completed.</i>
9. Please describe your occupation (or former occupation if retired), qualifications, professional and/or community activities, and education	current member
10. Please describe why you're interested in serving on this board or commission	current member
References (please include daytime telephone number):	<i>Field not completed.</i>
Signature of applicant:	Stephen Zylstra
Place Signed / Submitted	Bellingham, WA



Application for Appointment to Whatcom County Boards and Commissions

Public Statement

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Title	Field not completed.
First Name	Kelly
Last Name	Kendall
Today's Date	11/22/2022
Street Address	[REDACTED]
City	[REDACTED]
Zip	[REDACTED]
Do you live in & are you registered to vote in Whatcom County?	Yes
Do you have a different mailing address?	Field not completed.
Primary Telephone	[REDACTED]
Secondary Telephone	Field not completed.
Email Address	kellydkendall@gmail.com
1. Name of Board or Committee	Bicycle/Pedestrian Advisory Committee
2. Do you meet the residency, employment, and/or affiliation requirements of the position for which you're applying?	Yes
3. Which Council district do you live in?	District 2
4. Are you a US citizen?	Yes
5. Are you registered to vote in Whatcom County?	Yes

6. Have you declared candidacy (as defined by RCW 42.17A.055) for a paid elected office in any jurisdiction within the county?	No
7. Have you ever been a member of this Board/Commission?	Yes
If yes, please list dates:	I am currently serving in my first term with the committee, which began In January 2021.
8. Do you or your spouse have a financial interest in or are you an employee or officer of any business or agency that does business with Whatcom County?	No
You may attach a resume or detailed summary of experience, qualifications, & interest in response to the following questions	<i>Field not completed.</i>
9. Please describe your occupation (or former occupation if retired), qualifications, professional and/or community activities, and education	I retired from my job in operations at the Phillips 66 refinery in Ferndale in January 2015. In addition to my job at the refinery, I served as the financial secretary of my union, United Steelworkers local 12-590 for 17 years. Community service included working as a tutor through the Whatcom Literacy Council, volunteer as an usher at the Mt. Baker theater, treasurer of the Columbia elementary PTA and parent leader of Boy Scout troop 40.
10. Please describe why you're interested in serving on this board or commission	As a life long cycling enthusiast, I hope to continue to contribute to improving the infrastructure for carbon free transportation options in Whatcom County
References (please include daytime telephone number):	Mark Steinberg 360-303-2297 John Hauter. 360-305-0127
Signature of applicant:	Kelly Donald Kendall
Place Signed / Submitted	Chiangmai Thailand

EXECUTIVE
Satpal Sidhu



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OCT 24 2022

COUNCILMEMBERS
Barry Buchanan
Tyler Byrd
Todd Donovan
Ben Elenbaas
Carol Frazey
Kaylee Galloway
Kathy Kershner

WHATCOM COUNTY
EXECUTIVE'S OFFICE

WHATCOM COUNTY COUNCIL

APPLICATION FOR APPOINTMENT TO WHATCOM COUNTY BOARDS AND COMMISSIONS

PLEASE PRINT LEGIBLY and COMPLETE ALL ITEMS

Name: John Upston Date: 10/20/2022
Street Address: [REDACTED]
City: [REDACTED] Zip Code: [REDACTED]
Mailing Address (if different from street address): _____
Day Telephone: [REDACTED] Evening Telephone: _____ Cell Phone: _____
E-mail address: jeupston@aol.com

1. Name of board or committee-**please see reverse**: Whatcom County Bicycle/Pedestrian advisory committee
2. You must specify which position you are applying for.
Please refer to vacancy list. Board Member
3. Do you meet the residency, employment, and/or affiliation requirements of the position for which you're applying?
(If applicable, please refer to vacancy list.) _____ (☒) yes () no
4. Which Council district do you live in? _____ () One () Two () Three () Four () Five
5. Are you a US citizen? _____ (☒) yes () no
6. Are you registered to vote in Whatcom County? _____ (☒) yes () no
7. Have you ever been a member of this Board/Commission? _____ () yes (☒) no
If yes, dates: _____
8. Do you or your spouse have a financial interest in or are you an employee or officer of any
business or agency that does business with Whatcom County? _____ () yes (☒) no
If yes, please explain: _____
9. Have you declared candidacy (as defined by RCW 42.17A.055, see instructions) for a paid elected
office in any jurisdiction within the county? _____ () yes (☒) no

You may attach a résumé or detailed summary of experience, qualifications, & interest in response to the following questions.

10. Please describe your occupation (or former occupation if retired), qualifications, professional and/or community
activities, and education.
Retired special education teacher. Former staff assistant US Senator Patty Murray. Member Washington Education Association Retired. Masters degree
Communication Studies BA Political Science

11. Please describe why you're interested in serving on this board or commission: My spouse was injured in a vehicle
pedestrian accident Point Roberts has high volume of pedestrians and cyclists and no public transportation system.

References (please include daytime telephone number): _____
Annelle Norman annelle.norman@gmail.com Mark Robbins
mark.robbins@prodigy.net (360) 945-1357

Signature of applicant: John E. Upston

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Application for Appointment to Whatcom County Boards and Commissions

Public Statement

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First Name	Bill (William)
Last Name	Bliss
Date	12/18/2018
Street Address	[REDACTED]
City	[REDACTED]
Zip	[REDACTED]
Do you live in & are you registered to vote in Whatcom County?	Yes
Do you have a different mailing address?	Field not completed.
Primary Telephone	[REDACTED]
Secondary Telephone	Field not completed.
Email Address	blissbill@hotmail.com
1. Name of Board or Committee	Boundary Review Board
2. Do you meet the residency, employment, and/or affiliation requirements of the position for which you're applying?	Yes
3. Which Council district do you live in?	District 2
4. Are you a US citizen?	Yes
5. Are you registered to vote in Whatcom County?	Yes

6. Have you declared candidacy (as defined by RCW 42.17A.055) for a paid elected office in any jurisdiction within the county?	No
7. Have you ever been a member of this Board/Commission?	Yes
If yes, please list dates:	Since 1995
8. Do you or your spouse have a financial interest in or are you an employee or officer of any business or agency that does business with Whatcom County?	No
You may attach a resume or detailed summary of experience, qualifications, & interest in response to the following questions	<i>Field not completed.</i>
9. Please describe your occupation (or former occupation if retired), qualifications, professional and/or community activities, and education	Global Director of Business Development, Refining, CH2M Hill
10. Please describe why you're interested in serving on this board or commission	I have been chairman for the past 10-15 years, enjoy the position and wish to continue for another term.
References (please include daytime telephone number):	Dan Washbiurn, Windermere Real Estate, 360-734-7500 Nick Jerns, retired funeral director, 360-961-2100
Signature of applicant:	Bill Bliss
Place Signed / Submitted	Bellingham, Wa



Civil Service Comm

Application for Appointment to Whatcom County Boards and Commissions

Public Statement

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Title	Mr.
First Name	Samuel
Last Name	Miller
Today's Date	12/3/22
Street Address	[REDACTED]
City	[REDACTED]
Zip	[REDACTED]
Do you live in & are you registered to vote in Whatcom County?	Yes
Do you have a different mailing address?	Field not completed.
Primary Telephone	[REDACTED]
Secondary Telephone	Field not completed.
Email Address	sbartmiller@comcast.net
1. Name of Board or Committee	Civil Service Commission
Political Party Affiliation	Independent
2. Do you meet the residency, employment, and/or affiliation requirements of the position for which you're applying?	Yes
3. Which Council district do you live in?	District 4
4. Are you a US citizen?	Yes

5. Are you registered to vote in Whatcom County?	Yes
6. Have you declared candidacy (as defined by RCW 42.17A.055) for a paid elected office in any jurisdiction within the county?	No
7. Have you ever been a member of this Board/Commission?	Yes
If yes, please list dates:	Civil Service Commission 1/31/2017 - 1/31/2023
8. Do you or your spouse have a financial interest in or are you an employee or officer of any business or agency that does business with Whatcom County?	No
You may attach a resume or detailed summary of experience, qualifications, & interest in response to the following questions	<i>Field not completed.</i>
9. Please describe your occupation (or former occupation if retired), qualifications, professional and/or community activities, and education	Retired - Management. 9.5 years Spokane Police Department - Reserve Officer; 5 years Chaplain - Spokane County Sheriff's Office; 4 years Chaplain - Washington State Patrol; 1 year Chaplain - Whatcom County Sheriff's Office. Current - Chair of Whatcom County Civil Service Commission.
10. Please describe why you're interested in serving on this board or commission	I have always had a connection with law enforcement as noted above. I serve on the Whatcom County Civil Service Commission. In that capacity, I have participated in the Commission regularly, monitored RCWs and legal opinions to adjust Whatcom County Civil Service rules to accurately reflect current legal guidelines. I continue to observe oral boards to assure consistency and equity in this part of the hiring process.
References (please include daytime telephone number):	Craig Johnson 503-440-3131; Gary Bocek 360-384-5128; Bill Elfo 360-410-0466
Signature of applicant:	S. Bart Miller
Place Signed / Submitted	5949 Shannon Ave, Ferndale, WA 98248

Community Members:

Beth Boyd,
PeaceHealth Medical Center

Christina Byrne,
Western Washington University

Christina Kobdich,
Unity Care Northwest

Ken Levinson,
Nooksack Tribe

Jason McGill,
Northwest Youth Services

Moonwater,
Whatcom Dispute Resolution Center

Jessyca Murphy,
Make.Shift Art Space

Emily O'Connor
Lydia Place

Katie Olvera,
KPO Counseling

Chris Roselli,
Western Washington University

Garret Shelsta,
Stuff You Can Use

Krista Touro,
PeaceHealth

Raquel Vernola,
Whatcom Community College

Pamela Wheeler,
Opportunity Council

Designated/Government Members:

Greg Baker
Bellingham Public Schools

William Elfo,
Whatcom County Sheriff's Office

Starck Follis,
Whatcom Co. Public Defender

Greg Hansen,
City of Ferndale

Erika Lautenbach,
Whatcom County Health Dept.

Alan Marriner
City Attorney, Bellingham

Rebecca Mertzig,
Bellingham Police Department

Diane Miltenberger
Dept. of Social & Health Services

Darlene Peterson,
Bellingham Municipal Court

Adrienne Renz,
Domestic Violence & Sexual Assault Services

Dave Reynolds,
Whatcom Co. Superior Court

Eric Richey,
Whatcom County Prosecutor

Donnell Tanksley,
Blaine Police Department

Annie Taylor,
Department of Children, Youth, and Families

Bruce Van Glubt,
Whatcom County District Court

Staff:

Susan Marks, Director

Nikki D'Onofrio
Admin. & Projects Manager

December 21, 2022

Executive Satpal Sidhu
311 Grand Avenue
Bellingham, WA 98225

Dear Executive Sidhu,

The Bellingham-Whatcom County Commission on Sexual & Domestic Violence would like to recommend the re-appointments of three members to an additional term: Moonwater, Garret Shelsta, and Raquel Vernola.

All three have been committed and engaged members of our DV Commission, and reliably attend and participate in meetings. Furthermore, they each bring our projects and tools into their spheres of influence to improve the community response to sexual and domestic violence. Moonwater is a core partner on our pilot project to develop restorative and transformative justice responses to sexual and domestic violence; Garret Shelsta is our secretary and on our executive committee and serves as an important connection to faith communities; and Raquel Vernola is our Treasurer and on our executive committee and is a key connection to Whatcom Community College.

Feel free to let me know if you have any questions or comments about any of these individuals or our recommendation.

Sincerely,

Susan Marks (she/her)
Director

RECEIVED

DEC 21 2022

WHATCOM COUNTY
EXECUTIVE'S OFFICE



COMMISSION
ON SEXUAL & DOMESTIC VIOLENCE

Inspiring and coordinating community efforts to address sexual and domestic violence



Application for Appointment to Whatcom County Boards and Commissions

Public Statement

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Title	Mrs.
First Name	Raquel
Last Name	Vernola
Today's Date	11/28/2022
Street Address	[REDACTED]
City	[REDACTED]
Zip	[REDACTED]
Do you live in & are you registered to vote in Whatcom County?	Yes
Do you have a different mailing address?	Field not completed.
Primary Telephone	[REDACTED]
Secondary Telephone	Field not completed.
Email Address	rvernola@whatcom.edu
1. Name of Board or Committee	Bellingham-Whatcom County Commission on Sexual and Domestic Violence
2. Do you meet the residency, employment, and/or affiliation requirements of the position for which you're applying?	Yes
3. Which Council district do you live in?	District 5
4. Are you a US citizen?	Yes
5. Are you registered to vote in Whatcom County?	Yes

6. Have you declared candidacy (as defined by RCW 42.17A.055) for a paid elected office in any jurisdiction within the county?	No
7. Have you ever been a member of this Board/Commission?	Yes
If yes, please list dates:	Current active member in good standing. Term expires 2023. Currently serving as Treasurer.
8. Do you or your spouse have a financial interest in or are you an employee or officer of any business or agency that does business with Whatcom County?	Yes
If yes, please explain	Employed by Whatcom Community College
You may attach a resume or detailed summary of experience, qualifications, & interest in response to the following questions	<i>Field not completed.</i>
9. Please describe your occupation (or former occupation if retired), qualifications, professional and/or community activities, and education	Employed as the Director for Safety and Security with Whatcom Community College since January 2016. Currently responsible to address all safety and security concerns, including sexual assault and domestic violence, related to the college and college community. Prior 16+ years' experience in municipal law enforcement, youth and gang intervention, threat and risk assessment, and emergency management in Los Angeles County, CA. Resume available upon request.
10. Please describe why you're interested in serving on this board or commission	The work of the commission has been vital to severally underserved communities in Whatcom County experiencing sexual assault and domestic violence. The outcomes of the commission's work thus far are evident in places of support such as Peace Health's medical clinics and hospital, non-profits supporting others, and in our local justice system. They is still much work to do, and I am honored to be part of the team making the concerted effort of change. Lastly, I have worked closely with victims/survivors of DV and SA, and it is an area of personal and professional passion.
References (please include daytime telephone number):	Susan Marks 360-224-9333 Tamara Addis 360-383-3313 Nathan Langstraat 360-383-3355
Signature of applicant:	Raquel D Vernola
Place Signed / Submitted	Bellingham, WA



Application for Appointment to Whatcom County Boards and Commissions

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Title	Field not completed.
First Name	Ms
Last Name	Moonwater
Today's Date	12/8/2022
Street Address	[REDACTED]
City	[REDACTED]
Zip	[REDACTED]
Do you live in & are you registered to vote in Whatcom County?	Yes
Do you have a different mailing address?	Field not completed.
Primary Telephone	[REDACTED]
Secondary Telephone	Field not completed.
Email Address	director@whatcomdrc.org
1. Name of Board or Committee	Bellingham-Whatcom County Commission on Sexual and Domestic Violence
2. Do you meet the residency, employment, and/or affiliation requirements of the position for which you're applying?	Yes
3. Which Council district do you live in?	District 3
4. Are you a US citizen?	Yes
5. Are you registered to vote in Whatcom County?	Yes

6. Have you declared candidacy (as defined by RCW 42.17A.055) for a paid elected office in any jurisdiction within the county?	No
7. Have you ever been a member of this Board/Commission?	Yes
If yes, please list dates:	Active since 2017
8. Do you or your spouse have a financial interest in or are you an employee or officer of any business or agency that does business with Whatcom County?	Yes
If yes, please explain	I am the Executive Director of the Whatcom Dispute Resolution Center. In that capacity, our organization receives contract funds from various county departments to provide dispute resolution services.
You may attach a resume or detailed summary of experience, qualifications, & interest in response to the following questions	<u>Resume- Moonwater 2022.docx.pdf</u> - attached
9. Please describe your occupation (or former occupation if retired), qualifications, professional and/or community activities, and education	<i>Field not completed.</i>
10. Please describe why you're interested in serving on this board or commission	It's been my honor to participate in this work, and to elevate its value communitywide. I am particularly interested in helping to advance broader justice opportunities for survivors, those who've caused harm, and their communities.
References (please include daytime telephone number):	Matt Paxton, Board Chair, (360) 671-1796; Susan Marks, Commission Director, (360) 312-5700
Signature of applicant:	Moonwater
Place Signed / Submitted	Bellingham, WA

Full resume
available
upon request.

EDUCATION

Seattle University <i>Master of Public Administration</i>	Seattle, WA June, 2005
Whitman College <i>Bachelor of Arts in Psychology</i>	Walla Walla, WA May, 1998
Instituto di Lingua Moderna	Milan, Italy Spring, 1997

PROFESSIONAL EXPERIENCE

2/05-Present	Whatcom Dispute Resolution Center <i>Executive Director</i>	Bellingham, WA
	<ul style="list-style-type: none"> Responsible for overall agency management; including hiring and management of 21 staff, numerous contractors, and annual engagement of 100 volunteers, policy development and implementation, fiscal oversight, accounting and tax preparation, program development and oversight, fund development, event coordination, donor relations, volunteer coordination, case management, training, facilitation, mediation, and community education services. Support Board of Directors to develop and implement a strategic plan, build relationships with funders, City and County officials and other stakeholders to ensure actualization of mission. Provide direct service, including 40 hour professional mediation training course, conflict resolution workshops, and custom training and facilitation services for local city and county government leadership and departments, as well as numerous other workplace clients, including local tribes, nonprofit organizations, community associations, and local colleges and universities. Mediate family, foreclosure, workplace and community disputes. Conduct public outreach presentations. Design and deliver a broad range of ADR related custom curricula. Develop and manage multiple contracts with local courts, state agencies, and community partners and funders. Oversee training program for mediation practicum students, ensuring compliance with best practices and standards. Build and nurture relationships with statewide DRC partners organizations, other local nonprofit partners and service providers, schools, and associations. 	
1/09-3/09	Western Washington University <i>College of Business and Economics, Lecturer</i>	Bellingham, WA
	<ul style="list-style-type: none"> Course instructor for Human Resource Management class focused on workplace mediation 	
10/99-8/06	Washington Campus Compact Progressive responsibility directing National Service programs. Common responsibilities included grant writing; strategic planning; program management; volunteer recruitment and management; exempt and student staff hiring and supervision; budget development and management; record maintenance; facilitation; training; authoring grantee reports; media relations; establishing and maintaining relationships with funders and sub-grantees; and program evaluation.	Bellingham, WA
	<i>Director of Student Engagement</i>	9/03-8/05
	<ul style="list-style-type: none"> Responsible for the overall direction of Washington Campus Compact's student engagement efforts, linking college students with service opportunities - including both the statewide <i>Campus Connections</i> program, and 7-state regional <i>Students in Service</i> AmeriCorps programs (2000+ participants); co-authored successful \$225,000 grant; authored successful grant for fulltime staff member through the Points of Light Foundation; supervised 2 full-time staff, 3 student staff, and 35 AmeriCorps members on 13 campuses; developed and managed \$379,000 budget; managed contracts with state and federal agencies, and subcontracts with higher ed institutions; developed and implemented program policies; researched and created training curricula; developed and implemented staff evaluation plan; designed and facilitated multi day retreats for 35 participants; supported coordination of annual regional conference with 400 attendees. 	



Application for Appointment to Whatcom County Boards and Commissions

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Title	Mr.
First Name	Garret
Last Name	Shelsta
Today's Date	12/15/2022
Street Address	[REDACTED]
City	[REDACTED]
Zip	[REDACTED]
Do you live in & are you registered to vote in Whatcom County?	Yes
Do you have a different mailing address?	Field not completed.
Primary Telephone	[REDACTED]
Secondary Telephone	Field not completed.
Email Address	gshelsta@gmail.com
1. Name of Board or Committee	Bellingham-Whatcom County Commission on Sexual and Domestic Violence
2. Do you meet the residency, employment, and/or affiliation requirements of the position for which you're applying?	Yes
3. Which Council district do you live in?	District 2
4. Are you a US citizen?	Yes
5. Are you registered to vote in Whatcom County?	Yes

6. Have you declared candidacy (as defined by RCW 42.17A.055) for a paid elected office in any jurisdiction within the county?	No
7. Have you ever been a member of this Board/Commission?	Yes
If yes, please list dates:	2018-2022
8. Do you or your spouse have a financial interest in or are you an employee or officer of any business or agency that does business with Whatcom County?	No
You may attach a resume or detailed summary of experience, qualifications, & interest in response to the following questions	<i>Field not completed.</i>
9. Please describe your occupation (or former occupation if retired), qualifications, professional and/or community activities, and education	I am an 8-year pastor in the area working with emerging adults, and now write for a company that provides curriculum for middle school and high school youth programs at local churches.
10. Please describe why you're interested in serving on this board or commission	I want to see survivors of DV and SA cared for in a compassionate and just in our city and county. I desire to see communities of faith care for people in their communities who have survived abuse and help hold accountable the perpetrators of sexual violence and domestic abuse.
References (please include daytime telephone number):	Fred Hartsook - 1 (360) 935-1242
Signature of applicant:	Garret Shelsta
Place Signed / Submitted	Bellingham, WA

**WHATCOM COUNTY
PUBLIC WORKS DEPARTMENT**

Elizabeth Kosa
Interim Director



ENGINEERING SERVICES
JAMES P. KARCHER, P.E.
County Engineer
5280 Northwest Drive
Bellingham, WA 98226
Phone: (360) 778-6200

TO: The Honorable Satpal Singh Sidhu, County Executive

FROM: Douglas Ranney, P.E., Public Works Engineering Services (PWES) Manager
Lee Carter, Senior Planner

RE: Development Standards Technical Advisory Committee (TAC) member
appointment recommendations

DATE: January 12, 2023

There are currently four vacancies on the Whatcom County Development Standards Technical Advisory Committee (TAC). Vacant positions include: one licensed practicing civil engineer and three open positions to include civil engineers, land use surveyors, or others with professional expertise related to the review and proposed modifications of the Whatcom County Development Standards.

The Executive's Office forwarded a new application and one reappointment application for PWES staff to review which include applications from: Mr. Kevin Stewart (PE) to fulfill a licensed engineer position and Mr. Erich Kleinknecht (PLS) to fulfill an open position.

A recommendation was requested from the Executive's Office for the applicants desiring to fill the needed positions. PWES staff has met and reviewed the applications and do hereby submit our recommendations.

PWES staff recommends the appointment of:

- Mr. Erich Kleinknecht (PLS) to fulfill an open position. Staff has worked with Mr. Kleinknecht during his first term on the TAC committee and on many projects through the PWES office and supports his appointment for a second term.
- Mr. Kevin Stewart (PE) to fulfill a licensed engineer position. Although staff has not been directly in contact through the PWES office with Mr. Stewart, it would appear he holds the credentials to serve on the TAC.

PWES staff looks forward to engaging with the appointed members to ensure that the County Development Standards stay up to date and timely with industry standards.

If you have any questions regarding these recommendations, please contact Lee Carter at ext. 6261.



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Title	Mr.
First Name	Kevin
Last Name	Stewart
Today's Date	12/28/2022
Street Address	[REDACTED]
City	[REDACTED]
Zip	[REDACTED]
Do you live in & are you registered to vote in Whatcom County?	Yes
Do you have a different mailing address?	Field not completed.
Primary Telephone	[REDACTED]
Secondary Telephone	Field not completed.
Email Address	kstewart@psurvey.com
1. Name of Board or Committee	Development Standards Technical Advisory Committee
Development Standards Technical Advisory Committee Position:	Licensed Civil Engineer
2. Do you meet the residency, employment, and/or affiliation requirements of the position for which you're applying?	Yes
3. Which Council district do you live in?	District 5
4. Are you a US citizen?	Yes

5. Are you registered to vote in Whatcom County?	Yes
6. Have you declared candidacy (as defined by RCW 42.17A.055) for a paid elected office in any jurisdiction within the county?	No
7. Have you ever been a member of this Board/Commission?	No
8. Do you or your spouse have a financial interest in or are you an employee or officer of any business or agency that does business with Whatcom County?	No
You may attach a resume or detailed summary of experience, qualifications, & interest in response to the following questions	<i>Field not completed.</i>
9. Please describe your occupation (or former occupation if retired), qualifications, professional and/or community activities, and education	I am a licensed Civil Engineer who has worked for 9 years in Whatcom County on a variety of projects with multiple jurisdictions. I am experienced in site development, roadway projects, and storm water management. I am also familiar with varies manuals such as the WSDOE Manual 2014 and 2019.
10. Please describe why you're interested in serving on this board or commission	I believe I can add value to Whatcom County and its Development Standards with my experience and knowledge in the field. I have designed many projects following different development standards and storm water requirements.
References (please include daytime telephone number):	David Galbraith and Adam Morrow Pacific Surveying and Engineering (360-671-7387)
Signature of applicant:	Kevin Stewart
Place Signed / Submitted	Bellingham, WA



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Title	Field not completed.
First Name	Erich
Last Name	Kleinknecht
Today's Date	1/3/2023
Street Address	[REDACTED]
City	[REDACTED]
Zip	[REDACTED]
Do you live in & are you registered to vote in Whatcom County?	Yes
Do you have a different mailing address?	Field not completed.
Primary Telephone	[REDACTED]
Secondary Telephone	[REDACTED]
Email Address	ekleinknecht@lsasurvey.com
1. Name of Board or Committee	Development Standards Technical Advisory Committee
Development Standards Technical Advisory Committee Position:	Licensed Land Surveyor
2. Do you meet the residency, employment, and/or affiliation requirements of the position for which you're applying?	Yes
3. Which Council district do you live in?	District 2
4. Are you a US citizen?	Yes

5. Are you registered to vote in Whatcom County?	Yes
6. Have you declared candidacy (as defined by RCW 42.17A.055) for a paid elected office in any jurisdiction within the county?	No
7. Have you ever been a member of this Board/Commission?	Yes
If yes, please list dates:	I am currently in my 1st term which ends 1-31-2023
8. Do you or your spouse have a financial interest in or are you an employee or officer of any business or agency that does business with Whatcom County?	Yes
If yes, please explain	The land surveying company I work for has been contracted by various County departments for our professional services
You may attach a resume or detailed summary of experience, qualifications, & interest in response to the following questions	<i>Field not completed.</i>
9. Please describe your occupation (or former occupation if retired), qualifications, professional and/or community activities, and education	Lifelong Whatcom County resident; AAS in Land Surveying from BTC in 2000; WA State licensed Land Surveyor since 2009; Member of COB Public Works Advisory Board from 2015 to board disbandment about a year later.
10. Please describe why you're interested in serving on this board or commission	I want to continue helping Whatcom County residents with the skills and knowledge I have acquired as a land surveyor over the last 22 years for a second term on this committee.
References (please include daytime telephone number):	Larry Steele, PLS (360)676-9350 Stefan Laufer, PLS (360)676-9350
Signature of applicant:	Erich Kleinknecht
Place Signed / Submitted	Bellingham WA



Application for Appointment to Whatcom County Boards and Commissions

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Title	Field not completed.
First Name	Sam
Last Name	Crawford
Today's Date	1/6/2023
Street Address	[REDACTED]
City	[REDACTED]
Zip	[REDACTED]
Do you live in & are you registered to vote in Whatcom County?	Yes
Do you have a different mailing address?	Field not completed.
Primary Telephone	[REDACTED]
Secondary Telephone	Field not completed.
Email Address	campfam@comcast.net
1. Name of Board or Committee	Ethics Commission
2. Do you meet the residency, employment, and/or affiliation requirements of the position for which you're applying?	Yes
3. Which Council district do you live in?	District 3
4. Are you a US citizen?	Yes
5. Are you registered to vote in Whatcom County?	Yes

6. Have you declared candidacy (as defined by RCW 42.17A.055) for a paid elected office in any jurisdiction within the county?

No

7. Have you ever been a member of this Board/Commission?

No

8. Do you or your spouse have a financial interest in or are you an employee or officer of any business or agency that does business with Whatcom County?

No

You may attach a resume or detailed summary of experience, qualifications, & interest in response to the following questions

Field not completed.

9. Please describe your occupation (or former occupation if retired), qualifications, professional and/or community activities, and education

Manager, Westside Building Supply, Lynden WA
Whatcom County Council Member 2000 - 2015
Whatcom County Planning Commission 1997 - 1999

10. Please describe why you're interested in serving on this board or commission

I believe I have the discernment and ability to serve on the ethics commission. I have a considerable depth of experience in County government as well as local elected office. I have the means and resources to attend the meetings of the commission.

References (please include daytime telephone number):

Pete Kremen 360 739-1676
Jack Louws 360 815-5225
Dewey Desler 360 303-3046

Signature of applicant:

Sam Crawford

Place Signed / Submitted

Lynden, WA

WHATCOM COUNTY HEALTH DEPARTMENT



ERIKA LAUTENBACH, MPH, DIRECTOR
AMY HARLEY, MD, MPH, CO-HEALTH OFFICER
GREG THOMPSON, MD, MPH, CO-HEALTH
OFFICER

To: Whatcom County Executive Satpal Sidhu
From: Ali Jensen, Whatcom County Health Department
Date: January 10, 2023
Subject: Whatcom County Health Department Recommendations for the Food System Committee

The Whatcom County Health Department recommends Noelle Beecroft for the Nutrition/Public Health position and Rob Dhaliwal for the Export Sales Farm Position on the Food System Committee. Noelle has a fresh perspective on our food system and has been recommended by several current and former food system committee members. She will be a good addition to the committee, especially as we finalize the plan and move to implementation. Rob has an impressive resume and will fill a long-vacant position.

We also recommend that Margaret Gerard be reappointed for the Local Sales Farmer position. Margaret has been an influential and active member of the Committee since it began in 2019.

Please let me know if you have any questions.

Ali Jensen
Program Specialist
Whatcom County Health Department





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Title	Field not completed.
First Name	Noelle
Last Name	Beecroft
Today's Date	1/4/2023
Street Address	[REDACTED]
City	[REDACTED]
Zip	[REDACTED]
Do you live in & are you registered to vote in Whatcom County?	Yes
Do you have a different mailing address?	YES
Mailing Address	[REDACTED]
Primary Telephone	[REDACTED]
Secondary Telephone	Field not completed.
Email Address	noelle.beecroft@wsu.edu
1. Name of Board or Committee	Food System Committee
Food System Committee position:	Nutrition/public health
2. Do you meet the residency, employment, and/or affiliation requirements of the position for which you're applying?	Yes
3. Which Council district do you live in?	District 3

4. Are you a US citizen? Yes

5. Are you registered to vote in Whatcom County? Yes

6. Have you declared candidacy (as defined by RCW 42.17A.055) for a paid elected office in any jurisdiction within the county? No

7. Have you ever been a member of this Board/Commission? No

8. Do you or your spouse have a financial interest in or are you an employee or officer of any business or agency that does business with Whatcom County? No

You may attach a resume or detailed summary of experience, qualifications, & interest in response to the following questions

[Noelle Resume 22-6.pdf](#)

9. Please describe your occupation (or former occupation if retired), qualifications, professional and/or community activities, and education

Education:

B.S. Nutrition and Food Science

Non-Profit Management Certificate

Starting a Graduate Certificate in Sustainable Food Systems Fall '23 at Portland State University Online.

Coalitions/Memberships

- Foothills Community Food Partnership

- Fruit and Veggie Incentive Community of Practice

- Vice President of Board of Directors for Foothills Food Bank

Paid Experience:

WSU Whatcom County SNAP-Ed Extension Coordinator

November 2021 - Present

Responsible for maintaining and creating relationships with federal, state, regional, county, and community level partners.

Participates in multiple community coalitions to increase impact and advocate for underrepresented and low income communities Responsible for writing and maintaining a federal grant operating budget

Manages staff in daily operations

Inserts data and success stories into PEARS (Program Evaluation and Reporting Systems) to accurately track reporting requirements Responsible for program coordination, staff management , and program implementation at all 12 partner sites.

Nutritionist/Community Engagement Coordinator AmeriCorps VISTA, Foothills Food Bank

August 2020 – August 2021

Recruited a team of 42 rotating volunteers

Assisted in the coordination of bringing local food from small farms into weekly food bank distributions and summer and winter youth backpack programs. Implemented and installed a digital sustainable database management system for TEFAP/EFAP client demographics and volunteer hour tracking Initiated an equitable grocery shopping distribution model for the newly opened food bank to creatively increase

healthy food choices, dignity, and decrease food waste.
 Collaborated with the Executive Director to increase funding capacity via grants and donations totaling \$54,750
 Piloted a culturally appropriate nutrition education program with WSU SNAP-Ed sourcing ingredients from a locally women owned and operated small farm.
 Developed and sustained multiple connections with local businesses, schools, and nonprofits.

Nutrition Educator, WSU Ext. Supplemental Nutrition Assistance Program
 February 2021 – November 2021
 Supported and taught nutrition education through policy, systems, and environmental approaches with direct education to community members with limited incomes.
 Developed the Happy Pantry at Foothills Food Bank, a 24/7 grab and go resource for education material, seeds, and healthy snacks to serve a rural food desert.
 Collaborated with federal, state, and local partners to advocate for the distribution of healthy emergency food options and nutrition education in food banks.

Youth Development Coordinator Summer AmeriCorps VISTA East Whatcom Regional Resource Center
 June 2020 – August 2020
 Found and secured a donation for \$5,000 my first two weeks on the job
 Supported meal distribution and created nutrition education activities to 600 youth in rural neighborhoods while managing 6 volunteers during COVID-19. Oversaw program development, modification, and budget while maintaining connections with ongoing non-profit and state partners.

10. Please describe why you're interested in serving on this board or commission	I could like to serve on the Food System Committee to make educated and positive contributions to the nutrition and public health sector, grow my professional experience, work collaboratively and make intentional relationships with others who are working within the Whatcom County food system, and to make sustainable changes within our local food system.
--	---

References (please include daytime telephone number):	Amber Noskoff (SNAP-Ed): 360-927-9972 Nikki Olson (non-go project): 360-319-8284 Shawna Beese (Whatcom County Extension Director): 509.844.4729 Ali Jensen (Health Department): 360) 778-6121
---	--

Signature of applicant:	Noelle Beecroft
-------------------------	-----------------

Place Signed / Submitted	Maple Falls, WA
--------------------------	-----------------

Recent Accomplishments

Designed the Foothills Food Action Plan featured across Whatcom County in successful grant proposals; a core resource for food insecurity, food retail mapping, and emergency food system program data

Created and organized an annual fundraiser that raised over 8k for food banks it's first year in 4 hours.

Core Skills*Soft*

Strong interpersonal communication
Creative
Organized and efficient
Highly self-motivated
Collaborative
Reliable

Hard

Grant writing and management
Strong general office skills; PEARS and Google Suite
Data management
Fundraising and event planning
Staff management – 3 years

EXPERIENCE**WSU Whatcom County SNAP-Ed Extension Coordinator**

November 2021 – Present

- Responsible for maintaining and creating relationships with federal, state, regional, county, and community level partners.
- Participates in multiple community coalitions to increase impact and advocate for underrepresented and low income communities
- Responsible for writing and maintaining a federal grant operating budget
- Manages staff in daily operations
- Inserts data and success stories into PEARS (Program Evaluation and Reporting Systems) to accurately track reporting requirements
- Responsible for program coordination, staff management, and program implementation at all 12 partner sites.

Nutritionist/Community Engagement Coordinator AmeriCorps VISTA, Foothills Food Bank

August 2020 – August 2021

- Recruited a team of 42 rotating volunteers
- Assisted in the coordination of bringing local food from small farms into weekly food bank distributions and summer and winter youth backpack programs.
- Implemented and installed a digital sustainable database management system for TEFAP/EFAP client demographics and volunteer hour tracking
- Initiated an equitable grocery shopping distribution model for the newly opened food bank to creatively increase healthy food choices, dignity, and decrease food waste.
- Collaborated with the Executive Director to increase funding capacity via grants and donations totaling \$54,750
- Piloted a culturally appropriate nutrition education program with WSU SNAP-Ed sourcing ingredients from a locally women owned and operated small farm.
- Developed and sustained multiple connections with local businesses, schools, and nonprofits.

Nutrition Educator, WSU Ext. Supplemental Nutrition Assistance Program

February 2021 – November 2021

- Supported and taught nutrition education through policy, systems, and environmental approaches with direct education to community members with limited incomes.
- Developed the Happy Pantry at Foothills Food Bank, a 24/7 grab and go resource for education material, seeds, and healthy snacks to serve a rural food desert.
- Collaborated with federal, state, and local partners to advocate for the distribution of healthy emergency food options and nutrition education in food banks.

Youth Development Coordinator Summer AmeriCorps VISTA East Whatcom Regional Resource Center

June 2020 – August 2020

- Found and secured a donation for \$5,000 my first two weeks on the job
- Supported meal distribution and created nutrition education activities to 600 youth in rural neighborhoods while managing 6 volunteers during COVID-19.
- Oversaw program development, modification, and budget while maintaining connections with ongoing non-profit and state partners.

MEMBERSHIPS	Board of Directors	Foothills Community Food Partnership	Fruit and Veggie Incentive Program Community of Practice	Historian
	Vice President Foothills Food Bank 2021 – present	 2020 – Present	 2022 – Present	SFASU Student Association of Nutrition and Dietetics 2017-2020

EDUCATION	Bachelor of Science Food and Nutrition Science	Certificate in Grant Writing and Non-Profit Management	Graduate Certificate in Sustainable Food Systems
	Stephen F. Austin State University 2020	Whatcom Community College 2021	Portland State University Starting Fall 2023

REFERENCES

Available on request



Application for Appointment to Whatcom County Boards and Commissions

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Title	Mr.
First Name	Rob
Last Name	Dhaliwal
Today's Date	1/10/2023
Street Address	[REDACTED]
City	[REDACTED]
Zip	[REDACTED]
Do you live in & are you registered to vote in Whatcom County?	Yes
Do you have a different mailing address?	Field not completed.
Primary Telephone	[REDACTED]
Secondary Telephone	Field not completed.
Email Address	rav_dhaliwal@comcast.net
1. Name of Board or Committee	Food System Committee
Food System Committee position:	Export Sales Farming
2. Do you meet the residency, employment, and/or affiliation requirements of the position for which you're applying?	Yes
3. Which Council district do you live in?	District 4
4. Are you a US citizen?	Yes

5. Are you registered to vote in Whatcom County?	Yes
6. Have you declared candidacy (as defined by RCW 42.17A.055) for a paid elected office in any jurisdiction within the county?	No
7. Have you ever been a member of this Board/Commission?	No
8. Do you or your spouse have a financial interest in or are you an employee or officer of any business or agency that does business with Whatcom County?	No
You may attach a resume or detailed summary of experience, qualifications, & interest in response to the following questions	<i>Field not completed.</i>
9. Please describe your occupation (or former occupation if retired), qualifications, professional and/or community activities, and education	I am currently Operations Manager for Samson Farms in Everson. Samson Farms is a 2nd generation family-owned farm which produces and packs raspberries, blueberries and black currants for domestic and export markets. I have a Bachelors degree in Horticulture from Washington State University and have served on the USDA Farm Service Agency Board as an advisor, Washington Red Raspberry Commission, Washington Blueberry Commission and other local boards.
10. Please describe why you're interested in serving on this board or commission	I believe agriculture is an integral part of the community in Whatcom County and is something which needs to be preserved.
References (please include daytime telephone number):	3608156324
Signature of applicant:	Rob Dhaliwal
Place Signed / Submitted	Lynden, WA



Application for Appointment to Whatcom County Boards and Commissions

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Title	Ms.
First Name	Margaret
Last Name	Gerard
Today's Date	1/3/2023
Street Address	[REDACTED]
City	[REDACTED]
Zip	[REDACTED]
Do you live in & are you registered to vote in Whatcom County?	Yes
Do you have a different mailing address?	YES
Mailing Address	[REDACTED]
Primary Telephone	[REDACTED]
Secondary Telephone	Field not completed.
Email Address	margarettteresa@gmail.com
1. Name of Board or Committee	Food System Committee
Food System Committee position:	Local sales farming
2. Do you meet the residency, employment, and/or affiliation requirements of the position for which you're applying?	Yes
3. Which Council district do you live in?	District 3

4. Are you a US citizen?	Yes
5. Are you registered to vote in Whatcom County?	Yes
6. Have you declared candidacy (as defined by RCW 42.17A.055) for a paid elected office in any jurisdiction within the county?	No
7. Have you ever been a member of this Board/Commission?	Yes
If yes, please list dates:	2019-2022
8. Do you or your spouse have a financial interest in or are you an employee or officer of any business or agency that does business with Whatcom County?	No
You may attach a resume or detailed summary of experience, qualifications, & interest in response to the following questions	Margaret resume 2022.pdf
9. Please describe your occupation (or former occupation if retired), qualifications, professional and/or community activities, and education	attached
10. Please describe why you're interested in serving on this board or commission	I would like to see if there are other farmers interested in this position, and have their perspectives shared on the committee. If there is an interested qualified candidate for this position, disregard my application. If not, I am willing to continue serving. and see attached
References (please include daytime telephone number):	attached
Signature of applicant:	Margaret
Place Signed / Submitted	Acme, wa

Margaret Teresa Gerard

Margarettteresa@gmail.com

Profile

Seeking an position to use my passion and experience in supporting local food systems

Experience

CO-OPERATOR, SUNSEED FARM AND NURSERY ACME, WA — 1/2018-CURRENT

Delegate tasks with other co-operator to see that all functions of the farm and business are functioning. Including, interviewing, hiring and training a crew of 5. Managing 5 nursery greenhouses and 3 acres vegetable crops. Farmers market set up and customer service. Wholesale nursery plant delivery in box truck, and customer relations

OWNER/OPERATOR, GRATEFUL BOUNTY FARM, WHATCOM COUNTY, WA — 2013-2017

Conceive and develop a small scale vegetable farm. Write business plan and crop plan. Order supplies, manage soil fertility and prep field. Sow, plant and harvest vegetables. Farmer market sales/ wholesale customer relations. Tractor operator/ troubleshooter.

LEAD TEA BLENDER, FLYING BIRD BOTANICALS — 2012-2017

Hand blend and package 30 different tea blends, quality control of many types of herbs. Train new employees on blending. Receive and organize over 100 types of herbs/ teas. Attention to detail when converting recipes to smaller or larger quantities.

FARM MANAGER, SUNSEED FARM AND NURSERY, ACME WA — 2011-2014

Manage and train a crew of 5. Oversee nursery and field operations of over 300 varieties. Sow, plant, weed and harvest vegetables. Farmers market set up and customer service.

Education

The Evergreen State College, Olympia, WA 2008-2009

Studied the global food system, organic gardening, and community building

Volunteer

WHATCOM COUNTY FOOD SYSTEM COMMITTEE 2019-PRESENT

LOCAL SALES FARMING REPRESENTATIVE: Attend meetings monthly. Collaborate with group to draft, implement, provide oversight for, and regularly update a county-wide food system plan to strengthen our local and regional food system.

BELLINGHAM COMMUNITY FOOD CO-OP, BOARD OF DIRECTORS, 2016-PRESENT

Attend board meetings monthly, review co-op policies and evaluate compliance. Active on 2 committees, Farm Fund (serves as chair) and Member Affairs Committees; brainstorm ways committees can best serve mission, delegate grant funds to eligible applicants

TWIN SISTERS MARKET, EXECUTIVE COMMITTEE, 2015-2019

Attend meetings monthly. Active member since year 1, helped develop and build market. Collaborate/ cooperate with other group members to create functioning market. Brainstorm funding ideas/ host fundraisers and community meals

References

Scout Urling (360) 303-8196
Owner/operator, Flying Bird Botanicals

Jean Rogers (360) 734-8158, ext. 311
Board Facilitator, Community Food Co op board

Ali Jensen (360) 303-7840
Committee facilitator, Whatcom County Food System Committee

9. Please describe your occupation (or former occupation if retired), qualifications, professional and/or community activities, and education

I have been involved in the farming community in Whatcom County since 2008. First working on organic vegetable farms, I then started my own small scale vegetable farm; Grateful Bounty Farm and operated it from 2013 to 2017. Presently I am Co-operator of Sunseed Farm and Nursery.

I have 10 years experience selling vegetables at the Bellingham Farmers Market. I helped develop and participated in the collaborative farmers market Twin Sisters Market (located in east whatcom county) from 2015-2019. I served as the manger, and board member of this market.

I have been on the board of directors at the community food co-op since 2016, and am the chair of the of the farm fund committee.

I attended public school in Bellingham and graduated from Bellingham High School. I completed 4 quarters at the Evergreen State College, where I studied the global food system, and organic gardening.

10. Please describe why you're interested in serving on this board or commission

I am passionate about strengthening our food system, building local resilience, and providing access to healthy food. I have built my livelihood around growing local produce for this county. My background in farming has helped me to recognize the connection between soil health, plant health, and personal health. For each of these areas to thrive, a vibrant local food system is necessary. My work allows me to be very connected

to our local food system, I will be able to apply my knowledge to contribute to the work of this committee. I see serving on this committee as an opportunity to help catalyze positive movement in the area that is very important to me.



Memorandum

TO: COUNTY EXECUTIVE SATPAL SIDHU

**FROM: CHRIS D'ONOFRIO & BARBARA JOHNSON-VINNA,
HOUSING SPECIALISTS, WCHD**

DATE: 1/6/2023

**RE: APPOINTMENT RECOMMENDATIONS FOR WHATCOM
COUNTY HOUSING ADVISORY COMMITTEE (WCHAC)**

A subcommittee of the Whatcom County Housing Advisory Committee (WCHAC) met on January 5, 2023 to review applications for vacant positions. The subcommittee endorses applicants Dan Dunne and Von E. Ochoa, and the re-appointment of current member Diana Phair.

Diana Phair has been the Executive Director of the Lummi Nation Housing Authority for the past 37 years and will continue to bring a wealth of knowledge and experience to the committee as the Tribal Nation Representative.

Von E. Ochoa is very involved in various housing-oriented civic engagements in the community. Following a life changing event in 2013, Von experienced homelessness for five and a half years. His lived experience and understanding of the homeless and housing systems in Whatcom County will bring an invaluable perspective to the committee.

Dan Dunne is a local business owner, President of the Board of Building Industry Association of Whatcom County, and past President of Kulshan Community Land Trust. Dan is interested in helping the County find ways to reduce the cost of housing in the community as a Housing Industry Representative.

The subcommittee enthusiastically supports the appointments of the above-mentioned applicants.



Application for Appointment to Whatcom County Boards and Commissions

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Title	Mrs.
First Name	Diana
Last Name	Phair
Today's Date	11/29/2022
Street Address	[REDACTED]
City	[REDACTED]
Zip	[REDACTED]
Do you live in & are you registered to vote in Whatcom County?	Yes
Do you have a different mailing address?	Field not completed.
Primary Telephone	[REDACTED]
Secondary Telephone	[REDACTED]
Email Address	dianap@lha-lummi.com
1. Name of Board or Committee	Housing Advisory Committee
Position applied for	Tribal Nation Representative
2. Do you meet the residency, employment, and/or affiliation requirements of the position for which you're applying?	Yes
3. Which Council district do you live in?	District 3
4. Are you a US citizen?	Yes

5. Are you registered to vote in Whatcom County?	Yes
6. Have you declared candidacy (as defined by RCW 42.17A.055) for a paid elected office in any jurisdiction within the county?	No
7. Have you ever been a member of this Board/Commission?	Yes
If yes, please list dates:	my first term will expire in January 2023. I think this was a 4 year term.
8. Do you or your spouse have a financial interest in or are you an employee or officer of any business or agency that does business with Whatcom County?	No
You may attach a resume or detailed summary of experience, qualifications, & interest in response to the following questions	<i>Field not completed.</i>
9. Please describe your occupation (or former occupation if retired), qualifications, professional and/or community activities, and education	Lummi Nation Housing Director for the last 37 years. Involved in the operations and landlord management duties for over 300 homes on the Lummi Indian Reservation. Manage a multi million dollar annual budget every year.
10. Please describe why you're interested in serving on this board or commission	The last few years serving on this board has brought me insight of what others are doing outside of the Lummi Reservation and how we can help each other collaborate together.
References (please include daytime telephone number):	<i>Field not completed.</i>
Signature of applicant:	Diana Phair
Place Signed / Submitted	Bellingham, WA

RECEIVED

DEC 27 2022

Von Emeth Ochoa

WHATCOM COUNTY
EXECUTIVE'S OFFICE

veo.thepeople@gmail.com * c [REDACTED]

December 23, 2022

Warm Greetings County Executive & Housing Advisory Committee,

I first applied to join this committee last January, aiming for the Housing Advocate position after rejoicing in 6.5 months of healthy housing and a signed lease for a year. Stable poverty being, at least, stable. Today, I am applying for the Homeless Advocate position after learning via Redfin soon after the November holiday that the property I am living on has been put up for sale. We – the 8 renters residing in a variety of structures - were given no warning whatsoever. Most of us have a clause in our “year-long lease” which states that either the landlord or tenant can terminate the lease agreement with 30 days’ notice. This will be the 3rd time since December 2013 that I will be moving due to the landowners selling their property, and it will be my 18th move in 9 years.

The Reader’s Digest version of my adult-age lived experience with housing insecurity is as follows: In December 2013, I was struck by a car while I was driving home on my motor scooter to my campervan on my friends’ property. This resulted in a brain injury that sent me careening into the homelessness quicksand solidly for 5.5 years. Fortunately, I received assistance from the Opportunity Council for a little over 2 years, had case managers with DSHS and the Department for Vocational Rehabilitation, and spent years in counseling. Friendly acquaintances, allies, and friends took me in for different chunks of time. In 2017, I began volunteering with HomesNow!NotLater and participated in the builds for the 2nd tiny home with Lummi Stepping Stones, then later SafeHaven and Unity Village. I left HomesNow! in 2019 after experiencing deep betrayal from a few of their leadership members. After the harrowing 5.5 years of quicksand, I was then ambiguously housed for another 2 years – intersecting with the initial stages of the Covid-19 pandemic – until I came upon this 200-250 sqft cabin/fancy shed in mid-county. It is not certified for occupancy, has single-pane windows and no laundry onsite, but is otherwise fully hooked up to utilities and affordable by contemporary regional standards. If it were not for my disability assistance, over 90% of my income would be going toward rent.

One of my passions is education. I work as a multilingual learner assistant at Shuksan Middle School. All of the students with whom I work have known acute displacement in various forms. They are either immigrants or refugees. I can relate to them, being a child of an immigrant from Colombia and a refugee from Vietnam. Working in the most ethnically diverse school in the Bellingham School District (even with the recent boundary changes), it is striking to me to see what has shifted and what has not in the past 3-4 decades. In just one of the classes in which I work, at least 10 of the 27 students have known homelessness, 7 of which are U.S. born.

It is sometimes said that the size of the crisis is equivalent to the size of the opportunity. These days, I oscillate between being a fragile optimist and a measured optimist. The precariousness of my position does not escape me. But I have another set of passions: systems thinking and syncretism. I believe if more people are inundated with pragmatic information about the housing crisis and the current suite of earnest stopgaps as much as they are with Netflix, Disney+, and TikTok's, the better we will be able to actually turn the typhoon of interwoven societal crises and eradicate systemic economic displacement altogether. I believe the design flaws that riddle us now can be transmuted into regenerative, life-sustaining solutions. What is needed are activated imaginations, connective conversations, breadth and depth of knowledge, openness to discerning transformation, and access to material resources.

If it were not for the disruptive upheaval of the pandemic and the technological adaptations that emerged as a result, I would not be able to participate in civics and online education the way I have been able to since March 2020. I attend or watch webinar replays for as many housing-oriented meetings as I can – via the Urban Institute, Urban Land Institute, Washington Low Income Housing Alliance, and National Low Income Housing Coalition. I am also learning as much as I can through the International Living Future Institute, Cascade Cooperatives, Northwest Cooperative Development Center, and the Foundation for Intentional Community.

For all of the reasons above, I wish to be a part of this committee, to learn and listen keenly to experts, and to contribute productively as much as I possibly can. I am determined to do my part in advancing progress toward egalitarianism and justice.

I hope your New Year is everything you need it to be.

Merry New Moon,

Von Emeth Ochoa



Application for Appointment to Whatcom County Boards and Commissions

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Title	Mr.
First Name	Von E.
Last Name	Ochoa
Today's Date	12/23/2022
Street Address	[REDACTED]
City	[REDACTED]
Zip	[REDACTED]
Do you live in & are you registered to vote in Whatcom County?	Yes
Do you have a different mailing address?	Field not completed.
Primary Telephone	[REDACTED]
Secondary Telephone	Field not completed.
Email Address	veo.thepeople@gmail.com
1. Name of Board or Committee	Housing Advisory Committee
Position applied for	Homeless Advocate
2. Do you meet the residency, employment, and/or affiliation requirements of the position for which you're applying?	Yes
3. Which Council district do you live in?	District 4
4. Are you a US citizen?	Yes

5. Are you registered to vote in Whatcom County?	Yes
6. Have you declared candidacy (as defined by RCW 42.17A.055) for a paid elected office in any jurisdiction within the county?	No
7. Have you ever been a member of this Board/Commission?	No
8. Do you or your spouse have a financial interest in or are you an employee or officer of any business or agency that does business with Whatcom County?	No
You may attach a resume or detailed summary of experience, qualifications, & interest in response to the following questions	Dec.23.2022.VEO.HousingAdvisoryHomelessAdvocate.pdf
9. Please describe your occupation (or former occupation if retired), qualifications, professional and/or community activities, and education	Please see attached
10. Please describe why you're interested in serving on this board or commission	Please see attached
References (please include daytime telephone number):	Teri Bryant: 360.224.3768 Dannielle Amari Benz: 360.393.6230 Helen Campbell: 360.927.2074
Signature of applicant:	Von Emeth Ochoa
Place Signed / Submitted	Lynden, WA.



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Title	Field not completed.
First Name	Dan
Last Name	Dunne
Today's Date	12/9/2022
Street Address	[REDACTED]
City	[REDACTED]
Zip	[REDACTED]
Do you live in & are you registered to vote in Whatcom County?	Yes
Do you have a different mailing address?	Field not completed.
Primary Telephone	[REDACTED]
Secondary Telephone	Field not completed.
Email Address	dan.dunne@cazconstruction.com
1. Name of Board or Committee	Housing Advisory Committee
Position applied for	Housing Industry Representative
2. Do you meet the residency, employment, and/or affiliation requirements of the position for which you're applying?	Yes
3. Which Council district do you live in?	District 2
4. Are you a US citizen?	Yes

5. Are you registered to vote in Whatcom County?	Yes
6. Have you declared candidacy (as defined by RCW 42.17A.055) for a paid elected office in any jurisdiction within the county?	No
7. Have you ever been a member of this Board/Commission?	No
8. Do you or your spouse have a financial interest in or are you an employee or officer of any business or agency that does business with Whatcom County?	Yes
If yes, please explain	I own several companies that occasionally do business with the County, including CAZ Construction, Favinger Plumbing, and CAZ Environmental. I will recuse myself from any decisions that involve companies that I have a financial stake in.
You may attach a resume or detailed summary of experience, qualifications, & interest in response to the following questions	<i>Field not completed.</i>
9. Please describe your occupation (or former occupation if retired), qualifications, professional and/or community activities, and education	Manager for CAZ Construction, Favinger Plumbing, and CAZ Environmental. President of the Board of the Building Industry Association of Whatcom County. Past President of Kulshan Community Land Trust.
10. Please describe why you're interested in serving on this board or commission	I am interested in helping the County find ways to reduce the cost of housing.
References (please include daytime telephone number):	Dean Fearing, Executive Director, Kulshan Community Land Trust. 360-671-5600
Signature of applicant:	Dan Dunne
Place Signed / Submitted	Bellingham WA

**WHATCOM COUNTY
PUBLIC WORKS DEPARTMENT**


Elizabeth Kosa
Interim Director



NATURAL RESOURCES
322 N. Commercial Street, Suite 110
Bellingham, WA 98225
Telephone: (360) 778-6230
FAX: (360) 778-6231
www.whatcomcounty.us

TO: The Honorable Satpal Singh Sidhu, County Executive

THROUGH: Elizabeth Kosa, Interim Director

FROM: Gary S. Stoyka, Natural Resources Manager 
Austin Rose, Planner I

RE: Marine Resources Committee appointment recommendation

DATE: January 4, 2023

There are currently two vacancies on the Marine Resources Committee (MRC). Vacant positions include a Scientific Interest position and a Citizen-at-Large position. The Executive's Office forwarded three applications for the MRC to review which included interest from Mr. Hoats and Mr. Alexander to fulfill the Citizen-at-Large position, and Mr. Beauregard to fulfill the Scientific Interest position.

It was decided at a previous MRC meeting by the full committee that the MRC Executive Subcommittee would serve as a "Nominations" committee by reviewing applications and submitting recommendations for appointments. The Executive Subcommittee met on December 20, 2022. The MRC recommends Mr. Glen Alexander to complete his second term representing a Citizen-at-Large position. Mr. Alexander has extensive experience in environmental education and is a key member involved with the MRC's "Kids on the Beach" program. The MRC recommends Mr. Rick Beauregard to represent a Scientific Interest position. Mr. Beauregard founded a citizen science program in the Drayton Harbor area and could bring additional shellfish and community engagement experience to the MRC. Additionally, the MRC is working towards expanding their representation outside of Bellingham, and including members from the north county provides a valuable contribution to the work of the MRC.

Mr. Hoats will be contacted to discuss his interest in the MRC, and it is hoped that he will consider serving on a subcommittee to gain knowledge of the projects the MRC pursues.

If you have any questions regarding this recommendation, please contact Austin Rose at extension 6286.



WHATCOM COUNTY COUNCIL

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DEC 6 - 2022

WHATCOM COUNTY
EXECUTIVE'S OFFICE

COUNCILMEMBERS
Barry Buchanan
Tyler Byrd
Todd Donovan
Ben Elenbaas
Carol Frazey
Kaylee Galloway
Kathy Kershner

APPLICATION FOR APPOINTMENT TO WHATCOM COUNTY BOARDS AND COMMISSIONS

PLEASE PRINT LEGIBLY and COMPLETE ALL ITEMS

Name: Glen "Alex" Alexander Date: 11-30-22
Street Address: [REDACTED]
City: [REDACTED] Zip Code: 98229
Mailing Address (if different from street address): Same
Day Telephone: Home/LAN line Evening Telephone: [REDACTED] Cell Phone: [REDACTED]
E-mail address: GLAL1952@gmail.com

1. Name of board or committee-**please see reverse:** Marine Resource Committee
2. You must specify which position you are applying for.
Please refer to vacancy list. citizens at Large
3. Do you meet the residency, employment, and/or affiliation requirements of the position for which you're applying?
(If applicable, please refer to vacancy list.) ☒ yes () no
4. Which Council district do you live in? ----- () One () Two ☒ Three () Four () Five
5. Are you a US citizen? ----- ☒ yes () no
6. Are you registered to vote in Whatcom County? ----- ☒ yes () no
7. Have you ever been a member of this Board/Commission? ----- ☒ yes () no
If yes, dates: 2017-present
8. Do you or your spouse have a financial interest in or are you an employee or officer of any
business or agency that does business with Whatcom County? ----- () yes ☒ no
If yes, please explain: _____
9. Have you declared candidacy (as defined by RCW 42.17A.055, see instructions) for a paid elected
office in any jurisdiction within the county? ----- () yes ☒ no

You may attach a résumé or detailed summary of experience, qualifications, & interest in response to the following questions.

10. Please describe your occupation (or former occupation if retired), qualifications, professional and/or community activities, and education.
Retired environmental educator. 27 years as Education Coordinator at Padilla Bay National Estuarine Research Reserve
11. Please describe why you're interested in serving on this board or commission: I have completed 1 full term and would like to continue my work.

References (please include daytime telephone number): Austin Rose, Whatcom MRC coordinator 360-319-6719
Eleanor Hines, Chair WMRC 215-287-0043

Signature of applicant: Glen Z. Alexander

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Application for Appointment to Whatcom County Boards and Commissions

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Title	Mr.
First Name	RICHARD
Last Name	BEAUREGARD
Today's Date	12/19/2022
Street Address	[REDACTED]
City	[REDACTED]
Zip	[REDACTED]
Do you live in & are you registered to vote in Whatcom County?	Yes
Do you have a different mailing address?	Field not completed.
Primary Telephone	[REDACTED]
Secondary Telephone	Field not completed.
Email Address	rick.beauregard@outlook.com
1. Name of Board or Committee	Marine Resource Committee
Marine Resource Committee Position:	Relevant Scientific Experience
2. Do you meet the residency, employment, and/or affiliation requirements of the position for which you're applying?	Yes
3. Which Council district do you live in?	District 5
4. Are you a US citizen?	Yes

5. Are you registered to vote in Whatcom County?	Yes
6. Have you declared candidacy (as defined by RCW 42.17A.055) for a paid elected office in any jurisdiction within the county?	No
7. Have you ever been a member of this Board/Commission?	No
8. Do you or your spouse have a financial interest in or are you an employee or officer of any business or agency that does business with Whatcom County?	Yes
If yes, please explain	I am an outside consultant to Peak Sustainability Group, a consulting firm with past and possible future business with the county
You may attach a resume or detailed summary of experience, qualifications, & interest in response to the following questions	Rick Beauregard bio.pdf - attached
9. Please describe your occupation (or former occupation if retired), qualifications, professional and/or community activities, and education	<p>MSCE, Environmental Engineering; BA Zoology (Marine biology).</p> <p>Retired environmental consultant with 40 years' experience in marine science, water quality, hazardous waste management, environmental compliance, and project management across the lower 48 and Alaska. Experience on numerous research cruises offshore New England, South Atlantic OCS, Gulf of Mexico, and Southern California Bight.</p> <p>Current member and past chair Drayton Harbor Shellfish Protection District Advisory Committee. Past member and treasurer Santa Catalina Island Conservancy Marineros. Past Commodore Corsair Yacht Club, past member Semiahmoo Yacht Club. Former USCG Master Mariner. Experience is boat handling, navigation, and sailing.</p>
10. Please describe why you're interested in serving on this board or commission	<p>As founder of the Drayton Harbor HAB Hunters, a citizen science program to monitor harmful algae in partnership with Garden of the Salish Sea, I am seeking a way to perpetuate this important sampling program and I feel the MRC mission is a good fit. North Whatcom County waters had some of the highest biotoxin results over the past 10 years. With the regional influence of the Fraser River off our shores, this is a strategic location for understanding the phytoplankton ecology of the Salish Sea.</p> <p>I am also interested in offering my expertise and management to some of the other important projects to protect the marine resources of the state.</p>
References (please include daytime telephone number):	<p>Erika Douglas, Environmental Programs Manager, Whatcom County Public Works-Natural Resources, 360.303.4090 (cell) / 360.778.6294</p> <p>David Roberts, President, Peak Sustainability Group, 360-595-5075</p> <p>Steve Seymour, Owner, Drayton Harbor Shellfish Company, 360-739-2490</p>
Signature of applicant:	Richard R. Beauregard
Place Signed / Submitted	Blaine, WA



RICK BEAUREGARD

EDUCATION

1985 CALIFORNIA STATE UNIVERSITY LONG BEACH, CA, MS, CIVIL ENGINEERING (ENVIRONMENTAL)

1973 UNIVERSITY OF NEW HAMPSHIRE DURHAM, NH, B.A., ZOOLOGY (MARINE SCIENCE)

EXPERIENCE

-
- | | | |
|------------------|--|---------------------|
| 2020-Present | Peak Sustainability Group | Bellingham, WA |
| | <i>Senior Consultant</i> | |
| 2017-Present | Whatcom County, Drayton Harbor Shellfish Protection District Advisory Committee (volunteer board member) | |
| | <i>Chairman, 2019-2021, (current vice chair)</i> | |
| 1998-Present | The Beauregard Groupe LLC | Fountain Valley, CA |
| | <i>Founder & President</i> | |
| | ■ Consultant to engineering firms. | |
| 1988-1998 | Radian International, LLC (acquired by URS) | Irvine, CA |
| | <i>Program Manager</i> | |
| | ■ Led environmental business practice in water & wastewater engineering, air quality compliance, environmental information management, hazardous waste management and site remediation services to municipal, state, and federal government (DoD), and energy industry and industrial clients. | |
| 1986-1988 | Earth Tech | Long Beach, CA |
| | <i>Director of Business Development</i> | |
| | ■ Directed corporate sales and business development activities in critical facility siting, energy projects, hazardous waste management services, geotechnical engineering, water and wastewater engineering. | |
| 1974-1977, 84-86 | Ecology & Environment, Inc., Buffalo & Anchorage | |
| | <i>Project Manager, Regional Manager, Southern California</i> | |
| | ■ Opened and managed two offices for international environmental consulting firm in | |

E-MAIL: RICK.BEAUREGARD@OUTLOOK.COM

8961 BALD EAGLE DRIVE • BLAINE, WA 98230 • PHONE (714) 981-2871

Santa Barbara and Los Angeles. Strategic Clients included: California Department of Toxic Substances Control, Exxon, Chevron USA (Gaviota Project).

- Managed environmental monitoring program for Chevron Gaviota Offshore Platform, pipeline, and oil treating facility project

1977–1980 SAIC

San Diego, CA

Project Manager, Southern California

- Managed field surveys of intertidal and subtidal marine environment in the southern California Bight, including channel islands.
- Conducted oceanographic surveys off the south Atlantic OCS and Gulf Stream.

1972–1974 University of New Hampshire

Durham, NH

Marine Phytoplankton Ecologist, New England Offshore Mining Environmental Study (NOAA-NOMES)

- Managed oceanographic and phytoplankton surveys in the Gulf of Maine to study impacts of offshore sand and gravel mining
- Documented and quantified one of the first outbreaks of toxic red tide in New England waters from the dinoflagellate *Gonyaulax tamarensis*, published results postulating probable causes

Additional experience with Weston Solutions, Inc. and Cardno ERI, 2008-2012

SPECIAL SKILLS AND AWARDS

- Licensed USCG Captain. Transportation Worker Identification (TWIC) Card (inactive) (required for security access to port facilities).
- USCG Auxiliant, Vessel Inspector, Maritime Domain Awareness Training, Marine Safety Officer
- FEMA Incident Response Training
- Experienced in small boat handling, power and sail.
- Extensive experience in marine biological surveys and sampling
- Extensive knowledge of Southern California coast and navigation
- ASA Certified Sailing Instructor: Basic Keelboat, Coastal Cruising, Bareboat Chartering
- NAUI Certified SCUBA diver
- Licensed Pilot: single engine, land
- Freelance Photographer and Videographer
- Marine Phytoplankton Ecology
- Director on many non-profit and community service boards and commissions, including: Drayton Harbor Shellfish Protection District Advisory Committee (Chair); Orange County

E-MAIL: RICK.BEAUREGARD@OUTLOOK.COM

8961 BALD EAGLE DRIVE • BLAINE, WA 98230 • PHONE (714) 981-2871

Chamber of Commerce Environmental (Chair) and Economic Outlook committees; Orange County Hazardous Waste Management Board (Tanner Committee, appointed by the Orange County Board of Supervisors); Innaugural Santa Catalina Island Conservancy Charity Ball Committee; Santa Catalina Island Marineros (Treasurer), Corsair Yacht Club (Commodore).

E-MAIL: RICK.BEAUREGARD@OUTLOOK.COM

8961 BALD EAGLE DRIVE • BLAINE, WA 98230 • PHONE (714) 981-2871



Memorandum

TO: COUNTY EXECUTIVE SIDHU

FROM: Jackie Mitchell, Whatcom County Behavioral Health Program Specialist

DATE: December 28, 2022

RE: Nominations to the North Sound Behavioral Health Administrative Services Organization Advisory Board

I am pleased to forward two nominations for the North Sound Behavioral Health Administrative Services Organization (BH-ASO) Advisory Board to the County Executive.

First, Cathie Murphy has both lived experience and is a professional in a community services organization. She is especially talented at working with people and she'll be a great asset to the North Sound BH-ASO Advisory Board.

In addition, Hannah Ordos has lived experience as well as a variety of professional experiences, along with a passion for improving mental health services in our community. She has attended many of the local Incarceration Prevention and Reduction Task Force meetings, as well as the Stakeholder Advisory Committee meetings. Her working knowledge of the multiple processes related to behavioral health in the County will be valuable to the BH-ASO's work.

Thank you for considering these nominations for appointment to the North Sound BH-ASO Advisory Board.





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Title	Ms.
First Name	Cathie
Last Name	Murphy
Today's Date	4/20/2022
Street Address	[REDACTED]
City	[REDACTED]
Zip	[REDACTED]
Do you live in & are you registered to vote in Whatcom County?	Yes
Do you have a different mailing address?	Field not completed.
Primary Telephone	[REDACTED]
Secondary Telephone	Field not completed.
Email Address	mcathie93@yahoo.com
1. Name of Board or Committee	North Sound Behavioral Health Organization
2. Do you meet the residency, employment, and/or affiliation requirements of the position for which you're applying?	Yes
3. Which Council district do you live in?	District 2
4. Are you a US citizen?	Yes
5. Are you registered to vote in Whatcom County?	Yes

6. Have you declared candidacy (as defined by RCW 42.17A.055) for a paid elected office in any jurisdiction within the county?	No
7. Have you ever been a member of this Board/Commission?	No
8. Do you or your spouse have a financial interest in or are you an employee or officer of any business or agency that does business with Whatcom County?	No
You may attach a resume or detailed summary of experience, qualifications, & interest in response to the following questions	Cathie Murphy Resume 2022 - long form.docx - attached
9. Please describe your occupation (or former occupation if retired), qualifications, professional and/or community activities, and education	SUDP at a nearby Outpatient clinic. They offer SUD, Behavioral Health, dental and medical services. They also provide MAT services but also open to those who do not want medication. I also volunteer at Engedi Refuge. In the housing program for those experienced sexual exploitation or trafficking.
10. Please describe why you're interested in serving on this board or commission	I feel my experience can bring insight when providing services to this population and to the helpers of the community.
References (please include daytime telephone number):	Kara Allen 360-932-0720 Chris Furman 360-661-3238 Leigh Wirth 360-224-8344 Tony Loya 360-380-4049
Signature of applicant:	cathie Murphy
Place Signed / Submitted	Bellingham, WA

CATHIE MURPHY

CASE MANAGER/ COUNSELOR

P

E

mcathie93@yahoo.com

OBJECTIVE

To become part of a team that is making a difference in the lives of individuals and their families that are suffering from addiction/compulsive behaviors/trauma by providing compassionate, person-centered, supportive case plans that create a change in behavior and allows healing.

EXPERIENCE

March 2021 – current

Counselor · **Didgwalic Wellness Program**

Anacortes, WA

I facilitate weekly groups, completed assessments, create/manage ISP, discharge plans/summaries, individual sessions, manage a caseload of 48 clients and other duties as assigned.

August 2020 – March 2021

Co-Occurring Residential Program Counselor · **Pioneer Center North**
Sedro Woolley, WA

I facilitated groups, completed assessments, create/manage ISP, complete discharge plans/summaries, provide individual sessions and other duties as assigned.

October 2018 – April 2019

Outreach Coordinator · Manager · **Opportunity Council**
Bellingham, WA

Managed the Homeless Outreach Team for Whatcom County and worked with the City of Bellingham to follow contracts (Ending Homelessness), RFPs (Substance Use Outreach for Whatcom County) and monitored compliance with the contracts and funding sources.

July 2016 – October 2018

Resident Support Staff · GPD Case Manager · **Imagine Housing**
Bellevue, WA

EDUCATION

Skagit Valley College

Mt Vernon, WA

Human Services, SUD

KEY SKILLS

- CULTURAL HUMILITY
- RESOURCEFULNESS
- DE-ESCALATION
- NETWORKING
- ADVOCATE
- MOTIVATIONAL
INTERVIEWING
- EMOTIONAL
INTELLIGENCE
- STRONG ISP

GROUP FACILITATOR

- NURTURING PARENT
- DBT
- CBT
- SEEKING SAFETY
- RECOVERY LIFESTYLES
- MATRIX

I was a Housing Case Manager for individuals, families and Veterans that were experiencing homelessness. This included working with the Veteran's Administration to maintain compliance with the program.

March 2014 – April 2016

Adult Counselor · **Catholic Community Services**

Bellingham, WA

I facilitated groups (PPW IOP, PPW Aftercare, Relapse Prevention, Education), complete assessments, treatment placement, create/manage ISP, discharge plans/summaries, individual sessions and other duties as assigned.

March 2012 – March 2014

Counselor · **Westcoast Counseling – Whatcom Counseling and Psychiatric Clinic**

Bellingham, WA

I facilitated groups (IOP, COD Relapse Prevention, Woman's Aftercare Group), completed assessments, treatment placement, create/manage ISP, discharge plans/summaries, individual sessions and other duties as assigned.

March 2011 – March 2012

Housing Case Manager · **Catholic Community Services**

Bellingham, WA

I was able to provide supportive housing services to previously homeless individuals/ families.

October 2008 – March 2011

Outreach Specialist· Medical Case Manager · **Evergreen AIDS Foundation**

Bellingham, WA

Provided HIV/AIDS Education, Pre/Post Counseling and testing, Outreach services, provided support group for those with addiction/compulsive behaviors, Housing case manager for Housing Program and then provided Medical Case Management to those living with HIV or Aids.

December 2006 – October 2008

Case Manager · **North Cascade Secure Detox**

Sedro Woolley, WA

Provided case management services to involuntary committed individuals suffering from addiction that had become a danger to themselves and/or others. This included assessments, treatment placement, discharge planning and supportive services.

November 2004 – December 2006

Street Outreach Specialist · **Westcoast Counseling**

Bellingham, WA

Provided street outreach to individuals wanting to get into residential treatment. Help them navigate insurance, treatment placement and housing for completion of treatment. This included assessments, treatment placement, discharge planning and supportive services.

October 2003 – January 2005

Detox aide · **Whatcom County Social Detox (PHS)**

Bellingham, WA

Provided intakes, discharges, vitals and paperwork for client's receiving detox services.

September 1999 – July 2001

House Manager · **The Haven**

Tucson, AZ

Provided support services to client in a long-term women's treatment facility. I also lead parenting groups, self-esteem workshops and assertiveness training.

LEADERSHIP

2019 – **Whatcom County Drug Court**; Created a "Recovery Lifestyles"

2018 – **Opportunity Council**; Created "Healthy Interactions" Workshop for COB employees who interact with people experiencing homelessness

2015 – **Pioneer Center North**; Assisted in creation of their Woman's Program

2009 – **Evergreen Aids Foundation**; Created a Transition Housing Program

2003 – **CHOW** Volunteer; Co- Created Street Outreach Program with Whatcom County Health Department



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Title	Ms.
First Name	Hannah
Last Name	Ordos
Today's Date	12/5/2022
Street Address	[REDACTED]
City	[REDACTED]
Zip	[REDACTED]
Do you live in & are you registered to vote in Whatcom County?	Yes
Do you have a different mailing address?	Field not completed.
Primary Telephone	[REDACTED]
Secondary Telephone	Field not completed.
Email Address	hannyjo@gmail.com
1. Name of Board or Committee	North Sound Behavioral Health Organization
2. Do you meet the residency, employment, and/or affiliation requirements of the position for which you're applying?	Yes
3. Which Council district do you live in?	District 4
4. Are you a US citizen?	Yes
5. Are you registered to vote in Whatcom County?	Yes

6. Have you declared candidacy (as defined by RCW 42.17A.055) for a paid elected office in any jurisdiction within the county?	No
7. Have you ever been a member of this Board/Commission?	No
8. Do you or your spouse have a financial interest in or are you an employee or officer of any business or agency that does business with Whatcom County?	No
You may attach a resume or detailed summary of experience, qualifications, & interest in response to the following questions	HOrdosResume 1pg.pdf - attached
9. Please describe your occupation (or former occupation if retired), qualifications, professional and/or community activities, and education	Happy to expand on any previous occupations but my qualifications are more related to my lived experience although my extensive leadership background working with diverse groups would be of value.
10. Please describe why you're interested in serving on this board or commission	I am motivated in being of service to my community and being an advocate in this area. My interest is also largely rooted in my lived experience personally, as a parent and caregiver of a family member in cognitive decline.
References (please include daytime telephone number):	Mary Gassman 360-319-5393, Jennifer Sanders 484-995-8160, Kara Allen 360-932-0720
Signature of applicant:	Hannah Ordos
Place Signed / Submitted	Sumas WA

HANNAH ORDOS

Sumas, WA 360-224-0601 hannahordos@gmail.com

SUMMARY

Extensive leadership background in fast paced environments that include health & wellness, telecommunications, private education, and health insurance. Driven, results-oriented, expert communicator with the ability to work across all levels.

KEY SKILLS

Customer Support Expert • Leadership Training • Personnel Development • Conflict Management
• Project Management • Curriculum Development • System Implementation • Health Coaching

CAREER HIGHLIGHTS

- More than **15 years'** experience leading customer focused and cross-functional teams.
- Coached more than **1200** employees from diverse backgrounds, education, and experience across **4** industries.
- Key participant in multiple system changes, data mart mergers and online reporting systems in **2** industries.
- Certified facilitator for full day motivational workshops focused on accountability, teamwork, and behavioral styles. Facilitated more than **30** sessions.

PROFESSIONAL EXPERIENCE

Manager, Customer Support, Remote

Hyman's Digital Team/Dec 2017, Sept 2018, Mar 2019, Jan 2021 to present

- Onboarded and led a virtual team to support the launch of the Broken Brain and Longevity Roadmap docuseries created by one of the World's Top Health Influencers Dr. Mark Hyman, MD
- Oversee the support services and daily operations of 4 health related e-commerce sites.

HR Generalist II, Covid Response Manager, Remote

Aerotek- Amazon Temp Contract/Oct 2020 to Feb 2021

Certified Barre3 Fitness Mentor/Instructor, Bellingham, WA

Barre3 Studio/Dec 2015 to April 2022

Director of Admissions, Bellingham, WA

Charter College/ Oct 2012 to Aug 2013

Manager, Medicare Enrollment, Bellingham, WA

Sterling Life Insurance/Olympic Heath Management/ Apr 2007 to Jan 2011

Manager, Customer and Financial Support, Bellingham, WA

T-Mobile/July 1999 to Jan 2007

EDUCATION AND TRAINING

Bachelor of Arts: Human Resource focus
Western Washington University

Professional Mediation Certification
Whatcom Dispute Resolution Center

IAHC Certified: Health and Nutrition
Institute of Integrative Nutrition

Advanced Fitness Certification
Barre3 Portland, OR



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Title	Field not completed.
First Name	Carl
Last Name	Weimer
Today's Date	1/3/2023
Street Address	
City	
Zip	
Do you live in & are you registered to vote in Whatcom County?	Yes
Do you have a different mailing address?	Field not completed.
Primary Telephone	
Secondary Telephone	
Email Address	carlweimer@comcast.net
1. Name of Board or Committee	Parks and Recreation Commission
2. Do you meet the residency, employment, and/or affiliation requirements of the position for which you're applying?	Yes
3. Which Council district do you live in?	District 4
4. Are you a US citizen?	Yes
5. Are you registered to vote in Whatcom County?	Yes

6. Have you declared candidacy (as defined by RCW 42.17A.055) for a paid elected office in any jurisdiction within the county?	No
7. Have you ever been a member of this Board/Commission?	No
8. Do you or your spouse have a financial interest in or are you an employee or officer of any business or agency that does business with Whatcom County?	Yes
If yes, please explain	I am the Treasurer for RE Sources, a local non-profit, that has a contract with the County for schools programs related to waste reduction, recycling, and associated climate issues. None of that contract relates to county parks.
You may attach a resume or detailed summary of experience, qualifications, & interest in response to the following questions	Weimer CV 2023.pdf
9. Please describe your occupation (or former occupation if retired), qualifications, professional and/or community activities, and education	Please see attached resume.
10. Please describe why you're interested in serving on this board or commission	I have previous experience in park management and spend a significant amount of time in our local parks. I know from my time on the County Council that often the parks budget and staffing levels are a challenge for the levels of service the community desires. I would like to use my love of our parks, and my previous park and policy experience, to help our parks continue to provide excellent opportunities that grow with the community.
References (please include daytime telephone number):	Satpal Sidhu - 360-778-5200 Dana Brown-Davis - 360-778-5010
Signature of applicant:	Carl Weimer
Place Signed / Submitted	Ferndale, WA

Curriculum Vitae

Carl M. Weimer

Home [REDACTED] • Cell: [REDACTED] • Email: carlweimer@comcast.net

EDUCATION

B.S., Natural Resources, University of Michigan School of Natural Resources & Environment, 1976.
Concentration in Environmental Education.

Teaching Certificate, Environmental Educ. & Social Science, University of Michigan School of Education, 1976

A.A.S., Industrial Electronics Technology, Peninsula College, 1984

WORK EXPERIENCE

Special Projects Advisor, Pipeline Safety Trust, Bellingham, WA, 2020 – Present. Part-time 8 hours per week

Executive Director, Pipeline Safety Trust, Bellingham, WA, 2004 – 2020

- Provided administration and directs policy initiatives for the only national public interest organization that focuses on pipeline safety.
- Honored by the White House in 2015 as a Champion of Change for efforts to improve pipeline safety at the local, state and national level.
- Has testified to both the U.S. House of Representatives and Senate on pipeline safety issues multiple times, and has been called as a witness by the National Transportation Safety Board.
- Organized fifteen national pipeline safety conferences, and runs the national Safe Pipelines and LNG Safety listservs that include over 900 people from around the country.
- Works with local government, citizen organizations, the media, regulators, and the pipeline industry on a wide variety of initiatives to further pipeline safety.
- Operate the largest non-governmental pipeline safety website – www.pstrust.org

Whatcom County Council, Elected Member, 2006 – 2018

- Elected by the citizens of Whatcom County, WA to three 4-year terms on the County Council.
- Served as chairman of the Council for 4 years, and also chairman of the county-wide Health Board and Flood Control Board of Supervisors.
- Spearheaded various county efforts to improve water quality, incarceration prevention, transparency in government, and pipeline safety

Executive Director of RE Sources for Sustainable Communities, Bellingham, WA, 1991 to 2004.

- Started the North Sound Baykeeper Program.
- Started the RE Stores in Bellingham and Seattle to collect and sell used building materials.
- Started the SAFE Bellingham program in 1999 in response to the Olympic Pipeline tragedy.
- Grew the organization from 6 employees to 40, and increased the budget by 700%

General Manager of Vanguard Northwest, Ferndale, WA, 1986-1991, a non-profit manufacturing and assembly business whose mission was to provide employment to people with the most severe disabilities.

Various Seasonal Natural Resource and Park Agencies, 1976 – 1986. Included:

- 8 years with the National Park Service, Olympic National Park
- 2 years with the Bureau of Land Management, Salt Lake District
- 1 year with the National Forest Service, Salmon National Forest
- 1 year with Clallam County Parks, Dungeness Recreation Area

TECHNICAL COMMITTEES SERVED ON

- American Petroleum Institute, Co-chair of the committee to develop RP1185 on Public Engagement.
- Canadian Standards Association Technical Committee for Z260 Pipeline Safety Metrics Standard.
- U.S. Department of Transportation's Technical Hazardous Liquid Pipeline Safety Standards Committee, 2004 to 2020.
- Washington State Citizen Committee on Pipeline Safety, Governor Appointed, 2003 to 2016.
- Pipelines and Informed Planning Alliance, Steering and Implementation Committees, 2007 to present.
- Canadian Energy Pipeline Association's External Advisory Panel, 2014 – present
- PHMSA's Data Quality Analysis Teams, 2013 -2014
- PHMSA's Subcommittee to help draft the Secretary's Report to America on Pipeline Safety, 2011

MAJOR SPEAKING ENGAGEMENTS

- Association of Oil Pipelines and American Petroleum Institute Leadership Meeting - 2019
- International Pipeline Conference, Executive Panel, Calgary, 2018
- Unifor Energy Conference, Keynote, Halifax, NS, 2018
- American Petroleum Institute, Annual Pipeline Conference, 2022, 2018, 2013, 2012, 2007, 2005
- American Planning Association Conference, 2017
- INGAA Foundation-Promoting Better Communication of Pipeline Safety Practices. 2017
- Western Regional Gas Conference, 2017
- Banff Pipeline Workshop, Keynote, 2017
- White House Champions of Change Event, 2015
- National Assoc. of Pipeline Safety Representatives, Annual Conference, Keynote, 2015& 2011
- Canadian Energy Pipeline Association, External Advisory Panel & Board, 2015
- Minnesota Office of Pipeline Safety, Annual Educational Conference, 2015
- Washington State Local Emergency Planning Councils/Tribal Conference, 2015
- PHMSA Meetings & Workshops, 2015, 2014, 2013, 2011
- Michigan Petroleum Task Force, 2015
- National Association of Regulatory Utility Commissioners, Annual Conference, 2014
- Inter-Union Gas Conference, 2014
- University of Houston, Energy Symposium, 2014
- Interstate Natural Gas Association of America, Annual Meeting, 2014 & 2011
- National Energy Board of Canada, Pipeline Safety Forum, Keynote, 2013
- Bold Nebraska, Community Meetings, 2013

- Northwest Natural Gas Association, Annual Meeting, 2012
- University of Michigan, Environmental Law & Policy Program, 2012
- Legislative Energy Horizons Institute, 2012
- International Right of Way Association, Annual Conference, 2012
- Salt Lake City, Mayor's Pipeline Safety Initiative, 2012
- Fort Worth City Council & Neighborhood Association, 2011
- Iowa Utilities Board, Annual Pipeline Safety Conference, 2010

MEDIA CONTRIBUTIONS

Has been regularly quoted in major media outlets, including: NY Times, Washington Post, LA Times, USA Today, San Francisco Chronicle, Seattle Times, NPR, NBC World News, Good Morning America, Politico, The Hill, AP, FOX, Inside Climate News, Wall Street Journal, Oil & Gas Journal, ABC News, Al Jazeera, CBC, C-Span, Bloomberg, Business Week, Newsweek, Globe & Mail, Salt Lake Tribune, Detroit Free Press, Boston Globe, E&E News, Detroit News, Vancouver Sun, Houston Chronicle, Philadelphia Inquirer, Natural Gas Intelligence, etc.

COMMUNITY SERVICE

- RE Sources for Sustainable Communities, Board Member and Treasurer
- Northwest Clean Air Agency, Past Board Member & Current Advisory Board Member
- The Opportunity Council, Past Board Member
- Drayton Harbor Shellfish Protection District, Past Board Member
- Portage & Birch Bay Shellfish Protection Districts, Past Board Member
- Whatcom County Marine Resource Committee, Past Board Member
- Whatcom County Developmental Disabilities, Past Board Member
- Whatcom County Local Emergency Planning Committee, Past Member
- People for Puget Sound, Past Board Member and Vice President
- Selection Committee for the Governor's Pollution Prevention and Sustainability Award
- ReUse Works, Past Board Member and President
- Evergreen Intensive Tenant Support, Past Board Member
- Cascadia Pacific Center, Past Board Member
- WRIA 1 Watershed Planning Unit, Past Environmental Representative



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Title	Field not completed.
First Name	Brian
Last Name	Hunter
Today's Date	6/26/2021
Street Address	[REDACTED]
City	Point Roberts
Zip	98281
Do you live in & are you registered to vote in Whatcom County?	Yes
Do you have a different mailing address?	Field not completed.
Primary Telephone	[REDACTED]
Secondary Telephone	Field not completed.
Email Address	Zygopteraehukai@gmail.com
1. Name of Board or Committee	Point Roberts Community Advisory Committee
2. Do you meet the residency, employment, and/or affiliation requirements of the position for which you're applying?	Yes
3. Which Council district do you live in?	District 5
4. Are you a US citizen?	Yes
5. Are you registered to vote in Whatcom County?	Yes

6. Have you declared candidacy (as defined by RCW 42.17A.055) for a paid elected office in any jurisdiction within the county?	No
7. Have you ever been a member of this Board/Commission?	No
8. Do you or your spouse have a financial interest in or are you an employee or officer of any business or agency that does business with Whatcom County?	No
You may attach a resume or detailed summary of experience, qualifications, & interest in response to the following questions	<i>Field not completed.</i>
9. Please describe your occupation (or former occupation if retired), qualifications, professional and/or community activities, and education	Please see previous e mail to County Executive
10. Please describe why you're interested in serving on this board or commission	Having been elected charter review commissioner, and couple planning commission appointments in State understand necessity of general experience over special interests.
References (please include daytime telephone number):	None local.
Signature of applicant:	Brian Hunter
Place Signed / Submitted	Point Roberts, WA



Application for Appointment to Whatcom County Boards and Commissions

Public Statement

THIS IS A PUBLIC DOCUMENT: As a candidate for a public board or commission, the information provided will be available to the County Council, County Executive, and the public. All board and commission members are expected to be fair, impartial, and respectful of the public, County staff, and each other. Failure to abide by these expectations may result in revocation of appointment and removal from the appointive position.

Title	Mr.
First Name	Prakash
Last Name	Sundaresan
Today's Date	7/10/2021
Street Address	[REDACTED]
City	Point Roberts
Zip	98281
Do you live in & are you registered to vote in Whatcom County?	Yes
Do you have a different mailing address?	Field not completed.
Primary Telephone	[REDACTED]
Secondary Telephone	Field not completed.
Email Address	p_sundaresan@hotmail.com
1. Name of Board or Committee	Point Roberts Community Advisory Committee
2. Do you meet the residency, employment, and/or affiliation requirements of the position for which you're applying?	Yes
3. Which Council district do you live in?	District 5
4. Are you a US citizen?	Yes
5. Are you registered to vote in Whatcom County?	Yes

6. Have you declared candidacy (as defined by RCW 42.17A.055) for a paid elected office in any jurisdiction within the county?	No
7. Have you ever been a member of this Board/Commission?	No
8. Do you or your spouse have a financial interest in or are you an employee or officer of any business or agency that does business with Whatcom County?	No
You may attach a resume or detailed summary of experience, qualifications, & interest in response to the following questions	Prakash Sundaresan Resume 2021.pdf - attached
9. Please describe your occupation (or former occupation if retired), qualifications, professional and/or community activities, and education	See attached resume.
10. Please describe why you're interested in serving on this board or commission	The Covid crisis has been especially hard for Point Roberts (PR) due to the extended border closure and its impact on both the residents and businesses of PR. While we can hope that the border will eventually re-open, it is not a given that everything will go back to the old normal. What we need is a fundamental re-imagining of what PR is and can be, leveraging it's unique geographical, historical, natural, and human assets while maintaining the essential character that make PR what it is. As a relative new-comer (I have been a member of the PR community since Oct 2019) but with skills and experiences that might be increasingly relevant to the future of PR, I would be happy to volunteer my services to help PR emerge from this crisis stronger, more resilient, and with a clear plan for the future.
References (please include daytime telephone number):	Available upon request.
Signature of applicant:	Prakash Sundaresan
Place Signed / Submitted	Point Roberts, WA



Application for Appointment to Whatcom County Boards and Commissions

Public Statement

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Title	Mr.
First Name	William
Last Name	Zidel
Today's Date	5/3/2021
Street Address	[REDACTED]
City	Point Roberts
Zip	98281
Do you live in & are you registered to vote in Whatcom County?	Yes
Do you have a different mailing address?	Field not completed.
Primary Telephone	[REDACTED]
Secondary Telephone	Field not completed.
Email Address	bzidel@comcast.net
1. Name of Board or Committee	Point Roberts Community Advisory Committee
2. Do you meet the residency, employment, and/or affiliation requirements of the position for which you're applying?	Yes
3. Which Council district do you live in?	District 5
4. Are you a US citizen?	Yes
5. Are you registered to vote in Whatcom County?	Yes

6. Have you declared candidacy (as defined by RCW 42.17A.055) for a paid elected office in any jurisdiction within the county?	No
7. Have you ever been a member of this Board/Commission?	No
8. Do you or your spouse have a financial interest in or are you an employee or officer of any business or agency that does business with Whatcom County?	No
You may attach a resume or detailed summary of experience, qualifications, & interest in response to the following questions	Bill Zidel Resume 2021 R.pdf - attached
9. Please describe your occupation (or former occupation if retired), qualifications, professional and/or community activities, and education	Please see attached
10. Please describe why you're interested in serving on this board or commission	I am new to the Point. I have been in Private sector most of my career and I have an extensive skill set. My last employment was 38 years with JP Morgan. I will bring that experience to working with others on the Point to improve our Community.
References (please include daytime telephone number):	Steve Church 360-739-3030 Doug Andressen 206-300-3701
Signature of applicant:	William (Bill) Zidel
Place Signed / Submitted	Point Roberts

BILL ZIDEL

☎: 360-790-7398 📍: 1876 Washington Drive, Point Roberts, WA 98281 ✉: bzidel@comcast.net

PROFILE SUMMARY

Over 45 years of Relationship, Product and Project Management experience, including 24 years in the financial services industry managing Stored Value, Debit, and Branded cards for State and Federal benefit programs. Recently completed 37 years with J.P. Morgan Chase Treasury Services. In addition to managing multiple Electronic Benefits Transfer (EBT) conversion projects, the long-term EBT contract requirements, and responding to day-to-day state change requests, served as J.P. Morgan Chase's expert witness for EBT fraud investigations and trials.

PROFESSIONAL EXPERIENCE

Relationship Manager **13 years, 11 months** **January 2004 - December 2017**
J.P. Morgan Chase – Olympia, WA

- Responsible for day-to-day management of large Federal and State EBT programs, Women, Infants, and Children (WIC) programs, and Direct Benefit programs such as Unemployment Insurance and Child Support. At various times concurrently supported up to 8 programs.
- Most significant lengths of tenure were managing Hawaii EBT for 9 years; Territory of Guam EBT for 14 years, Washington State EBT for 19 years, Nevada EBT for 12 years, Nevada WIC for 10 years, and Nevada Child Support for 11 years.
- Managed the following EBT/WIC programs for 3 years or less: Alaska, Wyoming, Idaho, Arizona, Chickasaw Nation WIC, West Virginia, Utah, United States Virgin Island, Delaware, California EBT Retail, and Idaho.
- Responsible for the planning, design, development, testing, implementation, and post conversion activities of many EBT programs including conversions of EBT programs from paper-based systems to EBT, and transitioning the EBT system both to and from other vendors.
- Maintained remote office in support of J.P. Morgan Chase EBT programs until December 2017.

Relationship Manager – Operations **8 years, 9 months** **April 1995 – December 2003**
Citicorp EFS – Rapid City, South Dakota and Olympia, Washington

- Established and maintained a remote Citibank office in Rapid City, South Dakota from 1995 until transition to Washington State EBT management in 1998.
- Managed the planning, design, development, testing and implementation, and post conversion activities for the North and South Dakota EBT projects, transitioning from a paper-based system to an electronic system using EBT cards.
- Established a remote office in Washington State in 1998 with Citibank until the business was sold to J.P. Morgan in 2003.

Operations and Project Manager – Global Payments Products Division **14 years, 6 months** **November 1980 – April 1995**
Citibank – Citicorp New York, Tampa, Chicago, London, Delaware

- Director Global Cash Management and Customer Service Support, Citicorp Services Inc., Newcastle, Delaware
- Director of Europe, Middle East and Africa Operations, Global Payments Products Division, London England, Citicorp Services Inc.
- Director Travelers Cheques Product Engineering, Citicorp Services Inc., Chicago Illinois
- Director of Marketing, Retail Wholesale Banknote Business, Citicorp Services Inc., Chicago, Illinois
- Director of Distributions Services Operations, Product Engineering and Integration, Tampa, Florida
- Manager Agent Services Operations, New York and Tampa, Florida

Buyer for Sears and Roebuck and Hotel Manger Operations for Ramada Inns Inc. **1972 – 1979**

Service – US Army **1970 – 1972**
▪ Drill Sergeant and Calvary Scout

EDUCATION AND PROFESSIONAL ORGANIZATIONS

Seton Hall University **1966 - 1970**

- Seton Hall Bachelor of Science (BS) degree - Field of Study: Marketing and Sales Management
- Activities: Phi Sigma Epsilon – Professional Marketing Fraternity

Northern Pacific Railway Historical Society

- Board Memebr 2012 to present, President 2017 to present



whatcom county
library system

Mr. Satpal Sidhu, Whatcom County Executive
311 Grand Avenue, Suite 108
Bellingham, WA 98225

January 2, 2023

Dear Executive Sidhu:

With longtime WCLS Board Chair Marvin Waschke completing his second term in WCLS Board Position #2 at the end of the month, the WCLS Board Personnel Committee has been seeking his replacement. Last month they met with the sole applicant (to date) for the trustee vacancy, Holly Robinson.

Ms. Robinson moved to Point Roberts in 2015 and upon her retirement in 2019 she began volunteering in earnest, serving in leadership roles as a commissioner for the Point Roberts Park and Recreation District and Vice Chair of the Point Roberts Food Bank. She also provided pro bono legal assistance through the LAW Advocates program among other important causes. Despite her involvement, she professes to have sufficient time to dedicate to library trustee responsibilities and is willing to make the drive off the Point for board meetings.

Ms. Robinson's education and experience as a practicing attorney, her career-long focus on Medicare-related health care and regulatory compliance and her interest in services to senior citizens and disabled individuals bring new skill sets to the Whatcom County Library System board of trustees. She understands and values open public meeting laws, Robert's Rules of Order, and the importance of working closely with elected officials. Furthermore, she has a lifelong passion for public libraries and she is outspoken in her support.

We would welcome Ms. Robinson's appointment to the WCLS Board Position #2. Thank you for your consideration of her application.

Sincerely,

Christine Perkins, Executive Director, on behalf of

Lori Jump, Vice Chair & Personnel Cmte.
Rodney Lofdahl, Personnel Cmte.

The Power of Sharing

5205 Northwest Drive Bellingham, Washington 98226 | (360) 305-3600 | wcls.org



Application for Appointment to Whatcom County Boards and Commissions

Public Statement

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Title	Field not completed.
First Name	Holly
Last Name	Robinson
Today's Date	11/23/2022
Street Address	[REDACTED]
City	[REDACTED]
Zip	[REDACTED]
Do you live in & are you registered to vote in Whatcom County?	Yes
Do you have a different mailing address?	Field not completed.
Primary Telephone	[REDACTED]
Secondary Telephone	Field not completed.
Email Address	holly.l.robinson@gmail.com
1. Name of Board or Committee	Rural Library Board
2. Do you meet the residency, employment, and/or affiliation requirements of the position for which you're applying?	Yes
3. Which Council district do you live in?	District 5
4. Are you a US citizen?	Yes
5. Are you registered to vote in Whatcom County?	Yes

6. Have you declared candidacy (as defined by RCW 42.17A.055) for a paid elected office in any jurisdiction within the county?	No
7. Have you ever been a member of this Board/Commission?	No
8. Do you or your spouse have a financial interest in or are you an employee or officer of any business or agency that does business with Whatcom County?	No
You may attach a resume or detailed summary of experience, qualifications, & interest in response to the following questions	Holly Robinson Resume November 2022.docx – attached.
9. Please describe your occupation (or former occupation if retired), qualifications, professional and/or community activities, and education	<p>Recently retired, I am enjoying the opportunity to get more involved in my community of Point Roberts as well as the larger social justice and poverty law community. I served as a commissioner of the Point Roberts Park and Recreation District for 2.5 years, as well as a legislative attorney for almost 20 years, so I am very familiar with the Open Government Training as well as the Open Public Meetings Act as well as the Public Records Act. I currently am the Vice-Chair of the Point Roberts Food Bank and serve on the board of a journalism non-profit based in Portland, OR.</p>
10. Please describe why you're interested in serving on this board or commission	<p>I have been a life-time reader and life-long user and supporter of libraries. I own very few books, generally opting to get them from the library instead, and when I do buy a book, I tend to pass it along as I believe that books should be shared.</p> <p>Before moving to Point Roberts in 2015, I lived in Portland, Oregon, home of the Multnomah County Library System, and in Seattle, WA, home of one of the most spectacular modern public library buildings. My local branch library in Seattle was the first Seattle branch library not financed by philanthropist Andrew Carnegie and was named after Henry Yesler to recognize his early efforts to start a library in Seattle.</p> <p>After moving to the point, I was delighted to learn how vibrant and integral to the community the library is, and how good a system the Whatcom County Library System is. The community support for the library is evident in the fundraising and building of the new library building. One of the first things I did when I moved here was to get a library card and introduce myself to the staff, my community neighbors.</p> <p>Since then, the role of libraries as community connectors and defenders of democracy has only become more pronounced, and more vital. The opportunity to serve as a WCLS Board of Trustee would allow me to take my lifelong love and support of libraries to a new and exciting level.</p>
References (please include daytime telephone number):	<p>Kris Lomedico, (360) 945-6545 Ray Smith, (661) 563-0095</p>
Signature of applicant:	Holly Robinson
Place Signed / Submitted	Portland, OR

Holly Robinson

Holly.L.Robinson@gmail.com

Experience

Community Volunteer Activities

January 2019 – Present

- ❖ Point Roberts Food Bank, Vice-Chair, May 2022 – Present
- ❖ The Lund Report/Oregon Health Forum, Board Member, September 2021 - Present
- ❖ Movement Labs Texter, September 2000 – Present
- ❖ Justice in Aging, Content Creator, May 2022 – September 2022
- ❖ Legal Counsel for Youth and Children, Content Creator, May 2021 - March 2022
- ❖ Point Roberts Law Advocates Drop-In Legal Clinic, August 2019 – March 2022
- ❖ American Bar Association Commission on Law and Aging, Content Creator, August 2021 – December 2021
- ❖ Northwest Justice Project, Content Creator and Editor, WashingtonLawHelp.org, August 2020 - August 2021
- ❖ Point Roberts Park and Recreation District, Commissioner, Vice-Chair, January 2019 -July 2021

The Compliance Consortium, LLC, Bellevue, WA Director, Compliance Oversight

March 2021 – Present
Fall 2017

I provide consultative services specializing in compliance, auditing and health insurance operations and clinical programs for organizations operating government-sponsored health programs, including Medicare Advantage, Part D, and Medicaid.

Expertise includes organizational governance, communication and training, auditing/monitoring, investigations, and corrective actions involving federal/state regulations and internal policies and procedures.

Centers for Medicare & Medicaid Services (Retired)

August 2012 – July 2020

Federal Coordinated Health Care Office (Medicare-Medicaid Coordination Office), Baltimore, MD Health Insurance Specialist (December 2016 – July 2020)

My work focused on improving access to care and coverage for individuals who are dually eligible for Medicare and Medicaid. Had responsibility as a co-state lead for three financial alignment demonstrations (MA, RI, & Tx), coordinating and managing oversight and monitoring of the demonstrations, providing consultation and technical assistance, and maintaining good working relationships with various state level and CMS officials. I also assisted in reviewing financial alignment demonstration three-way contracts and worked on efforts to better align and coordinate Medicare and Medicaid benefits within programs like Dual-Eligible Special Needs Plans (D-SNPs), and Programs for All-Inclusive Care for the Elderly (PACE). I also worked as a team

member on ad hoc projects designed to develop, evaluate and implement Medicare and Medicaid policy as related to dual eligible beneficiaries.

Consortium for Medicare Health Plans Operations, Seattle, WA
Health Insurance Specialist (August 2012 – December 2016)

I served as the principal point of contact and account manager for all types of Medicare Advantage and Part D plans, including D-SNP plans, PACE plans (2013-2015), and Marketplace plans (2013-2016), typically assigned by parent organization. I conducted daily account management activities designed to improve services to Medicare beneficiaries, including:

- Oversight of plan operational policies and procedures;
- Regularly applying Medicare and Marketplace legislation, regulatory and sub-regulatory requirements to daily operations of all plans;
- Reviewing new guidance and regulations as they are issued;
- Responding to plan inquiries and advising plans regarding Medicare, PACE and Marketplace guidance and regulations;
- Preparing responses to Medicare-related inquiries from oversight agencies, providers, and other external clients; and
- Establishing and maintaining good working relationships with health plans.

Sylvana Compliance Consulting, Salem, OR
Compliance Consultant and Educator; Principal

November 2011 – August 2012

I provided Medicare-related health care and regulatory compliance subject matter expertise for a subscription-based online service that provides specific knowledge, information, news, webinars and access to a learning management system that is beneficial to health plan and health care senior executives and identified functional roles, including compliance officers and Medicare compliance officers. I conducted analyses of topics pertaining to Medicare compliance and recommended solutions for Medicare managed care program issues, including publishing an article in the March 2012 HCCA magazine *Compliance Today* on regulatory oversight and monitoring of first tier, downstream and related entities (FDRs) and presented at the 2012 HCCA Medicare Compliance conference.

Cambia Health Solutions/The Regence Group, Portland, OR
Director, Medicare Compliance,

October 2008 – November 2011

I directed the company's Medicare Compliance efforts by developing and maintaining the working relationships required to lead, plan and execute an effective cross-organizational Medicare Compliance Program, engaging senior leadership and partnering with key Operational Division stakeholders, the Ethics and Compliance Department, the External Audit and Special Investigations Division, the Internal Audit Department, the Privacy Department, and Human Resources.

As the Medicare Compliance Officer, my duties included:

- Regularly advising stakeholders on the application of Medicare legislation, rules and regulations, and providing information regarding operation policy and procedures for Medicare beneficiaries, including the Star Ratings Incentive Program

- Identifying compliance risks by analyzing data and responding to complaints, and managed them by providing training and advice, and monitoring corrective action plans;
- Overseeing the development of operational policies and procedures for Medicare requirements, to ensure compliance with federal requirements and regulations;
- Directing a five-person team overseeing the plan's Medicare Advantage contracts, including giving interpretative guidance and direction on operational and compliance issues at all levels of the company;
- Conducting analyses of proposed and existing legislation to determine its impact on Medicare Advantage program operations;
- Presenting at numerous national conferences on Medicare Compliance; and
- Presenting regular periodic reports to management and the board of directors on Medicare Compliance.

American Bar Association, Washington, DC
Senior Staff Attorney

June 2006 – October 2008

I directed a federal grant program and managed an Administration on Aging/Administration on Community Living contract focused on Access to Legal Services and Senior Health Care and Housing Issues. I worked with law and aging partners on producing the National Law and Aging Conference, published numerous articles in *Bifocal*, the commission's biweekly journal, and successfully managed multiple projects simultaneously within the grant as well as additional work requested by the Commission on Law and Aging. I presented at numerous national conferences and national webinars on fair housing and congregate care residences and on recruiting emeritus pro bono attorneys to provide legal services to vulnerable seniors and low- and moderate-income individuals.

Oregon Legislative Assembly, Salem, OR
Deputy Legislative Counsel

May 2000 – June 2006

I served as the Oregon Legislature's chief counsel on health care, health insurance, and Medicaid, including Medicaid managed care activities, and Health Insurance Portability and Accountability Act (HIPAA) provisions, writing health care policy, regulations and guidance. My duties included:

- Conducting analyses of proposed and existing legislation to determine its impact on Medicaid program operations;
- Analyzing and drafting legislative implementation of Medicare Part D regulations impacting the state Medicaid program together with key stakeholders;
- Serving as Oregon Legislature's subject matter expert on HIPAA;
- Drafting legislation and providing legal advice to the Legislative Assembly;
- Researching pertinent federal and state law provisions as well as relevant case law;
- Working regularly with stakeholders to develop and draft legislation, including the Oregon Insurance Commissioner, Insurance Division personnel, insurers, advocates, and representatives of the State Medicaid Program.

Oregon Department of Human Services, Salem, OR
Legal Assistance Developer (1998-2000)

June 1995 – 2000

I worked to improve and strengthen legal services delivery for older adults with the greatest social and economic needs. I provided technical assistance, outreach, education, training and resource support to Older American Act (OAA) Title III-B legal assistance providers, legal services providers, private attorneys, area agencies on aging, and the aging network. I started a newsletter to highlight work being done by AAA-contracted legal services providers, participated in a legal needs assessment conducted by Oregon Legal Services to ensure that older adults were included in the survey, and conducted a guardianship practices survey.

Manager, Licensing Unit (1995-1998)

I oversaw the licensing program for residential and employment programs for persons with developmental disabilities. I conducted on-site visits and training, and drafted administrative orders pertaining to adult foster home and residential services licenses.

Oregon Legislative Assembly, Salem, OR
Committee Counsel

March 1988 – June 1995

I served as Committee Counsel and administrator to various Oregon Legislative Committees. I analyzed legal and policy impacts of legislation being heard by the Judiciary Committee, including the Crime and Corrections subcommittee, the Juvenile Law subcommittee, the Civil Law subcommittee, and specialized committees like Workers' Compensation and Hispanic Affairs. Coordinated testimony, drafted amendments to legislation and developed policy summaries.

Disability Rights Oregon, Portland, OR
Staff Attorney

November 1981 – March 1988

I managed a caseload focused on guardianship, institutional rights and special education.

Education

J.D., Lewis and Clark Law School, Portland, OR

B.A., Trinity College, Hartford, CT

Writing Samples

"Following the Evolutionary path: Oversight of FDRs in 2012 and beyond," *HCCA Compliance Today*, March 2012

"Using the Fair Housing Act to Defend Against Discriminatory Discharges and Transfers of Assisted Living and Other Long-Term Care Facility Residents," *BIFOCAL*, Vol. 30, No. 3, 2008, pages 44-46, 2

"Adult Guardianships in Oregon: A Survey of Court Practices," *Victimization of the Elderly and Disabled*, January/February 2000



Whatcom County

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

Agenda Bill Master Report

File Number: AB2023-069

File ID:	AB2023-069	Version:	1	Status:	Agenda Ready
File Created:	01/12/2023	Entered by:	MWinter@co.whatcom.wa.us		
Department:	Prosecuting Attorney's Office	File Type:	Ordinance		
Assigned to:	Council			Final Action:	
Agenda Date:	01/24/2023			Enactment #:	

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

TITLE FOR AGENDA ITEM:

Ordinance amending Whatcom County Code 2.09 to conform with newly adopted and amended Court rules

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

See attachment

HISTORY OF LEGISLATIVE FILE

Date:	Acting Body:	Action:	Sent To:
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Attachments: Proposed Ordinance

ORDINANCE NO. _____

**AMENDING WHATCOM COUNTY CODE CHAPTER 2.09
TO CONFORM WITH NEWLY ADOPTED AND AMENDED COURT RULES**

WHEREAS, on February 1, 2021, the Washington State Supreme Court amended Superior Court Criminal Rule 3.1 standards for indigent defense; and

WHEREAS, on February 1, 2021, the Washington State Supreme Court amended Criminal Rule for Courts of Limited Jurisdiction 3.1 standards for indigent defense; and

WHEREAS, on February 1, 2021, the Washington State Supreme Court amended Juvenile Court Rule 9.2 standards for indigent defense; and

WHEREAS, the public defense standards of conduct established in Whatcom County Code (WCC) 2.09.070 do not incorporate the newly adopted standards of conduct outlined by the Washington State Supreme Court in Superior Court Criminal Rule 3.1, Criminal Rule for Courts of Limited Jurisdiction 3.1, and Juvenile Court Rule 9.2;

WHEREAS, on June 9, 2022, the Washington State Supreme Court adopted General Rule (GR) 42; and

WHEREAS, the purpose of GR 42 is to safeguard the independence of public defense services from judicial influence or control; and

WHEREAS, GR 42(d)(1) states that, "Judges and judicial staff in superior courts and courts of limited jurisdiction shall neither manage nor oversee public defense services..."; and

WHEREAS, the Public Defense Advisory Committee as established in Whatcom County Code (WCC) 2.09.090 is in conflict with the newly adopted GR 42 as it includes a district court judge and a superior court judge as members; and

WHEREAS, the code can be brought into conformance with the newly adopted standards of conduct outlined by the Washington State Supreme Court in Superior Court Criminal Rule 3.1, Criminal Rule for Courts of Limited Jurisdiction 3.1, Juvenile Court Rule 9.2 and GR 42 with the following amendments; and

NOW, THEREFORE, BE IT ORDAINED by the Whatcom County Council that WCC 2.09 is hereby amended as outlined in Exhibit A to this ordinance.

1
2 **BE IT FURTHER ORDAINED** that, unless specifically amended by this ordinance, all
3 other provisions of chapter 2.09 WCC shall remain in full force and effect.
4

5 **ADOPTED** this ____ day of _____, 2023.
6
7

8
9 ATTEST:

WHATCOM COUNTY COUNCIL
WHATCOM COUNTY, WASHINGTON

10
11
12
13 _____
Dana Brown-Davis, Clerk of the Council

Barry Buchanan, Council Chair

14
15
16
17 APPROVED AS TO FORM:

WHATCOM COUNTY EXECUTIVE
WHATCOM COUNTY, WASHINGTON

18
19
20 _____
21
22 Civil Deputy Prosecutor

Satpal Sidhu,
County Executive

23
24
25 () Approved () Denied

26
27 Date Signed: _____
28
29

1
2 EXHIBIT A
3

4 **2.09.070 Standards of Conduct.**

5 ~~As standards for public defense services, Whatcom County adopts by reference the~~
6 ~~standards applied to private attorneys defending paying clients and the Standards for Public~~
7 ~~Defense Services adopted in 1989 by the Washington Defender Association and approved by~~
8 ~~the Washington State Bar Association as the standards for public defense services in~~
9 ~~Whatcom County, as required by RCW 10.101.030. (Ord. 2020 048 Exh. A; Ord. 84 22 § 7;~~
10 ~~Ord. 82 22 § 7).~~

11 As standards for public defense services required by RCW 10.101.030, Whatcom
12 County adopts by reference the Standards for Indigent Defense Services (SID) articulated
13 by the Washington Supreme Court in Superior Court Criminal Rule 3.1, Criminal Rule for
14 Courts of Limited Jurisdiction 3.1, and Juvenile Court Rule 9.2. For those standards reserved
15 by the court in the aforementioned court rules, but required by RCW 10.101.030, Whatcom
16 County adopts by reference the relevant standards applied to private attorneys defending
17 paying clients and the Standards for Public Indigent Defense Services adopted by the
18 Washington State Bar Association as standards for public defense services until those
19 standards are addressed by the court in the aforementioned court rules.
20

21 **2.09.090 Advisory committee.**

22 There is established a public defense advisory committee which shall be composed
23 of:

24 A. ~~One superior court judge, appointed by the presiding superior court judge~~ One
25 current or former director of a county public defender agency, appointed by the county
26 executive;
27

28 B. ~~One district court judge, appointed by the senior district court judge~~ One current
29 Whatcom County department head, other than the public defender, sheriff or prosecuting
30 attorney, appointed by the county executive;"
31



Whatcom County

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

Agenda Bill Master Report

File Number: AB2023-077

File ID:	AB2023-077	Version:	1	Status:	Agenda Ready
File Created:	01/13/2023	Entered by:	THelms@co.whatcom.wa.us		
Department:	County Executive's Office	File Type:	Ordinance		
Assigned to:	Council	Final Action:			
Agenda Date:	01/24/2023	Enactment #:			

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

TITLE FOR AGENDA ITEM:

Ordinance amending the Whatcom County Budget, request no. 2, in the amount of \$6,395,173

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

See attached

HISTORY OF LEGISLATIVE FILE

Date:	Acting Body:	Action:	Sent To:
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Attachments: Ordinance, Summary, Supplemental Requests

**ORDINANCE NO.
AMENDMENT NO. 2 OF THE 2023 BUDGET**

WHEREAS, the 2023-2024 budget was adopted November 07, 2022; and,

WHEREAS, changing circumstances require modifications to the approved 2023-2024 budget; and,

WHEREAS, the modifications to the budget have been assembled here for deliberation by the Whatcom County Council,

NOW, THEREFORE, BE IT ORDAINED by the Whatcom County Council that the 2023-2024 Whatcom County Budget Ordinance #2022-070 is hereby amended by adding the following additional amounts to the 2023 budget included therein:

Fund	Expenditures	Revenues	Net Effect
General Fund			
Health	546,087	(496,618)	49,469
Non-Departmental	652,500	(565,000)	87,500
Total General Fund	1,198,587	(1,061,618)	136,969
Veterans Relief Fund	102,467	-	102,467
Behavioral Health Program Fund	1,936,000	(1,626,000)	310,000
Countywide Emergency Medical Fund	138,360	(113,360)	25,000
Solid Waste Fund	72,259	-	72,259
Auditor's O&M Fund	100,000	-	100,000
Emergency Management Fund	2,806,000	(2,806,000)	-
Administrative Services	41,500	-	41,500
Total Supplemental	6,395,173	(5,606,978)	788,195

BE IT FURTHER ORDAINED by the Whatcom County Council that Exhibit C – Position Control Changes in the 2023-2024 Budget Ordinance should also be amended to provide for the following FTE changes in Health:

- Add 1 FTE Program Specialist (Youth Prevention Specialist)
- Add 1 FTE Community Health Specialist II (Veteran Specialist)
- Add 1 FTE Public Health Educator (Environmental)

ADOPTED this ____ day of _____, 2023.

ATTEST:

WHATCOM COUNTY COUNCIL
WHATCOM COUNTY, WASHINGTON

Dana Brown-Davis, Council Clerk

Barry Buchanan, Chair of Council

APPROVED AS TO FORM:

() Approved () Denied

Approved by C Quinn/B Bennett
Civil Deputy Prosecutor

Satpal Sidhu, County Executive

Date: _____

WHATCOM COUNTY			
Summary of the 2023 Supplemental Budget Ordinance No. 2			
Department/Fund	Description	Increased (Decreased) Expenditure	(Increased) Decreased Revenue
General Fund			
Health	To fund Youth Prevention Specialist 3842	(23,982)	-
Health	To fund Opioid Settlement Funds for Abatement Strategies. 3843	377,536	(377,536)
Health	2023-2024 Labor Pool Adjustment 3845	-	-
Health	Enviromental Health Educator funding adjustment 3848	(12,117)	-
Health	To fund Foundational Public Health Services 2023 3850	126,900	
Health	To fund operating transfer in. 3851	-	(41,332)
Health	To fund Infectious Disease Control Grant 3852	77,750	(77,750)
Non-Departmental	To fund Lifecycle Replacement-Assessor/Treasurer Servers 3836	187,500	(100,000)
Non-Departmental	To fund OppCo CV1/CV2 CDBG Grant 3854	<u>465,000</u>	<u>(465,000)</u>
Total General Fund		1,198,587	(1,061,618)
Veterans Relief Fund	To fund Veteran Specialist Position 3844	102,467	-
Behavioral Health Program Fund			
Health - Response Division	To fund Capital Improvements for Alternative Response from grant proceeds. 3846	1,626,000	(1,626,000)
Health - Response Division	To fund Jail Behavioral Health and Re-Entry Services 3853	<u>310,000</u>	<u>-</u>
Total Behavioral Health Program Fund		1,936,000	(1,626,000)
Countywide Emergency Medical Fund			
Non-Departmental	To fund Rural EMT grant from grant proceeds. 3812	113,360	(113,360)
Non-Departmental	To fund 20 PowerLoad Installations 3838	25,000	-
Total Countywide Emergency Medical Fund		138,360	(113,360)
Solid Waste Fund			
Health - Solid Waste	To fund Environmental Public Health Educator 3847	72,259	-
Health - Solid Waste	To fund 2023-24 Solid Waste Labor pool adjustment 3849	<u>-</u>	<u>-</u>
Total Solid Waste Fund		72,259	-
Auditor's O&M Fund	To fund Lifecycle Replacement- Auditor Recording Servers. 3833	100,000	-
Emergency Management Fund			
Sheriff - Emergency Management	To fund WA-EMD D23-012 Housing Assistance Nov21 flood from grant proceeds. 3834	2,050,000	(2,050,000)
Sheriff - Emergency Management	To fund WA-EMD U230-005 IA Payroll & Mileage Nov21 Flood from grant proceeds. 3835	<u>756,000</u>	<u>(756,000)</u>
Total Emergency Management Fund		2,806,000	(2,806,000)
Administrative Services	To fund Council chambers AV enhancements for hybrid meetings. 3837	<u>41,500</u>	<u>-</u>
Total Supplemental		<u>6,395,173</u>	<u>(5,606,978)</u>

Net Effect to Fund Balance (Increase) Decrease
(23,982)
-
-
(12,117)
126,900
(41,332)
-
87,500
-
136,969
102,467
-
<u>310,000</u>
310,000
-
25,000
25,000
72,259
-
72,259
100,000
-
-
-
<u>41,500</u>
<u>788,195</u>

Supplemental Budget Request

Health

Community Services

Suppl ID # 3842

Fund 1

Cost Center 677350

Originator: Amanda Burnett

Expenditure Type: One-Time

Year 1 2023

Add'l FTE ☒

Add'l Space ☒

Priority 1

Name of Request: Youth Prevention Specialist

X *Einkaufman*

12/22/22

Department Head Signature (Required on Hard Copy Submission)

Date

Costs:	Object	Object Description	Amount Requested
	6190	Direct Billing Rate	\$95,130
	6510	Tools & Equip	\$4,000
	6610	Contractual Services	(\$124,112)
	7110	Registration/Tuition	\$1,000
	Request Total		(\$23,982)

1a. Description of request:

The Health Department requests position control for a new 1 FTE Prevention Specialist (Grade 180/Step 3) position. This position will be funded by an increase in dedicated state funding for youth prevention activities. Whatcom County receives grant funding from WA State Department of Health to provide youth cannabis and marijuana prevention programs, including coordination of the Regional Youth Cannabis and Tobacco Prevention effort. Spending authority was originally established for contractual services, however some of these increased funds will be moved to support the salary of this new position.

1b. Primary customers:

Whatcom County and North Sound Region youth and adults, coalitions, schools, community agencies, and other Local Health Jurisdictions in the North Sound Region.

2. Problem to be solved:

The 2021 Healthy Youth Survey shows that about 16% of 12th grade students in Washington reported cannabis use in the past month and about 15% reported vaping. Although this is down from 26% and 30% respectively in 2018 we know that there were many barriers to access during the pandemic and rates are likely already rising back up. We also know that use rates vary by demographics such as race/ethnicity and sexual orientation, and that many populations are experiencing inequities in the impacts of cannabis and tobacco use. Only about half of 8th grade, one third of 10th grade, and one quarter of 12th grade youth surveyed perceived great risk of regular cannabis use. Research indicates that youth marijuana use can negatively impact brain health and development. Increased youth education and prevention efforts are needed in our region. This position would support coordination of increased services.

Whatcom County staff will lead this work with regional partners. The grant supports evidence informed strategies that target the reduction and prevention of youth cannabis and tobacco use with a primary focus on policy, systems, and environmental change strategies.

3a. Options / Advantages:

The regional approach aims to align efforts across the region to make a greater collective impact by picking shared priorities, creating and implementing shared and consistent strategies and messages, and supporting strong regional prevention partnerships. The advantage to basing this position in the Whatcom County Health Department is improved coordination with dedicated and experienced staffing.

3b. Cost savings:

Prevention efforts have far reaching economic impacts on the community by lessening healthcare costs, homelessness, drug addiction, etc. The Institute of Medicine and National Research Council indicates that every dollar invested in prevention yields \$2 to \$10 in savings in health costs, criminal and juvenile justice

Supplemental Budget Request

Health

Community Services

Suppl ID # 3842

Fund 1

Cost Center 677350

Originator: Amanda Burnett

costs, educational costs, and lost productivity.

4a. Outcomes:

The North Sound Region Youth Cannabis and Tobacco Prevention Program works toward the following outcomes as part of the statewide Youth Cannabis and Tobacco Prevention Program:

- Decrease percentage of 10th grade students (statewide) who have used cannabis and commercial tobacco on at least one day in the past 30 days.
- Decrease percentage of 10th grade students who have used cannabis and commercial tobacco on at least one day in the past 30 days in African American/Black, Latino/Hispanic, Asian/Pacific Islander, American Indian/Alaska Native, and LGBTQ population.
- Decrease the percentage of 10th grade students who first used cannabis and commercial tobacco before they were 14 years old.

4b. Measures:

When the position has been filled it will help to meet the progress towards outcomes which are measured by the Washington State Healthy Youth Survey, as well as through reporting and tracking to WA DOH. Short term success is measured by completion of workplan activities with WA DOH, long term success is measured through Healthy Youth Survey results.

5a. Other Departments/Agencies:

The Health Department contracts with other Local Health Jurisdictions and community agencies in the region on Youth Cannabis and Tobacco prevention strategies. These funds will positively impact other agencies doing prevention and school-based work.

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 / State funding from three sources include: Dedicated Cannabis Account, Tobacco Prevention, and Youth Vapor Product grants grant.

Supplemental Budget Request

Health

Community Services

Suppl ID # 3843

Fund 1

Cost Center 677370

Originator: Ann Beck

Expenditure Type: One-Time

Year 1 2023

Add'l FTE ☐

Add'l Space ☐

Priority 1

Name of Request: Opioid Settlement Funds for Abatement Strategies

X 

12/22/22

Department Head Signature (Required on Hard Copy Submission)

Date

Costs:	Object	Object Description	Amount Requested
	4369.4000	Other Judg & Settlements	(\$377,536)
	6610	Contractual Services	\$377,536
	Request Total		\$0

1a. Description of request:

The Health Department requests expenditure authority to contract for opioid use prevention services in accordance with the new Washington State Opioid Settlement funding. Local services will be data-driven and address high priority needs and gaps. Strategies will align with state priorities, as appropriate, to maximize impact. The funding included in this supplemental is the result of one settlement and will continue for a period of 18 years; additional settlements are in process and other lawsuits filed by states have been initiated. This allocation includes Whatcom County, Ferndale, and Lynden's allocations and will be used for countywide as well as targeted efforts. The City of Bellingham has opted to retain control of their allocation for the duration of the settlement period.

1b. Primary customers:

The scope of the problem requires a focus on individuals along the prevention, intervention, treatment, and aftercare continuum of care. This includes youth, families, and the general public to individuals or subgroups of the population already experiencing behavioral health concerns.

2. Problem to be solved:

Opioid misuse has been a growing concern in Whatcom County and strains many of our public and social services. While abuse of prescription opioids has trended downward for the past few years, other synthetic opioids (e.g. Fentanyl) have experienced significant growth. With high potency opioids more available, overdose deaths and overdoses crises have increased. Poly drug use, use of opioids with other substances, has also been a growing concern. Without proper interventions, these issues also increase the need for more expensive and intensive supports (treatment, emergency room visits, jail, etc.)

3a. Options / Advantages:

Whatcom County has coordinated a broad range of behavioral health supports through numerous funding sources for decades. This includes supporting a Prevention, Intervention, Treatment, and Aftercare continuum of care. In 2016, the Health Department convened the Opioid Task Force to address specific concerns related to opioids, and to establish ongoing local priorities.

3b. Cost savings:

An analysis by Washington State Institute for Public Policy details cost savings unique to individual programs. Some evidence-based strategies in Whatcom County show a cost benefit of \$5,805 for each participant. Other interventions save an estimated \$18 per \$1 invested.

4a. Outcomes:

Increased capacity to coordinate opioid abatement strategies is the primary goal. This will be accomplished through expansion of programs, services, and strategies in 2023.

4b. Measures:

Broad success will be demonstrated through increased number of interventions for substance misuse.

Supplemental Budget Request

Health

Community Services

Suppl ID # 3843

Fund 1

Cost Center 677370

Originator: Ann Beck

Directly, evidence-based best-practice strategies will be prioritized for implementation, which have been researched and shown to achieve positive outcomes and come with evaluation tools designed to measure changes in knowledge, attitudes, skills, and behavior.

5a. Other Departments/Agencies:

Strategies will have a positive impact on schools, families, healthcare, community groups, emergency medical services, criminal justice (e.g., law enforcement, courts, jail), and others by reducing burdens created by opioid and other substance misuse.

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

n/a

6. Funding Source:

Washington State Opioid Settlement Funds

Health	Environmental Health
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Originator: Sue Sullivan

Priority 1

X Einkaufsbereich 12/22/22
Department Head Signature (Required on Hard Copy Submission) Date

Costs:	Object	Object Description	Amount Requested
	6190	Direct Billing Rate	\$48,043
	6610	Contractual Services	(\$60,160)
	Request Total		(\$12,117)

This request adjusts approved spending authority for Foundational Public Health Services funding in contractual services (#2023-6866 Environmental Health FPHS grant increase) to salaries for the new Environmental Public Health Educator position proposed in Supplemental Budget #3847, Environmental Public Health Educator.

2. Problem to be solved:

3b. Cost savings:

4a. Outcomes:

4b. Measures:

5a. Other Departments/Agencies:

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

6. Funding Source:

Supplemental Budget Request

Health

Administration

Suppl ID # 3850

Fund 1

Cost Center 610525

Originator: Erika Lautenbach

Expenditure Type: One-Time

Year 1 2023

Add'l FTE ☐

Add'l Space ☐

Priority 1

Name of Request: Foundational Public Health Services Funding 2023

X 

12/22/22

Department Head Signature (Required on Hard Copy Submission)

Date

Costs:	Object	Object Description	Amount Requested
	6510	Tools & Equip	\$10,000
	6610	Contractual Services	\$60,000
	6870	Space Rental	\$22,000
	7000	Other Utilities	\$13,500
	7069	Repairs & Maint-Interfun	\$11,400
	7110	Registration/Tuition	\$10,000
	Request Total		\$126,900

1a. Description of request:

The Health Department requests expenditure authority for dedicated grant funding for Foundational Public Health Services (FPHS) first allocated by the Washington State legislature in 2021; additional funding was allocated in 2022. This on-going funding is intended to support increased staff and program capacity for foundational public health programs and services. 2022 grant funding was not fully spent out and is available to spend in 2023. A portion of this funding will be utilized to support lease expenses for the new Unity St. facility.

1b. Primary customers:

Whatcom County Residents

2. Problem to be solved:

Chronic underfunding of the public health system across WA State has led to significant gaps in the ability of local health jurisdictions to provide core public health services to meet community needs, and respond to urgent and emergent public health issues. The WA State legislature has acknowledged this problem, and provided additional funds to reinforce and expand capacity of the governmental public health system across the state. The Health Department has had consistent gaps in foundational capabilities with insufficient funding to support the activities and deliverables outlined in FPHS local jurisdiction responsibilities.

3a. Options / Advantages:

The Foundational Public Health Services Steering Committee, a collaborative entity comprised of representatives of the State Department of Health, State Board of Health, American Indian Health Commission, and Local Health Jurisdictions have identified and concurred on priority areas for use of this biennium's allocation. Local health funding is targeted to these areas and cannot be used for programs or services outside the designated categories. These categories include: Communicable Disease (including Case Investigation and Tuberculosis), Assessment/Evaluation, and Lifecourse Infrastructure and Workforce Capacity (Equity, Policy/Planning, Workforce, etc), as well as one-year funding for specific Environmental Health functions.

3b. Cost savings:

This funding covers long-term investments in public health without increasing the burden on the County's General Funds. The intent is to increase state FPHS, allowing General Funds to be used to increase

Supplemental Budget Request

Health

Administration

Suppl ID # 3850

Fund 1

Cost Center 610525

Originator: Erika Lautenbach

support basic business competencies and administrative staffing not supported by other funding sources.

4a. Outcomes:

The Health Department will have capacity to provide core public health services needed to meet community needs, and respond to urgent and emergent public health issues.

4b. Measures:

Measures will be consistent with Health Department performance measures, strategic plan, and accreditation requirements for the positions added and programs/services provided.

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 / Foundational Public Health Services Award (Consolidated Contract)

Supplemental Budget Request

Health

Administration

Suppl ID # 3851

Fund 1

Cost Center 600200

Originator: Julia Green

Expenditure Type: One-Time

Year 1

2023

Add'l FTE ☐

Add'l Space ☐

Priority

1

Name of Request: General Fund operating transfer in adj

X 

12/22/22

Department Head Signature (Required on Hard Copy Submission)

Date

Costs:	Object	Object Description	Amount Requested
	8301	Operating Transfer In	(\$41,332)
	Request Total		(\$41,332)

1a. Description of request:

Companion supplemental to Supplemental budget numbers #3847 and #3844, which creates the offsetting operating transfer in to the General Fund for indirect costs incurred in Veterans Fund 114 and the Solid Waste Fund 140.

1b. Primary customers:

2. Problem to be solved:

3a. Options / Advantages:

3b. Cost savings:

4a. Outcomes:

4b. Measures:

5a. Other Departments/Agencies:

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

6. Funding Source:

Supplemental Budget Request

Health

Communicable Disease & Epidemiology

Suppl ID # 3852

Fund 1

Cost Center 623406

Originator: Zac Doobovsky

Expenditure Type: One-Time


Year 1 2023

Add'l FTE ☐

Add'l Space ☐

Priority 1

Name of Request: Infectious Disease Control Grant

X 

12/22/22

Department Head Signature (Required on Hard Copy Submission)

Date

Costs:	Object	Object Description	Amount Requested
	4333.9332	ELC Grant	(\$77,750)
	6370	Medical Supplies	\$29,750
	6510	Tools & Equip	\$30,000
	6780	Travel-Educ/Training	\$12,000
	7110	Registration/Tuition	\$6,000
	Request Total		\$0

1a. Description of request:

The Health Department requests expenditure authority of dedicated state grant funding for medical supplies, equipment and training. Health Department public health nurses work with local long-term care facilities to educate and provide resources which minimize the spread of infectious disease in congregate living conditions. Equipment will include purchase of respirator fit testing equipment which Health Department nurses will use to fit test respirators worn by long-term care facility staff. Medical supplies include masks and personal protective equipment for long-term care facilities.

1b. Primary customers:

Whatcom County residents and staff in healthcare congregate settings.

2. Problem to be solved:

Resistant healthcare-associated infections (HAIs) can spread from patient to patient and across healthcare facilities through patient transfer. Unless stopped, these resistant healthcare-associated infections can reach the broader community, becoming much harder to control. Healthcare associated infections delay recovery and increase the risk of complication and even death.

3a. Options / Advantages:

These additional funds will support the Health Department's Communicable Disease and Epidemiology division with staff training, equipment, and supplies.

3b. Cost savings:

Prevention of healthcare associated infections leads to decreased hospital stays, costs to society, and death.

4a. Outcomes:

- Healthcare congregate facilities receive training and education to enhance their respiratory protection program and infection control practices to reduce healthcare associated infections
- Health Department staff receive training and education on healthcare associated infections and antimicrobial resistance

4b. Measures:

- Number of facilities receiving proactive infection control assessments during grant period.
- Number of staff who attended trainings during grant period.

5a. Other Departments/Agencies:

Supplemental Budget Request

Health

Communicable Disease & Epidemiology

Suppl ID # 3852

Fund 1

Cost Center 623406

Originator: Zac Doobovsky

n/a

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

n/a

6. Funding Source:

Washington State Department of Health / Consolidated Contract/ Healthcare Associated Infections and Antimicrobial Resistance Grant

Supplemental Budget Request

Status: Pending

Administrative Services

Information Technology

Suppl ID # 3836

Fund 1

Cost Center 4024

Originator: Perry Rice

Expenditure Type: One-Time Year 1 ~~2021~~ ²⁰²³ Add'l FTE ☐ Add'l Space ☐ Priority

Name of Request: Lifecycle Replacement-Assessor/Treasurer Servers

X

Department Head Signature (Required on Hard Copy Submission)

Date

12/16/2022

Costs:	Object	Object Description	Amount Requested
	7420	Computer-Capital Outlays	\$187,550
	8301	Operating Transfer In	(\$100,000)
	Request Total		\$87,550

1a. Description of request:

Perform a lifecycle replacement of the Assessor Treasurer System servers. This includes 7 production servers running various components of the Harris Govern PAC's application, 2 production servers running ESRI ArcGIS Server and 3 MS SQL server applications. Key integrations with our J.D. Edwards financial system, new EnerGov permit system, PACS mobile cloud based system, electronic REET, PropertyACCESS, Auditor Recording System and ESRI ArcGIS would need to be re-established.

1b. Primary customers:

Assessor's Office
Treasurer's Office
Citizen's using the PropertyAccess website
Citizen's using the Tax Parcel GIS Viewer

2. Problem to be solved:

The Assessor Treasurer System servers running the PACs application were last replaced in 2015 and will be 8-years old (end-of-life) in 2023. The entire system needs to be replaced by 2023 to keep it fully operational. The PACs system performs large complex and machine intensive operations to track \$32 billion in property value and to collect and distribute \$370 million in tax revenue to the state, county, municipalities, school, fire and other special districts.

Council approved \$187,550 in funding for this project from the General Fund and Treasurer's O&M Fund in the 2021 - 2022 Biennial Budget (ASR #2021-6245) for 2022. Information Technology's workload and staffing was such that it was not able to work on this project in 2022. This request is to re-appropriate \$187,550 that was not spent in 2022 to accomplish the project in early 2023.

3a. Options / Advantages:

The primary option considered is to further defer the lifecycle replacement of the Assessor Treasurer System beyond 8-years. Ideally these servers should be replaced on a 5-year lifecycle. It is not a prudent option to extend the lifecycle replacement of this system beyond 8-years. Components of the system would fail on a regular basis causing major disruption in the operations of the Assessor and Treasurer's offices.

3b. Cost savings:

Replacing this equipment before it is beyond end-of-life will contain annual operating cost increases and minimize operational disruptions to the Assessor and Treasurer's offices.

4a. Outcomes:

The Assessor Treasurer System servers would be replaced with new servers, current Microsoft operating systems and SQL server database applications in 2023.

Supplemental Budget Request

Status: Pending

Administrative Services

Information Technology

Suppl ID # 3836

Fund 1

Cost Center 4024

Originator: Perry Rice

4b. Measures:

The Assessor Treasurer System will be fully operational on new servers.

5a. Other Departments/Agencies:

In order to complete the lifecycle refresh of the servers, there would be an outage impacting the Assessor's and Treasurer's use of the system.

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

County IT would need to work closely with staff in the Assessor's Office, Treasurer's Office and with our vendor (Harris Govern) for a successful implementation.

6. Funding Source:

General Fund

Treasurer's O&M Fund

Supplemental Budget Request

Status: Pending

Executive

Suppl ID # 3854

Fund 1

Cost Center 4296

Originator: Suzanne Mildner

Expenditure Type: One-Time Year 1 2023 Add'l FTE ☐ Add'l Space ☐ Priority 1

Name of Request: OppCo CV1/CV2 CDBG Grant

X

Department Head Signature (Required on Hard Copy Submission)

Date

Costs:	Object	Object Description	Amount Requested
	4333.1422	HUD-CDBG	(\$465,000)
	6610	Contractual Services	\$465,000
	Request Total		\$0

1a. Description of request:

This request is for continued budget authority on the remaining balance of a multi-year grant contract from Washington State Department of Commerce. This is CARES ACT funding (CV1/CV2) which supports activities to prevent, prepare for an respond to coronavirus in partnership with Opportunity Council.

1b. Primary customers:

CDBG-eligible households and businesses in Whatcom County.

2. Problem to be solved:

This grant funding is accessed through the local government in partnership with our subrecipient Opportunity Council, who will oversee the delivery of services through both their public services program (homeless services) as well as the microenterprise assistance program, and additional funds allocated to LMI housing planning efforts.

3a. Options / Advantages:

N/A

3b. Cost savings:

N/A

4a. Outcomes:

Homeless housing program services as well as microenterprise business assistance and planning efforts to assist eligible families and businesses through the grant period, ending 6/30/23.

4b. Measures:

Grant reports and planning reports will be submitted through the course of the grant period.

5a. Other Departments/Agencies:

Opportunity Council

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

Greg Winter, Opportunity Council Executive Director

6. Funding Source:

Federal funding from HUD through the Washington State Department of Commerce's CDBG Program.

Supplemental Budget Request

Health

Community Services

Suppl ID # 3844

Fund 114

Cost Center 114

Originator: Ann Beck

Expenditure Type: One-Time

Year 1 2023

Add'l FTE ☒

Add'l Space ☐

Priority 1

Name of Request: New Veteran Specialist Position

X

Department Head Signature (Required on Hard Copy Submission)

Date

Costs:	Object	Object Description	Amount Requested
	6190	Direct Billing Rate	\$115,252
	6510	Tools & Equip	\$3,000
	6610	Contractual Services	(\$45,000)
	8351	Operating Transfer Out	\$29,215
	Request Total		\$102,467

1a. Description of request:

The Health Department requests spending authority for a new veteran specialist position (Grade 160, Step 3). This position was expected to be a contractual service, but due to limited provider capacity, this position will be shifted to the health department. The current contractual spending authority of \$45,000 will cover a portion of this position and additional funds from the Veteran's Relief Fund would cover the remaining expense. In addition, increased staffing will require increased supervisor time and additional funding is also being requested to support the current supervisor.

1b. Primary customers:

Whatcom County indigent veterans and their family members needing financial assistance, claims filed with the Veterans Assistance (VA) and other Veterans Assistance service navigation.

2. Problem to be solved:

The original contract to fund a Veteran Service Officer (VSO) located at the Bellingham Vet Center did not meet expectations and current county staff continues to have more requests for services than able to accommodate.

3a. Options / Advantages:

Creating an additional position within the county's Veterans Program will create much needed capacity to address not only the VSO needs of Whatcom County veterans, but also capacity to provide financial relief and resource referrals. This added position will provide the opportunity to grow the Veteran Assistance Program to offer more community outreach and collaborative partnerships throughout the veteran service community.

3b. Cost savings:

Since current county staff became an accredited VSO, the requests for financial assistance from indigent veterans has decreased dramatically. Staff are able to link veterans with service related claims to the VA, which have impacted their monthly incomes for the better.

4a. Outcomes:

Whatcom County will have healthier veterans as they will be able to access VA services, as well as receiving financial assistance to maintain quality of life with stable housing.

4b. Measures:

An estimated additional 250 veterans or their family members will be served with access to financial resources, healthcare connections or VA claim filing each year.

Supplemental Budget Request

Health

Community Services

Suppl ID # 3844

Fund 114

Cost Center 114

Originator: Ann Beck

An estimated \$1000, per eligible veteran service connected disability payments will be coming back to the community to support the needs of indigent veterans and their family members.

5a. Other Departments/Agencies:

This position will be co-located at the Bellingham Vet Center which is the local VA sponsored mental health treatment center.

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

n/a

6. Funding Source:

Veterans Relief Fund. The Veterans Fund currently is anticipated to have a \$900,000 fund balance at the end of 2022.

Supplemental Budget Request

Health

Response Division

Suppl ID # 3846

Fund 124

Cost Center 124135

Originator: Malora Christensen

Expenditure Type: One-Time

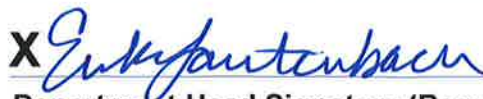
Year 1 2023

Add'l FTE ☐

Add'l Space ☒

Priority 1

Name of Request: Capital Improvements for Alternative Response (ART)

X 

12/22/22

Department Head Signature (Required on Hard Copy Submission)

Date

Costs:	Object	Object Description	Amount Requested
	4334.0691	HCA	(\$1,626,000)
	6510	Tools & Equip	\$72,186
	6510	Tools & Equip	\$56,650
	7350	Buildings & Structures	\$151,680
	7410	Equipment-Capital Outlay	\$149,000
	8351	Operating Transfer Out	\$1,196,484
	Request Total		\$0

1a. Description of request:

The Health Department requests expenditure authority of dedicated grant funding for the Capital Funds portion of the grant from the WA Health Care Authority (HCA) for the Alternative Response Team (ART) pilot program. These expenditures include:

- Vehicles for the ART Teams,
- Furniture and equipment for the ART offices and partner respite meetings spaces at the Old Triage space on Division Street
- Furniture and equipment for the ART offices in the 2nd floor of the Way Station on State Street
- Tenant Improvements for the ART space at the Old Triage space on Division Street
- Tenant Improvements for the ART space within the new Way Station on State Street, as part of the overall State Street remodeling for the new Way Station.

The operating expenses for ART are already included in the 2023 Budget. Vehicle spending authority was originally approved by Council in the 2022 budget but supply chain delays have changed this to a 2023 spending authority request.

Whatcom County ART is a community-based program that provides a rapid alternative response to aid people in crisis from known or suspected mental illness, substance use, or inability to care for themselves in the moment of crisis. ART will respond to non-emergent 911 and be deployed as an alternative to Law Enforcement encounters and unnecessary Emergency Department use.

The pilot program is being funded by a combination of State Proviso funds, City of Bellingham funds, and County ARPA funds. SB 5693 approved in the state legislature allocating dedicated funding to Whatcom County in 2022 and 2023 for ART operations. This supports three positions on the team. This request establishes spending authority for program operational expenses.

1b. Primary customers:

ART serves Whatcom County residents who require intensive supports and coordination among providers to address crisis situations. ART will support those community members struggling with mental health challenges, substance use disorders, experiencing homelessness or living in extreme poverty.

2. Problem to be solved:

Within our community, there are people who lack adequate care for behavioral health challenges. Many of these community members rely heavily on 911, crisis services or are heavily involved in the legal system.

Supplemental Budget Request

Health

Response Division

Suppl ID # 3846

Fund 124

Cost Center 124135

Originator: Malora Christensen

Many of the calls to 911 do not require a law enforcement or fire/EMT response and divert those resources from higher priority calls. Further, the public is presented with a confusing array of other phone numbers to call when dealing with behavioral health concerns, each of which has different response criteria, hours of operation, and coverage areas.

3a. Options / Advantages:

Whatcom County Health Department's new Response Systems Division affords a unique opportunity to coordinate responses to vulnerable and widely diverse populations with unmet needs or in some level of crisis, often in adverse situations. Response Teams work in community settings such as public spaces, homes, homeless shelters, or encampments. They work with a variety of interagency partners—paired with law enforcement or emergency medical professionals, co-responders—or independently; some may be deployed from What-Comm 911.

3b. Cost savings:

Coordinated behavioral health services and non-medical, not- law enforcement responses to low-acuity 9-1-1 calls are less expensive and often more effective than numerous emergency service responses from EMS or law enforcement.

4a. Outcomes:

ART will provide a rapid alternative response to aid people in distress or crisis from known or suspected mental illness, substance use or inability to care for themselves in the moment of crisis. ART will improve the lives of people experiencing crisis by diverting them from the criminal justice system, the hospital, and from using 911 as a service provider; and will provide alternative pathways to address their mental health and behavioral health crisis, linking them to essential services. By providing an alternative to EMS and law enforcement and working closely with existing crisis services, ART enhances the ability to support community members in crisis. The Health Department anticipates serving 1,000-1,200 calls within the first year of the program.

4b. Measures:

Number of responses. Types of responses. Outcomes of responses. Impact on emergency services and 9-1-1 dispatch.

5a. Other Departments/Agencies:

Facilities, Information Technology, Purchasing.

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

Rob Ney, Projects and Operations Manager in Facilities, will oversee building renovation projects.

6. Funding Source:

Washington State Health Care Authority / Washington State budget proviso funds SB 5693

Supplemental Budget Request

Health

Response Division

Suppl ID # 3853

Fund 124

Cost Center 124114

Originator: Perry Mowery

Expenditure Type: One-Time

Year 1 2023

Add'l FTE ☐

Add'l Space ☐

Priority 1

Name of Request: Jail Behavioral Health and Re-Entry Services

X 

12/22/2022

Department Head Signature (Required on Hard Copy Submission)

Date

Costs:	Object	Object Description	Amount Requested
	6610	Contractual Services	\$310,000
	Request Total		\$310,000

1a. Description of request:

The Health Department requests additional expenditure authority to increase mental health services at the jail. The Health Department contracts with a local mental health provider agency to provide immediate assessments and treatment, including crisis services and re-entry case management. This request increases contractor staffing by 3 FTE.

1b. Primary customers:

Primary customers are people with behavioral health issues who are incarcerated in the Whatcom County Jail.

2. Problem to be solved:

The Behavioral Health program at the jail receives 350-400 requests for behavioral health services per year. The current service provider has three full-time staff to provide crisis services and re-entry case management in the jail and this is insufficient to meet current needs. The National Commission on Correctional Healthcare (NCCCHC) requires a 72-hour response on all non-urgent requests and referrals. The contractor can provide only rudimentary services to between 1500 and 1700 people per year with around 300-350 people per year receiving re-entry services. There is a lack of behavioral health (BH) staff in the jail to provide triage, crisis services, assessment, treatment, and to manage the re-entry process. There are 30 bookings and releases per day, most of which are unanticipated releases. The rapid movement of incarcerated adults makes it difficult for staff to provide adequate assessment, treatment, and case management for people in the jail or those who are releasing from the jail. Additional staff would mean we could begin the process of engagement with people with behavioral health at or immediately after booking to include providing such services and screening, assessment, triage, crisis response, treatment and re-entry case management.

Fulfillment of this request will ensure that more people with behavioral health issues get the services they need more expediently.

3a. Options / Advantages:

There are no other service options. The health department has attempted to secure other grants, but such grants are usually not adaptable to the unique circumstances of the jail. In addition, the county cannot use Medicaid funds in the jail. The North Sound Behavioral Health Administrative Services Organization (ASO) is currently providing funding for a partial FTE on the team.

The service expansion was prioritized as the top priority in a recent gap analysis completed by the Behavioral Health Gap Analysis Team (BHGAT). The Incarceration Prevention and Reduction Task Force adopted the updated Sequential Intercept Model from the Behavioral Health Gap Analysis Team. This model includes a recommendation to increase jail behavioral health staffing by three FTE.

Supplemental Budget Request

Health

Response Division

Suppl ID # 3853

Fund 124

Cost Center 124114

Originator: Perry Mowery

3b. Cost savings:

There is substantial and readily available material from reputable institutions about how stabilizing people with behavioral health issues in the jail and assisting them with their return to community treatment reduces recycling through the criminal/legal system. (GAINS Institute, VERA Institute, Council of State Governments). There is a potential cost saving of \$193 for each day per person with behavioral health issues that do not return to the jail.

4a. Outcomes:

More people with behavioral health needs will be served in the jail and upon release, and the results will show in our monthly data. More people will be provided with appropriate triage to case management and engagement into services in the community. The overall result will be an increase in people stabilized in the community who do not return to the jail.

4b. Measures:

Numbers of people served by the behavioral health program and assisted with re-entry case management services are currently tracked as deliverables in the existing contract. We should see immediate increases in the number of unduplicated people served in jail and upon re-entry.

5a. Other Departments/Agencies:

Yes, this request is expected to impact the jail and corrections personnel. The jail will need to allow the staff to come into the jail, and assist with a process whereby we can engage people with behavioral health issues at booking or immediately after.

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

The jail may need to assist with accommodation at booking so the contractor can begin the engagement process there, or find a nearby space for behavioral health staff to meet with incarcerated individuals needing behavioral health services.

6. Funding Source:

Behavioral Health Fund balance. The fund balance is anticipated to be \$6.9M at the end of 2022.

Supplemental Budget Request

Non-Departmental

Suppl ID # 3812 Fund 130 Cost Center 130100 Originator: Rosalee Cowan

Year 1 2023 Add'l FTE ☒ Priority 1

Name of Request: Rural EMT Grant

X

Department Head Signature (Required on Hard Copy Submission)

Date

Costs:	Object	Object Description	Amount Requested
	4331.9324	SAMHSA EMS Training Grant	(\$113,360)
	6120	Extra Help	\$15,840
	6320	Office & Op Supplies	\$100
	6510	Tools & Equip	\$1,400
	6620	Contract Employment	\$62,520
	6625	Software Maint Contracts	\$500
	7110	Registration/Tuition	\$30,000
	7420	Computer-Capital Outlays	\$3,000
	Request Total		\$0

1a. Description of request:

Whatcom County EMS is requesting expenditure authority to create and launch two grant funded Emergency Medical Technician (EMT) courses which includes the cost of personnel, equipment, supplies, tuition and other costs. The purpose of this program is to recruit and train EMS personnel in rural areas with a particular focus on addressing mental and substance use disorders.

1b. Primary customers:

Whatcom County Residents, particularly those living in rural and tribal communities, who are interested in EMS will now have the option of taking an EMT course with no cost to the student.

2. Problem to be solved:

Rural/Tribal populations who may not have had the financial resource and have an interest in joining the fire service or Emergency Medical Services will have an incentive to learn about EMS and to use those skills for entry level career development.

3a. Options / Advantages:

The individuals who complete this training will improve community health by taking their learned skills back to their homes, may become interested in EMS or healthcare as a career, and potentially will be interested in getting involved with their local EMS providers like the fire agencies of Whatcom County.

3b. Cost savings:

This grant will allow for two grant-supported EMT courses in Whatcom County. Costs savings are oriented to incentivizing individuals to learn more about a career in EMS. In addition, these two classes will support fire agencies recruiting and retention efforts with no costs for the departments.

4a. Outcomes:

The two grant-supported EMT courses will potentially create 40 new EMTs in Whatcom County to better support their communities with emergency response. These 40 trained EMTs can potentially go on to volunteer or become paid employees at their local fire agencies. 40 more trained EMTs will bolster community health and expand the world of EMS and medicine to communities that may not have consistent access to these professions.

Supplemental Budget Request

Non-Departmental

Suppl ID # 3812

Fund 130

Cost Center 130100

Originator: Rosalee Cowan

4b. Measures:

Numbers of student certified as Washington State Emergency Medical Technicians. Numbers of student who pass with a grade higher than 80% and who pass their National Registry of EMT examinations towards certification.

5a. Other Departments/Agencies:

Whatcom County Fire Agencies could be impacted by new certified and interested EMTs who could volunteer or become paid staff members, the Lummi Nation and Nooksack Indian Tribe could be impacted by this grant-supported EMT program which is aimed at improving access to EMT training for Indigenous individuals.

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

Steven Cohen, project director.

6. Funding Source:

Federal SAMHSA Grant 130125.4331.9324

Supplemental Budget Request

Non-Departmental

Suppl ID # 3838

Fund 130

Cost Center 130100

Originator: Mike Hilley

Year 1 2023

Add'l FTE ☐

Priority 2

Name of Request: 20 PowerLoad Installation

X

Department Head Signature (Required on Hard Copy Submission)

Date

Costs:	Object	Object Description	Amount Requested
	7060	Repairs & Maintenance	\$25,000
	Request Total		\$25,000

1a. Description of request:

Funds allocated to 2022 were not spent to install 20 PowerLoads into 20 Whatcom County Fire Agency ambulances. Power Loads units are due to be received the first week of January 2023. This budget supplemental is to allocate the funding needed in 2023 for the installation of 20 PowerLoads into Whatcom County ambulances.

1b. Primary customers:

The Whatcom County Fire Agencies will benefit from having PowerLoads professionally installed and secured into their ambulances. These PowerLoads will improve patient safety and provider safety, in addition to completing the ALS 360 EMS equipment program. This is the final piece of the PowerLoad purchase and installation project.

2. Problem to be solved:

Whatcom County Fire Agencies need 20 installations of PowerLoad systems to improve patient and provider safety and to finalize this project.

3a. Options / Advantages:

Other options are to leave the PowerLoad installation un-installed, but that will leave 20 PowerLoad systems already purchased in 2022 to sit unused and will decrease patient and provider safety without them.

3b. Cost savings:

The specific cost savings will complete an ALS 360 equipment program and reduce costs related to patient and provider safety. Three vendors provided quotes where the lowest bidder has been selected for the work.

4a. Outcomes:

The outcomes will be delivered in early 2023 when an installation company is chosen to install the 20 PowerLoads.

4b. Measures:

These outcomes will happen when the PowerLoads will be permanently installed in the 20 ambulances and the contractor invoices us for the installation of 20 PowerLoads.

5a. Other Departments/Agencies:

This will affect multiple Fire Agencies in Whatcom County. This will also affect the City of Bellingham and the Bellingham Fire Department.

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

No other department or agency will be responsible for the implementation.

6. Funding Source:

Supplemental Budget Request

Non-Departmental

Suppl ID # 3838	Fund 130	Cost Center 130100	Originator: Mike Hilley
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EMS Levy Fund

Supplemental Budget Request

Health

Solid Waste

Suppl ID # 3847

Fund 140

Cost Center 140100

Originator: Sue Sullivan

Expenditure Type: One-Time

Year 1 2023

Add'l FTE ☒

Add'l Space ☒

Priority 1

Name of Request: Environmental Public Health Educator

X 

12/22/22

Department Head Signature (Required on Hard Copy Submission)

Date

Costs:	Object	Object Description	Amount Requested
	6190	Direct Billing Rate	\$48,042
	6510	Tools & Equip	\$5,000
	6720	Telephone	\$600
	6780	Travel-Educ/Training	\$5,000
	7110	Registration/Tuition	\$1,500
	8351	Operating Transfer Out	\$12,117
	Request Total		\$72,259

1a. Description of request:

The Health Department requests position control to establish 1 FTE Environmental Public Health Educator (Grade 44, Step 3). This position will address gaps in waste education as outlined in the Whatcom County Comprehensive Solid and Hazardous Waste Management Plan and was approved by the Solid Waste Executive Committee. This position will also support work related to education and communications addressing wildfire smoke hazards and harmful algal blooms. The position is funded 50% from the solid waste fund and 50% by dedicated state Foundational Public Health Services funds (approved by Council in additional service request #2023-6866, Foundational Public Health Grant Increase). The Foundational Public Health Services ASR budgeted for contractual services and funding will be moved to salaries to cover this position (see companion Supplemental Budget Request #3848, Environmental Health Educator – Funding Adjustment).

1b. Primary customers:

Whatcom county residents

2. Problem to be solved:

Waste reduction, reuse, recycling and composting are key components of the strategy to minimize the impact that a property owner's solid waste mismanagement can have on the community. Inadequate staffing for waste education limits outreach to the county residents and the general populace.

3a. Options / Advantages:

Informed outreach that includes in-person connection and promotion of waste reduction, reuse and recycling, requires more staff time but increases effective outcomes.

3b. Cost savings:

Cost savings include mitigation and minimizing injury or illness to humans and pets.

4a. Outcomes:

1. Decreasing contamination in recycling and composting streams.
2. Enhanced collaboration with waste haulers
3. Prioritization of inter-departmental and inter-agency diversion efforts

4b. Measures:

- Create an outreach and education plan around solid waste reduction, increasing recycling and

Supplemental Budget Request

Health

Solid Waste

Suppl ID # 3847

Fund 140

Cost Center 140100

Originator: Sue Sullivan

composting

- Coordinate regular waste audits and/or waste characterization studies to determine waste generation trends.

- Waste reduction prioritization list

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:

Whatcom County Solid Waste Fund

Supplemental Budget Request

Health

Solid Waste

Suppl ID # 3849

Fund 140

Cost Center 140000

Originator: Sue Sullivan

Expenditure Type: One-Time

Year 1 2023

Add'l FTE ☐

Add'l Space ☐

Priority 1

Name of Request: 2023-24 Solid Waste Labor pool adj

X

Sue Sullivan

12/22/22

Department Head Signature (Required on Hard Copy Submission)

Date

Costs:	Object	Object Description	Amount Requested
	6110	Regular Salaries & Wages	\$65,229
	6195	Direct Billing Offset	(\$96,085)
	6210	Retirement	\$6,686
	6230	Social Security	\$4,990
	6245	Medical Insurance	\$16,416
	6255	Other H&W Benefits	\$1,866
	6259	Worker's Comp-Interfund	\$728
	6269	Unemployment-Interfund	\$170
	Request Total		\$0

1a. Description of request:

Companion supplemental to Supplemental budget numbers #3848 and #3847, which creates the payroll infrastructure in labor pool cost center 140000 to add a Public Health Educator position. Payroll costs incurred are reflected in the companion supplemental budgets.

1b. Primary customers:

2. Problem to be solved:

3a. Options / Advantages:

3b. Cost savings:

4a. Outcomes:

4b. Measures:

5a. Other Departments/Agencies:

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

6. Funding Source:

Supplemental Budget Request

Status: Pending

Administrative Services

Information Technology

Suppl ID # 3833

Fund 166

Cost Center 16600

Originator: P. Rice on Behalf of Auditor

Expenditure Type: One-Time

Year ~~2022~~ 2023

Add'l FTE ☐

Add'l Space ☐

Priority 1

Name of Request: Lifecycle Replacement - Auditor Recording Servers

X

Department Head Signature (Required on Hard Copy Submission)

Date

Costs:	Object	Object Description	Amount Requested
	7420	Computer-Capital Outlays	\$100,000
	Request Total		\$100,000

1a. Description of request:

Perform a lifecycle replacement of the Helion Auditor Recording System servers. This includes:

- Application Server
- Test Application Server
- File Server with large storage requirements for images
- Database Server with a new Microsoft SQL Server license
- Mentis AI Redaction and Indexing Server
- Web Server with citizen facing on line Digital Research Room and on line Marriage Licens

Key integrations with eRecording, Assessor Treasurer System and Silent Cube Archiving System would need to be re-established.

1b. Primary customers:

- Auditor's Office
- Citizen's using the Online Digital Research Room application
- Citizen's using the Online Marriage License application
- Title companies performing eRecording

2. Problem to be solved:

The new Helion Auditor Recording System went into production in 2016 using re-purposed servers predominantly purchased in 2013. The servers are 9-years old (end-of-life) in 2022 and need to be replaced to keep the system fully operational. The Helion system is used to record, index and publish upwards to 50,000 new documents per year. In addition to the age of the servers, the Auditor's Office is actively working on projects to scan and add millions of historic documents to the system and the current servers are out of storage space.

Council approved \$90,000 in funding for this project from the Auditor's O&M Fund in Ordinance 2022-059 amending the 2022 Whatcom County Budget, request no. 12 (9/13/2022). Information Technology's workload and staffing was such that it was not able to work on this project in 2022. This request is to re-appropriate \$90,000 that was not spent in 2022 and to add an additional \$10,000 from the Auditor's O&M Fund due to inflation for a total of \$100,000 to accomplish the project in early 2023.

3a. Options / Advantages:

The primary option considered is to further delay the lifecycle replacement of the Auditor Recording System beyond 9-years. Ideally these servers should be replaced on a 5-year lifecycle. It is not a prudent option to extend the lifecycle replacement of this system beyond 9-years. Components of the system would fail on a regular basis causing major disruption in the operations of the Auditor's Office.

Tuesday, December 13, 2022

Rpt: Rpt Suppl Regular

Supplemental Budget Request

Status: Pending

Administrative Services

Information Technology

Suppl ID # 3833

Fund 166

Cost Center 16600

Originator: P. Rice on Behalf of Auditor

3b. Cost savings:

Replacing this equipment before it is beyond end-of-life will contain annual operating cost increases and minimize operational disruptions to the Auditor's Office.

4a. Outcomes:

The lifecycle replacement of the Auditor's Recording System servers will be worked on and completed in early 2023.

4b. Measures:

The Helion Auditor Recording System will be fully operational on new servers.

5a. Other Departments/Agencies:

In order to complete the lifecycle refresh of the servers, there would be an outage impacting the Auditor's Office use of the system.

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

County IT would work closely with staff in the Auditor's Office and our vendor (Helion) for a successful implementation.

6. Funding Source:

Auditor O&M Fund

Supplemental Budget Request

Status: Pending

Sheriff

Emergency Management

Suppl ID # 3834

Fund 167

Cost Center 1673521013

Originator: John Gargett

Expenditure Type: One-Time

Year 1

2023

Add'l FTE ☐

Add'l Space ☐

Priority 1

Name of Request: WA-EMD D28-012 IA Housing Assistance - Nov21 Flood

X

Department Head Signature (Required on Hard Copy Submission)

Date

12/16/22

Costs:	Object	Object Description	Amount Requested
	4334.0181	State Military Department	(\$2,050,000)
	6610	Contractual Services	\$2,050,000
	Request Total		\$0

1a. Description of request:

Provide housing assistance to individuals and/or households impacted by the November 2021 Atmospheric River Weather Event (Flood) with funding from the Washington State Individual Assistance Grant Program.

1b. Primary customers:

Individuals and/or households impacted by the November 2021 Atmospheric River Weather Event (Flood)

2. Problem to be solved:

The November 2021 Atmospheric River Weather Event (Flood) caused significant damage to many housing units in Whatcom County, compounding the struggles of the impacted individuals and/or households to recover from this historic disaster. The Whatcom County Individual Assistance Team and the Whatcom Long Term Recovery Group have an active case load of approximately 450 individuals and/or households who are in particular need of housing assistance. The Washington State Individual Assistance Grant Program will provide assistance for:

- *Rental Assistance
- *Moving or Relocation Assistance
- *Replacement of Household Appliances
- *Home Repairs

Funding is restricted to disabled and/or low-income individuals and/or households.

3a. Options / Advantages:

These impacted individuals and/or households have exhausted or do not qualify for other funding sources (e.g., insurance, FEMA, Small Business Administration, etc). Whatcom County is able to facilitate needed housing assistance to Whatcom County residents using State funding.

3b. Cost savings:

\$2,050,000

4a. Outcomes:

For housing that is repairable, building supplies and/or appliances will be provided, allowing individuals and/or households to live in safe, sanitary, and functional residences. Individuals and/or households unable to return to their pre-disaster housing will be relocated. Housing assistance will be provided by June 30, 2023.

4b. Measures:

Applicants will be vetted for eligibility. Specific requests will be reviewed and pre-approved at both the local and state level before funds are disbursed. Approved assistance projects will be monitored for progress and completion. Monthly reports will be completed per contract requirements.

Thursday, December 15, 2022

Rpt: Rpt Suppl Regular

Supplemental Budget Request

Status: Pending

Sheriff

Emergency Management

Suppl ID # 3834

Fund 167

Cost Center 1673521013

Originator: John Gargett

5a. Other Departments/Agencies:

Whatcom Long Term Recovery Group (WLTRG), in collaboration with Whatcom County Sheriff's Office Division of Emergency Management, will coordinate the applicant eligibility process. The WLTRG will disburse assistance funding and purchase needed appliances and repair supplies.

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

Whatcom Long Term Recover Group: Lacey De Lange

6. Funding Source:

State Funds: Washington State Military Department, Washington State Individual Assistance Grant D23-012 / Whatcom County Contract # 202211018.

N.B.: Funding for staffing to support this contract is provided under Washington State Military Department Individual Assistance Grant U23-005 / Whatcom County Contract # 202209018.

Supplemental Budget Request

Status: Pending

Sheriff

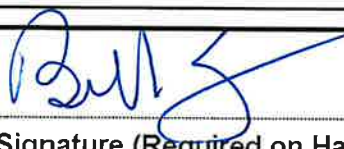
Emergency Management

Suppl ID # 3835 Fund 167 Cost Center 1673521010 Originator: John Gargett

Expenditure Type: One-Time Year 1 2023 Add'l FTE ☐ Add'l Space ☐ Priority 1

Name of Request: WA-EMD U23-005 IA Payroll & Mileage - Nov21 Flood

X



12-19-2022

Department Head Signature (Required on Hard Copy Submission)

Date

Costs:	Object	Object Description	Amount Requested
	4334.0181	State Military Department	(\$756,000)
	6120	Extra Help	\$240,000
	6140	Overtime	\$25,000
	6210	Retirement	\$30,000
	6230	Social Security	\$20,000
	6245	Medical Insurance	\$70,000
	6255	Other H&W Benefits	\$10,000
	6259	Worker's Comp-Interfund	\$3,000
	6269	Unemployment-Interfund	\$1,000
	6610	Contractual Services	\$332,000
	6790	Travel-Other	\$25,000
	Request Total		\$0

1a. Description of request:

Continue to provide Disaster Recovery and Disaster Case Management support to individuals and/or households impacted by the November 2021 Atmospheric River Weather Event (Flood) with funding from the Washington State Individual Assistance Grant Program.

1b. Primary customers:

Individuals and/or households impacted by the November 2021 Atmospheric River Weather Event (Flood)

2. Problem to be solved:

Washington State Military Department, through its Individual Assistance Grant Program, awarded \$1,153,200 to Whatcom County (WA-Mil# D23-005 / Whatcom County Contract # 202209018) to provide funding for staffing to provide Recovery and Disaster Case Management activities in response to the November 2021 Atmospheric River Weather Event (Flood).

\$1,153,200 - Award (06/01/2022-06/30/2023)
 - 397,200 - Expected Expenditures for 2022
 \$ 756,000 - Balance Available for 2023

Many Whatcom County individuals and/or households continue to struggle to recover from this historic disaster. The Whatcom County Individual Assistance Team and the Whatcom Long Term Recovery Group have an active case load of approximately 450 individuals and/or households who are in particular need of support.

Sheriff's Office - DEM needs 2023 budget authority to continue the work begun in 2022.

3a. Options / Advantages:

Thursday, December 15, 2022

Rpt: Rpt Suppl Regular

Supplemental Budget Request

Status: Pending

Sheriff

Emergency Management

Suppl ID # 3835

Fund 167

Cost Center 1673521010

Originator: John Gargett

Whatcom County will continue to fund the staffing (County temporary employees and contracted services) brought on in 2022 to support the essential Recovery and Disaster Case Management activities using State funding.

3b. Cost savings:

\$756,000

4a. Outcomes:

Disaster Recovery and Disaster Case Management support will continue through 06/30/2023.

4b. Measures:

Individual and/or household assistance requests and recovery plans are closely monitored for progress and completion.

5a. Other Departments/Agencies:

Whatcom Long Term Recovery Group (Whatcom County Contract # 202203005) will provide Disaster Case Management and Housing Assistance support.

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

Whatcom Long Term Recover Group: Lacey De Lange

6. Funding Source:

State Funds: Washington State Military Department, Washington State Individual Assistance Grant U23-005 / Whatcom County Contract # 202209018.

Supplemental Budget Request

Status: Pending

Administrative Services

Information Technology

Suppl ID # 3837

Fund 507

Cost Center 507111

Originator: Perry Rice

Expenditure Type: One-Time

Year 1

~~2021~~
2023

Add'l FTE ☐

Add'l Space ☐

Priority 1

Name of Request: Council Chambers AV Enhancements for Hybrid Mtgs

X

Department Head Signature (Required on Hard Copy Submission)

Date

Costs:	Object	Object Description	Amount Requested
	6610	Contractual Services	\$41,500
	Request Total		\$41,500

1a. Description of request:

Enhance the Council Chambers audio visual system to better support hybrid Zoom meetings.

1b. Primary customers:

County Council and Citizens

2. Problem to be solved:

County Council successfully conducted virtual Council Meetings using the Zoom video conferencing system throughout the Covid-19 global pandemic. In March of 2022, County Council conducted its first hybrid meetings with some members and citizens in Council Chambers and others participating remotely using the Zoom video conferencing system. After conducting hybrid meetings for a number of months, it has been determined that additional technologies are needed to enhance the meetings such as a third projector and screen, fixed cameras and more convenient access to electrical power on the dais.

Council approved \$41,500 in funding for this project from the Administrative Services Fund in Ordinance 2021-089 amending the 2022 Whatcom County Budget, request no. 3 (12/07/2021). Information Technology was able to assist Council setup hybrid meetings with minimal costs from its base budget, but due to workload and staffing there was not capacity to work on additional technology enhancements in 2022. This request is to re-appropriate \$41,500 that was not spent in 2022 to accomplish the project in early 2023.

3a. Options / Advantages:

The alternative is to make no modifications to Council Chambers. The proposed option is best to provide clear sound and video of councilmembers and citizens in Council Chambers to remote audiences and participants via the Zoom video conferencing platform.

3b. Cost savings:

Hybrid Council Meetings allow councilmembers and citizens to participate remotely saving time and transportation costs.

4a. Outcomes:

Hybrid Council Meeting with some councilmembers and citizens in the Council Chambers and others others participating remotely using the Zoom video conferencing system will be enhanced with a third projector and screen, fixed cameras and additional eletrical outlets on the dais in early 2023.

4b. Measures:

The county will enter into a contract with a vendor to procure, install and train the county on audio visual enhancements in Council Chambers in early 2023.

5a. Other Departments/Agencies:

County IT will work with a vendor, County Council and Facilities Management on the implementation.

Thursday, December 15, 2022

Rpt: Rpt Suppl Regular

Supplemental Budget Request

Status: Pending

Administrative Services

Information Technology

Suppl ID # 3837

Fund 507

Cost Center 507111

Originator: Perry Rice

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

Perry Rice - IT Manager

Rob Ney - Facilities Manager

Dana-Brown Davis - Clerk of Council

6. Funding Source:

Administrative Services Fund



Whatcom County

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

Agenda Bill Master Report

File Number: AB2023-078

File ID:	AB2023-078	Version:	1	Status:	Agenda Ready
File Created:	01/13/2023	Entered by:	THelms@co.whatcom.wa.us		
Department:	County Executive's Office	File Type:	Ordinance		
Assigned to:	Council	Final Action:			
Agenda Date:	01/24/2023	Enactment #:			

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

TITLE FOR AGENDA ITEM:

Ordinance amending the project based budget for the Plantation Rifle Range Lead Reclamation and Capital Improvement by adding \$700,000 for a total amount of \$1,355,000

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

See attached

HISTORY OF LEGISLATIVE FILE

Date:	Acting Body:	Action:	Sent To:
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Attachments: Ordinance, Supplemental budget request

ORDINANCE NO. _____

**ORDINANCE AMENDING THE PROJECT BASED BUDGET FOR THE PLANTATION
RIFLE RANGE LEAD RECLAMATION & CAPITAL IMPROVEMENT FUND
REQUEST NO. 1**

WHEREAS, Ordinance No. 2022-084 established the Plantation Range Lead Reclamation & Capital Improvement Fund, granting expenditure authority to initiate the multi-year project for reclamation of existing lead; modifications to mitigate future lead contamination; and related improvements to address continued future operation of the range; and

WHEREAS, the Washington State Department of Ecology has awarded Whatcom County \$700,000 for analysis and planning of the project; and

NOW, THEREFORE, BE IT ORDAINED by the Whatcom County Council that Ordinance No. 2022-084 is hereby amended adding \$700,000 of expenditure authority, as described in Exhibit A, to the project budget total of \$655,000 for a new total of \$1,355,000.

ADOPTED this ____ day of _____, 2023.

ATTEST

Dana Brown-Davis, Clerk of the Council

APPROVED AS TO FORM:

Approved by email/C Quinn/M Caldwell
Christopher Quinn
Senior Deputy Prosecuting Attorney
Civil Division

WHATCOM COUNTY COUNCIL
WHATCOM COUNTY, WASHINGTON

Barry Buchanan,
Chair of the Council

WHATCOM COUNTY EXECUTIVE
WHATCOM COUNTY, WASHINGTON

() Approved () Denied

Satpal Singh Sidhu
County Executive

Date Signed: _____

Supplemental Budget Request

Parks & Recreation

Suppl ID # 3840 Fund 397 Cost Center 397/00 Originator: Bennett Knox

Year 1 2023 Add'l FTE ☐ Priority 1

Name of Request: Plantation Range Lead Reclamation

X  1/13/23
Department Head Signature (Required on Hard Copy Submission) **Date**

Costs:	Object	Object Description	Amount Requested
	4334.0311	CZM-FCCAP Grant	(\$700,000)
	6630	Professional Services	\$700,000
	Request Total		\$0

1a. Description of request:

This request is for project-based budget authority to accept and expend \$700,000 in additional funds provided by the Washington Department of Ecology (Ecology). Ecology intends to provide these funds on a reimbursement basis to advance lead reclamation and clean-up activities required at Plantation Rifle Range. This budget authority would be added to the Plantation Range Lead Reclamation & Capital Improvement Fund ORD 2022-084 bringing the total budget authority to \$1,355,000.

1b. Primary customers:

The citizens of Whatcom County and users of Plantation Range, including recreational shooters, local law enforcement agencies, and others.

2. Problem to be solved:

The 2023-2024 Budget included \$655,000 for a multi-year project for reclamation of existing lead; modifications to mitigate future lead contamination; and related improvements to address continued future operation of the range (Plantation Range Lead Reclamation & Capital Improvement Fund – AB2022-617-ORD 2022-084). That \$655,000 in funding is responsive to regulatory enforcement action taken by the Washington Department of Ecology: 1) an Expedited Settlement Agreement (ESA) between Ecology and Whatcom County executed on September 28, 2022 to resolve non-compliance with Dangerous Waste regulations and Washington's Water Pollution Control Act and 2) an expected agreed order requiring clean-up of both the high-power and small-bore ranges. However, that \$655,000 funding request was based on very preliminary estimates of remediation cost and was submitted with an expectation that additional funds could be necessary.

Whatcom County Parks & Recreation has initiated activities association with implementation of the ESA and has continued close coordination with Ecology. Ecology has informed Whatcom County that they have funding in the amount of \$700,000 to perform specific clean-up activities described in a draft interagency agreement (IAA) between Ecology and Whatcom County.

These funds would fund completion of the following tasks by June 25, 2023:

- 1) Initial 1st phase grid-based sampling to delineate the location and extent of lead and other potential contaminants of concern (using x-ray fluorescence analysis)
- 2) Analysis of 1st phase sampling results
- 3) Planning of 2nd sampling of areas shown by 1st phase sampling to be above Model Toxics Control Act clean-up levels
- 4) Conduct of 2nd phase sampling
- 5) Analysis of 2nd phase sampling results
- 6) Planning of clean-up activities
- 7) Contamination Summary Report

Friday, January 13, 2023

Rpt: Rpt Suppl Regular

Supplemental Budget Request

Parks & Recreation

Suppl ID # 3840

Fund 397

Cost Center

Originator: Bennett Knox

These funds from Ecology advance site characterization and site clean-up planning necessary for Parks to subsequently advertise a bid for cleanup activities using previously-authorized County funds.

3a. Options / Advantages:

The County has entered into an Expedited Settlement Agreement with the Ecology to resolve issue associated with lead contamination at the range and will be entering into an Agreed Order with Ecology to formalize its cleanup responsibilities. Therefore, the only option is to move forward as expeditiously as possible to advance site cleanup. The availability of these funds from Ecology was not anticipated and is development that is very advantageous to the County.

3b. Cost savings:

Acceptance of these funds saves the County \$700,000 in funds that it might otherwise have to expend towards the project.

4a. Outcomes:

Work associated with these funds must be completed by June 25, 2023 (June 30th at the absolute latest). The outcome of this work is the completion of site sampling and planning related activities necessary for Parks to develop bid specifications and award a contract for physical site clean-up activities scheduled to take place in the summer and fall of 2023.

4b. Measures:

Parks will enter into an Inter-agency Agreement with the Ecology that identifies a schedule of seven (7) specific deliverables to be accomplished with the first due by March 31, 2023 and the last due by June 25 2023. Parks will be required to submit weekly progress e-mails to Ecology during implementation.

5a. Other Departments/Agencies:

Whatcom County Parks & Recreation; Washington Department of Ecology

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

Christ Thomsen - Parks Operations Manager is responsible for coordinating work and contractor oversight

6. Funding Source:

Washington Department of Ecology